Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda
Capital Regional District Board

Wednesday, March 12, 2025 | **12:10 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. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

3. ADOPTION OF MINUTES

3.1. 25-0249 Minutes of the February 12, 2025 Capital Regional District Board Meeting

Recommendation: That the minutes of the Capital Regional District Board meeting of February 12, 2025 be adopted as circulated.

Attachments: Minutes - February 12, 2025

4. REPORT OF THE CHAIR

5. PRESENTATIONS/DELEGATIONS

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

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

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

6. CONSENT AGENDA

6.1. 25-0266 Advocacy on Speed Limits in Electoral Areas

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the Board Chair write a letter to Minister Farnsworth advocating for greater engagement with Electoral Area Directors on matters relating to speed limits and highway signage in the CRD Electoral Areas; and,
2. That staff be directed to request a meeting at UBCM between the Electoral Area Directors and Minister Farnsworth to discuss the need for more engagement on speed limits and highway signage.
(NWA)

Attachments: Staff Report: Speed Limits in Electoral Areas

Appendix A: Procedures for Submitting Resolutions to UBCM

Appendix B: Proposed UBCM Resolution

6.2. 25-0232 Union of British Columbia Municipalities Emergency Operations Centres Equipment and Training Grant 2025 - Motion of Support

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: UBCM EOC Equipment & Training Grant 2025

Appendix A: CEPF EOCs Equip & Training Grant 2025 Applic'n

6.3. 25-0168 Motion with Notice: BC Ferries Advisory Committees (Director Holman)

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
That the CRD Board urge BC Ferries to reinstate Ferry Advisory Committees or similar engagement opportunities for Salt Spring and the Southern Gulf Islands.
(NWA)

6.4. 25-0149 Verbal Update on the Addition of Flexible Plastics Collection to the Blue Box Program

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

6.5. 25-0090 Options for Flexible Plastics Collection for Multi-Family Dwellings

Recommendation: The Environmental Services Committee recommends to the Capital Regional District Board:
That staff report back to committee with the results of the pilot project.
(NWA)

Attachments: Staff Report: Options for Flexible Plastics Collection for Multi-Family Dwellings

Appendix A: Private Waste and Recycling Collection Service Providers

6.6. 25-0167 Motion with Notice: Model Demolition Bylaw (Director Plant)

Recommendation: [At the February 12, 2025 CRD Board meeting, the following notice of motion was read into the record by Director Plant and referred by the CRD Chair to next meeting of the Environmental Services Committee for discussion:]
The Environmental Services Committee recommends to the Capital Regional District Board:
That staff be directed to develop a model bylaw for demolition waste and deconstruction for municipalities in the capital region, and that the attached City of Victoria bylaw be used as a starting point.
(NWA)

Attachments: Memo: Notice of Motion

6.7. 25-0059 Capital Regional District External Grants Update

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

Attachments: Staff Report: CRD External Grants Update
Appendix A: External Grants Dashboard
Appendix B: Grant Alerts

6.8. 25-0058 Capital Regional District Investment Portfolio Holdings and Performance Annual Update

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

Attachments: Staff Report: CRD Investment Portfolio Update 2025
Appendix A: Investment Policy
Appendix B: Market Analysis
Appendix C Investment Holdings and Performance
Appendix D: MFAs Suite of Pooled Investment Products

6.9. 25-0190 Potential Impacts of United States-Canada Tariffs

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

Attachments: Staff Report: Potential Impacts of United States-Canada Tariffs
Appendix A: Canadian Phase 1 Retaliatory Tariff List

6.10. 25-0200 Rural Housing Program Pilot Project Update

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

Attachments: Staff Report: Rural Housing Program Pilot Project
Appendix A: Future Housing Priorities & Partnerships Framework
Appendix B: Urban Matters Financial Feasibility Update Report
Appendix C: CRD Rural Housing Pgrm What We Heard Rpt 2024
Appendix D: CRD Pilot Proj ADU Incentive Pgrm Application Guide

6.11. 25-0093 Temporary Use Permit Application for Lot A, Section 74, Renfrew District, Plan VIP71883 - 11237 West Coast Road; PID: 024-937-207; and That Part of Section 74, Renfrew District Lying to the North of the Northerly Boundary of Plan 109RW; PID: 009-590-412

Recommendation: [At its February 18, 2025 meeting, the Juan de Fuca Land Use Committee amended the recommendation as noted below:]
The Land Use Committee recommends to the Capital Regional District Board:
1. That the referral of Temporary Use Permit TP000013 to the Shirley-Jordan River Advisory Planning Commission, Pacheedaht & T'Sou-ke First Nations, Island Health, Ministry of Transportation & Infrastructure, RCMP, and appropriate CRD departments be approved and comments be received; and
2. That the Temporary Use Permit TP000013 be approved, as amended.
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

Attachments: Staff Report: Temporary Use Permit TP000013
Appendix A: Subject Property Map
Appendix B: Temporary Use Permit TP000013 for Referral
Appendix C: Temporary Use Permit TP000013
Appendix D: Referral Comments
Appendix E: Shirley-Jordan River OCP Temporary Use Permit Policies
Temporary Use Permit TP000013 as amended by the LUC

6.12. 25-0251 Energy Recovery Project Update

Recommendation: The Peninsula Recreation Commission recommends to the Capital Regional District Board:
That the Saanich Peninsula Recreation Services Capital Plan be amended to include additional funding of $1,700,000 for Project 19-15 Heat Recovery Plant, funded by grants $800,000 and capital reserves $900,000.
(WA)

Attachments: Staff Report: Energy Recovery Project Update

6.13. 25-0039 2025 Regional Parks Committee Terms of Reference

Recommendation: The Regional Parks Committee recommends to the Capital Regional District Board:
That staff review Section 3.0(c) of the Terms of Reference at the end of this year.
(NWA)

Attachments: Staff Report: 2025 Regional Parks Committee ToR
Appendix A: 2025 Regional Parks Committee ToR - Approved Jan 8, 2025
Appendix B: 2025 Regional Parks Committee ToR - Redlined

6.14. 25-0188 Species at Risk Ecological Monitoring Report

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

Attachments: Staff Report: Species at Risk Ecological Monitoring Report

6.15. 25-0071 Previous Minutes of Other CRD Committees and Commissions

Recommendation: [At the January 14, 2025 Traffic Safety Commission meeting, the following recommendation to the Transportation Committee was carried:
The Traffic Safety Commission recommends that the Transportation Committee recommend to the Capital Regional District Board:
That the CRD Board advocate to the Province for improved interregional bus service in recognition that affordable transit and its frequency play a role in traffic safety.

At the February 26, 2025 Transportation Committee meeting, the motion was amended and carried along with a motion arising as provided below:]

The Transportation Committee recommends to the Capital Regional District Board:
1. That the CRD Board advocate to the Province for improved interregional bus service and funding between the Capital Regional District and Cowichan Valley Regional District in recognition that affordable transit and its frequency play a role in traffic safety.
2. That this motion be forwarded to the Cowichan Valley Regional District Board and request their support.
(NWA)

Attachments: Minutes: CRD Traffic Safety Commission - Nov 12, 2024

Minutes: CRD Traffic Safety Commission - Dec 10, 2024

Minutes: CRD Traffic Safety Commission - Jan 14, 2025

Minutes: Reg'l Transportation Working Group - Nov 19, 2024

6.16. 25-0252 Short-term Biosolids Management Plan - March Update

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

Attachments: Staff Report: Short-term Biosolids Management Plan - March Update

7. ADMINISTRATION REPORTS

7.1. 25-0253 AAP Requirements for Bylaw No. 4630 - Regional Transportation Service Establishment Bylaw No. 1, 2024

Recommendation: 1. That in accordance with section 86(3) of the Community Charter, the date of May 16, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4630, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;
2. That the attached Synopsis of Bylaw No. 4630 (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 331,273 and that 10% of that number is 33,127 electors.
(NWA)

Attachments:
- Staff Report: AAP Requirements for Bylaw 4630 Transportation
- Appendix A: Bylaw No. 4630 at Third Reading
- Appendix B: Synopsis of Bylaw No. 4630
- Appendix C: Notice of AAP for Bylaw No. 4630
- Appendix D: Elector Response Form for Bylaw No. 4630
- Appendix E: Previous Staff Report dated September 11, 2024
- Appendix F: Communication Channels for Bylaw No. 4630

7.2. 25-0198 Bylaw No. 4674: 2024 to 2028 Financial Plan Bylaw, 2024, Amendment No. 6, 2024

Recommendation: 1. That Bylaw No. 4674, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 6, 2024", be introduced and read a first, second and third time; and
(WA)
2. That Bylaw No. 4674 be adopted.
(WA, 2/3rds on adoption)

Attachments:
- Staff Report: Bylaw 4674: 2024-28 Fin Plan Amend No 6
- Appendix A: Bylaw No. 4674 with Schedule B

7.3. 25-0041 Bylaw No. 4665: 2025 to 2029 Financial Plan Bylaw, 2025

Recommendation: 1. That Bylaw No. 4665, "2025 to 2029 Financial Plan Bylaw, 2025", be introduced and read a first, second and third time;
(WA)
2. That Bylaw No. 4665 be adopted; and
(WA)
3. That the Staff Establishment Chart as attached in Appendix G be approved.
(WA)

Attachments:
- Staff Report: Bylaw No. 4665 Financial Plan 2025-29
- Presentation: CRD 2025 Financial Plan
- Appendix A: CRD 2025 Final vs 2024 Final Budgets
- Appendix B: CRD 2025 Operating Budget Overview
- Appendix C: Drivers for Changes in Operating Budget
- Appendix D: CRD 2025 Capital Budget Overview
- Appendix E: CRD 2025 Major Capital Projects > $500,000
- Appendix F: Drivers for Changes in Capital Investment
- Appendix G: CRD 2025 Staff Establishment Chart
- Appendix H: CRD Changes in Operating and Capital Reserve Forecasts
- Appendix I: CRD 2025 Financial Indicators
- Appendix J: Summaries Individual Municipality EA Req
- Appendix K: Public Engagement Report
- Appendix L: Bylaw No. 4665
- Appendix M Part 1: EA Final Budget Staff Report
- Appendix M Part 2: Joint EA Services Appendix A
- Appendix M Part 3: JdF Services Appendix B
- Appendix M Part 4: SSI Services Appendix C
- Appendix M Part 5: SGI Services Appendix D
- Appendix M Part 6: Assessment Data for EA Appendix E
- Appendix N: Requisition by Participant-Impact Values
- Appendix O Part A: Final Budget Review Pkg
- Appendix O Part B: Final Budget Review Pkg
- Appendix O Part C: Final Budget Review Pkg
- Appendix P: 2024 Operating Deficits over $5,000

8. REPORTS OF COMMITTEES

Electoral Areas Committee

8.1. 25-0202 Bylaw No. 4671: CRD Electoral Areas Water Conservation Bylaw No. 1, 2023, Amendment Bylaw No. 1, 2025 and Bylaw No. 4673: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 84, 2025

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4671, "Capital Regional District Electoral Areas Water Conservation Bylaw No. 1, 2023, Amendment Bylaw No. 1, 2025", be introduced and read a first, second and third time; and
(WP - JDF, SSI, SGI)
2. That Bylaw No. 4671 be adopted.
(WP - JDF, SSI, SGI, 2/3rds on adoption)
3. That Bylaw No. 4673, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 84, 2025", be introduced and read a first, second and third time; and
(WP - JDF, SSI, SGI)
4. That Bylaw No. 4673 be adopted.
(WP - JDF, SSI, SGI, 2/3rds on adoption)

Attachments: Staff Report: Bylaw Nos. 4671 and 4673
Appendix A: Bylaw No. 4492 Redlined
Appendix B: Bylaw No. 4671
Appendix C: Bylaw No. 4673
Appendix D: Stage 4 Water Conservation Notice

Environmental Services Committee

8.2. 25-0146 Biosolids Literature Review Outcomes

Recommendation: [At the February 19, 2025 Environmental Services Committee, the report was presented for information and the following motion arising was carried:]
That the Biosolids Literature Review Outcomes report be referred to the Core Area Liquid Waste Management Committee for information.
(NWA)

Attachments: Staff Report: Biosolids Literature Review Outcomes
Appendix A: Biosolids Land Application – Updated Review

Finance Committee

8.3. 25-0212 Implications of a “Buy Canadian” Purchasing Preference at the Capital Regional District

Recommendation: [At the March 5, 2025 Finance Committee meeting, this report was presented for information and the following motion arising was carried:
"That the report be forwarded to the Board for discussion."]

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

Attachments: Staff Report: Implications of a "Buy Canadian" Purchasing Preference at CRD

Juan de Fuca Land Use Committee

8.4. 25-0233 Public Hearing Report on Bylaw No. 4550, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 160, 2023”

Recommendation:

1. That the minutes that form the Report of Public Hearing for Bylaw No. 4550, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 160, 2023", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on January 28, 2025, be received;
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
2. That Bylaw No. 4550 be read a third time; and
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
3. That prior to adoption of proposed Bylaw No. 4550, the landowner registers a covenant in favour of the Capital Regional District prohibiting subdivision on District Lot 175, Renfrew District (PID: 023-414-308); 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: Public Hearing Report on Bylaw No. 4550

Appendix A: Proposed Bylaw No. 4550

Appendix B: Report of Public Hearing

8.5. 25-0234 Public Hearing Report on 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 Bylaw No. 162, 2024”

Recommendation:

1. That the minutes that form the Report of Public Hearing for 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 Bylaw No. 162, 2024", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on January 28, 2025, be received;
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
2. That Bylaw No. 4598, as amended, be read a third time;
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
3. That Bylaw No. 4598 be adopted;
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
4. That Bylaw No. 4599 be read a third time; and
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
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: Public Hearing Report on Bylaw No. 4598 & No. 4599

Appendix A: Proposed Bylaw No. 4598

Appendix B: Proposed Bylaw No. 4599

Appendix C: Report of Public Hearing

9. BYLAWS

10. NOTICE(S) OF MOTION

10.1. 25-0177 Motion with Notice: AVICC - UBCM Resolution on Regional District Chair Elections (Chair McNeil-Smith)

Recommendation: That the Regional Board endorse submission of the following resolution for consideration by the Association of Vancouver Island and Coastal Communities (AVICC) and/or the Union of BC Municipalities (UBCM):
WHEREAS section 215 of the Local Government Act requires annual elections for Regional District Board Chairs and Vice-Chairs;
AND WHEREAS annual leadership changes can be disruptive to a Regional Board's operational and strategic decision-making;
THEREFORE BE IT RESOLVED that the Local Government Act be amended to allow for 2-year terms for Regional District Board Chairs and Vice-Chairs.
(NWA)

Attachments: Correspondence from Minister Kahlon Re: Reform of LGA (February 5, 2025)

11. NEW BUSINESS

12. MOTION TO CLOSE THE MEETING

12.1. 25-0250 Motion to Close the Meeting

Recommendation: 1. That the meeting be closed for Appointments in accordance with Section 90(1)(a) of the Community Charter. [2 items]
2. That the meeting be closed for Land Acquisition/Disposition in accordance with Section 90(1)(e) of the Community Charter. [2 items]
3. That such disclosures could reasonably be expected to harm the interests of the Regional District. [2 items]
4. That the meeting be closed for Litigation in accordance with Section 90(1)(g) of the Community Charter. [1 Item]
5. That the meeting be closed for a Legal Update in accordance with Section 90(1)(i) of the Community Charter. [1 Item]
6. That the meeting be closed for Contract Negotiations in accordance with Section (90)(1)(k) of the Community Charter. [1 item]
7. That such disclosures could reasonably be expected to harm the interests of the Regional District. [1 item]

13. RISE AND REPORT

14. 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, February 12, 2025 **12:00 PM** **6th Floor Boardroom**
625 Fisgard Street
Victoria, BC

DIRECTORS: C. McNeil-Smith (Chair), M. Little (Vice Chair), M. Alto, J. Bateman (for M. Tait), P. Brent, S. Brice, J. Brownoff (EP), J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins, S. Goodmanson, C. Harder (EP), G. Holman, P. Jones, K. Murdoch, D. Murdock (12:10 pm), C. Plant, D. Thompson, S. Tobias (EP), A. Wickheim, K. Williams, R. Windsor

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Infrastructure Water Services; G. Harris, Acting General Manager, Parks, Recreation & Environmental Services; L. Jones, General Manager, Parks, Recreation & Environmental Services; D. Elliott, Acting General Manager, Housing, Planning and Protective Services; K. Morley, General Manager, Corporate Services; C. Anderson, Manager Emergency Programs; N. Brotman, Research Planner; S. Carey, Senior Manager Legal and Risk Management; S. Henderson, Senior Manager, Real Estate and SGI Administration; P. Klassen, Senior Manager Regional Planning; I. Lawrence, Senior Manager Jaun de Fuca Local Area Services (EP); D. Ovington, Senior Manager Salt Spring Island Administration; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors D. Kobayashi, M. Tait

The meeting was called to order at 12:02 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

Vice Chair Little provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Director Plant, SECONDED by Director Brent,
That agenda item 6.2. be moved to be considered as agenda item 8.4.b. and that the agenda be approved as amended.
CARRIED

3. ADOPTION OF MINUTES

3.1. 25-0104 Minutes of the January 8, 2025 Capital Regional District Board Meeting

MOVED by Director Brent, SECONDED by Director Brice,
That the minutes of the Capital Regional District Board meeting of January 8, 2025 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

In late January, it was my honour to represent the CRD Board at the signing ceremony for the CRD and the Sci'anew First Nation water servicing agreement. I was joined by Vice Chair Little, Director Wickheim, Gord Baird, Chair of the Regional Water Supply Commission and CRD staff. I want to thank all staff who worked to find solutions and reach an agreement with the Nation. This bulk water service agreement sets out the terms by which the CRD will provide drinking water to the Nation under the regional water supply service. The Sci'anew Nation has noted that this agreement recognizes them as a government, and that is a positive step. Sci'anew First Nation Chief Chipps, members of their Council and staff, graciously hosted us to celebrate this milestone, strengthening our government-to-government relationship and a step towards putting reconciliation into action. I look forward to continuing to collaborate with Sci'anew First Nation and other First Nations as we identify and action new ways of working together. While my first item was a very positive outcome associated with important regional relationship building, my second item is about the recent fracture in the national relationship between Canada and United States. It is understood across our country that tariff actions and threats from the United States will cause significant economic hardship. Residents, businesses, other entities and senior levels of government are acting now, and there are notices of motion coming forward on today's agenda for us to consider the potential impacts to the region and Canada. My third item is a reminder of the invitation I recently sent to Board colleagues to tour the completed major infrastructure changes at the north end of the Hartland Landfill and to also tour the residual treatment facility. While the date seems a way off, on May 21, 2025, there are six directors confirmed and it would be great to have more confirmed and participate, if you are able. And lastly, the Board will recall giving direction for me as Chair to write Housing and Municipal Affairs Minister, Ravi Kahlon, requesting two-year terms for Board Chair and Vice Chair. The Minister has replied, declining that request. I will bring forward a notice of motion forward today to move that request forward another way.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

There were no presentations.

5.2. Delegations

5.2.1. 25-0138 Delegation - Shellie MacDonald; Resident of Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

S. MacDonald spoke to item 7.4.

Director Murdock joined the meeting in person at 12:10 pm.

5.2.2. 25-0140 Delegation - Linda Geggie; Representing CRFAIR: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

L. Geggie spoke to item 7.4.

5.2.3. 25-0141 Delegation - Jonathan O'Riordan; Representing Peninsula Biosolids Coalition: Re: Agenda Item: 7.2. Short-term Biosolids Management Plan - February Update

J. O'Riordan spoke to Item 7.2.

5.2.4. 25-0139 Delegation - Jason Austin; Resident of Central Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

J. Austin spoke to Item 7.4.

5.2.5. 25-0142 Delegation - Brian Webster; Resident of Salt Spring Island: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

B. Webster spoke to Item 7.4.

5.2.6. 25-0143 Delegation - David Lawson; Resident of Central Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

D. Lawson spoke to Item 7.4.

5.2.7. 25-0144 Delegation - Brett Smyth; Resident of North Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

The delegation did not speak.

5.2.8. 25-0145 Delegation - Robert Maxwell; Resident of Central Saanich: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

R. Maxwell spoke to Item 7.4.

5.2.9. 25-0148 Delegation - Katie Underwood; Representing Peas n' Carrots Farm: Re: Agenda Item: 7.4. AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

K. Underwood spoke to Item 7.4.

6. CONSENT AGENDA

Item 6.9. was removed from the consent agenda and moved to be considered under Reports of Committees as item 8.6.

MOVED by Director Brent, SECONDED by Director Alto,
That consent agenda items 6.1., 6.3. through 6.8. and 6.10. be approved.
CARRIED

MOVED by Director Caradonna, SECONDED by Director Holman,
That agenda item 7.4. be considered after the consent agenda.
CARRIED

6.1. 25-0091 Union of British Columbia Municipalities Emergency Support Services Equipment and Training Grant 2025 - Motion of Support

1. That the Capital Regional District Board support an application to the Union of British Columbia Municipalities Community Emergency Preparedness for Emergency Support Services Equipment and Training Grant for 2025; and
2. That Edward Robbins, Chief Administrative Officer, or their duly authorized delegate, be authorized to apply for, negotiate, and execute agreements with the Union of British Columbia Municipalities and receive funds through the Community Emergency Preparedness for Emergency Support Services Equipment and Training Grant and do all things incidental to finalize such agreements and deliver the program.
CARRIED

6.3. 25-0003 Summary of Recommendations from Other Water Commissions and Committees

To request that staff prepare correspondence to the Province to encourage a review of the conditions required for farm status by BC Assessment.
CARRIED

6.4. 25-0029 2025 Appointments Advisory Committee

That the membership of the Appointments Advisory Committee for 2025 include Governance and First Nations Relations Committee Chair Little and the following two committee members: Vice Chair Windsor, and Director Brent.
CARRIED

6.5. 25-0068 First Nations Relations Operational Update

This report was received for information.

6.6. 25-0089 Public Website Redesign Update

This report was received for information.

6.7. 25-0099 Presentation: Jennifer Fox and Allison Dunnet, BC Housing, Jamie Proctor, CRD; Re. Aligning the Federal/Provincial Homelessness Response

This report was received for information.

6.8. 25-0079 Reaching Home Contribution Agreement Extension

That Edward Robbins, Chief Administrative Officer, or their duly authorized delegate, be authorized to negotiate and execute agreements with the Government of Canada and receive funds through the Reaching Home Program and do all things incidental to finalize such agreements and deliver the program.
CARRIED

6.10. 25-0076 Remuneration for Juan de Fuca Water Distribution Commission

That remuneration for Commissioners of the Juan de Fuca Water Distribution Commission be considered in the next comprehensive review of the Capital Regional District (CRD) Board Remuneration and Travel Expenses Reimbursement Policy.
CARRIED

7. ADMINISTRATION REPORTS

7.4. 25-0087 AAP Results & Adoption for Bylaw 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

K. Morley spoke to Item 7.4.

MOVED by Director Caradonna, SECONDED by Director Desjardins,
That the Regional Board acknowledges a request has been made by a member of the public pursuant to section 86(4) of the Community Charter and hereby direct staff to make available a report in accordance with the requirements of that section.

Discussion ensued regarding the delegation authority bylaw.

The question was called:
That the Regional Board acknowledges a request has been made by a member of the public pursuant to section 86(4) of the Community Charter and hereby direct staff to make available a report in accordance with the requirements of that section.
CARRIED

MOVED by Director Caradonna, SECONDED by Director Plant,
1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4602 (Appendix B) be received.

Discussion ensued regarding
- merits of the alternate approval process
- duration of the elector response time
- potential staff concerns related to the alternate approval process

The question was called:
1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4602 (Appendix B) be received.
CARRIED
Opposed: Jones, Windsor

MOVED by Director Caradonna, SECONDED by Director Plant,
2. That Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024" be adopted.

Discussion ensued regarding:
- regional benefits of food security
- Full Time Equivalent staff budget for the service
- impact of potential international tariffs on the service
- next steps related to the work plan
- board approval for land acquisition for agricultural use
- clarification of the acquisition of land under this service
- length of pilot project
- expansion of the project in to park lands
- 5 year budget for the service in current financial plan
- public engagement strategy for the service

The question was called:
2. That Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024" be adopted.
CARRIED
Opposed: Jones, Murdoch, Windsor

Director Alto left the meeting at 1:53 pm.

7.1. 24-1320 Canada Housing Infrastructure Fund

N. Chan spoke to Item 7.1.

Discussion ensued regarding:
- financial impacts and risks to the CRD
- bilateral agreement application process
- water commission input on the funding

MOVED by Director Caradonna, SECONDED by Director Desjardins,
That the Capital Regional District Board direct staff to implement a Development Cost Charge rate freeze for Capital Regional District services from April 4, 2024 until April 4, 2027 to allow member municipalities to pursue funding opportunities under the Canadian Housing Infrastructure Fund.
CARRIED

7.2. 25-0098 Short-term Biosolids Management Plan - February Update

G. Harris presented Item 7.2. for information.

Discussion ensued regarding:
- procurement process timeline
- potted cedar plants clarification
- clarification of land reclamation

7.3. 25-0088 AAP Results & Adoption for Bylaw 4575 - Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023

K. Morley spoke to Item 7.3.

Director Alto returned to the meeting at 2:12 pm.

Discussion ensued regarding:
- maximum requisition for 2025
- invasive species clarification
- rationale for the establishment of the service
- clarification of the use of private lands related to education outreach

MOVED by Director Little, SECONDED by Director Murdoch,
1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4575 (Appendix B) be received.
CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,
2. That Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023" be adopted.
CARRIED
Opposed: Desjardins

7.5. 25-0112 Third Reading of Amended Bylaw No. 4634 - Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025

K. Morley spoke to Item 7.5.

MOVED by Alternate Director Bateman, SECONDED by Director Wickheim,
1. That third reading of Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024," be rescinded.
CARRIED

MOVED by Alternate Director Bateman, SECONDED by Director Wickheim,
2. That Bylaw No. 4634 be amended as follows:
- inserting the words "recreational service" before "capital projects" throughout the bylaw;
- Under WHEREAS C., inserting the words" including heat recovery capital improvements and the construction and development of a skateboard park," following the words, "capital projects";
- Under section 1, inserting the words ", including heat recovery capital projects and the construction and development of a skateboard park,";
- Replacing section 3 in its entirety with:
"3. This Bylaw may be cited as "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025"".
CARRIED

MOVED by Alternate Director Bateman, SECONDED by Director Wickheim,
3. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025" be read a third time as amended.
CARRIED

MOVED by Alternate Director Bateman, SECONDED by Director Brent,
4. That participating area approval for Bylaw No. 4634, as amended, be obtained for the entire service area by alternative approval process.
CARRIED

MOVED by Alternate Director Bateman, SECONDED by Director Wickheim,
5. That Bylaw No. 4634, as amended, be forwarded to the Inspector of Municipalities for approval.
CARRIED

7.6. 25-0102 Regional Trestles Renewal, Trails Widening & Lighting Project - Active Transportation Fund Grant Application

G. Harris spoke to item 7.6.

Discussion ensued regarding discussion with the Province regarding the land under the Lochside trail.

MOVED by Director Plant, SECONDED by Director Caradonna,
That staff be directed to apply for, negotiate and, if successful, enter into an agreement with the Active Transportation Fund and do all such things necessary for accepting grant funds and overseeing grant management to implement the Project.
CARRIED
Opposed: Wickheim

Directors Murdock and Plant left the meeting at 2:15 pm.

8. REPORTS OF COMMITTEES

Juan de Fuca Water Distribution Commission

8.1. 24-1109 Bylaw No. 4653 - Ticket Information Authorization Bylaw, 1990, Amendment No. 81, 2024

MOVED by Director Wickheim, SECONDED by Alternate Director Bateman,
1. That Bylaw No. 4653, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 81, 2024", be introduced and read a first, second, and third time.
CARRIED

MOVED by Director Wickheim, SECONDED by Alternate Director Bateman,
2. That Bylaw No. 4653 be adopted.
CARRIED

Director Plant returned to the meeting at 2:16 pm.

Juan de Fuca Land Use Committee

8.2. 25-0072 Public Hearing Report on Bylaw No. 4518, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 158, 2022"

MOVED by Director Wickheim, SECONDED by Alternate Director Bateman,
1) That the minutes that form the Report of the Public Hearing for Bylaw No. 4518, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 158, 2022", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on November 12, 2024, for Bylaw No. 4518, be received.
CARRIED

MOVED by Director Wickheim, SECONDED by Alternate Director Bateman,
2) That Bylaw No. 4518 be read a third time.
CARRIED

MOVED by Director Wickheim, SECONDED by Alternate Director Bateman,
3) That prior to adoption of Bylaw No. 4518:
a. A commercial access permit be issued by the Ministry of Transportation and Infrastructure; and
b. The landowner provide 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.
CARRIED

Electoral Areas Committee

8.3. 24-1376 Bylaw No. 4654: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 82, 2025 and Bylaw No. 4656: Water Regulations Bylaw, 1990, Amendment Bylaw No. 1, 2025

MOVED by Director Brent, SECONDED by Director Holman,
1. That Bylaw No. 4654, "Capital Regional District Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 82, 2025", be introduced and read a first, second, and third time.
CARRIED

MOVED by Director Brent, SECONDED by Director Holman,
2. That Bylaw No. 4654 be adopted.
CARRIED

MOVED by Director Brent, SECONDED by Director Holman,
3. That Bylaw No. 4656, "Water Regulations Bylaw, 1990, Amendment Bylaw No. 1, 2025", be introduced and read a first, second, and third time.
CARRIED

MOVED by Director Brent, SECONDED by Director Holman,
4. That Bylaw No. 4656 be adopted.
CARRIED

Director Murdock returned to the meeting at 2:30 pm.

8.4. 25-0080 Bylaw No. 4435: Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025 and Bylaw No. 4672: CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 83, 2025

MOVED by Director Brent, SECONDED by Director Wickheim,
1. That Bylaw No. 4435, "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025" be introduced and read a first, second, and third time.
CARRIED

Director Jones left the meeting at 2:30 pm.

MOVED by Director Brent, SECONDED by Director Wickheim,
2. That Bylaw No. 4435 be forwarded to the Ministry of Environment and Parks for Ministerial approval prior to adoption.
CARRIED

MOVED by Director Brent, SECONDED by Director Wickheim,
3. That Bylaw No. 4672, "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 83, 2025" be introduced and read a first, second, and third time.
CARRIED

MOVED by Director Brent, SECONDED by Director Wickheim,
4. That Bylaw No. 4672 be returned with Bylaw No. 4435 for adoption.
CARRIED

8.4.b. 24-1353 Motion with Notice: Speed Limits in Electoral Areas (Director Wickheim)

MOVED by Director Wickheim, SECONDED by Director Brent,
Whereas Incorporated areas have the ability to set speed limits to reflect local conditions and hazards, and that Electoral Areas have similar conditions and hazards in select spots.
Therefore we seek the Capital Regional District Board to advocate to the Province (Ministry of Transportation and Transit) to engage with the Electoral Areas to establish speed limits and road hazard signage in their rural areas.

Director Jones returned to the meeting at 2:31 pm.

Discussion ensued regarding potential for motion to advance to AVICC and UBCM.

MOVED by Director Plant, SECONDED by Director Windsor,
That the main motion be amended by adding the following words to the end of the motion; ", and that staff report back to the Electoral Areas Committee on the potential wording for a UBCM resolution to be submitted prior to the deadline."
CARRIED

The question was called on the main motion as amended:
Whereas Incorporated areas have the ability to set speed limits to reflect local conditions and hazards, and that Electoral Areas have similar conditions and hazards in select spots.
Therefore we seek the Capital Regional District Board to advocate to the Province (Ministry of Transportation and Transit) to engage with the Electoral Areas to establish speed limits and road hazard signage in their rural areas, and that staff report back to the Electoral Areas Committee on the potential wording for a UBCM resolution to be submitted prior to the deadline.
CARRIED

The meeting went into recess at 2:38 pm.
The meeting reconvened at 2:47 pm.

Governance and First Nations Relations Committee

8.5. 25-0096 Proposed Amendments to the CRD Board Procedures Bylaw

K. Morley spoke to Item 8.5.

MOVED by Director Little, SECONDED by Alternate Director Bateman,
That staff be directed to prepare an amending bylaw to the "Capital Regional District Board Procedures Bylaws, 2012" to include the proposed amendments on electronic meetings and electronic participation (Appendix A) and miscellaneous updates (Appendix B).

MOVED by Director Windsor, SECONDED by Director Jones,
That the main motion be amended by removing Sections 29.1.(1) and 29.1.(4) from the bylaw.

Discussion ensued regarding:
- rationale for recording electronic participation in the minutes
- attendance limits related to electronic participation
- splitting the amendment into two votes

The question was called on the amendment:
That the main motion be amended by removing Section 29.1.(1) from the bylaw.
DEFEATED
Opposed: Alto, Bateman, Brent, Brice, Brownoff, Caradonna, Coleman, de Vries, Desjardins, Goodmanson, Harder, Holman, Little, McNeil-Smith, Murdoch, Murdock, Thompson, Wickheim

The question was called on the amendment:
That the main motion be amended by removing Section 29.1.(4) from the bylaw.
DEFEATED
Opposed: Alto, Bateman, Brent, Brice, Caradonna, Coleman, de Vries, Goodmanson, Harder, Little, Plant, Thompson, Wickheim

Discussion ensued regarding definition of participation.

The question was called on the main motion:
That staff be directed to prepare an amending bylaw to the "Capital Regional District Board Procedures Bylaws, 2012" to include the proposed amendments on electronic meetings and electronic participation (Appendix A) and miscellaneous updates (Appendix B).
CARRIED
Opposed: Jones, Windsor

8.6. 24-1337 Motion with Notice: Rural Housing Program Suite Incentive (Director Holman)

MOVED by Director Holman, SECONDED by Director Caradonna,
That staff report on the merits of a possible modest incentive for home-sharing to be funded by the Rural Housing Program and to be administered through the Housing Now program.
DEFEATED
Opposed: Alto, Bateman, Brent, Brice, Brownoff, Caradonna, Coleman, de Vries, Desjardins, Goodmanson, Harder, Jones, Little, McNeil-Smith, Murdoch, Murdock, Plant, Thompson, Wickheim, Williams, Windsor

MOVED by Director Windsor, SECONDED by Director Holman,
That the meeting be extended past the 3 hour scheduled time.
CARRIED

Director de Vries left the meeting at 3:28 pm.

9. BYLAWS

9.1. 25-0105 Adoption of Bylaw No. 4590 - Economic Development Commission Establishing Bylaw No. 1, 1990, Amendment Bylaw No. 1, 2024

MOVED by Director Holman, SECONDED by Director Brent,
That Bylaw No. 4590 - "Economic Development Commission Establishing Bylaw No. 1, 1990, Amendment Bylaw No. 1, 2024" be adopted.
CARRIED

9.2. 25-0106 Adoption of Bylaw No. 4591 - Economic Development Commission Establishing Bylaw No. 1, 1990, Amendment Bylaw No. 2, 2024

MOVED by Director Holman, SECONDED by Director Brent,
That Bylaw No. 4591 - "Economic Development Commission Establishing Bylaw No. 1, 1990, Amendment Bylaw No. 2, 2024" be adopted.
CARRIED

9.3. 25-0107 Adoption of Bylaw No. 4594 - Economic Development Service Establishing Bylaw (Southern Gulf Islands) No. 1, 2024

MOVED by Director Brent, SECONDED by Director Holman,
That Bylaw No. 4594 - "Economic Development Service Establishing Bylaw (Southern Gulf Islands) No. 1, 2024" be adopted.
CARRIED

9.4. 25-0108 Adoption of Bylaw No. 4595 - Economic Development Service Establishing Bylaw (Juan De Fuca) No. 1, 2024

MOVED by Director Wickheim, SECONDED by Director Holman,
That Bylaw No. 4595 - "Economic Development Service Establishing Bylaw (Juan De Fuca) No. 1, 2024" be adopted.
CARRIED

10. NOTICE(S) OF MOTION

10.1. 25-0194 Notice of Motion: Potential Impact of US-Canada Tariffs (Director Brice)

Director Brice proposed the following Notice of Motion with same day consideration:

"The Board requests that staff report back to the next Finance Committee Meeting on the potential impact of US-Canada tariffs to the CRD."

MOVED by Director Brice, SECONDED by Director Windsor,
That same day consideration be applied to the Notice of Motion.
CARRIED

Discussion ensued regarding impact of tariffs beyond the procurement policy.

MOVED by Director Brice, SECONDED by Director Windsor,
The Board requests that staff report back to the next Finance Committee Meeting on the potential impact of US-Canada tariffs to the CRD.
CARRIED

10.2. 25-0195 Notice of Motion: Procurement of Canadian-made Products (Chair McNeil-Smith)

Chair McNeil-Smith proposed the following Notice of Motion with same day consideration:

"The Board requests that staff report back to the next Finance Committee meeting on the CRD's procurement process and the impact of prioritizing Canadian-made products and services during the international trade dispute."

MOVED by Chair McNeil-Smith, SECONDED by Director Thompson,
That same day consideration be applied to the Notice of Motion.
CARRIED

MOVED by Chair McNeil-Smith, SECONDED by Director Thompson,
The Board requests that staff report back to the next Finance Committee meeting on the CRD's procurement process and the impact of prioritizing Canadian-made products and services during the international trade dispute.

MOVED by Director Tobias, SECONDED by Director Goodmanson,
That the main motion be amended by removing the words "during the international trade dispute".

Discussion ensued regarding the impact of removing the words relating to the urgency of the motion.

Director Murdoch submitted a point of order stating the amendment on the floor is not related to same day consideration.

The Chair accepted the point of order and the amendment was removed from the floor.

The question was called on the main motion:
The Board requests that staff report back to the next Finance Committee meeting on the CRD's procurement process and the impact of prioritizing Canadian-made products and services during the international trade dispute.
CARRIED

10.3. 25-0166 Notice of Motion: Model Demolition Bylaw (Director Plant)

Director Plant provided the following Notice of Motion for consideration at the next meeting of the Environmental Services Committee:

"That staff be directed to develop a model bylaw for demolition waste and deconstruction for municipalities in the capital region, and that the attached City of Victoria bylaw be used as a starting point."

10.4. 25-0176 Notice of Motion: AVICC - UBCM Resolution on Regional District Chair Elections (Chair McNeil-Smith)

Chair McNeil-Smith provided the following Notice of Motion for consideration at the next meeting of the Capital Regional District Board:

"That the Regional Board endorse submission of the following resolution for consideration by the Association of Vancouver Island and Coastal Communities (AVICC) and/or the Union of BC Municipalities (UBCM):

WHEREAS section 215 of the Local Government Act requires annual elections for Regional District Board Chairs and Vice-Chairs;

AND WHEREAS annual leadership changes can be disruptive to a Regional Board's operational and strategic decision-making;

THEREFORE BE IT RESOLVED that the Local Government Act be amended to allow for 2-year terms for Regional District Board Chairs and Vice-Chairs."

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

12.1. 25-0110 Motion to Close the Meeting

MOVED by Director Murdoch, SECONDED by Director Little,
1. That the meeting be closed for Appointments in accordance with Section 90(1) (a) of the Community Charter.
CARRIED

MOVED by Director Murdoch, SECONDED by Director Little,
2. That the meeting be closed for Legal Advice under Section 90(1)(i)of the Community Charter.
CARRIED

MOVED by Director Murdoch, SECONDED by Director Little,
3. That the meeting be closed for Contract Negotiations in accordance with Section (90) (1)(k) of the Community Charter.
CARRIED

MOVED by Director Murdoch, SECONDED by Director Little,
4. That such disclosures could reasonably be expected to harm the interests of the Regional District.
CARRIED

The Capital Regional District Board moved into closed session at 3:47 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from closed session at 4:04 pm and reported on the following items:

In accordance with Bylaw 3693 that the following be appointed to the Fernwood and Highland Water Service Commission for a term to expire December 31, 2026: Laura Travelbea, Brian Travelbea

In accordance with Bylaw 3486 that the following be appointed to the Galiano Island Parks and Recreation Commission for a term to expire December 31, 2026: Mechelle Crocker, Frank DeWaard, Eric Sherbine

In accordance with Ganges Harbourwalk Project Steering Committee Terms of Reference that the following be appointed to the Ganges Harbourwalk Project Steering Committee for a term to expire December 31, 2026: Sonja Collombin, Dennis Maguire, Jennifer Mycyk Oestreicher, Laura Patrick, Brian Webster, Robin Williams

In accordance with Bylaw 3488 that the following be appointed to the Mayne Island Parks and Recreation Commission for a term to expire December 31, 2025: Glyn Legge

In accordance with Bylaw 3561 that the following be appointed to the Pender Islands Community Parks and Recreation Commission for a term to expire December 31, 2026: Lisa Baile, Cee Cartwright-Owers, Tim Frick, Paul Kubik, Andrea Mills, Cecilia Suh

In accordance with Bylaw 3485 that the following be appointed to the Saturna Island Parks and Recreation Commission for a term to expire December 31, 2025: Sienna Caspar, Keith Preston

In accordance with Bylaw 3485 that the following be appointed to the Saturna Island Parks and Recreation Commission for a term to expire December 31, 2026: Larry Field, Rosemary Henry,

In accordance with Bylaw 3654 that the following be appointed to the Shirley Fire Protection and Emergency Response Service Commission for a term to expire December 31, 2026: Susan Berggren, Howard Damude, James Powell

In accordance with Solid Waste Advisory Committee Terms of Reference that the following be appointed to the Solid Waste Advisory Committee for a term to expire December 31, 2027: Frank Baker, Michelle Coburn, Mark Kurschner, Elizabeth Latta, Margaret McCullough, Don Monsour, Robyn Pirie, Jeff Shaw, Melanie Tromp Hoover, Stew Young

In accordance with Bylaw 3803 that the following be appointed to the Southern Gulf Islands Community Economic Sustainability Commission for a term to expire December 31, 2026: Marcus Farmer, Rob Fenton

In accordance with Technical and Community Advisory Committee Terms of Reference that the following be appointed to the Technical and Community Advisory Committee for a term to expire December 31, 2025: Josh Andrews, Joel Clary, Brenda Donald, Michael Engelsjord, Greg Gillespie, Lesley Hatch, Ivan

Leung, Don Monsour, Jas Paul, Winona Pugh, Claire Remington, Steve Rennick, John Roe, Caterina Valeo, Katie Wilson

In accordance with Tenant Advisory Committee Terms of Reference that the following be appointed to the Tenant Advisory Committee for a term to expire December 31, 2026: Ramona Loewen

In accordance with Bylaw 3654 that the following be appointed to the Willis Point Fire Protection and Recreation Facilities Commission for a term to expire December 31, 2026: Marni Krismer, Jim Potvin, Aran Puritch

Re-appoint the following members to the Water Advisory Committee for a two-year term ending December 31, 2026: Kathleen Zimmerman, Agricultural, Alex McCardle, Agricultural, Katie Oppen, Scientific, Wilf Scheuer, Commercial / Industrial, Craig Nowakowski, Island Health

14. ADJOURNMENT

MOVED by Director Windsor, SECONDED by Director Little,
That the February 12, 2025 Capital Regional District Board meeting be adjourned at 4:05 pm.
CARRIED

_____

CHAIR

CERTIFIED CORRECT:

_____

CORPORATE OFFICER

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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, MARCH 12, 2025

SUBJECT **Advocacy on Speed Limits in Electoral Areas**

ISSUE SUMMARY

To consider options for advocacy to the Province for more engagement with Electoral Area Directors on speed limits and road hazard signage in Electoral Areas.

BACKGROUND

At the February 12th meeting, the CRD Board passed the following Motion with Notice, raised by Director Wickheim and endorsed by the Electoral Areas Committee:

> *Whereas incorporated areas have the ability to set speed limits to reflect local conditions and hazards, and that Electoral Areas have similar conditions and hazards in select spots,*
>
> *Therefore we seek the Capital Regional District Board to advocate to the Province (Ministry of Transportation and Transit) to engage with the Electoral Areas to establish speed limits and road hazard signage in their rural areas.*

At the Regional Board meeting, an amendment was raised as follows:

> *And that staff report back to the EAC on the potential wording for a UBCM Resolution to be submitted prior to the deadline*.

Attached at Appendix A is a guide to submitting resolutions for consideration at the Union of BC Municipalities (UBCM) annual convention. The deadline for submission of resolutions for the 2025 convention is June 15, 2025. While there is time for the Board to advance a resolution for consideration, UBCM strongly recommends that resolutions first be submitted to the Area Association for consideration prior to advancing to UBCM. The Association of Vancouver Island and Coastal Communities (AVICC) is the CRD's Area Association, however, the deadline to submit resolutions to AVICC was February 7th. Late resolutions can be considered but only in cases where the topic was not known prior to the regular deadline date, and therefore is not an option in this case.

ALTERNATIVES

Alternative 1
The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That the Board Chair write a letter to Minister Farnsworth advocating for greater engagement with Electoral Area Directors on matters relating to speed limits and highway signage in the CRD Electoral Areas; and,

2. That staff be directed to request a meeting at UBCM between the Electoral Area Directors and Minister Farnsworth to discuss the need for more engagement on speed limits and highway signage.

Alternative 2
The Electoral Areas Committee recommends to the Capital Regional District Board:
That the Board endorse the resolution attached at Appendix B for submission and consideration at the 2025 UBCM convention.

IMPLICATIONS

While staff acknowledge the important role UBCM plays in advancing advocacy, it's important to note that there may be equally or more effective ways to advance this request other than through a UBCM resolution. Matters that are best suited to UBCM are those that affect many jurisdictions in BC and are likely to be strongly supported by other elected officials. Furthermore, UBCM is particularly effective where elected officials are seeking a policy or legislative change by the Province and resolutions should contain a clear "take action" request.

The Motion with Notice appears to be directed at establishing better channels of communication with Ministry of Transportation and Transit (MOTT) staff to enhance the level of engagement and consultation with responsible CRD staff and Directors in the Electoral Areas. Staff do have existing relationships with senior MOTT staff and have engaged on some transportation issues recently, notably related to highways in Magic Lake Estates on Pender Island, and regarding a speed limit change in Ganges. Advocacy directly from the Board Chair to Minister Farnsworth may help support and encourage the development of that relationship with senior MOTT staff. Further, every year at the UBCM convention it is possible to request a meeting with Provincial Cabinet Ministers which can be an effective mechanism to bring provincial attention to an issue of concern. Requesting a meeting at the 2025 convention may, if accepted, be an effective way for the Electoral Area Directors to discuss this matter directly with the responsible Minister.

CONCLUSION

The Board has endorsed a Motion with Notice that MOTT engage with Electoral Areas on speed limits and hazard signage in the Electoral Areas, and that staff report back with suggested wording for a UBCM resolution. Attached at Appendix B is suggested wording for a resolution. While the Board may advance a resolution directly to UBCM, and is within the timeline to do so, a more effective outcome may be achieved by a letter to the Minister followed up with a request for a face-to-face meeting at UBCM with the Electoral Area Directors.

RECOMMENDATION

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

1. That the Board Chair write a letter to Minister Farnsworth advocating for greater engagement with Electoral Area Directors on matters relating to speed limits and highway signage in the CRD Electoral Areas; and,

2. That staff be directed to request a meeting at UBCM between the Electoral Area Directors and Minister Farnsworth to discuss the need for more engagement on speed limits and highway signage.

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

ATTACHMENT(S)

Appendix A: Procedures for Submitting Resolutions to UBCM
Appendix B: Proposed UBCM Resolution

Procedures for Submitting Resolutions to UBCM

1. Submit Resolutions to Area Associations

Both UBCM and its member local governments have observed that submitting resolutions first to Area Associations results in better quality resolutions overall. UBCM encourages all members to submit resolutions first to Area Associations for consideration.

Resolutions endorsed by Area Associations at their annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor. (Resolutions that an Area Association has considered but not endorsed are not conveyed to UBCM.)

Please contact your Area Association for resolution submission procedures at the regional level.

Association of Kootenay and Boundary Local Governments (AKBLG)	akblg.ca
Association of Vancouver Island and Coastal Communities (AVICC)	avicc.ca
Lower Mainland Local Government Association (LMLGA)	lmlga.ca
North Central Local Government Association (NCLGA)	nclga.ca
Southern Interior Local Government Association (SILGA)	silga.ca

2. Direct Submission to UBCM

If necessary, local governments may submit council- or board-endorsed resolutions directly to UBCM by **June 15**, each year.

Resolutions should be submitted with background documents included.

Electronic form is preferred.

The resolution and background information should be submitted to:

Jamee Justason
Resolutions & Policy Analyst
Union of British Columbia Municipalities
jjustason@ubcm.ca

If submission by email is not possible, a hard copy of the resolution and background information may be mailed to:

60 – 10551 Shellbridge Way
Richmond BC V6X 2W9

When clarification of a resolution is required, UBCM will contact the sponsor, and the sponsor will be given one week to respond. If the sponsor does not respond within one week, then the resolution will not be included in the *Resolutions Book* and will not be considered at Convention. This is to avoid using extra time during policy debate to clarify a poorly written resolution.

3. Resolutions Received After the Deadline

Resolutions received after the submission deadline of June 15 will not be included in the *Resolutions Book* and may only be admitted for debate by special motion during Convention. The process for handling resolutions received after the deadline is outlined below.

- The resolution and background information (email or hard copy) must be received at the UBCM Richmond office before 12:00 p.m. on the Friday preceding the Annual Convention.
- Resolutions received after the deadline will be examined by the Resolutions Committee and separated into the following categories:
    - **Late** resolutions, not recommended to be admitted for debate; or
    - **Emergency** resolutions, recommended to be admitted for debate.
- A resolution may be deemed emergency in nature **only if the topic has arisen since the June 15 deadline**.
- Emergency resolutions may be discussed only after all Extraordinary and Special resolutions have been debated, but not before the time noted in the Convention Program.
- No other late resolutions will be admitted for debate—they will instead be entered automatically into the resolutions cycle for the following year, starting with consideration by the appropriate Area Association. Referral to the following year ensures that these issues are not lost and that the broader membership may still consider the resolutions.

Appendix B

Speed Limits and Signage in Electoral Area

WHEREAS incorporated areas have jurisdiction for highways and the ability to set speed limits to reflect local conditions and hazards within municipal boundaries;

AND WHEREAS Electoral Areas have similar conditions and hazards on highways in rural areas but do not have jurisdiction to address those conditions;

THEREFORE BE IT RESOLVED that UBCM request the Province engage with Electoral Areas to establish speed limits and road hazard signage in rural areas.

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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, MARCH 12, 2025

SUBJECT **Union of British Columbia Municipalities Emergency Operations Centres Equipment and Training Grant 2025 - Motion of Support**

ISSUE SUMMARY

The Capital Regional District (CRD) Protective Services Division applied for a Community Emergency Preparedness Fund (CEPF) Emergency Operations Centres (EOCs) Equipment and Training grant, funded by the Union of BC Municipalities (UBCM). UBCM requires that all grant applications be accompanied by a motion of support from the local government.

BACKGROUND

The CRD Protective Services Division regularly applies for UBCM CEPF grants as they become available. These grants allow Protective Services to undertake additional emergency preparation and training activities beyond what would be possible within the approved budget.

As outlined in the application form for the 2025 intake, the CRD is seeking to increase its emergency operations capacity through the development of core EOC training for CRD staff, our First Nations partners, and the local authorities of southern Vancouver Island. Cross-training and exercising with our partner emergency managers not only enhances the resilience of emergency management in the region, it also offers the opportunity to deploy EOC trained personnel resources to other centres that may be experiencing extended EOC activations. The grant request totals $40,000.

Additionally, the CRD Protective Services Division intends to offer enhanced training and exercising, including operational rhythm/process flows, action plan development, role-specific training, and orientation to CRD's enterprise QIT software, to a core team of CRD staff from across all divisions and electoral areas of the organization. This team would make up the CRD's rapid EOC activation team to respond immediately to the full suite of hazards and risks facing the region.

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.

Alternative 2
That staff be directed to rescind the grant application to the Union of British Columbia Municipalities Community Emergency Preparedness Emergency Operations Centres Equipment and Training Grant for 2025.

IMPLICATIONS

Intergovernmental Implications
Increasing the capacity of the CRD Corporate EOC with the development of a strong cohort of EOC trained staff will include the development and enhancement of mutual aid resources and supports to adjacent First Nations, municipalities, and external partners. The portability of emergency radio communications equipment will ensure it can be deployed throughout the region in the event of an emergency or disaster.

Financial Implications
The CEPF grant request is for $40,000 and would allow the CRD to pursue enhancements to the EOC beyond what would be possible within the current budget.

Service Delivery Implications
Additional capacity funded through this grant would enhance service support capability to the CRD during an emergency or disaster.

Alignment with Board & Corporate Priorities
Emergency planning and training activity funded by this grant would enhance the CRD ability to prepare for, mitigate, respond to, and recover from an environmental or climate related disaster.

Alignment with Existing Plans & Strategies
Capacity generated by this grant is aligned with existing emergency preparedness and strategies.

CONCLUSION

The CRD is required to maintain an effective emergency management program compliant with provincial legislation. The service enhancements that will be gained through the UBCM CEPF EOCs Equipment and Training grant will help ensure that the CRD will continue to meet those regulatory expectations while improving response capability for our citizens and partners.

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, CD, BHSc, MAL, Senior Manager, Protective Services
Concurrence:	Patrick Klassen, MCIP, RPP, Acting General Manager, Housing, Planning and Protective Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: CEPF Emergency Operations Centres Equipment and Training Grant 2025 Application Form

UBCM

Community Emergency Preparedness Fund

Emergency Support Services Equipment and Training

2025 Application Worksheet

Please complete and return the worksheet with all required attachments by **January 31, 2025**. 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 or Local Government Name: Capital Regional District	File Number*: LGPS-11547

**Refer to the LGPS Online Application Form submission confirmation email*

SECTION 2: Detailed Project Information

1. **Location of Proposed Activities.** For the purpose of CEPF funding, if minor renovations of group lodging facilities or reception centres are proposed, the facilities must be located in a First Nation owned building or publicly owned building or an asset owned by the primary applicant or a sub-applicant:

   ☐ Facility is located in a First Nations owned building (buildings owned by a Treaty First Nation or a First Nation band).

   ☒ Facility is located in a publicly owned building (buildings owned by a local government or public institution, such as health authority or school district).

   ☒ Asset (e.g., trailer for mobile ESS) is owned by the primary applicant or sub-applicant.

2. **Proposed Activities.** What specific activities will be undertaken as part of the proposed project? Refer to Section 6 of the *Program and Application Guide* for eligibility.

   a) Purchase of equipment and supplies, including installation of and training for eligible equipment.

   To support the continued growth and operational capacity of our ESS program, we propose the purchase of essential equipment and supplies to enhance the effectiveness of reception centres and group lodging services.

   Key activities include:

1. Reception Centre Operations – Procurement of critical supplies to support the efficient setup and operation of reception centres, including vests, name tags, signage, office supplies, grab-and-go kits, extension cords, and power bars.

2. Group Lodging Support – Replenishment and expansion of essential resources to improve group lodging capabilities, including comfort kits, hygiene kits, cots, bedding, pet supplies, and infant and child-specific provisions.

3. Technology and Modernization – Acquisition of laptops for the Salt Spring Island ESS team to enhance digital record-keeping, improve response coordination, and support the ongoing modernization of ESS operations.

4. Storage and Logistics – Purchase of storage containers to securely house eligible supplies and equipment, ensuring readiness for rapid deployment when needed.

Each of these activities will contribute to the overall resilience and efficiency of our ESS program, ensuring we are well-equipped to support our community in times of emergency.

b) Training (where possible, please list specific courses) and exercises.

Our training activities are directly aligned with the needs of our Emergency Management Program and the desired service delivery levels for volunteers. Given our goal to maintain the recommended minimum staffing levels for the ESS program, we will offer a comprehensive suite of training courses throughout the year. These courses aim to ensure our volunteers are well-prepared to respond effectively to emergencies. The specific courses we intend to offer include:

- Introduction to ESS (EMRG-1600 Online): This online course provides new volunteers with a foundational understanding of the ESS program and its operations.

- ESS Level 1 (EMRG-1607): This in-depth training is designed to equip volunteers with the necessary skills for ESS service delivery at the basic level, including handling client needs during emergencies.

- ESS-Introduction to Group Lodging (EMRG-1612 Online): A specialized course for volunteers involved in managing group lodging facilities during emergencies, available online for flexibility.

- ESS-Introduction to Reception Centres (EMRG-1610 Online): This course covers the basics of setting up and operating reception centers to support evacuees and displaced individuals.

- ICS Level 100 (EMRG-1200): This course will help volunteers understand the Incident Command System (ICS), a critical framework for managing emergencies.

- ERA Training: Evacuee Registration and Assistance training will be offered to ensure volunteers are prepared to assist virtually and across jurisdictions.

- Cultural Perspectives Training: We recognize the importance of cultural competency in emergency response, and this training will equip volunteers to engage effectively with diverse populations.

Additionally, we are planning two joint exercises for ESS volunteers and Indigenous partners. These will focus on Reception Centre/Warming Centre operations and

Evacuee Registration and Assistance (ERA) procedures, providing hands-on practice to enhance skills, coordination, and collaboration in real-life scenarios.

These training activities, along with the exercises, will be held quarterly, with additional sessions planned as needed based on volunteer demand and availability. Our goal is to ensure that all volunteers are equipped with the knowledge and skills necessary to support the community during emergencies and contribute to the overall success of the Emergency Management Program.

c) Volunteer recognition and retention.

We recognize and appreciate our volunteers through a variety of ongoing initiatives designed to encourage engagement and long-term commitment. Our established practices include small appreciation gifts, volunteer appreciation events, training incentives, and outfitting for the ESS na and ERA team.

To further strengthen retention, we plan to introduce additional recognition strategies, such as formal letters of appreciation, to acknowledge volunteers' contributions in a meaningful way. These initiatives align with our broader goal of increasing both recruitment and retention within our ESS programs..

3. Alignment with Funding Stream.

a) Describe how your activities align with the intent of the funding stream (build local capacity to provide emergency support services through ESS volunteer/responder recruitment, retention and training, and the purchase of ESS equipment).

Our streams of activities are directly intended to build local capacity, by focusing on recruitment and retention through providing educational and recognition opportunities.

b) How will the proposed activities support the modernization of the local ESS program? Will the Evacuee Registration and Assistance (ERA) Tool be implemented?

The Evacuee Registration and Assistance (ERA) tool was implemented in 2023. The CRD virtual ERA team continues to grow and refresh its training to support the provision of immediate aid in a disaster. Supporting this growth facilitates a modern and flexible ESS delivery system throughout the region.

c) Describe how the proposed project will increase emergency response capacity as a host community.

By focusing on increasing the number of trained volunteers in the ESS program, and the agility provided by the ERA tool and ESS program, the CRD is directly increasing its ability to respond as a host community.

4. Engagement with First Nations and/or Indigenous Organizations. In the following questions, please identify the specific bands, Treaty First Nations, and/or Indigenous organizations as well as the specific traditional territory, reserve, or other First Nations' land that may be impacted by the proposed project.

a) Which First Nations and/or Indigenous organizations were proactively engaged as part of the development of this application?

The CRD engaged with Pacheedaht First Nation to understand their needs for ESS training, exercises and resources.

b) Which First Nations and/or Indigenous organizations will participate in the proposed activities and what specific role will they play?

The CRD plans to host a Reception Centre or Warming Centre training exercise in collaboration with Pacheedaht in Port Renfrew. This exercise will allow the CRD and Pacheedaht to work in conjunction with one another to increase resilience, build relationships, and prepare for an event.

c) Please indicate the extent to which staff and/or elected officials have undertaken Indigenous Cultural Safety and Cultural Humility Training.

The grant administrator for the CRD, and Emergency Program Manager have taken a number of cultural safety and humility training courses provided through the provincial government such as a Kairos blanket exercise, and courses like Building Capacity in Indigenous relations, IGBA+, and cultural agility.

☐ *If applicable, evidence of support for the proposed activities from First Nations and/or Indigenous organizations has been submitted with this application. This could be in the form of a letter, email, or other correspondence.*

5. Engagement with Neighbouring Jurisdictions and Affected Parties. Identify any neighbouring jurisdictions and/or partners (e.g., equity-denied populations, pet-care organizations, organizations involved in a web of support network) you will engage with as appropriate to the project.

Rural and remote communities may want to consider engaging with regional districts and/or health authorities, and First Nation applicants may want to consider engaging with the First Nations' Emergency Services Society or the First Nations Health Authority.

The 2024 UBCM CEPF ESS Grant was used to enhance the Electoral Area virtual ERA team, providing the ability to respond to emergencies locally and cross jurisdictionally. The 2025 UBCM CEPF ESS grant would enhance CRD's ability for provision of cross jurisdictional support through increases in trained resources, equipment, and maintaining its current volunteer pool through recognition and support.

☐ *If applicable, evidence of support for the proposed activities from neighbouring jurisdictions or other parties has been submitted with this application. This could be in the form of a letter, email, or other correspondence.*

6. Comprehensive, cooperative, regional approach and benefits. Describe how your project will contribute to a comprehensive, cooperative, and regional approach to ESS. What regional benefits will result from this project?

The 2025 UBCM CEPF ESS grant would continue the recruitement and training of volunteers required for a regional approach to ESS both virtually and in person. The volume and skillset of our ESS pool directly influences the CRD's ability to support a regional approach to ESS. Further, opportunities for collaboration with partners during training or exercises will be explored.

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

SECTION 3: Required Attachments

The following separate attachments are required to be submitted as part of the application:

☒ 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.

☒ Detailed budget that indicates the proposed expenditures from CEPF and aligns with the proposed activities outlined in the 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 LGPS Budget and Financial Summary Tool.

For regional projects only:

☐ 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,

☐ Band Council, Treaty First Nation, or local government resolution from each sub-applicant 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 4: Signature This worksheet is required to be signed by an authorized representative of the applicant (i.e., staff member or elected official). Please note all application materials will be shared with the Province of BC.

I certify that to the best of my knowledge: (1) 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) it is understood that this project may be subject to a compliance audit under the program.

Name: Corey Anderson	Title: Manager, Emergency Programs
Signature*: **A certified digital or original signature is required.*	Date: 2025/01/29

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

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

Please note "2025-ESS" in the subject line.

Financial Summary

Name of Applicant Capital Regional District

Funding Program/Stream CEPF ESS Equipment & Training

Project Name/Application # LGPS-11547

FINANCIAL SUMMARY

The financial summary is required to be submitted as part of the final report package and should align with the approved budget (or approved amended budget). For each actual expense, provide a calculation that explains how the cost was determined. For example, for incremental staffing provide the wage and actual hours of work; for the purchase of items, provide the quantity and unit price. Addtional rows can be added as needed.

Actual Expenses	Calculation	Total Cost
Comfort kits	1,000	$1,000.00
Reception centre supplies	1,000	$1,000.00
Cultural sensitivity training	5,000	$5,000.00
JIBC ICS Level 100 training	4,600	$4,600.00
JIBC Reception Centre training	4,600	$4,600.00
JIBC ERA for responders training	4,600	$4,600.00
JIBC Group Lodging training	4,600	$4,600.00
Emergency water treatment systems/storage for reception centre in Southern Gulf Islands	1,000	$1,000.00
Collapsible water tank container for reception centre in Southern Gulf Islands	500	$500.00
ESS reception centre/warming centre joint exercise	5,000	$5,000.00
ESS exercise for Gulf Islands	5,000	$5,000.00
Volunteer recognition and recruitment	3,100	$3,100.00
Total:		**$40,000.00**

Making a difference...together

ERM 25-02

REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 19, 2025

SUBJECT **Options for Flexible Plastics Collection for Multi-Family Dwellings**

ISSUE SUMMARY

To provide information on options for flexible plastic packaging collection from multi-family dwellings in the capital region.

BACKGROUND

At its October 16, 2024 meeting, the Environmental Services Committee approved a motion directing staff to provide a report regarding options for the collection of soft plastics from multi-family dwellings. Recycle BC is the Extended Producer Responsibility (EPR) stewardship agency responsible for collecting and recycling residential packaging and paper products (PPP) in BC under the BC Recycling Regulation. Residential PPP includes paper and cardboard, mixed containers, glass bottles and jars, flexible plastics and foam packaging generated from single family and multi-family dwellings (MFDs).

Rather than providing direct collection of PPP from MFDs in the capital region, Recycle BC instead offers financial incentives to private waste management firms to collect selected PPP material streams from MFD on its behalf. In turn, these private waste management firms offer a variety of waste management services for MFDs in the capital region, including recyclables collection, on a fee-for-service basis. Each MFD is free to contract for the collection services that best meet their needs. The array of collection services offered by these firms is outlined in Appendix A for information. The recycling services being offered by these private waste management companies typically only includes paper, cardboard and mixed container collection. Other materials, such as soft/film/flexible (flexible) plastics that residents may wish to recycle, must be dropped off at a participating recycling depot. However, a few companies offer on-site collection of flexible plastics, often as an add-on service to other recycling services.

The table below lists private companies in the capital region that offer flexible plastics collection services. Of the ten private companies offering recycling services to MFDs in the capital region, five indicated that their services include a flexible plastics option.

While most private companies offer collection services outside of Recycle BC's program, The Bottle Depot is currently partnering with Recycle BC on a pilot project to assess the feasibility of a flexible plastics collection program for MFDs in the capital region. The pilot began in August 2024 and is expected to continue until spring 2025. Results will inform next steps and any implications for the Capital Regional District.

Private Companies Offering Flexible Plastics Collection to MFD in the capital region:

Company	Service Description
The Bottle Depot	Offered as an add-on service.
Capital City Recycling	Offered as an add-on service.
reFUSE (Emterra)	On-call or scheduled pick-ups available.
Cascades Recovery	Service available on case-by-case basis.
Pacific Mobile Depot (PMD)	Rates based on bag size.

Recycling depot drop-off locations for flexible plastics are spread throughout the capital region and include the Hartland Recycling Depot, two Island Return-It depots, three Bottle Depot locations, as well as multiple grocery store and London Drugs locations. Facilities collecting flexible plastics on behalf of Recycle BC do not charge for this service, but those providing the service directly charge a fee for flexible plastics drop-off. There are also mobile 'pop-up' drop-off points offered by private companies like Pacific Mobile Depot, on a fee for service basis.

ALTERNATIVES

Alternative 1
The Environmental Services Committee recommends to the Capital Regional District Board:
That staff report back to committee with the results of the pilot project.

Alternative 2
The Environmental Services Committee recommends to the Capital Regional District Board:
That this report be referred back to staff for additional information

CONCLUSION

Recycle BC is responsible for the management of residential packaging and paper products, including flexible plastics in BC. While flexible plastic packaging from multi-family dwellings is typically collected through a drop-off depot system, there are five private waste management companies that offer onsite collection, often as an add-on to existing services. The Bottle Depot is offering collection of flexible plastics in multi-family dwellings through a pilot project, in collaboration with Recycle BC, which is anticipated to run through spring 2025.

RECOMMENDATION

The Environmental Services Committee recommends to the Capital Regional District Board:
That staff report back to committee with the results of the pilot project.

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
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: Private Waste and Recycling Collection Service Providers in the Capital Region

APPENDIX A

PRIVATE WASTE AND RECYCLING COLLECTION SERVICE PROVIDERS IN THE CAPITAL REGION

There are a number of companies in the capital region that provide subscription collection services for garbage, kitchen scraps and recycling. Please contact companies directly for information regarding their services and fees.

Company	Sector[1]	Services				
		Garbage	Kitchen Scraps	Recycling[2]	Glass Bottles & Jars	Flexible Plastic Packaging
Capital City Recycling info@ccrvictoria.com 250.652.5008	All	✓	✓	✓	✓	✓
Cascades Recovery+ Victoria 250.480.1274	ICI	✓	✓	✓	x	✓
GFL Environmental 250.474.5145	All	✓	✓	✓	✓	x
Pan-insula Disposal[3] paninsuladisposal@telus.net 250.544.1466	All	✓	✓	x	x	x
Emterra Ar.west@emterra.ca 250.385.4399	All	✓	✓ (residential only)	✓ (commercial paper/ cardboard only)	x	x
ReFUSE info@refuse.ca 250.381.6007 ext. 3708	All	✓	✓	✓	x	✓
Sooke Disposal Ltd. sookedisposal@shaw.ca 250.642.3646	SFD	✓	✓	x	x	x
Super Save 1.800.665.2800	MFD	✓	✓	✓	x	x
Waste Connections of Canada customerservice7310@wcnx.org 250.652.4414	All	✓	✓	✓	✓	x
Waste Management 250.544.2330	All	✓	✓	✓	x	x
The Bottle Depot Info@BottleDepot.ca 250.727.7480	MFD, ICI	x	x	Refundable Beverage Containers		✓
Pacific Mobile Depot info@pmdrecycling.com 250.893.8383	All	x	x	✓	✓	✓

Note: Published details are for information only, the CRD does not endorse any of the companies listed.

1 SFD - Single family dwellings
MFD - Multi-family dwellings
ICI - Industrial, Commercial, Institutional
AI - SFD, MFD, ICI

2 Recycling = paper, cardboard, plastic, metal containers

3 Saanich Peninsula locations only

Have other materials you're looking to dispose of? Visit www.myrecyclopedia.ca.

From:	Colin Plant
To:	CRD Chair; Barbara Desjardins
Cc:	Ted Robbins; Marlene Lagoa
Subject:	Motion with Notice "heads up"
Date:	Friday, January 31, 2025 9:02:22 AM

Hello Cliff, Barb, Ted and Marlene,

I am sending this email in the spirit of 'no surprises'.

As Ted will know I have been corresponding with staff about a potential demolition waste and deconstruction model bylaw the CRD could help develop and then share with regional partners. Staff were so kind to help even provide the draft language below.

"That staff be directed to develop a model bylaw for demolition waste and deconstruction for municipalities in the capital region, and that the attached City of Victoria bylaw ***be used as a starting point."***

I am writing because it is my intention (and I understand staff to be supportive of this direction) that I will serve this Motion with Notice on February 12th at our Board meeting and request you direct it to the Environmental Services Committee on February 19th for consideration.

I am not asking you to weigh in today on the merits or value of the bylaw but would welcome any concerns or comments you may have about my proposed process noted in this email.

All the best. Stay warm!

C.

NO. 22-062

DEMOLITION WASTE AND DECONSTRUCTION BYLAW

A BYLAW OF THE CITY OF VICTORIA

The purposes of this Bylaw are to regulate, prohibit, and impose requirements to ensure that waste and reusable materials resulting from demolition work are managed in a manner that enhances and protects the well-being of the community and to ensure the efficient use of waste disposal and recycling services.

Contents

1 Title
2 Definitions
3 Waste Management Fee and Fee Refund
4 Signage
5 Prohibition
6 Inspections
7 Offences
8 Penalties
9 Severability
10 Consequential Amendments to Ticket Bylaw
11 Definitions in Relation to this Part
12 Repeal of Transition Provision
13 Commencement

Under its statutory powers, including sections 8(3)(g), 8(4), 16, 64, 65, and 194 of the *Community Charter*, the Council of the Corporation of the City of Victoria in an open meeting assembled enacts the following provisions:

PART 1 - INTERPRETATION

Title

1 This Bylaw may be cited as the “Demolition Waste and Deconstruction Bylaw”.

Definitions

2 In this bylaw:

The following words have the same meaning ascribed to these terms in Division A, section 1.4 of the BC Building Code: basement, first storey, floor area, storey;

“above-ground floor area” means the sum of the floor area of each storey including the first storey and any upper storeys, but excluding the basement;

“Building Bylaw” means the *Building and Plumbing Regulation Bylaw* No. 08-058;

"building official" has the same meaning ascribed to this term in the Building Bylaw;

"Bylaw Notice Adjudication Bylaw" means the *Bylaw Notice Adjudication Bylaw* No. 16-017;

"Director" means the City's Director of Engineering and Public Works or their designated representative;

"rate adjustment" means a formula to calculate the reduced salvaging rate under section 3(4), as follows: salvaging rate minus kilograms of damaged or post-1960 wood divided by above-ground floor area, using a conversion of 1.33 kilograms per board foot;

"recycling" means the process of collecting, sorting, cleaning, treating and reconstituting materials that would otherwise be waste, and converting them into material that can be used for new products, and includes storage for such purpose;

"reuse" means further or repeated use of wood originating from work, and includes storage for such purpose but does not include recycling;

"salvaging" or "salvaged" means the removal of wood originating from work such that the materials are protected from damage and kept intact for:

i. reuse;

ii. sale or donation to a business or organization that resells or builds products using salvaged wood; or

iii. donation to a charitable organization that reuses or sells for reuse salvaged wood and is registered under the *Income Tax Act* (Canada) or a non-profit organization to which section 149 of the *Income Tax Act* applies;

"salvaging rate" means the amount of wood required to be salvaged, as specified in Column 1, Table 1, Schedule C, in order to be eligible for a waste management fee refund;

"single family dwelling" has the same meaning ascribed to this term in the Zoning Bylaw;

"two family dwelling" has the same meaning ascribed to this term in the Zoning Bylaw;

"waste management fee" means the fee amount specified in section 3(1)(b);

"waste management fee refund" means the partial or complete refund of a waste management fee calculated in accordance with Schedules A and C;

"wood" includes dimensional lumber from studs, joists, beams, posts, blocking, headers, sheathing, rafters and flooring with a moisture content of 20% or less and suitable for salvaging, but excludes particle board and medium-density fibreboard material;

"work" means activities that require a building permit under the Building Bylaw that includes the complete or near-complete removal of a structure through demolition, deconstruction, disassembly, or relocation of a:

i. single family dwelling constructed prior to 1960; or

ii. two family dwelling constructed prior to 1960;

"Ticket Bylaw" means the *Ticket Bylaw* No. 10-074; and

"Zoning Bylaw" means the *Zoning Regulation Bylaw* No. 80-0159.

PART 2 - REGULATIONS

Waste Management Fee and Fee Refund

3 (1) A person who carries out or causes to carry out work must submit to the City:

(a) a non-refundable administration fee of $500 at the time of submitting an application for a building permit for work;

(b) a waste management fee of $19,500 at the time of submitting an application for a building permit for work;

(c) a report within 90 days of completion of the work in the form prescribed in Schedule A; and

(d) supporting documentation listed in Schedule B attached with the report in subsection (c).

(2) Notwithstanding section 19(1) of the Building Bylaw, a person is not required to submit a separate building permit application fee for the work in addition to the fee under subsection (1) of this bylaw.

(3) The holder of the building permit for work who has fulfilled the requirements under subsection (1) and met the salvaging rates to the satisfaction of the Director, is eligible for a waste management fee refund.

(4) Where, prior to submitting a building permit application for the work, the amount of wood available for salvaging was damaged by natural disaster, fire, water, insect infestation, or other causes or was added to a structure after 1960, then:

(a) the person may apply for a reduced salvaging rate by submitting supporting documentation listed in section iii., Schedule B, to the satisfaction of the Director; and

(b) the Director shall reduce the salvaging rate by applying the rate adjustment where, in the opinion of the Director, the criteria in this subsection (4) have been met.

(5) No fee refund shall be issued under this part where the building permit for the work has expired pursuant to the Building Bylaw.

Signage

4 A person who carries out or causes to carry out work must post signage on the site of the work in accordance with Schedule D of this bylaw within 10 days of receiving a building permit for the work and maintain such signage on site for a period of 90 days.

Prohibition

5 No person shall knowingly submit false or misleading information to a building official in relation to any waste management fee refund application or related documentation pursuant to this bylaw.

PART 3 – GENERAL

Inspections

6 (1) The Director, a City employee authorized by the Director, or bylaw officer may enter on or into property in accordance with section 16, *Community Charter*, to inspect and determine whether all regulations, prohibitions, and requirements of this bylaw are being met.

(2) A person must not prevent, obstruct, or attempt to prevent or obstruct, an entry authorized under subsection (1).

Offences

7 (1) A person commits an offence and is subject to the penalties imposed by this bylaw, the Ticket Bylaw, the Bylaw Notice Adjudication Bylaw, and the *Offence Act* if that person:

(a) contravenes a provision of this bylaw,

(b) consents to, allows, or permits an act or thing to be done contrary to this bylaw, or

(c) neglects or refrains from doing anything required by a provision of this bylaw.

(2) Each day that a contravention of a provision of this bylaw continues is a separate offence.

Penalties

8 A person found guilty of an offence under this bylaw is subject to a fine of not less than $100.00 and not more than $50,000.00 for every instance that an offence occurs or each day that it continues.

Severability

9 If any provision or part of this Bylaw is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, it shall be severed from the bylaw and the balance of the bylaw, or its application in any circumstances, shall not be affected and shall continue to be in full force and effect.

Consequential Amendments to Ticket Bylaw and Bylaw Notice Adjudication Bylaw

10 (1) The Ticket Bylaw is amended as follows:

(a) in the table of contents, by inserting the following immediately after "Schedule K – Dance (Club) Bylaw Offences and Fines":

"Schedule K.1 – Demolition Waste and Deconstruction Bylaw Offences and Fines"

(b) In Schedule A, Bylaws & Enforcement Officers, by adding the following row immediately after item number 11, and renumbering each subsequent row accordingly:

12	Demolition Waste and Deconstruction Bylaw	Bylaw Officer

(c) by inserting immediately after Schedule K, Schedule K.1 attached to this bylaw as Appendix 1.

(2) The Bylaw Notice Adjudication Bylaw is amended as follows:

(a) in section 8(2) by adding "Bylaw Officer" immediately before the words "Customer Service Ambassador";

(b) in section 8(3), by adding "Bylaw Officer" immediately before the words "Manager – Parking Services";

(c) in Schedule A, by adding the following rows immediately after the last offence listed under the Streets and Traffic Bylaw:

Demolition Waste and Deconstruction Bylaw No. 22-062			
4	Fail to post sign as required	$150.00	$125.00

5	Give false/misleading information	$300.00	$250.00
6(2)	Prevent/obstruct inspection	$500.00	$500.00

PART 4 - TRANSITION, REPEAL, COMMENCEMENT

Definitions in Relation to this Part

11 In this Part:

"development permit" means a permit issued under section 490 of the *Local Government Act*;

"multiple dwelling" has the same meaning ascribed to this term in the Zoning Regulation Bylaw No. 80-0159.

Transition Provision

12 Section 3(1) does not apply if the person has an approved development permit to construct a multiple dwelling on the same site as an existing single family dwelling or two family dwelling.

Repeal of Transition Provision

13 Sections 11 and 12 of this bylaw are repealed.

Commencement

14 This bylaw comes into force on September 12, 2022, except:

(a) section 3(1)(b), which comes into force on September 12, 2023;

(b) section 13, which comes into force on May 12, 2025.

READ A FIRST TIME the	**16th**	day of	**June**	2022
READ A SECOND TIME the	**16th**	day of	**June**	2022
READ A THIRD TIME the	**16th**	day of	**June**	2022
ADOPTED on the	**23rd**	day of	**June**	2022

"CURT KINGSLEY"
CITY CLERK

"LISA HELPS"
MAYOR

Schedule A
Material Salvage and Disposal Report

Table 1: Project Information

Project address	
Building permit number	
Person or contractor who carried out the salvage	
Demolition or deconstruction completion date	

Table 2: Wood Salvaged for Reuse, Sale or Donation

Load of wood	Identify which entity is receiving the material or describe how material is being reused*	Date on scale receipt	Scale location	Net weight (tonnes)
1				
2				
3				
…				
			Total	
Salvage rate achieved $\frac{Total\ tonnes\ salvaged\ for\ reuse,\ \ sale\ or\ donation}{above-ground\ square\ metres} \times \frac{1000\ kg}{1\ tonne} = _____\ \frac{kg}{square\ metre}$				
___ House relocated for use at another location (check if applicable)				

[**See definitions of "wood", "reuse" and "salvaging" for acceptable wood, reuse activities or sale or donation entities*]

Table 3: Description of Salvaged Wood

Species	Wood Dimension or Description	Board feet
	1 x 4, 6, 8, 10, 12	
	2 x 4, 6, 8, 10, 12	
	4 x 4, 6, 8, 10, 12	
	Other	
	Solid wood flooring	
	Total board feet:	
	Number of solid wood doors: _____	

Table 4: Materials Sent to Disposal

Load of mixed waste or other material sent to disposal	Material Disposed		
	Date	Facility Name	Metric tonnes or kilograms
1			
2			
3			
…			
		Total:	

Schedule B
Supporting Documentation

i. Wood salvaged for reuse, sale, or donation:

- Receipts for sale/donation of wood salvaged for reuse indicating business or organization name, quantity of wood and date*, or
- For wood stored for future reuse: address(es) of storage location(s) and contact information for site manager(s) at storage location(s), and
- Scale receipts for each load of wood sold, donated, or stored, indicating scale location, quantity of wood in kilograms or metric tonnes, and date

OR, for quantities less than 500 kg:

- Photos of salvaged wood at location of work before reuse (location must be recognizable), and
- For each type of reuse: quantities in board feet, photo(s) of reuse, description(s) of reuse, address(es) of reuse, and contact information for site manager(s) at location(s) of reuse*

OR, if the house as constructed was relocated for reuse:

- Documentation to demonstrate the move and the site to which the house was relocated

[**See definition of "reuse" and "salvaging" for acceptable reuse activities or sale or donation entities*]

ii. Mixed waste or other material sent to disposal:

- Disposal facility tipping receipts indicating facility name, date, material type and quantity by load

iii. Evidence of damage to salvageable wood, or additions or alterations after 1960, if applicable:

- Quantity in board feet of wood that is damaged or was added after 1960
- Written description of the cause of damage (e.g., fire, water, insect infestation), or additions or alterations made after 1960)
- Building plans with dimensions indicating impacted area(s)
- Building permits for alterations and additions made after 1960 if applicable
- Photos clearly showing damaged wood in situ and the impacted area(s) within the structure, or areas that were added or altered after 1960, prior to demolition or deconstruction;
- Other information that in the Director's opinion, is reasonably necessary for assessing the scope of damage, or additions after 1960.

Schedule C

Waste Management Fee Refund

Table 1: Fee Refund

Column 1 – Salvaging rate: Amount of wood salvaged per unit of above-ground floor area	**Column 2 - Amount of waste management fee refund**
More than or equal to 40 kg per square metre	100%
30 kg to 39 kg per square metre	75%
Less than 30 kg per square metre	0%

Schedule D
Sign Posting Procedures

1. The owner or owner's agent shall post the sign or signs in a prominent location, clearly visible from the street, and on the site that is subject to the work.

2. The City shall determine the specifications, format and content of the sign or signs and provide the specifications to the owner or their agent.

3. The owner or owner's agent shall, at its sole expense, prepare the signs in accordance with the specifications provided by the City.

Appendix 1

Schedule K.1

Demolition Waste and Deconstruction Bylaw
Offences and Fines

Column 1 – Offence	Column 2 – Section	Column 3 – Set Fine	Column 4 – Fine if paid within 30 days
Fail to post sign as required	4	$150.00	$125.00
Give false/misleading information	5	$300.00	$250.00
Prevent/obstruct inspection	6(2)	$500.00	$500.00

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FINANCE COMMITTEE
MEETING OF WEDNESDAY, MARCH 05, 2025

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 December 12, 2024 and February 17, 2025.

BACKGROUND

This report summarizes activities and outcomes since the CRD External Grants Update was last presented in November. The External Grants Dashboard (Appendix A) details applications submitted, updated, awarded and declined as of February 17, 2025. Appendix B provides a summary of grant alerts for 2025 referencing CRD grant applications approved, pending and declined.

IMPLICATIONS

Financial Implications

Grants/Contributions Awarded

1. $144,430 through the Green Municipal Fund's Local Leadership for Climate Adaptation program to enhance the capacity of local governments and First Nations in the CRD, responding to current and projected climate risks. Funding will be used for training and education activities.
2. $15,400 through BC Hydro's Integrated Energy Audit initiative. This project will audit energy usage at the CRD's Mill Hill Park office and identify opportunities for more efficient energy management, to reduce GHG emissions and operating costs.

There are two grants under news embargo.

Applications Submitted

Four CRD applications were submitted:

1. $60,000 through the Ministry of Transportation and Infrastructure's Transit Minor Betterments Program to assist in the construction of new bus shelters on Salt Spring Island.
2. $40,000 through the Union of British Columbia Municipalities (UBCM) Emergency Support Services Equipment and Training stream of the Community Emergency Preparedness Fund. This project will modernization and training of the CRD Emergency Support Service team.
3. $5,000 through the Outdoor Recreation Council of BC's Outdoor Recreation Fund, to help build a trail head information kiosk at Henderson Park on Mayne Island. This project has a total cost of $10,000.
4. $4,500 through BC Hydro's Community ReGreeningProgram for tree planting at Dinner Bay Park on Mayne Island. This project has a total cost of $7,000.

Service Delivery Implications

New Grant Opportunities

Six 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 February 17, 2025) and lists recently closed grants for 2025. Appendix B also references CRD grant applications approved, pending and declined/withdrawn.

Table 1: Grant Calls Issued

Grant	Deadline	Information
Codes Acceleration Fund – Natural Resources Canada	10-Jan-25	Support for energy code projects relating to reducing GHG emissions.
Emergency Support Services Equipment and Training – UBCM	31-Jan-25	Support for local government emergency support services, through funding for equipment and training.
Organics Funding Program – CleanBC	13-Feb-25	Funding for projects that help reduce GHG emissions, by diverting organic waste from landfills.
Outdoor Recreation Fund of British Columbia – Outdoor Recreation Council of BC	20-Feb-25	Support for community-based initiatives that create outdoor and natured based experiences.
Active Transportation Fund – Capital Project Stream – Housing, Infrastructure, and Communities Canada	26-Feb-25	Funding for active transportation capital projects.
Nature Smart Climate Solutions Fund – Environment and Climate Change Canada	Continuous	Funding for projects that reduce the loss, restore, or improve the management of ecosystems.

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: 2025 External Grants Dashboard
Appendix B: 2025 Grant Alerts

APPENDIX A

2025 EXTERNAL GRANTS DASHBOARD

(updated 17-Feb-25)

Approved	Pending	Declined
2	15	0
$159,830	$2,379,836	$0

2025 Approved Grants

Department	Grant Program	Project	Amount ($)	Year Submitted
Parks, Recreation & Environmental Services	Local Leadership for Climate Adaptation – Green Municipal Fund *New	Capital Region Climate Adaptation Capacity Building Initiative	144,430	2024

APPENDIX A

Department	Grant Program	Project	Amount ($)	Year Submitted
Parks, Recreation & Environmental Services (Con't)	Integrated Energy Audit – BC Hydro *New	Mill Hill Headquarters - Integrated Energy Audit	15,400	2025
		Total	159,830	

2025 Pending Grants

Department	Grant Program	Project	Amount ($)	Year Submitted
Corporate Services	Outdoor Recreation Fund of BC – Outdoor Recreation Council of BC *New	Henderson Park Information Kiosk	5,000	2025
	Community ReGreening Program – BC Hydro *New	Dinner Bay Park Fitness Circuit Beautification	4,500	2025
Executive Operations	Canada Summer Jobs Program – Employment and Social Development Canada	2024 SSIPARC Canada Summer Jobs	15,876	2024
	Transit Minor Betterments Program – Ministry of Transportation and Infrastructure *New	SSI Bus Shelters Project	60,000	2025
Parks, Recreation & Environmental Services	Forest Investment Program – BC Ministry of Forestry	Sooke Hills Wildfire Recovery Project	40,000	2024
	2024 Police Equipment and Training – BC Civil Forfeiture Office	2024 Park Ranger Equipment	4,462	2024

APPENDIX A

Department	Grant Program	Project	Amount ($)	Year Submitted
Housing, 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	Community Adaptivity Assessment	400,000	2024
	Disaster Resilience & Innovation Funding Program – BC Ministry of Emergency Management and Climate Readiness	Multi Hazard Resilience Plan	400,000	2024
	Disaster Resilience & Innovation Funding Program – BC Ministry of Emergency Management and Climate Readiness	Risk Assessment	400,000	2024
	Community Emergency Preparedness Fund- Volunteer and Composite Fire Departments Equipment and Training – UBCM	CEPF 2024 Composite Fire Department Equipment and Training	278,303	2024
	Community Emergency Preparedness Fund – Emergency Support Services Equipment and Training – Union of BC Municipalities *New	2025 ESS Equipment and Training	40,000	2025
		Total	2,379,836	

APPENDIX A

2025 Declined Grants

Department	Grant Program	Project	Amount ($)	Year Submitted
		Total	0	

APPENDIX B

2025 GRANT ALERTS

Open Grants as of 17-Feb-25 (Including CRD Applications Approved, Pending and Declined)

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
20-Feb-25	Outdoor Recreation Fund of British Columbia – Outdoor Recreation Council of BC [LINK]	Support for community-based initiatives that create outdoor and natured based experiences. • *Corporate Services,* Henderson Park Information Kiosk *New
21-Feb-25	Accelerating Community energy systems - Green Municipal Fund [LINK]	Funding for a study that identifies opportunity areas for low-carbon community energy systems (including renewable and district energy systems) within communities and develops mechanisms to support implementation.
26-Feb-25	Active Transportation Fund – Capital Project Stream – Housing, Infrastructure, and Communities Canada [LINK]	Funding for active transportation capital projects.
28-Feb-25	Emergency Operations Centres Equipment and Training (2025) – UBCM [LINK]	Funding to support the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
31-Mar-25 Undisclosed	Canada Housing Infrastructure Fund (CHIF) – Housing, Infrastructure, and Communities Canada [LINK]	Funding for planning or capital projects that would build or upgrade drinking water, wastewater, stormwater, or solid-waste infrastructure to enable more housing through two streams: 1. Direct delivery stream 2. Provincial and territorial agreement stream
28-Mar-25	Disaster Risk Reduction-Climate Adaption (2024/25) – UBCM [LINK]	Funding to reduce risks from future disasters due to natural hazards and climate-related risks through three streams: 1. Foundational activities including risk mapping, risk assessments and planning. 2. Non-structural projects including land use planning and education and temporary mitigation equipment 3. Small Scale Structural Projects
30-Sep-25	FireSmart Community Resilience Investment Program – UBCM [LINK]	Funding to reduce the risk of wildfires and mitigate their impacts on BC communities.
31-Mar-26	Regional Homebuilding Innovation Initiative in British Columbia – Government of Canada [LINK]	Funding to support local innovative housing solutions across B.C.
31-Mar-27	Codes Acceleration Fund – Natural Resources Canada [LINK]	To accelerate the adoption of the highest feasible energy performance such as net-zero emissions codes, promote compliance and build capacity in two streams: 1. Regional and municipal governments that have the authority to adopt energy by-laws and codes 2. Regional and municipal governments that do not have authority to adopt building energy by-laws and codes

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Capital project: GHG impact retrofit – Green Municipal Fund [LINK]	Funding for retrofitting a local recreational or cultural facility ro reduce GHG emissions.
Continuous (limited funds)	The Living Cities Canada Fund (2024) – Green Communities Canada [LINK]	For small-scale green infrastructure projects
Continuous (limited funds)	Go Electric – CleanBC [LINK]	Funding to support fleet transition to electric vehicles
Continuous (limited fund)	Rural Transit Solutions Fund Planning and Design Stream – Infrastructure Canada [LINK]	Planning and design project funding to support the development and expansion of locally driven transit solutions
Continuous through 2025	Next Generation 911 – UBCM [LINK]	Funding to eligible recipients to support the transition and operational readiness of existing 911 services to NG911
Continuous	Local Community Accessibility Grant Program – Social Planning and Research Council of BC (SPARC BC) [LINK]	Funding to identify and remove barriers to improve accessibility and inclusion

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
Continuous	CleanBC Custom Program – BC Hydro [LINK]	Energy study funding and capital incentives for fuel switching and electrification measures
Continuous	Integrated Energy Audit – BC Hydro [LINK]	An integrated energy audit to Improve efficiency and managing energy costs • *Parks, Recreation & Environmental Services,* Mill Hill Headquarters - Integrated Energy Audit *New
Continuous	Legacy Fund – Building Communities through Arts and Heritage – Canadian Heritage [LINK]	Funds to celebrate community, increase opportunities for local artists, artisans, heritage performers or specialists and First Nations, Inuit and Metis cultural carriers to be involved in their community with citizen involvement and local partners
Continuous (limited funds)	Community Buildings Retrofit Initiative – Green Municipal Fund [LINK]	Retrofit existing community buildings to lower green house gas (GHG) emissions and extend their life cycle
Continuous	Clean Energy for Rural and Remote Communities Program – Natural Resources Canada [LINK]	Provides funding for renewable energy and capacity building projects in rural and remote communities. Accepting application for only two steams: 1. Biomass heating, district heating, combined heat and power systems 2. research, development, and demonstration projects

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Multiculturalism and Anti-Racism Program – Events Component – Canadian Heritage [LINK]	Funding for community-based events that promote intercultural or interfaith understanding or celebrate a community's history and culture
Continuous	Connecting British Columbia Program – Phase Two: Connectivity Infrastructure Strategy [LINK]	To support the development of regional connectivity infrastructure strategies that ensure that infrastructure strategies achieve objectives for the region
Continuous	Compensation for Employers of Reservists Program – Employment and Social Development Canada [LINK]	Employers are compensated for operational losses when reservists take time away from work to serve on military operations
Continuous	Community Economic Development and Diversification in British Columbia – Pacific Economic Development Canada [LINK]	Funds to respond to economic development opportunities or adjust to changing and challenging economic circumstances
Continuous	Rental Protection Fund – Ministry of Housing [LINK]	Provides funding for affordable housing projects
Continuous	National Institute of Disability Management and Research (NIDMAR) Disability Management Program Assessment – NIDMAR – BC Workforce Development Agreement [LINK]	Provides BC workplaces with two levels of opportunity: 1. Free assessment of current Disability Management and Return to Work workplace structures 2. Potential subsidy of up to $7,500 to address issues identified in the assessment
Continuous	Supporting Rural Destinations – Discover West Tourism [LINK]	Funding for tourism events in rural communities
Continuous	Capital project: Retrofit of existing municipal buildings – Federation of Canadian Municipalities [LINK]	Retrofit a municipal building or portfolio of municipal buildings for higher energy performance and significant GHG emissions reduction

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Homelessness Community Action Grants Program – SPARC [LINK]	One-time funding for local planning and collaborative initiatives to respond to the needs of those who are homeless or at risk of becoming homeless
Continuous	Canada Cultural Spaces Fund – Canadian Heritage [LINK]	Funding for improvement of physical conditions for heritage, culture and creative innovation including renovation and construction projects
Continuous	Retrofit or New Construction of Sustainable Affordable Housing – Green Municipal Fund [LINK]	Funding to evaluate solutions for integrating deep energy efficiency measures and onsite renewable energy generation in existing affordable housing retrofit and new build projects
Continuous	GHG Impact Retrofit – Federation of Canadian Municipalities [LINK]	Funding to retrofit a local recreational or cultural facility to reduce GHG emissions
Continuous	Commemorate Canada – Canadian Heritage [LINK]	Funding for initiatives that commemorate and celebrate historical figures, places, events and accomplishments of national significance
Continuous	GHG Reduction Pathway Feasibility – Green Municipal Fund – Federation of Canadian Municipalities [LINK]	Funding to assess feasibility for projects that reduce energy and GHGs for recreational and cultural facilities
Continuous	McConnell Foundation Fund [LINK]	Funding to support projects through three streams: 1. Climate 2. Reconciliation 3. Communities

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Medium and Heavy Duty Zero Emission Vehicles 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 • *Housing, Planning and Protective Services*, Campus View Redevelopment Project • *Housing,Planning and Protective Services*, Village on the Green Affordable Housing Redevelopment Study
Continuous	Capital project: Municipal Fleet Electrification – Green Municipal Fund – Federation of Canadian Municipalities [LINK]	Funding for feasibility studies for projects that reduce or avoid fossil fuel use in any vehicle that delivers municipal services
Continuous	Regional Innovation Ecosystems in BC– Pacific Economic Development Canada [LINK]	Funding to create, grow and nurture inclusive ecosystems that support business needs

APPENDIX B

Approved	Pending	Declined

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 components to support public transit and school bus operators to electrify their fleets: 1. Planning projects 2. Capital projects
Continuous	ECO Employment Programs – Environmental Careers Organization of Canada [LINK]	Funding for training and employment to support job seekers looking to enter or advance their careers in the clean economy.
Continuous	Nature Smart Climate Solutions Fund – Environment and Climate Change Canada [LINK]	Funding for projects that reduce the loss, restore, or improve the management of ecosystems.
Continuous	Transit Minor Betterments Program – Ministry of Transportation and Infrastructure [LINK]	Funding for transit supporting projects. • *Executive Operations,* SSI Bus Shelters Project *New

APPENDIX B

Closed Grants

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
09-Jan-25	Documentary Heritage Communities Program – Library and Archives Canada	Funding to support records and publications that reflect Canada's history.
10-Jan-25	Codes Acceleration Fund – Natural Resources Canada	Support for energy code projects relating to reducing GHG emissions.
15-Jan-25	TD Friends of the Environment Foundation Grant – TD Bank Group	Funds to support schoolyard greening, park revitalization, community gardens, park programming and citizen science initiatives
30-Jan-25	Water Meter Pilot Program – Province of BC	Support for water meter purchasing and installation for smaller water services.
31-Jan-25	Emergency Support Services Equipment and Training – UBCM	Support for local government emergency support services, through funding for equipment and training.

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
31-Jan-25	Emergency Support Services Equipment and Training – UBCM	Funding to support eligible applicants to build local capacity to provide emergency support services through volunteer recruitment, retention and training. • *Housing, Planning and Protective Services,* 2025 ESS Equipment and Training *New
31-Jan-25	Community Regreening Program – BC Hydro	Funding to support the planting of trees and other vegetation that help enhance ecological networks across the province. The program also helps to ensure the right trees are planted near our power lines. • *Corporate Services,* Dinner Bay Park Fitness Circuit Beautification *New
31-Jan-25	Municipal Climate Resiliency Grant – Intact Financial	Funding for practical solutions to protect people from effects of climate change and build more resilient communities.

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
5-Feb-25	Growing Canada's Community Canopies: Tree Planting - Green Municipal Fund	Funding for tree planting in communities so that they can grow, manage, and protect tree canopies. Includes activities such as street tree planting, urban planting, park tree planting, riparian planting and forest restoration and reforestation.
13-Feb-25	Organics Funding Program – CleanBC	Funding for projects that help reduce GHG emissions, by diverting organic waste from landfills.
14-Feb-25	Next Generation 911 – UBCM	Funding to support local preparedness for the implementation of N9011, and to provide funding to eligible recipients to support the transition and operational readiness of existing 911 services to NG911

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REPORT TO THE FINANCE COMMITTEE
MEETING OF WEDNESDAY, MARCH 05, 2025

SUBJECT **Capital Regional District Investment Portfolio Holdings and Performance Annual Update**

ISSUE SUMMARY

To provide an annual update on Capital Regional District (CRD) investment holdings and performance for the period ended December 31, 2024.

BACKGROUND

The CRD invests operating, capital and reserve funds in accordance with the *Local Government Act*, *Community Charter* and Board approved Investment Policy (Appendix A). The Investment Policy applies to the investment activities for all funds maintained by the CRD, the Capital Region Housing Corporation (CRHC) and the Capital Regional Hospital District (CRHD). The types and terms of investments purchased are evaluated on four fundamental objectives: safety of principal, liquidity, responsible investing and return on investment in alignment with the policy.

The policy also provides minimum ratings of investment vehicles which can be purchased. Currently, investments in chartered banks or savings institutions must have a risk rating of R-1 (low) or higher for short-term investment and A- for long-term as published by major credit rating agencies. Both ratings indicate a superior credit rating on all investments.

Investments are continuously monitored to ensure the appropriate strategy through current and forecasted economic conditions. The CRD invests funds in a mix of products including High-Interest Savings Accounts (HISA), fixed term Guaranteed Investment Certificates (GICs) and Municipal Finance Authority (MFA) pooled funds. The placement or divestiture of investments are timed with forecasted cash requirements.

Investments through 2024 have been made in alignment with the Board approved Investment Policy. Although economic and market conditions drove fluctuations and uncertainty in the portfolio, performance exceeded the benchmark rate, as detailed in the report.

IMPLICATIONS

Financial Implications

Portfolio Holdings

As of December 31, 2024, the CRD investment portfolio totaled $371.3 million. A detailed listing by investment type is included in Appendix C. Table 1 summarizes the distribution of the portfolio in short and long-term investments.

Table 1: CRD Investment Results – Summary as at December 31, 2024

Investments	Balance ($millions)	% Share
Investments Short-Term (less than 2 years)	204.2	55.0%
Investments Long-Term (more than 2 years)	167.1	45.0%
Total Investments:	**$371.3**	**100%**

As detailed in the Board approved Investment Policy, products with maturities less than two years are classified as short-term while those greater than two years are classified as long-term.

Performance

The total effective return on investments during 2024 was $19.6 million or 5.3%, driven by higher interest rates in the first half of 2024 impacting returns on HISAs and GICs.

Table 2 summarizes investment income by driver for the last three years.

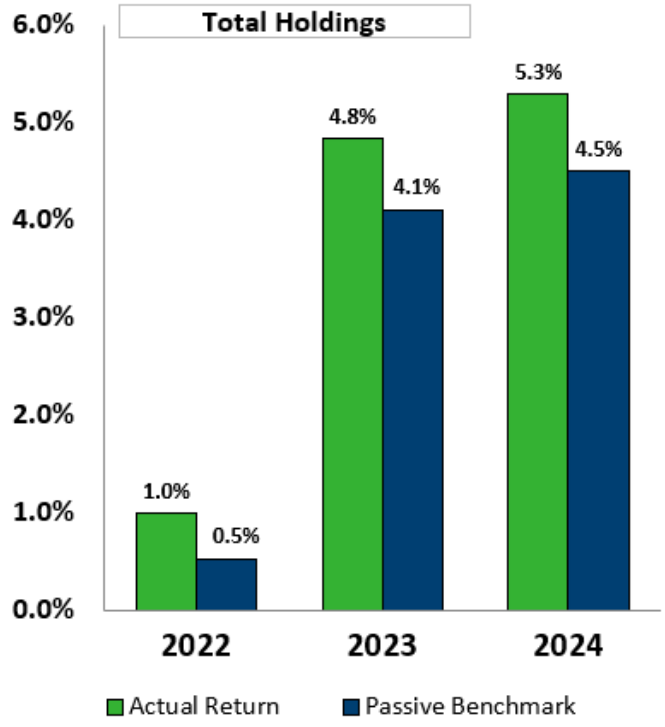
Table 2: Investment Income Three-Year Trend ($ Millions)

	2022		2023		2024	
Passive Benchmark	0.5%	$2.0	4.1%	$14.9	4.5%	$16.6
Active Management	0.5%	$1.6	0.7%	$2.7	0.8%	$3.0
Total	**1.0%**	**$3.6**	**4.8%**	**$17.6**	**5.3%**	**$19.6**

The passive benchmark approach, which reflects investment returns without active management, underwent a methodology update effective 2024. Previously, the passive income benchmark was calculated using an average of bank deposit rates through the year, weighted by cash flow timing. The new approach calculates the benchmark using weighted average holdings across investment categories (GICs, HISAs, and MFA pooled funds). This adjustment ensures a more accurate representation of portfolio holdings, accounting for differences in passive investment returns based on their respective category. Table 2 above reflects this updated approach.

Graph 1 provides a summary report on investment returns in 2024.

Graph 1: CRD Investment Results – 2024



In 2024, the Bank of Canada lowered the overnight interest rate five times from elevated historic levels. Additional information can be found in Appendix B.

In 2024, the CRD recorded average monthly cash outflows of $30.3 million across operating, capital and financing activities. Significant investments were made in large-scale projects across several service areas. For example, within the Environmental Resource Management service, the Hartland Renewable Natural Gas Initiative incurred $16 million in actual and accrued construction expenses. The Land Banking and Housing service advanced $9.9 million to a rapid housing project, while the Juan de Fuca Water Distribution incurred $8 million in actual and accrued expenses toward replacement of the UV system.

Strong cash flow forecasting and an active investment management strategy led to the rebalancing of the portfolio throughout the year to manage performance. Further details regarding investment holdings and performance can be found in Appendix C.

Socially Responsible Investing Alignment

Investments are considered in alignment with responsible investing objectives when identified as meeting the criteria defined by MFA in their ESG Framework (Appendix D). As of December 31, 2024, 28% of the long-term portfolio was invested in socially responsible investment products versus 26% in the prior year.

CONCLUSION

Overall, the CRD portfolio of investments reflects the four fundamental objectives of safety of principal, liquidity, responsible investing and return on investment. Investments have been made in keeping with requirements under the Investment Policy and investment performance generally exceeded expectations for the year ended December 31, 2024.

RECOMMENDATION

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

Submitted by:	Andrew Hoge, CFA, CPA, CGA, Mgr., Corporate Finance & Treasury
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: Investment Policy
Appendix B: Market Analysis
Appendix C: Investment Holdings and Performance
Appendix D: Municipal Finance Authority's Suite of Pooled Investment Products

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CAPITAL REGIONAL DISTRICT

INVESTMENT POLICY

Policy Type	Board [Corporate]		
Title	INVESTMENT POLICY		
Adopted Date	September 22, 2013	Policy Number	BRD07
Amendment #1	May 10, 2017		
Amendment #2	March 10, 2021 (Approved)		
Amendment #3	March 9, 2022 (Approved)		
Policy Owner	Financial Services		

1. PURPOSE

This investment policy provides the framework for investment portfolio management for the Capital Regional District (CRD), Capital Regional Hospital District (CRHD) and Capital Region Housing Corporation (CRHC).

It is the policy of the CRD, CRHD and CRHC to invest funds in a manner that provides the optimal blend of investment security and return while meeting the short and long term cash flow requirements in support of the corporate plan priorities while maintaining compliance with statutory requirements.

2. SCOPE

The investment policy applies to all cash operating funds, capital funds and reserve funds. It does not apply to funds held in trust or which have a specific legal or statutory requirement for cash management, disbursement, or investment.

3. PRINCIPLES

The investment of funds must reflect a management philosophy based on the fundamental objectives of

3.1 Safety of Principal

Investments shall be made to ensure preservation of principal within the portfolio. Preservation of principal is accomplished through placement of funds with creditworthy institutions and through portfolio diversification. Diversification is required to minimize potential losses on financial products.

3.2 Liquidity

The investment portfolio shall remain sufficiently liquid to meet all reasonably anticipated cash flow requirements.

3.3 Responsible Investing

The investment program will consider socially responsible investment products that adhere to statutory requirements and meet the objectives laid out in this policy.

Organizations that adopt a socially responsible investment platform in alignment with the published MFA ESG framework are preferred

3.4 Return on Investment

The investment portfolio shall be designed with the objective of maximizing market rate of return subject to the investment risk constraints, liquidity requirements and responsible investing objectives.

4. INVESTMENT PARAMETERS

4.1 Safety of Principal

The program will diversify cash reserve investments by security type and institution, taking into consideration the impact on return on investment. Section 5.4 outlines the authorized and suitable investments permissible to ensure optimal portfolio diversification.

4.2 Liquidity

To the extent possible, portfolio management will align investments with anticipated cash flow requirements. However, a portion of the portfolio shall be continuously invested in fully-liquid investments to meet ongoing obligations.

A long-term financial plan will be established for major capital reserves. The long-term financial plan will inform the term decision when placing timed investments in order to meet liquidity requirements.

4.3 Responsible Investing

Where responsible investment options provide comparable risk, return and liquidity, these facilities will be a priority. Investments are considered in alignment with responsible investing objectives when identified as meeting criteria as defined by MFA within the published MFA ESG Framework.

4.4 Return on Investment

The investment program will seek to maximize the total return on all funds under management after considering protection of principal, liquidity and responsible investing. Return will be monitored through performance benchmarks to ensure program activities are providing benefits in excess of costs and with the goal to preserve capital against inflation over time. Due to the nature of the CRHC business activities, delivering affordable housing within the social service sector, CRHC will be excluded from holding lower return products.

4.5 Authorized and Suitable Investments

Money held may be invested or reinvested according to section 183 of the *Community Charter* subject to the following conditions:

1. Investments in marketable securities of a chartered bank or savings institution or any province must have a DBRS risk rating of R-1 (low) or higher for short-term debt and a rating of A (low) for long-term debt or comparable ratings of another rating organization, indicating equal or superior credit quality (see Appendix A of this policy).

2. Investment placements will conform to the portfolio diversification constraints listed in Appendix B. Exceptions to constraints listed in Appendix A require Chief Financial Officer approval and shall be reported to the Board through Standing Committee at the next available meeting.

3. Internal projects under CRD service authority are considered allowable investment options when capital reserves are not immediately required and can be accessed through inter-service borrowing. Inter-service borrowing will be in compliance with legislation and the CRD Inter-Service Borrowing Guidelines.

5. STANDARD OF CARE

5.1 Prudence

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs. Investments will not be made for speculation. Foremost will be consideration for the safety of capital. Staff must be aware of reasonably foreseeable risks, trends and fluctuations in the market, and be able to recognize unreasonable risks whilst ensuring the liquidity of the investment portfolio.

5.2 Ethics and Conflict of Interest

Staff responsible for investing activities shall comply with the CRD Conflict of Interest Policy and shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions.

5.3 Delegation of Authority

Authority to manage the investment program ("the Program") is granted to the Chief Financial Officer and is derived from section 237 of the *Local Government Act*.

5.4 Credit Risk Monitoring

To meet the objectives of this policy and ensure suitability of offerings, credit risk monitoring must be conducted by CRD Staff independent of vendor representations. The following due-diligence shall be performed:

1. In-house credit analysis shall be conducted on all financial institutions and investment counter-parties.

2. Credit reports and analysis, published by DBRS, S&P, Fitch or Moody's, will be obtained from financial institutions, investment dealers and rating institutions and reviewed.

3. Credit reports and analysis are recognized as opinions and not a guarantee for safety of principal.

4. When placing investments in individual marketable securities and more than one credit rating is available, the average of two or more available credit ratings shall be used.

5.5 Consolidated Basis

All funds covered by this policy will be managed on a consolidated basis to ensure the best possible return by providing economies of scale.

5.6 Program Requirements

The Program shall abide by the following reporting requirements:

1. The Chief Financial Officer must report to the Finance Committee annually. The report must identify investment holdings and any deviations from this policy; and

2. An appropriate portfolio performance benchmark will be set and reported in the annual investment performance report.

6. POLICY REVIEW

Review Date	Description:
March 2026, unless legislative change or new MFA finance product	To ensure ongoing relevance, this policy shall be reviewed the earlier of: 1. If a change in the relevant legislation governing the investment activities of local governments occurs; 2. If the Municipal Finance Authority of British Columbia establishes a new pooled fund investment product; or 3. Every five calendar years.

7. RELATED POLICY, PROCEDURE AND GUIDELINES

- Conflict of Interest Policy

Appendix A
Dominion Bond Rating Service (DBRS) Credit Quality Ratings

Commercial Paper & Short-Term Debt	Bond & Long-term Debt	Bond & Long-term Debt	Description	CRD/CRHD/CRHC Investment Policy
R-1 (high)	AAA	Investment Grade	Superior	Permissible
R-1 (high)	AA (high)			
R-1 (middle)	AA			
R-1 (middle)	AA (low)			
R-1 (low)	A (high)		Good	
R-1 (low)	A			
R-1 (low)	A (low)			
R-2 (high)	BBB (high)		Adequate	Not Permissible
R-2 (middle)	BBB			
R-2 (low) / R-3	BBB (low)			
R-4	BB (high)	Speculative Grade	Speculative	
R-4	BB			
R-4	BB (low)			
R-4	B (high)			
R-5	B		Highly Speculative	
R-5	B (low)			
R-5	CCC			
R-5	CCC			
R-5	CCC			
R-5	CC			
R-5	C			
D	D		Default	

Appendix B
Portfolio Diversification Constraints

Exposure constraints target protection of principal and return and set a maximum allowable share of the total portfolio that can be invested.

Due to market fluctuations and / or the timing of investment deposit transfers, maximum percentages in Appendix C may be exceeded at a point in time. Securities need not be liquidated to rebalance the portfolio; however, consideration should be given to this matter when future purchases are made to ensure that appropriate diversification is maintained.

The portfolio diversification constraints are found in Table 1 below:

Table 1: **Portfolio Diversification Constraints**

Investment Type	MAXIMUM of Total Reserves	MAXIMUM by Institution/product/ pooled fund
Short-Term (< 2 year holding period)		
Canadian Banks (Schedule 1) Deposits and/or GIC's	65%	35%
MFA Pooled Fund Products	50%	50%
Credit Unions (Rated/Insured) Deposits and/or GIC's	35%	20%
Long-Term (> 2 year holding period)		
Canadian Banks (Schedule 1) Deposits and/or GIC's	65%	35%
MFA Pooled Fund Products	60%	30%
Credit Unions (Rated/Insured) Deposits and/or GIC's	35%	20%
Internal Projects (5+ years)	30%	-
Federal Bonds	20%	10%
Municipal Finance Authority of BC Bonds	20%	20%
Provincial Bonds	15%	15%
Municipal, Regional District or Greater Board Bonds	15%	15%

Making a difference...together

Appendix B

Market Analysis

Applies to the Capital Regional District (CRD), the Capital Regional Hospital District (CRHD), and the Capital Region Housing Corporation (CRHC)

As part of overall portfolio management, staff regularly monitor market trends and key metrics such as the Bank of Canada overnight interest rate, the Government of Canada bond rates and other market commentary issued by banks and investment brokers. Additionally, the Municipal Finance Authority (MFA) provides regular market commentary on new product developments and based on outlook reports provided by Phillips, Hager & North Investment Management (PH&N).

The 2024 economic landscape in Canada saw a shift towards lower interest rates after an extended period of monetary tightening. Interest rates, which began the year at elevated levels, started to decline after April 2024 as inflationary pressures eased.

The Bank of Canada cut its overnight policy rate five times throughout the year, bringing it down from 5.0% in January to 3.25% by December. These rate cuts were in response to significant declines in inflation, which approached the Bank's 2% target by year-end. With inflation nearing the Bank of Canada's target, future rate cuts will be considered on a case-by-case basis.

Table 1 below presents key economic indicator rates as of December 31, 2022-2024.

Table 1: Indicative Market Rates 2022 to 2024

Rate	2022	2023	2024
Bank of Canada - Overnight Rate	0.25% - 4.25%	4.25% - 5.00%	3.25% - 5.00%
HISA	0.72% - 4.80%	4.80% - 5.75%	3.75% - 5.50%
RBC - Bank Rate	0.70% - 4.70%	4.70% - 5.55%	3.80% - 5.55%
Fixed GIC - 180 Day / 1 Year (sample)	2.22% - 3.06%	5.30% - 5.60%	5.40% - 5.50%

Investment Marketplace

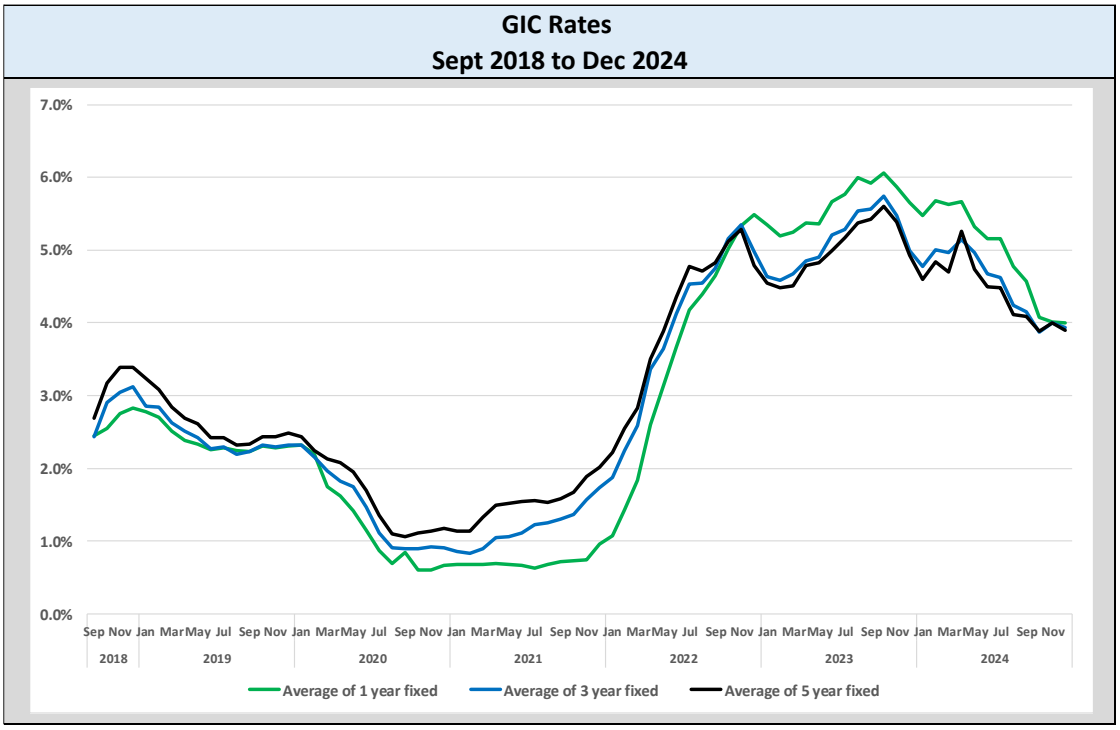
Fixed GIC rates followed a similar trajectory to the Bank of Canada overnight rate, reflecting the broader decline in interest rates across one to five-year GIC terms. These changes led to lower borrowing costs and reduced returns on deposit products.

Despite falling yields, fixed MFA pooled fund income returns remained positive in 2024, bolstered by capital gains from declining interest rates in the latter half of the year. Equity markets in Canada, the US, and globally delivered exceptional returns, rebounding strongly from weaker performance in prior years. These trends contributed to overall positive returns for MFA pooled funds, including the Diversified Multi-Asset Class (DMAC) fund, which benefited from both bond income and equity growth.

In 2024, High Interest Savings Account (HISA) rates decreased but remained competitive compared to Guaranteed Investment Certificate (GIC) rates across most terms. Consequently, by year-end allocations to HISAs were enhanced to optimize interest earnings.

As shown in Graph 1, GIC rates were at their highest late in 2023, and have been moving lower ever since.

Graph 1: GIC Historical Rates



The CRD continues to hold units in the MFA Bond Fund, MFA Fossil Fuel-Free (FFF) Bond Fund, the MFA DMAC Fund and the MFA Mortgage Fund. The FFF Bond Fund invests in securities similar to the existing bond fund except that the FFF option excludes those holdings directly related to non-renewable energy extraction, processing and transportation. This additional screening is estimated to exclude approximately 4% of the population of investible securities compared to the existing bond fund.

For the calendar 2024 year, the FFF Bond Fund underperformed the MFA Bond Fund on an annual basis by 0.14% (5.53% versus 5.39% respectively). The FFF Fund's underweight position in the positively performing energy sector and overweight positions in Real Estate and Financial sectors, which experienced comparative spread widening, negatively impacted its returns over the year. The MFA Mortgage Fund returned 6.13% while the MFA DMAC returned 17.4% for 2024.

Staff will assess investment placements in existing and new MFA pooled funds in the future, for the CRD, the CRHD, and the CRHC, as the need to place long-term funds arises.

APPENDIX C

Investment Holdings and Performance

Portfolio Holdings

On December 31, 2024, the Capital Regional District (CRD) held $371.3 million in short-term and long-term investments, as detailed in Table 1 below.

Table 1: CRD Investment Holdings – Dec 31, 2024

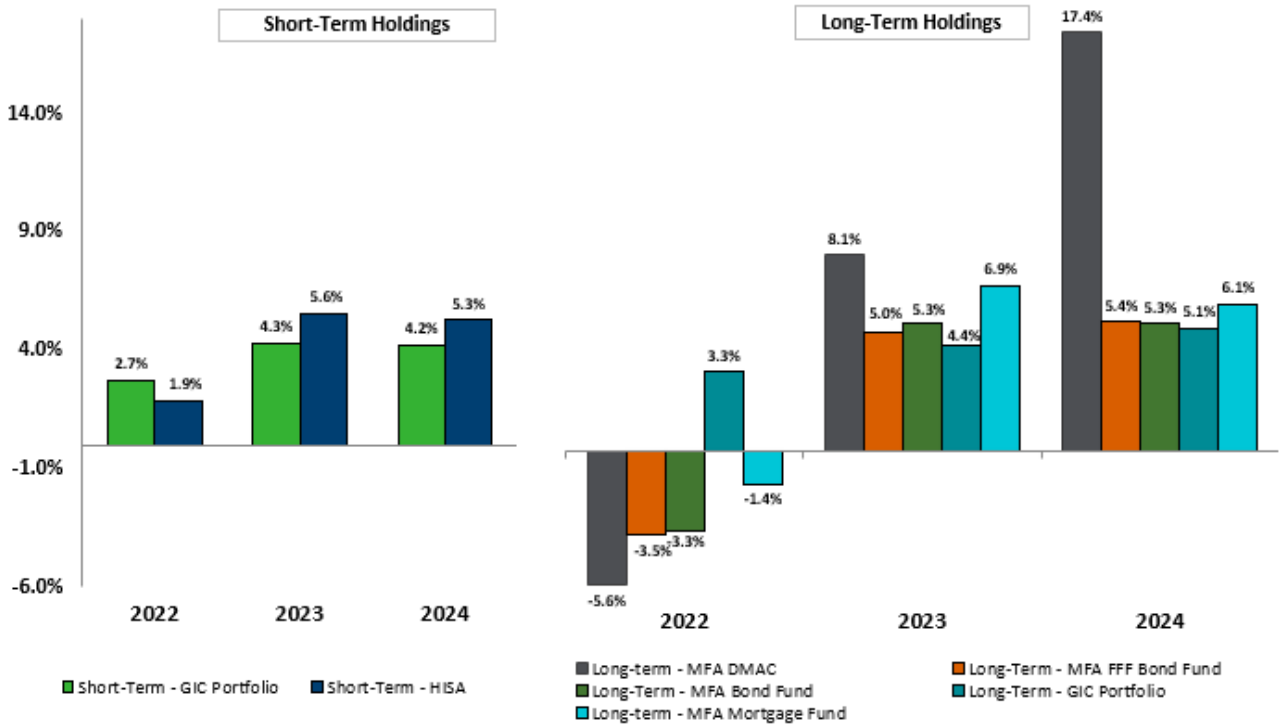
Investments	Balance ($millions)	% Share
Investments Short-Term (less than 2 years)		
High Interest Savings Accounts	52.1	14.0%
Guaranteed Investment Certificates	152.0	40.9%
Total Short-term:	**204.2**	**55.0%**
Investments Long-Term (more than 2 years)		
MFA DMAC Fund	18.0	4.9%
MFA Pooled Mortgage Fund	18.6	5.0%
MFA FFF Bond Fund	31.9	8.6%
MFA Short-Term Bond Fund	36.2	9.7%
Guaranteed Investment Certificates	62.4	16.8%
Total Long-term:	**167.1**	**45.0%**
Total Investments:	**$371.3**	**100%**

The portfolio was distributed between short-term and long-term investments in a 55%/45% split. As per Investment Policy, investments with maturities or approaching maturities less than two years are classified as short-term and investments with maturity and divestiture dates beyond two years are classified as long term.

Performance

Graph 1 provides a detailed report on investment returns in 2024.

Graph 1: CRD Investment Results



<u>Short-Term Investments</u>

These funds focus on liquidity and are monies needed for near-term expenditures in operating and capital. The funds are invested in a mix of High Interest Savings Accounts (HISA) and Guaranteed Investment Certificates (GIC) with varying terms throughout the year in alignment to cashflow needs. GIC rates began 2024 above deposit yields but fell steadily, ending slightly below them by year's end.

For short-term holdings (terms less than two years), the short-term GIC portfolio yielded a 4.2% return, exceeding the 3.7% benchmark. The HISA accounts exceed their benchmark of 4.3% with a 5.3% return. The combined short-term portfolio (HISAs plus GICs under 2-years in remaining term) returned 4.4% versus a benchmark of 3.9%.

<u>Long-Term Investments</u>

Funds invested in long-term GICs and Municipal Finance Authority (MFA) pooled funds are primarily long-term capital reserves. The long-term GIC portfolio returned 5.1% exceeding the passive benchmark of 3.1% due to active long-term GIC placements in 2024 at higher rates.

In 2024, the MFA Bond Fund produced a 5.3% return while the MFA Fossil-Fuel-Free (FFF) Bond Fund returned 5.4%, the MFA Mortgage Fund returned 6.1%, the MFA Diversified Multi-Asset Class (DMAC) Fund returned 17.4% all benefiting from the inverse relationship between interest

rates and long-term bond yields. The combined MFA pooled fund return was 7.4%. As interest rates decreased rapidly from their peak in the last quarter of the year, the bond funds, mortgage fund and fixed income DMAC holdings generated capital gains. Furthermore, despite the decline from peak, interest rates remained relatively high contributing to increased annual bond coupon income compared to previous years.

The combined long-term portfolio (MFA pooled funds plus GICs over 2-years in remaining term) returned 6.6% versus a benchmark of 5.3%.

Appendix D: MFA's Suite of Pooled Investment Products

	(3) Pooled High Interest Savings Accounts	Pooled High Interest Notice Plan Account	Money Market Fund	Government Focused Ultra-short Bond Fund
Key Features	Best for soon needed funds. Balances favourable interest rates and liquidity. Monies held with Domestic Systemically Important Banks. ✓ *Favourable deposit rates negotiated by MFA* ✓ *Monthly Interest*	Well-suited for near-term foreseeable cash requirements. Same rate as Scotiabank PHISA plus 15 bps (per annum). Client provides 31-day withdrawal notice at any time on an amount requested, they receive standard Scotiabank PHISA rate on that amount (and premium rate on any remainder in the Notice Account). After holding period requested monies deposited into Clients' Scotiabank PHISA. Money held with Domestic Systemically Important Bank. ✓ *Premium deposit rate negotiated by MFA* ✓ *Monthly Interest*	This Fund is suited for Investors who must maintain adequate liquidity, while benefitting from asset diversification. This Fund holds a portfolio of very short-term securities, focused on high-quality corporates. The Fund seeks a yield advantage through active market and credit analysis. ✓ *Monthly distributions*	The main objective of this Fund is to provide safety and liquidity. This Fund maintains a bias towards safe and favourable Federal and Provincial Securities, holdings may include up to 25% Big 6 Bank debt securities. Securities acquired for the Fund may have a maximum maturity of 2 years. This Fund does not invest in non-bank corporates. ✓ *Monthly distributions*
Suggested Investment Time Horizon	0 – 12 months	35 days – 12 months	0 – 24 months	0 – 24 months
*Trailing 12-month Total Return * ‡*	N/A	N/A	4.83%	5.33%
Current Yield †	**3.80% - 3.55%** ‡ || §	**3.70%** ‡ || §	**3.50%**	**2.84%**
Total Annual Fees	3 bps	3 bps	12.5 bps	12.5 bps

Management and composition of Funds subject to MFA's Pooled Investment Funds Investment Policies, Objectives, and Guidelines Agreement with Fund Manager(s). || Call MFA for details.
* Trailing 12-month Total Return equal to change in NAV value plus distributions over the past 365 days to December 31, 2024; past performance does not guarantee future performance.
† Before fees; yields as at February 4, 2025. ‡ Net of fees and expenses. § rates as of February 5, 2025.
FFF refers to Fossil Fuel Free defined here as (1) Funds which exclude investments issued by companies directly involved in extracting, processing, or transporting coal, oil or natural gas; and (2) Savings Accounts offered by financial institutions.
ESG integrated refers to the ongoing consideration of ESG factors within an investment analysis and decision-making process with the aim to improve risk-adjusted returns.

MFA's Suite of Pooled Investment Products

	Short-term Bond Fund	Fossil Fuel Free Short-term Bond Fund	Pooled Mortgage Fund
Key Features	Designed for Investors with a 2 to 5 year investment horizon as the Fund maintains a longer duration versus the MM and Ultra-short Funds. This Fund provides instant diversification through a broad asset mix of high-quality government and corporate securities. The Fund seeks a yield advantage through active market and credit analysis. ✓ *Monthly distributions*	This Fund is benchmarked against the same index as the ST Bond Fund, however screens-out companies involved in the extraction, processing and transportation of coal, oil, and natural gas. Designed for Investors with a 2 to 5 year investment horizon. This Fund provides instant diversification through a broad asset mix of high-quality government and corporate securities. The Fund seeks a yield advantage through active market and credit analysis.	This Fund is designed to provide asset class diversification for local government investment portfolios. Best suited for cash not needed for 3+ years. The Fund invests in high-quality 1st mortgages on Canadian income producing commercial properties – such as retail, multi-residential, office and industrial. ✓ *Minimum 1.25x CF coverage* ✓ *Maximum 75% Loan-to-value*
Suggested Investment Time Horizon	2 – 5 years	2 – 5 years	3 years + (redemption restrictions may apply)
*Trailing 12-month Total Return * ‡*	5.53%	5.39%	6.13%
Current Yield †	**3.07%**	**3.06%**	**4.18%**
Total Annual Fees	20 bps	20 bps	25 bps

Management and composition of Funds subject to MFA's Pooled Investment Funds Investment Policies, Objectives, and Guidelines Agreement with Fund Manager(s).
* Trailing 12-month Total Return equal to change in NAV value plus distributions over the past 365 days to December 31, 2024; past performance does not guarantee future performance. † Before fees; yields as at February 4,, 2025.
‡ Net of fees and expenses.
FFF refers to Fossil Fuel Free defined here as (1) Funds which exclude investments issued by companies directly involved in extracting, processing, or transporting coal, oil or natural gas; and (2) Savings Accounts offered by financial institutions.
ESG integrated refers to the ongoing consideration of ESG factors within an investment analysis and decision-making process with the aim to improve risk-adjusted returns.

MFA's Suite of Pooled Investment Products

	Fossil Fuel Free Diversified Multi-asset Class Fund	Diversified Multi-asset Class Fund
Key Features	Designed to invest capital in only fossil fuel free securities over the long-term and grow at a rate that exceeds inflation by 3.5%, while minimizing risk through asset class selection and diversification. The Fund will be broadly invested in Fixed Income (30%) and Equities (70%) ₳. ✓ *Preserve long-term purchasing power* ✓ *Global Diversification* ✓ *Gain exposure to professionally managed growth assets*	Designed to invest capital over the long-term and grow at a rate that exceeds inflation by 3.5%, while minimizing risk through asset class selection and diversification. The Fund will be broadly invested in Fixed Income (25%), Equities (60%), and Alternative investments (15%) ₳. ✓ *Preserve long-term purchasing power* ✓ *Alternative Investments at very attractive pricing* ✓ *Gain exposure to professionally managed growth assets*
Suggested Investment Time Horizon	10 years + (redemption restrictions may apply)	10 years + (redemption restrictions may apply)
*Trailing 12-month Total Return * ‡*	17.48%	20.25%
Current Yield †	◊	◊
Total Annual Fees	33 bps	33 bps

Management and composition of Funds subject to MFA's Pooled Investment Funds Investment Policies, Objectives, and Guidelines Agreement with Fund Manager(s).
* Trailing 12-month Total Return equal to change in NAV value plus distributions over the past 365 days to December 31, 2024; past performance does not guarantee future performance.
‡ Net of fees and expenses. ◊ Fixed Income component only, 3.06% (FFF DMAC), 4.64% (DMAC) as of February 4, 2025. ₳ Mid-point target weight, actual weights will vary ; when FFF alternative investments available FFFDMAC may invest in those strategies. FFF refers to Fossil Fuel Free defined here as (1) Funds which exclude investments issued by companies directly involved in extracting, processing, or transporting coal, oil or natural gas; and (2) Savings Accounts offered by financial institutions. ESG integrated refers to the ongoing consideration of ESG factors within an investment analysis and decision-making process with the aim to improve risk-adjusted returns. "Carbon Light" refers to strategies which minimize a portfolio's carbon impact including up to ~40% FFF.

Source: https://mfa.bc.ca/sites/default/files/Investors/mfa_-_esg_framework.pdf

Municipal Finance Authority of BC

ESG Framework

DISCLAIMER

This presentation, including the accompanying slides and subsequent discussion, contains certain forward-looking information, forecasts, projections, goals and strategies (the “forward-looking information”) with respect to revenues, funding, expenses, the financial condition, and results of operations. This forward-looking information represents the Municipal Finance Authority of British Columbia’s expectations or beliefs concerning future events and involves known and unknown risks and uncertainty that could cause actual results, performance or events to differ materially from those expressed or implied in such statements. This material is for information purposes only.

MFA'S ESG APPROACH

- Since inception in 1970, MFA's main mandate of providing low-cost lending for local government capital projects has provided tremendous benefits to communities and citizens all across British Columbia
  - MFA has recently committed to increasing its efforts on collecting, standardizing and disseminating more granular data on its lending activities to assist the investment community
- MFA will now provide "Use of Proceeds" disclosure in conjunction with all future bond issues and in our annual report every year
  - MFA's initial approach will be to map its use of proceeds to UN SDG's, Green Bond Principles and Social Bond Principles
  - Management is committed to helping improve both local government and MFA's disclosures over time - in conjunction with expected improvements of global ESG reporting standards
- MFA has no intention of issuing certified labeled bonds. Given our unique model, and until ESG reporting methodologies and standards improve, our efforts will be focused on being a thought leader and promoter of the adoption of common and comparable ESG reporting data by our Members

ESG FRAMEWORK

The MFA has developed an ESG mapping approach which endeavours to provide Environmental, Social, and Governance disclosure by which investors, bond market participants. and other interested stakeholders can better understand how proceeds from our funding program are used. While our bond issues are not certifed as such, we view all of our bond issues as being 'sustainable bonds', used to support and advance various ESG initiatives throughout the province.



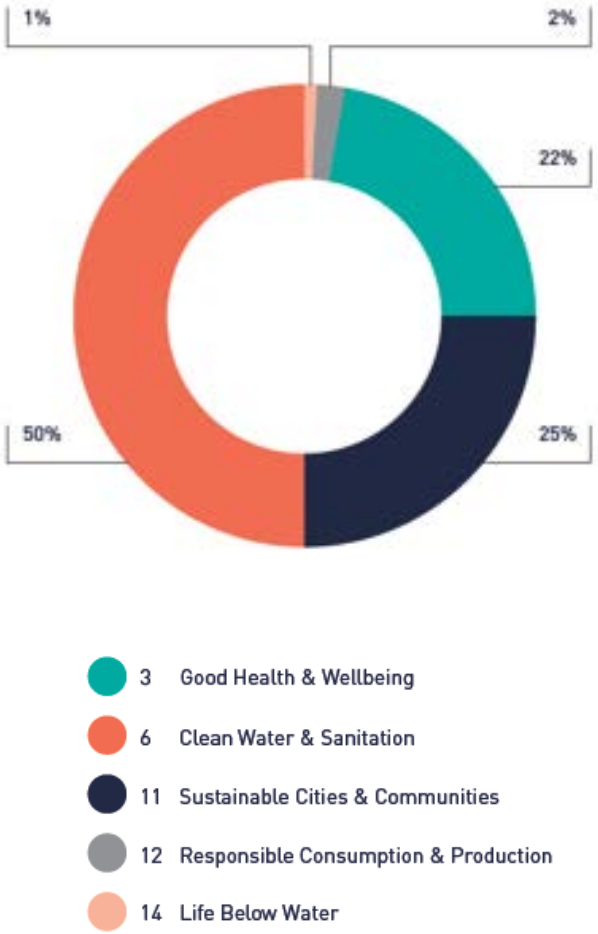
Using our new ESG mapping approach, the MFA aims to provide stakeholders with insight into how the capital projects we fund align to not only specific UN Sustainable Development Goals but also recognized Green Bond Principles and Social Bond Principles. These principles have been used to help guide our project mapping approach but should not be construed as a formal framework where explicit impacts are measured at this time. We encourage stakeholders to reach out and dialogue with us as we take initial steps to improve our ESG approach in an effort to provide stakeholders with clearer information regarding our use of proceeds.

MFA MAPPING TOOL FOR ESG CRITERIA

UN SDG Alignment		Green Bond Principles	Social Bond Principles	MFA Purpose of Borrowing	Project Examples In This Category
3	GOOD HEALTH & WELLBEING	–	Access to Essential Services	Health/Social Services	Hospitals, hospital equipment, day cares
6	CLEAN WATER & SANITATION	Sustainable Water & Wastewater Management	Affordable Basic Infrastructure	Water	Water treatment, distribution, storage, water metering
		Sustainable Water & Wastewater Management	Affordable Basic Infrastructure	Sewer/Drainage	Sewage treatment, distribution, storage, storm drainage systems, dikes, flood protection
7	AFFORDABLE & CLEAN ENERGY	Energy Efficiency	Affordable Basic Infrastructure	Renewable Energy Systems	Solar, hydro electric, heat recapture, energy efficiency retrofits
		Renewable Energy	Affordable Basic Infrastructure	Renewable Energy Systems	Solar, hydro electric, heat recapture, energy efficiency retrofits
11	SUSTAINABLE CITIES & COMMUNITIES	Clean Transportation	Affordable Basic Infrastructure	Transportation/Transit	Airports, public transit, cycling and walking infrastructure
		–	Affordable Basic Infrastructure	Roads	Paving, new roads, road safety improvements, bridges, interchanges, street lighting
		Green Buildings	Affordable Basic Infrastructure	Public Safety	Public safety buildings, fire halls, fire trucks
		Green Buildings	Affordable Basic Infrastructure	Local Government Land & Buildings	Land acquisition, City hall, pubic works buildings, animal shelters, other Local Government owned facilities
			Affordable Basic Infrastructure	Communications Utilities	Fibre optic network, TV rebroadcasting, phone network
		Green Buildings	Affordable Basic Infrastructure	Parks/Recreation/Culture	Parkland, park improvements, recreational facilities, libraries, community halls, theaters, museums
		Environmentally sustainable management of natural resources and land use	Affordable Basic Infrastructure	Parks/Recreation/Culture	Parkland, park improvements, recreational facilities, libraries, community halls, theaters, museums
		–	Affordable Basic Infrastructure	Other	Cemetery improvements, cruise ship dock
		Green Buildings	Affordable Housing	Affordable Housing	Social/supportive housing
12	RESPONSIBLE CONSUMPTION & PRODUCTION	Pollution Prevention & Control	–	Solid Waste Management/Recycling	Landfills, landfill closure, recycling facilities, composting facilities, vehicles for these purposes
13	CLIMATE ACTION	Climate Change Adaptation	–	Environmental Conservation/Remediation	Brownfield remediation, habitat restoration
14	LIFE BELOW WATER	Terrestrial & Aquatic Biodiversity Conservation	–	Environmental Conservation/Remediation	Brownfield remediation, habitat restoration
15	LIFE ON LAND	Terrestrial & Aquatic Biodiversity Conservation	–	Environmental Conservation/Remediation	Brownfield remediation, habitat restoration

TOTAL 2020 DEBT ISSUANCE BY UNSDG

Total 2020 Debt Issuance by UN Sustainable Development Goal



2020 New Financing by UN SDG

3 - Good Health & Wellbeing	$	79,741,155
6 - Clean Water & Sanitation		317,663,574
11 - Sustainable Cities & Communities		117,247,525
12 - Responsible Consumption & Production		15,921,809
14 - Life Below Water		4,425,937
	$	535,000,000

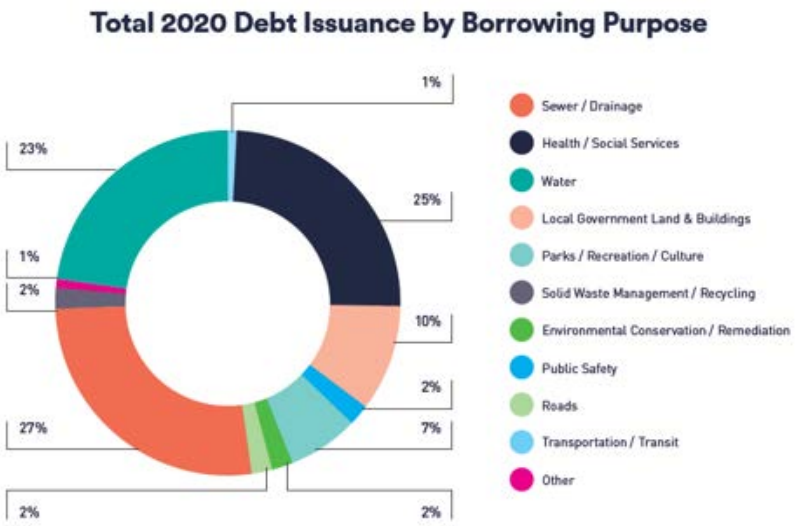
2020 Refinancings by UN SDG

3 - Good Health & Wellbeing	$	179,081,036
6 - Clean Water & Sanitation		194,361,618
11 - Sustainable Cities & Communities		107,797,032
12 - Responsible Consumption & Production		3,760,314
	$	485,000,000

Total 2020 Financings By UN SDG

3 - Good Health & Wellbeing	$	258,822,191
6 - Clean Water & Sanitation		512,025,192
11 - Sustainable Cities & Communities		225,044,557
12 - Responsible Consumption & Production		19,682,123
14 - Life Below Water		4,425,937
	$	1,020,000,000

TOTAL 2020 DEBT ISSUANCE BY PURPOSE



	2020 New Financings by Borrowing Purpose	2020 Refinancings by Borrowing Purpose	Total 2020 Debt Issuance by Borrowing Purpose
Environmental Conservation/Remediation	$ 4,425,936	$ -	$ 4,425,936
Health/Social Services	79,741,154	179,081,036	258,822,190
Local Government Land & Buildings	95,736,179	8,768,313	104,504,492
Other	-	5,000,000	5,000,000
Parks/Recreation/Culture	4,854,198	60,909,801	65,763,999
Public Safety	7,974,058	12,157,621	20,131,679
Roads	7,842,660	11,523,888	19,366,548
Sewer/Drainage	228,043,923	45,675,687	273,719,610
Solid Waste Management/Recycling	15,921,809	3,760,314	19,682,123
Transportation/Transit	840,431	9,437,409	10,277,840
Water	89,619,652	148,685,931	238,305,583
	$ 535,000,000	$ 485,000,000	$ 1,020,000,000

CREDIT RATINGS

Long-Term Ratings

Agency	Rating	Outlook	Date
S&P	AAA	Stable	May 15, 2020
Moody's	Aaa	Stable	Feb 2, 2021
Fitch	AAA	Stable	April 26, 2021

Short-Term Ratings

Agency	Rating	Outlook	Date
S&P	A-1+	Stable	May 15, 2020
Moody's	P-1	Stable	Feb 2, 2021



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REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, MARCH 05, 2025

SUBJECT **Potential Impacts of United States-Canada Tariffs**

ISSUE SUMMARY

This report provides information on the potential impact of United States (US)-Canada tariffs on the Capital Regional District (CRD) as directed by the CRD Board.

BACKGROUND

On February 12, 2025, a notice of motion was approved directing staff to report back at the next Finance Committee meeting on the potential impacts of US-Canada tariffs on the CRD.

Upon reflection, there are two main impact drivers of potential US-Canada tariffs that could affect the CRD: financial impacts and operational supply chain impacts. This report focuses on the former, as the fluidity of tariffs, counter-tariffs and US-Canada relations as a whole are difficult to measure at this time. Staff will continue to monitor the situation and develop contingency and alternate plans as new developments materialize.

With respect to financial impacts, tariffs are taxes levied on imported goods into a country. In the case where the US implements a 25% tariff on Canadian goods, US importers (in the US) would be required to remit tariff taxes to the US government. The effective impact would be increasing the cost of Canadian goods against comparable US made products. If Canada implements retaliatory tariffs, Canadian importers will similarly remit tariff taxes to the Canadian government and increase the cost of US goods. Historically, increased costs of goods are transferred to domestic consumers in the respective country, resulting in higher costs in both markets.

Tariffs will also impact Canadian consumers when goods move back and forth across the border. For example, when Canada exports raw materials to the US and then imports the finished product, Canadian consumers will ultimately pay higher prices that include tariffs from both countries.

US President Donald Trump threatened to implement tariffs on all Canadian goods effective February 2, 2025. Shortly before that date, he granted a one-month reprieve, delaying implementation until March 5, 2025. The status of these tariffs remains uncertain as of the publishing date of this report, marking the second time President Trump's administration has imposed tariffs on producer economies.

On March 1, 2018, the elected administration announced tariffs of 25% on steel and 10% on aluminum. These tariffs were originally intended for all trading partners but temporarily exempting Canada and Mexico pending the conclusion of the North American Free Trade Agreement negotiations. These exemptions were subsequently removed and tariffs on Canada were implemented on June 1, 2018. In response, Canada imposed retaliatory tariffs on July 1, 2018. In contrast to that limited approach, the recent proposal targets all goods.

To date, the Canadian response has been graduated retaliatory tariffs. Phase 1 is primarily focused on US livestock and agriculture, alcohol, textiles and construction materials. Phase 2 is still being developed. The Canadian Phase 1 retaliatory tariff list is included as Appendix A.

Filings with the World Trade Organization are expected but, due to their limited enforcement capabilities, outcome will depend more on domestic legal action and pressure from stakeholders such as business leaders, lenders and taxpayers to implement effective mitigation strategies[1].

IMPLICATIONS

Economic Implications and Distortions of Tariffs

The stated purpose of the US tariffs, when first announced, was to attract capital investment to the US and stimulate growth in its manufacturing sector. However, many economists believe resulting price increases will dampen overall demand and create countervailing pressures offsetting intended economic benefits. The net effect is likely to be increased government tax revenue and benefits for domestic producers, but at a disproportionate cost to consumers on both sides of the border, assuming retaliatory tariffs are imposed.

Tariffs also create distorted incentives, notably by misallocating capital resources. By artificially increasing the price of imported goods, tariffs encourage investment in the industry that receives the subsidy from the tariff, which are unlikely to result in the most efficient use of land, labor and capital.

Furthermore, during his inaugural address, President Trump called for overhauling the trade system to “protect American workers and families”. He framed tariffs as a way to tax foreign countries rather than American citizens. This perspective is in sharp contrast to broader economic evidence, which suggests that tariffs function as an indirect tax on domestic consumers by imposing hidden costs that can have negative economic effects.

Policy Response

Following President Trump’s initial announcement of the intent to levy 25% tariffs on most Canadian imports on February 1, 2025, the Province of British Columbia (BC) announced its intentions to implement countermeasures to protect its economy[2]. Premier David Eby initially directed BC government agencies to prioritize Canadian goods and to expedite key infrastructure projects expected to create thousands of jobs. This initial response was later modified, with some measures placed on hold following President Trump’s February 4 announcement of a 30-day pause on planned tariffs. Additionally, BC has established a trade and economic security task force to coordinate further actions and diversify trade markets, acknowledging that the tariffs could lead to substantial economic losses. Other Canadian provincial leaders announced similar response measures.

At the federal level, the Bank of Canada's (the ‘Bank’) response will depend on the tariffs’ overall economic impact. If tariffs reduce demand and increase unemployment the Bank may lower interest rates to stimulate growth. Doing so could reduce returns on Canadian assets, prompting capital outflows and depreciating the Canadian dollar.

[1] https://www.cbc.ca/news/world/trump-tariffs-china-response-1.7448393
[2] https://archive.news.gov.bc.ca/releases/news_releases_2024-2028/2025PREM0014-000077.htm

Conversely, if tariffs drive up inflation in the short run, the Bank will face a trade-off between boosting demand and containing price pressures. Notably, a weaker Canadian dollar could enhance the competitiveness of Canadian goods in global markets, partially offsetting recessionary pressures.

It is unlikely that monetary nor provincial fiscal policy alone can fully mitigate the negative economic consequences of US-Canadian tariffs. Additional fiscal or trade measures may be required to effectively mitigate these long-term impacts.

Regional Impacts

According to a recent Canadian Chamber of Commerce study[3] using Statistics Canada data, Vancouver Island's largest cities are among the least vulnerable to potential US tariffs. Victoria and Nanaimo ranked 36th and 39th among 41 Census Metropolitan Areas based on their lower reliance on US exports (Victoria 54% and Nanaimo 31%). Cities like Saint John, Calgary and Windsor are more exposed due to higher export intensities to the US.

The study highlights that cities with diversified export markets are better insulated from tariff impacts, although the overall economic consequences remain uncertain given the dynamic nature of the situation.

CRD Impacts

In 2024 the CRD converted approximately CAD $1.3 million to US dollars at an average exchange rate of 0.7304 (compared to 0.7343 in 2023), with a marked deterioration toward the end of the year. Further declines in the exchange rate will lead to higher conversion costs in the short term and these increased costs borne by the CRD will persist as long as the Canadian dollar remains depressed.

The CRD does not maintain detailed internal data on the exposure of existing contracts to potential economic disruptions from US tariffs and retaliatory tariffs. While major contractors are still assessing the situation and our current physical supplies remain sufficient, such as chemicals procured in the US used in the water treatment process, we anticipate that when contracts come up for renewal contractors may request price increases to offset rising internal costs. Although the CRD does not control how contractors source raw materials fixed-price contracts incentivize vendors to secure the lowest possible cost while maintaining acceptable quality. Some contracts, although priced in Canadian dollars, have significant underlying exposure to the US dollar.

There is also a risk that if Canada implements retaliatory tariffs some major contractors could suffer and attempt to renegotiate contracts before their natural renewal dates, whether by invoking Force Majeure clauses or through other means. CRD contracts include provisions requiring contractors to demonstrate that tariffs are directly causing economic hardship before initiating renegotiation, and these contractors are obligated to mitigate any damage caused by higher supply prices.

[3] https://cheknews.ca/victoria-and-nanaimo-less-vulnerable-to-u-s-tariff-impacts-canadian-chamber-of-commerce-1239000/#:~:text=In%20Victoria%2C%20for%20example%2C%20about,per%20cent%20are%20shipped%20elsewhere.

It is important to note that CRD procurement involves both services and goods; only goods are subject to tariffs. Major consulting contracts denominated in US dollars should remain unaffected, except by adverse changes in the foreign currency exchange rate. For example, consulting contracts and digital products paid in US dollars would be negatively impacted by a deteriorating exchange rate.

CONCLUSION

Potential US-Canada tariffs may impact the CRD by increasing foreign currency conversion costs in the near term and driving up contract prices over the longer term, particularly for major infrastructure projects. Various levels of government are responding with both retaliatory procurement measures and counter tariffs. For example, in BC Premier Eby has already proposed introducing countermeasures, if required, such as prioritizing Canadian goods and expediting infrastructure projects to mitigate and address new US tariffs. Other Canadian Provincial premiers are responding in a similar manner.

While these actions will send a political message and could boost government revenues and benefit certain domestic producers, they also risk dampening overall demand, disproportionately negatively impact the end user consumer and result in a misallocation of capital resources. The Bank of Canada's policy response will depend on how these economic dynamics unfold, balancing the need to stimulate growth with the imperative to control inflation.

Regional vulnerabilities vary with Vancouver Island's largest cities, including the Capital Region, remaining relatively insulated due to diversified export markets. Ultimately, addressing these challenges will likely require a combination of monetary, fiscal and trade measures beyond traditional policy tools to mitigate the long-term impacts.

RECOMMENDATION

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

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

ATTACHMENT

Appendix A: Canadian Phase 1 Retaliatory Tariff List

APPENDIX A

Canadian Phase 1 Retaliatory Tariff List

Backgrounder

Effective February 4, 2025, the government is imposing 25 per cent tariffs on $30 billion in goods imported from the United States (U.S.).

These tariffs only apply to goods originating from the U.S., which shall be considered as those goods eligible to be marked as a good of the U.S. in accordance with the *Determination of Country of Origin for the Purposes of Marking Goods (CUSMA Countries) Regulations*.

These countermeasures are effective immediately and will remain in place until the U.S. eliminates its tariffs against Canada. Canada's countermeasures do not apply to U.S. goods that are in transit to Canada on the day on which they come into force. Additional details on the administration of these tariffs are available on the Canada Border Services Agency website: Customs Notices.

The list of products outlined at the tariff item level in the table below should be read in conjunction with the Schedule to *Canada's Customs Tariff*.

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0105.11.22	Live poultry, that is to say, fowls of the species Gallus domesticus, ducks, geese, turkeys and guinea fowls.	• Weighing not more than 185 g: Fowls of the species Gallus domesticus • Broilers for domestic production: Over access commitment
0105.94.92	Live poultry, that is to say, fowls of the species Gallus domesticus, ducks, geese, turkeys and guinea fowls.	• Other: Fowls of the species Gallus domesticus • Other: Over access commitment
0105.99.12	Live poultry, that is to say, fowls of the species Gallus domesticus, ducks, geese, turkeys and guinea fowls.	• Other: Other • Turkeys: Over access commitment
0207.11.91	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Not cut in pieces, fresh or chilled • Other: Within access commitment
0207.11.92	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Not cut in pieces, fresh or chilled

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other: Over access commitment
0207.12.91	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Not cut in pieces, frozen • Other: Within access commitment
0207.12.92	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Not cut in pieces, frozen • Other: Over access commitment
0207.13.92	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Cuts and offal, fresh or chilled • Other: Over access commitment, bone in
0207.13.93	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Cuts and offal, fresh or chilled • Other: Over access commitment, boneless
0207.14.21	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Cuts and offal, frozen • Livers: Within access commitment
0207.14.22	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Cuts and offal, frozen • Livers: Over access commitment
0207.14.91	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Cuts and offal, frozen • Other: Within access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0207.14.92	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Cuts and offal, frozen • Other: Over access commitment, bone in
0207.14.93	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of fowls of the species Gallus domesticus: Cuts and offal, frozen • Other: Over access commitment, boneless
0207.24.11	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Not cut in pieces, fresh or chilled • Canner pack: Within access commitment
0207.24.12	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Not cut in pieces, fresh or chilled • Canner pack: Over access commitment
0207.24.91	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Not cut in pieces, fresh or chilled • Other: Within access commitment
0207.24.92	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Not cut in pieces, fresh or chilled • Other: Over access commitment
0207.25.11	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Not cut in pieces, frozen • Canner pack: Within access commitment
0207.25.12	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Not cut in pieces, frozen • Canner pack: Over access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0207.25.91	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Not cut in pieces, frozen • Other: Within access commitment
0207.25.92	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Not cut in pieces, frozen • Other: Over access commitment
0207.26.20	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Cuts and offal, fresh or chilled • Over access commitment, bone in
0207.26.30	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Cuts and offal, fresh or chilled • Over access commitment, boneless
0207.27.11	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Cuts and offal, frozen • Livers: Within access commitment
0207.27.12	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Cuts and offal, frozen • Livers: Over access commitment
0207.27.91	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Cuts and offal, frozen • Other: Within access commitment
0207.27.92	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Cuts and offal, frozen • Other: Over access commitment, bone in

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0207.27.93	Meat and edible offal, of the poultry of heading 01.05, fresh, chilled or frozen.	• Of turkeys: Cuts and offal, frozen • Other: Over access commitment, boneless
0209.90.10	Pig fat, free of lean meat, and poultry fat, not rendered or otherwise extracted, fresh, chilled, frozen, salted, in brine, dried or smoked.	• Other • Fat of fowls of the species Gallus domesticus, within access commitment
0209.90.20	Pig fat, free of lean meat, and poultry fat, not rendered or otherwise extracted, fresh, chilled, frozen, salted, in brine, dried or smoked.	• Other • Fat of fowls of the species Gallus domesticus, over access commitment
0209.90.30	Pig fat, free of lean meat, and poultry fat, not rendered or otherwise extracted, fresh, chilled, frozen, salted, in brine, dried or smoked.	• Other • Fat of turkeys, within access commitment
0209.90.40	Pig fat, free of lean meat, and poultry fat, not rendered or otherwise extracted, fresh, chilled, frozen, salted, in brine, dried or smoked.	• Other • Fat of turkeys, over access commitment
0209.90.90	Pig fat, free of lean meat, and poultry fat, not rendered or otherwise extracted, fresh, chilled, frozen, salted, in brine, dried or smoked.	• Other • Other
0210.99.11	Meat and edible meat offal, salted, in brine, dried or smoked; edible flours and meals of meat or meat offal.	• Other, including edible flours and meals of meat or meat offal: Other • Meat of poultry: Of fowls of the species Gallus domesticus, within access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0210.99.12	Meat and edible meat offal, salted, in brine, dried or smoked; edible flours and meals of meat or meat offal.	• Other, including edible flours and meals of meat or meat offal: Other • Meat of poultry: Of fowls of the species Gallus domesticus, over access commitment, bone in
0210.99.13	Meat and edible meat offal, salted, in brine, dried or smoked; edible flours and meals of meat or meat offal.	• Other, including edible flours and meals of meat or meat offal: Other • Meat of poultry: Of fowls of the species Gallus domesticus, over access commitment, boneless
0210.99.14	Meat and edible meat offal, salted, in brine, dried or smoked; edible flours and meals of meat or meat offal.	• Other, including edible flours and meals of meat or meat offal: Other • Meat of poultry: Of turkeys, within access commitment
0210.99.15	Meat and edible meat offal, salted, in brine, dried or smoked; edible flours and meals of meat or meat offal.	• Other, including edible flours and meals of meat or meat offal: Other • Meat of poultry: Of turkeys, over access commitment, bone in
0210.99.16	Meat and edible meat offal, salted, in brine, dried or smoked; edible flours and meals of meat or meat offal.	• Other, including edible flours and meals of meat or meat offal: Other • Meat of poultry: Of turkeys, over access commitment, boneless
0401.10.20	Milk and cream, not concentrated nor containing added sugar or other sweetening matter.	• Of a fat content, by weight, not exceeding 1% • Over access commitment
0401.20.20	Milk and cream, not concentrated nor containing added sugar or other sweetening matter.	• Of a fat content, by weight, exceeding 1% but not exceeding 6% • Over access commitment
0401.40.20	Milk and cream, not concentrated nor containing added sugar or other sweetening matter.	• Of a fat content, by weight, exceeding 6% but not exceeding 10%

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Over access commitment
0401.50.20	Milk and cream, not concentrated nor containing added sugar or other sweetening matter.	• Of a fat content, by weight, exceeding 10% • Over access commitment
0402.10.20	Milk and cream, concentrated or containing added sugar or other sweetening matter.	• In powder, granules or other solid forms, of a fat content, by weight, not exceeding 1.5% • Over access commitment
0402.21.12	Milk and cream, concentrated or containing added sugar or other sweetening matter.	• In powder, granules or other solid forms, of a fat content, by weight, exceeding 1.5%: Not containing added sugar or other sweetening matter • Milk: Over access commitment
0402.21.22	Milk and cream, concentrated or containing added sugar or other sweetening matter.	• In powder, granules or other solid forms, of a fat content, by weight, exceeding 1.5%: Not containing added sugar or other sweetening matter • Cream: Over access commitment
0402.29.12	Milk and cream, concentrated or containing added sugar or other sweetening matter.	• In powder, granules or other solid forms, of a fat content, by weight, exceeding 1.5%: Other • Milk: Over access commitment
0402.29.22	Milk and cream, concentrated or containing added sugar or other sweetening matter.	• In powder, granules or other solid forms, of a fat content, by weight, exceeding 1.5%: Other • Cream: Over access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0402.91.20	Milk and cream, concentrated or containing added sugar or other sweetening matter.	• Other: Not containing added sugar or other sweetening matter • Over access commitment
0402.99.20	Milk and cream, concentrated or containing added sugar or other sweetening matter.	• Other: Other • Over access commitment
0403.20.10	Yogurt; buttermilk, curdled milk and cream, kephir and other fermented or acidified milk and cream, whether or not concentrated or containing added sugar or other sweetening matter or flavoured or containing added fruit, nuts or cocoa.	• Yogurt • Containing chocolate, spices, coffee or coffee extracts, plants, parts of plants, cereals or bakers' wares, provided that any added substance is not used for the purpose of replacing, in whole or in part, any milk constituent, and the product retains the essential character of yogurt, put up for retail sale
0403.20.31	Yogurt; buttermilk, curdled milk and cream, kephir and other fermented or acidified milk and cream, whether or not concentrated or containing added sugar or other sweetening matter or flavoured or containing added fruit, nuts or cocoa.	• Yogurt • Over access commitment: Containing chocolate, spices, coffee or coffee extracts, plants, parts of plants, cereals or bakers' wares, provided that any added substance is not used for the purpose of replacing, in whole or in part, any milk constituent, and the product retains the essential character of yogurt, not put up for retail sale
0403.20.39	Yogurt; buttermilk, curdled milk and cream, kephir and other fermented or acidified milk and cream, whether or not concentrated or containing added sugar or other sweetening matter or flavoured or containing added fruit, nuts or cocoa.	• Yogurt • Over access commitment: Other
0403.90.12	Yogurt; buttermilk, curdled milk and cream, kephir and other fermented or acidified milk and cream, whether or not	• Other • Powdered buttermilk: Over access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	concentrated or containing added sugar or other sweetening matter or flavoured or containing added fruit, nuts or cocoa.	
0403.90.92	Yogurt; buttermilk, curdled milk and cream, kephir and other fermented or acidified milk and cream, whether or not concentrated or containing added sugar or other sweetening matter or flavoured or containing added fruit, nuts or cocoa.	• Other • Other: Over access commitment
0404.10.10	Whey, whether or not concentrated or containing added sugar or other sweetening matter; products consisting of natural milk constituents, whether or not containing added sugar or other sweetening matter, not elsewhere specified or included.	• Whey and modified whey, whether or not concentrated or containing added sugar or other sweetening matter • Whey protein concentrate
0404.10.22	Whey, whether or not concentrated or containing added sugar or other sweetening matter; products consisting of natural milk constituents, whether or not containing added sugar or other sweetening matter, not elsewhere specified or included.	• Whey and modified whey, whether or not concentrated or containing added sugar or other sweetening matter • Powdered whey: Over access commitment
0404.10.90	Whey, whether or not concentrated or containing added sugar or other sweetening matter; products consisting of natural milk constituents, whether or not containing added sugar or other sweetening matter, not elsewhere specified or included.	• Whey and modified whey, whether or not concentrated or containing added sugar or other sweetening matter • Other
0404.90.20	Whey, whether or not concentrated or containing added sugar or other sweetening matter; products consisting of natural milk constituents, whether or not containing added sugar or other sweetening matter, not elsewhere specified or included.	• Other • Over access commitment
0405.10.20	Butter and other fats and oils derived from milk; dairy spreads.	• Butter • Over access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0405.20.20	Butter and other fats and oils derived from milk; dairy spreads.	• Dairy spreads • Over access commitment
0405.90.20	Butter and other fats and oils derived from milk; dairy spreads.	• Other • Over access commitment
0406.10.20	Cheese and curd.	• Fresh (unripened or uncured) cheese, including whey cheese, and curd • Over access commitment
0406.20.12	Cheese and curd.	• Grated or powdered cheese, of all kinds • Cheddar and Cheddar types: Over access commitment
0406.20.92	Cheese and curd.	• Grated or powdered cheese, of all kinds • Other: Over access commitment
0406.30.20	Cheese and curd.	• Processed cheese, not grated or powdered • Over access commitment
0406.40.20	Cheese and curd.	• Blue-veined cheese and other cheese containing veins produced by Penicillium roqueforti • Over access commitment
0406.90.12	Cheese and curd.	• Other cheese • Cheddar and Cheddar types: Over access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0406.90.22	Cheese and curd.	• Other cheese • Camembert and Camembert types: Over access commitment
0406.90.32	Cheese and curd.	• Other cheese • Brie and Brie types: Over access commitment
0406.90.42	Cheese and curd.	• Other cheese • Gouda and Gouda types: Over access commitment
0406.90.52	Cheese and curd.	• Other cheese • Provolone and Provolone types: Over access commitment
0406.90.62	Cheese and curd.	• Other cheese • Mozzarella and Mozzarella types: Over access commitment
0406.90.72	Cheese and curd.	• Other cheese • Swiss/Emmental and Swiss/Emmental types: Over access commitment
0406.90.82	Cheese and curd.	• Other cheese • Gruyère and Gruyère types: Over access commitment
0406.90.92	Cheese and curd.	• Other cheese • Other: Havarti and Havarti types, over access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0406.90.94	Cheese and curd.	• Other cheese • Other: Parmesan and Parmesan types, over access commitment
0406.90.96	Cheese and curd.	• Other cheese • Other: Romano and Romano types, over access commitment
0406.90.99	Cheese and curd.	• Other cheese • Other: Other, over access commitment
0407.11.12	Birds' eggs, in shell, fresh, preserved or cooked.	• Fertilized eggs for incubation: Of fowls of the species Gallus domesticus • Hatching, for broilers: Over access commitment
0407.11.92	Birds' eggs, in shell, fresh, preserved or cooked.	• Fertilized eggs for incubation: Of fowls of the species Gallus domesticus • Other: Over access commitment
0407.21.20	Birds' eggs, in shell, fresh, preserved or cooked.	• Other fresh eggs: Of fowls of the species Gallus domesticus • Over access commitment
0407.90.11	Birds' eggs, in shell, fresh, preserved or cooked.	• Other • Of the fowls of the species Gallus domesticus: Within access commitment
0407.90.12	Birds' eggs, in shell, fresh, preserved or cooked.	• Other • Of the fowls of the species Gallus domesticus: Over access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0408.11.20	Birds' eggs, not in shell, and egg yolks, fresh, dried, cooked by steaming or by boiling in water, moulded, frozen or otherwise preserved, whether or not containing added sugar or other sweetening matter.	• Egg yolks: Dried • Over access commitment
0408.19.10	Birds' eggs, not in shell, and egg yolks, fresh, dried, cooked by steaming or by boiling in water, moulded, frozen or otherwise preserved, whether or not containing added sugar or other sweetening matter.	• Egg yolks: Other • Within access commitment
0408.19.20	Birds' eggs, not in shell, and egg yolks, fresh, dried, cooked by steaming or by boiling in water, moulded, frozen or otherwise preserved, whether or not containing added sugar or other sweetening matter.	• Egg yolks: Other • Over access commitment
0408.99.10	Birds' eggs, not in shell, and egg yolks, fresh, dried, cooked by steaming or by boiling in water, moulded, frozen or otherwise preserved, whether or not containing added sugar or other sweetening matter.	• Other: Other • Within access commitment
0408.99.20	Birds' eggs, not in shell, and egg yolks, fresh, dried, cooked by steaming or by boiling in water, moulded, frozen or otherwise preserved, whether or not containing added sugar or other sweetening matter.	• Other: Other • Over access commitment
0409.00.00	Natural honey.	
0702.00.10	Tomatoes, fresh or chilled.	• For processing

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0702.00.21	Tomatoes, fresh or chilled.	• Cherry tomatoes, other than for processing: Imported during such period, which may be divided into two separate periods, specified by order of the Minister of Public Safety and Emergency Preparedness or the President of the Canada Border Services Agency, not exceeding a total of 32 weeks in any 12 month period ending 31st March
0702.00.29	Tomatoes, fresh or chilled.	• Cherry tomatoes, other than for processing: Other
0702.00.91	Tomatoes, fresh or chilled.	• Other: Imported during such period, which may be divided into two separate periods, specified by order of the Minister of Public Safety and Emergency Preparedness or the President of the Canada Border Services Agency, not exceeding a total of 32 weeks in any 12 month period ending 31st March
0702.00.99	Tomatoes, fresh or chilled.	• Other: Other
0708.20.30	Leguminous vegetables, shelled or unshelled, fresh or chilled.	• Beans (Vigna spp., Phaseolus spp.) • Other snap beans
0708.20.90	Leguminous vegetables, shelled or unshelled, fresh or chilled.	• Beans (Vigna spp., Phaseolus spp.) • Other
0802.99.00	Other nuts, fresh or dried, whether or not shelled or peeled.	• Other: Other
0805.10.00	Citrus fruit, fresh or dried.	• Oranges
0805.21.00	Citrus fruit, fresh or dried.	• Mandarins (including tangerines and satsumas); clementines, wilkings and similar citrus hybrids: Mandarins (including tangerines and satsumas)

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0805.22.00	Citrus fruit, fresh or dried.	• Mandarins (including tangerines and satsumas); clementines, wilkings and similar citrus hybrids: Clementines
0805.29.00	Citrus fruit, fresh or dried.	• Mandarins (including tangerines and satsumas); clementines, wilkings and similar citrus hybrids: Other
0805.40.00	Citrus fruit, fresh or dried.	• Grapefruit and pomelos
0805.50.00	Citrus fruit, fresh or dried.	• Lemons (Citrus limon, Citrus limonum) and limes (Citrus aurantifolia, Citrus latifolia)
0807.11.00	Melons (including watermelons) and papaws (papayas), fresh.	• Melons (including watermelons): Watermelons
0809.30.10	Apricots, cherries, peaches (including nectarines), plums and sloes, fresh.	• Peaches, including nectarines • Peaches, not including nectarines, for processing
0809.30.21	Apricots, cherries, peaches (including nectarines), plums and sloes, fresh.	• Peaches, including nectarines • Other peaches, in their natural state, not including nectarines: Imported during such period specified by order of the Minister of Public Safety and Emergency Preparedness or the President of the Canada Border Services Agency, not exceeding 14 weeks in any 12 month period ending 31st March
0809.30.29	Apricots, cherries, peaches (including nectarines), plums and sloes, fresh.	• Peaches, including nectarines • Other peaches, in their natural state, not including nectarines: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0811.20.00	Fruit and nuts, uncooked or cooked by steaming or boiling in water, frozen, whether or not containing added sugar or other sweetening matter.	• Raspberries, blackberries, mulberries, loganberries, black, white or red currants and gooseberries
0901.11.00	Coffee, whether or not roasted or decaffeinated; coffee husks and skins; coffee substitutes containing coffee in any proportion.	• Coffee, not roasted: Not decaffeinated
0901.12.00	Coffee, whether or not roasted or decaffeinated; coffee husks and skins; coffee substitutes containing coffee in any proportion.	• Coffee, not roasted: Decaffeinated
0901.21.00	Coffee, whether or not roasted or decaffeinated; coffee husks and skins; coffee substitutes containing coffee in any proportion.	• Coffee, roasted: Not decaffeinated
0901.22.00	Coffee, whether or not roasted or decaffeinated; coffee husks and skins; coffee substitutes containing coffee in any proportion.	• Coffee, roasted: Decaffeinated
0901.90.00	Coffee, whether or not roasted or decaffeinated; coffee husks and skins; coffee substitutes containing coffee in any proportion.	• Other
0902.10.10	Tea, whether or not flavoured.	• Green tea (not fermented) in immediate packings of a content not exceeding 3 kg • In bags for individual servings
0902.10.90	Tea, whether or not flavoured.	• Green tea (not fermented) in immediate packings of a content not exceeding 3 kg • Other
0902.20.00	Tea, whether or not flavoured.	• Other green tea (not fermented)

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0902.30.10	Tea, whether or not flavoured.	• Black tea (fermented) and partly fermented tea, in immediate packings of a content not exceeding 3 kg • In bags for individual servings
0902.30.90	Tea, whether or not flavoured.	• Black tea (fermented) and partly fermented tea, in immediate packings of a content not exceeding 3 kg • Other
0902.40.00	Tea, whether or not flavoured.	• Other black tea (fermented) and other partly fermented tea
0903.00.00	Maté.	
0904.11.00	Pepper of the genus Piper; dried or crushed or ground fruits of the genus Capsicum or of the genus Pimenta.	• Pepper: Neither crushed nor ground
0904.12.10	Pepper of the genus Piper; dried or crushed or ground fruits of the genus Capsicum or of the genus Pimenta.	• Pepper: Crushed or ground • For processing
0904.12.90	Pepper of the genus Piper; dried or crushed or ground fruits of the genus Capsicum or of the genus Pimenta.	• Pepper: Crushed or ground • Other
0904.21.00	Pepper of the genus Piper; dried or crushed or ground fruits of the genus Capsicum or of the genus Pimenta.	• Fruits of the genus Capsicum or of the genus Pimenta: Dried, neither crushed nor ground
0904.22.00	Pepper of the genus Piper; dried or crushed or ground fruits of the genus Capsicum or of the genus Pimenta.	• Fruits of the genus Capsicum or of the genus Pimenta: Crushed or ground

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0905.10.00	Vanilla.	• Neither crushed nor ground
0905.20.00	Vanilla.	• Crushed or ground
0906.11.00	Cinnamon and cinnamon-tree flowers.	• Neither crushed nor ground: Cinnamon (Cinnamomum zeylanicum Blume)
0906.19.00	Cinnamon and cinnamon-tree flowers.	• Neither crushed nor ground: Other
0906.20.00	Cinnamon and cinnamon-tree flowers.	• Crushed or ground
0907.10.00	Cloves (whole fruit, cloves and stems).	• Neither crushed nor ground
0907.20.00	Cloves (whole fruit, cloves and stems).	• Crushed or ground
0908.11.00	Nutmeg, mace and cardamoms.	• Nutmeg: Neither crushed nor ground
0908.12.00	Nutmeg, mace and cardamoms.	• Nutmeg: Crushed or ground
0908.21.00	Nutmeg, mace and cardamoms.	• Mace: Neither crushed nor ground
0908.22.00	Nutmeg, mace and cardamoms.	• Mace: Crushed or ground
0908.31.00	Nutmeg, mace and cardamoms.	• Cardamoms: Neither crushed nor ground
0908.32.00	Nutmeg, mace and cardamoms.	• Cardamoms: Crushed or ground

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0909.21.00	Seeds of anise, badian, fennel, coriander, cumin or caraway; juniper berries.	• Seeds of coriander: Neither crushed nor ground
0909.22.00	Seeds of anise, badian, fennel, coriander, cumin or caraway; juniper berries.	• Seeds of coriander: Crushed or ground
0909.31.00	Seeds of anise, badian, fennel, coriander, cumin or caraway; juniper berries.	• Seeds of cumin: Neither crushed nor ground
0909.32.00	Seeds of anise, badian, fennel, coriander, cumin or caraway; juniper berries.	• Seeds of cumin: Crushed or ground
0909.61.00	Seeds of anise, badian, fennel, coriander, cumin or caraway; juniper berries.	• Seeds of anise, badian, caraway or fennel; juniper berries: Neither crushed nor ground
0909.62.00	Seeds of anise, badian, fennel, coriander, cumin or caraway; juniper berries.	• Seeds of anise, badian, caraway or fennel; juniper berries: Crushed or ground
0910.11.00	Ginger, saffron, turmeric (curcuma), thyme, bay leaves, curry and other spices.	• Ginger: Neither crushed nor ground
0910.12.00	Ginger, saffron, turmeric (curcuma), thyme, bay leaves, curry and other spices.	• Ginger: Crushed or ground
0910.20.00	Ginger, saffron, turmeric (curcuma), thyme, bay leaves, curry and other spices.	• Saffron
0910.30.00	Ginger, saffron, turmeric (curcuma), thyme, bay leaves, curry and other spices.	• Turmeric (curcuma)

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
0910.91.00	Ginger, saffron, turmeric (curcuma), thyme, bay leaves, curry and other spices.	• Other spices: Mixtures referred to in Note 1 (b) to this Chapter
0910.99.00	Ginger, saffron, turmeric (curcuma), thyme, bay leaves, curry and other spices.	• Other spices: Other
1001.19.10	Wheat and meslin.	• Durum wheat: Other • Within access commitment
1001.19.20	Wheat and meslin.	• Durum wheat: Other • Over access commitment
1001.99.10	Wheat and meslin.	• Other: Other • Within access commitment
1001.99.20	Wheat and meslin.	• Other: Other • Over access commitment
1002.90.00	Rye.	• Other
1003.90.11	Barley.	• Other • For malting purposes: Within access commitment
1003.90.12	Barley.	• Other • For malting purposes: Over access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1003.90.91	Barley.	• Other • Other: Within access commitment
1003.90.92	Barley.	• Other • Other: Over access commitment
1004.90.00	Oats.	• Other
1006.20.00	Rice.	• Husked (brown) rice
1006.30.00	Rice.	• Semi-milled or wholly milled rice, whether or not polished or glazed
1101.00.10	Wheat or meslin flour.	• Within access commitment
1101.00.20	Wheat or meslin flour.	• Over access commitment
1205.10.00	Rape or colza seeds, whether or not broken.	• Low erucic acid rape or colza seeds
1302.19.00	Vegetable saps and extracts; pectic substances, pectinates and pectates; agar-agar and other mucilages and thickeners, whether or not modified, derived from vegetable products.	• Vegetable saps and extracts: Other
1504.20.00	Fats and oils and their fractions, of fish or marine mammals, whether or not refined, but not chemically modified.	• Fats and oils and their fractions, of fish, other than liver oils

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1508.10.00	Ground-nut oil and its fractions, whether or not refined, but not chemically modified.	• Crude oil
1511.90.00	Palm oil and its fractions, whether or not refined, but not chemically modified.	• Other
1512.19.19	Sunflower-seed, safflower or cotton-seed oil and fractions thereof, whether or not refined, but not chemically modified.	• Sunflower-seed or safflower oil and fractions thereof: Other • Sunflower-seed oil and fractions thereof: Other
1512.19.29	Sunflower-seed, safflower or cotton-seed oil and fractions thereof, whether or not refined, but not chemically modified.	• Sunflower-seed or safflower oil and fractions thereof: Other • Safflower oil and fractions thereof: Other
1514.11.00	Rape (canola), colza or mustard oil and fractions thereof, whether or not refined, but not chemically modified.	• Low erucic acid rape or colza oil and its fractions: Crude oil
1514.19.00	Rape (canola), colza or mustard oil and fractions thereof, whether or not refined, but not chemically modified.	• Low erucic acid rape or colza oil and its fractions: Other
1514.91.00	Rape (canola), colza or mustard oil and fractions thereof, whether or not refined, but not chemically modified.	• Other: Crude oil
1514.99.00	Rape (canola), colza or mustard oil and fractions thereof, whether or not refined, but not chemically modified.	• Other: Other
1517.10.10	Margarine; edible mixtures or preparations of animal, vegetable or microbial fats or oils or of fractions of different fats or oils of this Chapter, other than edible fats and oils or their fractions of heading 15.16.	• Margarine, excluding liquid margarine • Within access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1517.10.20	Margarine; edible mixtures or preparations of animal, vegetable or microbial fats or oils or of fractions of different fats or oils of this Chapter, other than edible fats and oils or their fractions of heading 15.16.	• Margarine, excluding liquid margarine • Over access commitment
1517.90.21	Margarine; edible mixtures or preparations of animal, vegetable or microbial fats or oils or of fractions of different fats or oils of this Chapter, other than edible fats and oils or their fractions of heading 15.16.	• Other • Substitutes for butter: Within access commitment
1517.90.22	Margarine; edible mixtures or preparations of animal, vegetable or microbial fats or oils or of fractions of different fats or oils of this Chapter, other than edible fats and oils or their fractions of heading 15.16.	• Other • Substitutes for butter: Over access commitment
1601.00.11	Sausages and similar products, of meat, meat offal, blood or insects; food preparations based on these products.	• In cans or glass jars: Of poultry of heading 01.05
1601.00.19	Sausages and similar products, of meat, meat offal, blood or insects; food preparations based on these products.	• In cans or glass jars: Other
1601.00.21	Sausages and similar products, of meat, meat offal, blood or insects; food preparations based on these products.	• Of fowls of the species Gallus domesticus, other than in cans or glass jars: Other than spent fowl, within access commitment
1601.00.22	Sausages and similar products, of meat, meat offal, blood or insects; food preparations based on these products.	• Of fowls of the species Gallus domesticus, other than in cans or glass jars: Other than spent fowl, over access commitment
1601.00.23	Sausages and similar products, of meat, meat offal, blood or insects; food preparations based on these products.	• Of fowls of the species Gallus domesticus, other than in cans or glass jars: Spent fowl

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1601.00.31	Sausages and similar products, of meat, meat offal, blood or insects; food preparations based on these products.	• Of turkeys, other than in cans or glass jars: Within access commitment
1601.00.32	Sausages and similar products, of meat, meat offal, blood or insects; food preparations based on these products.	• Of turkeys, other than in cans or glass jars: Over access commitment
1601.00.90	Sausages and similar products, of meat, meat offal, blood or insects; food preparations based on these products.	• Other
1602.10.10	Other prepared or preserved meat, meat offal, blood or insects.	• Homogenized preparations • Of fowls of the species Gallus domesticus and turkeys, of heading 01.05
1602.10.90	Other prepared or preserved meat, meat offal, blood or insects.	• Homogenized preparations • Other
1602.20.21	Other prepared or preserved meat, meat offal, blood or insects.	• Of liver of any animal • Paste, of fowls of the species Gallus domesticus, not in cans or glass jars: Within access commitment
1602.20.22	Other prepared or preserved meat, meat offal, blood or insects.	• Of liver of any animal • Paste, of fowls of the species Gallus domesticus, not in cans or glass jars: Over access commitment
1602.20.31	Other prepared or preserved meat, meat offal, blood or insects.	• Of liver of any animal • Paste, of turkeys, not in cans or glass jars: Within access commitment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1602.20.32	Other prepared or preserved meat, meat offal, blood or insects.	• Of liver of any animal • Paste, of turkeys, not in cans or glass jars: Over access commitment
1602.20.90	Other prepared or preserved meat, meat offal, blood or insects.	• Of liver of any animal • Other
1602.31.11	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Prepared meals: Specially defined mixtures
1602.31.12	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Prepared meals: Other, within access commitment
1602.31.13	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Prepared meals: Other, over access commitment, bone in
1602.31.14	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Prepared meals: Other, over access commitment, boneless
1602.31.91	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Other: In cans or glass jars
1602.31.92	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Other: Specially defined mixtures, other than in cans or glass jars

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1602.31.93	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Other: Other, within access commitment
1602.31.94	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Other: Other, over access commitment, bone in
1602.31.95	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of turkeys • Other: Other, over access commitment, boneless
1602.32.11	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Prepared meals: Of spent fowl; Specially defined mixtures
1602.32.12	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Prepared meals: Other, within access commitment
1602.32.13	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Prepared meals: Other, over access commitment, bone in
1602.32.14	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Prepared meals: Other, over access commitment, boneless
1602.32.91	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Other: In cans or glass jars

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1602.32.92	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Other: Specially defined mixtures, other than in cans or glass jars; Spent fowl other than in cans or glass jars
1602.32.93	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Other: Other, within access commitment
1602.32.94	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Other: Other, over access commitment, bone in
1602.32.95	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Of fowls of the species Gallus domesticus • Other: Other, over access commitment, boneless
1602.39.10	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Other • Prepared meals
1602.39.91	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Other • Other: Of ducks, geese or guinea fowls, in cans or glass jars
1602.39.99	Other prepared or preserved meat, meat offal, blood or insects.	• Of poultry of heading 01.05: Other • Other: Other
1605.21.00	Crustaceans, molluscs and other aquatic invertebrates, prepared or preserved.	• Shrimps and prawns: Not in airtight container

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1701.12.10	Cane or beet sugar and chemically pure sucrose, in solid form.	• Raw sugar not containing added flavouring or colouring matter: Beet sugar • For use by sugar refineries in the production of refined sugar used in the manufacture of wine
1701.12.90	Cane or beet sugar and chemically pure sucrose, in solid form.	• Raw sugar not containing added flavouring or colouring matter: Beet sugar • Other
1701.13.10	Cane or beet sugar and chemically pure sucrose, in solid form.	• Raw sugar not containing added flavouring or colouring matter: Cane sugar specified in Subheading Note 2 to this Chapter • For use by sugar refineries in the production of refined sugar used in the manufacture of wine
1701.13.90	Cane or beet sugar and chemically pure sucrose, in solid form.	• Raw sugar not containing added flavouring or colouring matter: Cane sugar specified in Subheading Note 2 to this Chapter • Other
1701.14.00	Cane or beet sugar and chemically pure sucrose, in solid form.	• Raw sugar not containing added flavouring or colouring matter: Other cane sugar
1701.91.90	Cane or beet sugar and chemically pure sucrose, in solid form.	• Other: Containing added flavouring or colouring matter • Other
1701.99.90	Cane or beet sugar and chemically pure sucrose, in solid form.	• Other: Other • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1702.20.00	Other sugars, including chemically pure lactose, maltose, glucose and fructose, in solid form; sugar syrups not containing added flavouring or colouring matter; artificial honey, whether or not mixed with natural honey; caramel.	• Maple sugar and maple syrup
1703.10.10	Molasses resulting from the extraction or refining of sugar.	• Cane molasses • Powder with admixture other than colouring or anti-caking agents
1703.10.90	Molasses resulting from the extraction or refining of sugar.	• Cane molasses • Other
1703.90.10	Molasses resulting from the extraction or refining of sugar.	• Other • Powder with admixture other than colouring or anti-caking agents
1703.90.90	Molasses resulting from the extraction or refining of sugar.	• Other • Other
1704.10.00	Sugar confectionery (including white chocolate), not containing cocoa.	• Chewing gum, whether or not sugar-coated
1704.90.10	Sugar confectionery (including white chocolate), not containing cocoa.	• Other • Chestnut cream or paste
1704.90.20	Sugar confectionery (including white chocolate), not containing cocoa.	• Other • Liquorice candy; Toffee

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1704.90.90	Sugar confectionery (including white chocolate), not containing cocoa.	• Other • Other
1806.20.22	Chocolate and other food preparations containing cocoa.	• Other preparations in blocks, slabs or bars weighing more than 2 kg or in liquid, paste, powder, granular or other bulk form in containers or immediate packings, of a content exceeding 2 kg • Chocolate ice cream mix or ice milk mix: Over access commitment
1806.31.00	Chocolate and other food preparations containing cocoa.	• Other, in blocks, slabs or bars: Filled
1806.90.12	Chocolate and other food preparations containing cocoa.	• Other • Chocolate ice cream mix or ice milk mix: Over access commitment
1806.90.90	Chocolate and other food preparations containing cocoa.	• Other • Other
1901.20.12	Malt extract; food preparations of flour, groats, meal, starch or malt extract, not containing cocoa or containing less than 40% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included; food preparations of goods of heading 04.01 to 04.04, not containing cocoa or containing less than 5% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included.	• Mixes and doughs for the preparation of bakers' wares of heading 19.05 • In packages of a weight not exceeding 11.34 kg each: Containing more than 25% by weight of butterfat, not put up for retail sale, over access commitment
1901.20.22	Malt extract; food preparations of flour, groats, meal, starch or malt extract, not containing cocoa or containing less than 40% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included; food preparations of goods of	• Mixes and doughs for the preparation of bakers' wares of heading 19.05

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	heading 04.01 to 04.04, not containing cocoa or containing less than 5% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included.	• In bulk or in packages of a weight exceeding 11.34 kg each: Containing more than 25% by weight of butterfat, not put up for retail sale, over access commitment
1901.90.32	Malt extract; food preparations of flour, groats, meal, starch or malt extract, not containing cocoa or containing less than 40% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included; food preparations of goods of heading 04.01 to 04.04, not containing cocoa or containing less than 5% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included.	• Other • Food preparations of goods of headings 04.01 to 04.04, containing more than 10% but less than 50% on a dry weight basis of milk solids: Ice cream mixes or ice milk mixes, over access commitment
1901.90.34	Malt extract; food preparations of flour, groats, meal, starch or malt extract, not containing cocoa or containing less than 40% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included; food preparations of goods of heading 04.01 to 04.04, not containing cocoa or containing less than 5% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included.	• Other • Food preparations of goods of headings 04.01 to 04.04, containing more than 10% but less than 50% on a dry weight basis of milk solids: Other, not put up for retail sale, over access commitment
1901.90.52	Malt extract; food preparations of flour, groats, meal, starch or malt extract, not containing cocoa or containing less than 40% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included; food preparations of goods of heading 04.01 to 04.04, not containing cocoa or containing less than 5% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included.	• Other • Food preparations of goods of headings 04.01 to 04.04, containing 50% or more on a dry weight basis of milk solids: Ice cream mixes or ice milk mixes, over access commitment
1901.90.54	Malt extract; food preparations of flour, groats, meal, starch or malt extract, not containing cocoa or containing less than 40% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included; food preparations of goods of	• Other

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	heading 04.01 to 04.04, not containing cocoa or containing less than 5% by weight of cocoa calculated on a totally defatted basis, not elsewhere specified or included.	• Food preparations of goods of headings 04.01 to 04.04, containing 50% or more on a dry weight basis of milk solids: Other, not put up for retail sale, over access commitment
1902.11.10	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Containing eggs • Containing 25% or more by weight of wheat, within access commitment
1902.11.21	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Containing eggs • Containing 25% or more by weight of wheat, over access commitment: In packages of a weight not exceeding 2.3 kg each
1902.11.29	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Containing eggs • Containing 25% or more by weight of wheat, over access commitment: Other
1902.11.90	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Containing eggs • Other
1902.19.11	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Low protein or protein-free pasta, certified by Health Canada as special low protein or protein-free dietary products: Containing 25% or more by weight of wheat, within access commitment

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1902.19.12	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Low protein or protein-free pasta, certified by Health Canada as special low protein or protein-free dietary products: Containing 25% or more by weight of wheat, over access commitment
1902.19.19	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Low protein or protein-free pasta, certified by Health Canada as special low protein or protein-free dietary products: Other
1902.19.21	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Other, containing flour and water only: Containing 25% or more by weight of wheat, within access commitment
1902.19.22	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Other, containing flour and water only: Containing 25% or more by weight of wheat, in packages of a weight not exceeding 2.3 kg each, over access commitment
1902.19.23	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Other, containing flour and water only: Other, containing 25% or more by weight of wheat, over access commitment
1902.19.29	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Other, containing flour and water only: Other

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1902.19.91	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Other: Containing 25% or more by weight of wheat, within access commitment
1902.19.92	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Other: Containing 25% or more by weight of wheat, in packages of a weight not exceeding 2.3 kg each, over access commitment
1902.19.93	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Other: Other, containing 25% or more by weight of wheat, over access commitment
1902.19.99	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Uncooked pasta, not stuffed or otherwise prepared: Other • Other: Other
1902.30.11	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Other pasta • Low protein or protein-free pasta, without meat, certified by Health Canada as special low protein or protein-free dietary products: Containing 25% or more by weight of wheat, within access commitment
1902.30.12	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Other pasta • Low protein or protein-free pasta, without meat, certified by Health Canada as special low protein or protein-free dietary products: Containing 25% or more by weight of wheat, over access commitment

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
1902.30.19	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Other pasta • Low protein or protein-free pasta, without meat, certified by Health Canada as special low protein or protein-free dietary products: Other
1902.30.20	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Other pasta • Other, containing 25% or more by weight of wheat, without meat, within access commitment
1902.30.31	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Other pasta • Other, containing 25% or more by weight of wheat, without meat, over access commitment: In packages of a weight not exceeding 2.3 kg each
1902.30.39	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Other pasta • Other, containing 25% or more by weight of wheat, without meat, over access commitment: Other
1902.30.40	Pasta, whether or not cooked or stuffed (with meat or other substances) or otherwise prepared, such as spaghetti, macaroni, noodles, lasagna, gnocchi, ravioli, cannelloni; couscous, whether or not prepared.	• Other pasta • Other, without meat
1905.90.51	Bread, pastry, cakes, biscuits and other bakers' wares, whether or not containing cocoa; communion wafers, empty cachets of a kind suitable for pharmaceutical use, sealing wafers, rice paper and similar products.	• Other • Pizza and quiche; pastries, pies, puddings and cakes, including sweet products leavened with yeast; bakery products made without flour: Pizza and quiche

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2001.10.00	Vegetables, fruit, nuts and other edible parts of plants, prepared or preserved by vinegar or acetic acid.	• Cucumbers and gherkins
2008.11.10	Fruit, nuts and other edible parts of plants, otherwise prepared or preserved, whether or not containing added sugar or other sweetening matter or spirit, not elsewhere specified or included.	• Nuts, ground-nuts and other seeds, whether or not mixed together: Ground-nuts • Peanut butter
2008.11.90	Fruit, nuts and other edible parts of plants, otherwise prepared or preserved, whether or not containing added sugar or other sweetening matter or spirit, not elsewhere specified or included.	• Nuts, ground-nuts and other seeds, whether or not mixed together: Ground-nuts • Other
2009.12.00	Fruit or nut juices (including grape must and coconut water) and vegetable juices, unfermented and not containing added spirit, whether or not containing added sugar or other sweetening matter.	• Orange juice: Not frozen, of a Brix value not exceeding 20
2103.10.00	Sauces and preparations therefor; mixed condiments and mixed seasonings; mustard flour and meal and prepared mustard.	• Soya sauce
2103.20.10	Sauces and preparations therefor; mixed condiments and mixed seasonings; mustard flour and meal and prepared mustard.	• Tomato ketchup and other tomato sauces • Tomato ketchup
2103.20.90	Sauces and preparations therefor; mixed condiments and mixed seasonings; mustard flour and meal and prepared mustard.	• Tomato ketchup and other tomato sauces • Other
2103.30.10	Sauces and preparations therefor; mixed condiments and mixed seasonings; mustard flour and meal and prepared mustard.	• Mustard flour and meal and prepared mustard

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Mustard flour and meal
2103.30.20	Sauces and preparations therefor; mixed condiments and mixed seasonings; mustard flour and meal and prepared mustard.	• Mustard flour and meal and prepared mustard • Prepared mustard
2103.90.10	Sauces and preparations therefor; mixed condiments and mixed seasonings; mustard flour and meal and prepared mustard.	• Other • Mayonnaise and salad dressing
2104.10.00	Soups and broths and preparations therefor; homogenized composite food preparations.	• Soups and broths and preparations therefor
2105.00.92	Ice cream and other edible ice, whether or not containing cocoa.	• Other: Over access commitment
2106.90.21	Food preparations not elsewhere specified or included.	• Other • Syrups derived from cane or beet sugar, containing added colouring matter; Food concentrates and fruit syrups for use in beverages or other food preparations: Syrups derived from cane or beet sugar, containing, in the dry state, 90% or more by weight of sugar and no added flavouring matter
2106.90.32	Food preparations not elsewhere specified or included.	• Other • Milk, cream or butter substitutes and preparations suitable for use as butter substitutes: Milk, cream or butter substitutes, containing 50% or more by weight of dairy content, over access commitment
2106.90.34	Food preparations not elsewhere specified or included.	• Other • Milk, cream or butter substitutes and preparations suitable for use as butter substitutes: Preparations, containing more than 15% by weight of

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		milk fat but less than 50% by weight of dairy content, suitable for use as butter substitutes, over access commitment
2106.90.35	Food preparations not elsewhere specified or included.	• Other • Milk, cream or butter substitutes and preparations suitable for use as butter substitutes: Milk or cream substitutes, containing, in the dry state, over 10% by weight of milk solids but less than 50% by weight of dairy content; butter substitutes, containing, in the dry state, over 10% by weight of milk solids but 15% or less by weight of milk fat
2106.90.39	Food preparations not elsewhere specified or included.	• Other • Milk, cream or butter substitutes and preparations suitable for use as butter substitutes: Other
2106.90.52	Food preparations not elsewhere specified or included.	• Other • Egg preparations, containing 50% or more by weight of eggs: Over access commitment
2106.90.94	Food preparations not elsewhere specified or included.	• Other • Other: Containing 50% or more by weight of dairy content, over access commitment
2106.90.95	Food preparations not elsewhere specified or included.	• Other • Other: Other preparations, containing, in the dry state, over 10% by weight of milk solids but less than 50% by weight of dairy content

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2202.10.00	Waters, including mineral waters and aerated waters, containing added sugar or other sweetening matter or flavoured, and other non-alcoholic beverages, not including fruit, nut or vegetable juices of heading 20.09.	• Waters, including mineral waters and aerated waters, containing added sugar or other sweetening matter or flavoured
2202.99.31	Waters, including mineral waters and aerated waters, containing added sugar or other sweetening matter or flavoured, and other non-alcoholic beverages, not including fruit, nut or vegetable juices of heading 20.09.	• Other: Other • Beverages containing milk: Chocolate milk
2202.99.33	Waters, including mineral waters and aerated waters, containing added sugar or other sweetening matter or flavoured, and other non-alcoholic beverages, not including fruit, nut or vegetable juices of heading 20.09.	• Other: Other • Beverages containing milk: Other, containing 50% or more by weight of dairy content, not put up for retail sale, over access commitment
2202.99.39	Waters, including mineral waters and aerated waters, containing added sugar or other sweetening matter or flavoured, and other non-alcoholic beverages, not including fruit, nut or vegetable juices of heading 20.09.	• Other: Other • Beverages containing milk: Other
2203.00.00	Beer made from malt.	
2204.10.10	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Sparkling wine • Of an alcoholic strength by volume not exceeding 22.9% vol
2204.10.90	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Sparkling wine • Other

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2204.21.10	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume not exceeding 13.7% vol
2204.21.21	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9%: Of an alcoholic strength by volume not exceeding 14.9% vol
2204.21.22	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9%: Of an alcoholic strength by volume exceeding 14.9% vol but not exceeding 15.9% vol
2204.21.23	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9%: Of an alcoholic strength by volume exceeding 15.9% vol but not exceeding 16.9% vol
2204.21.24	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9%: Of an alcoholic strength by volume exceeding 16.9% vol but not exceeding 17.9% vol

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2204.21.25	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9%: Of an alcoholic strength by volume exceeding 17.9% vol but not exceeding 18.9% vol
2204.21.26	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9%: Of an alcoholic strength by volume exceeding 18.9% vol but not exceeding 19.9% vol
2204.21.27	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9%: Of an alcoholic strength by volume exceeding 19.9% vol but not exceeding 20.9% vol
2204.21.28	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9%: Of an alcoholic strength by volume exceeding 20.9% vol but not exceeding 21.9% vol
2204.21.31	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Wine, of an alcoholic strength by volume exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 21.9% vol but not exceeding 22.9% vol
2204.21.32	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Wine, of an alcoholic strength by volume exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 22.9% vol
2204.21.41	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Grape must with fermentation prevented or arrested by the addition of alcohol: Of an alcoholic strength by volume not exceeding 22.9% vol
2204.21.49	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding 2 litres or less • Grape must with fermentation prevented or arrested by the addition of alcohol: Other
2204.22.10	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Wine, of an alcoholic strength by volume not exceeding 13.7% vol
2204.22.21	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume not exceeding 14.9% vol
2204.22.22	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 14.9% vol but not exceeding 15.9% vol
2204.22.23	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 15.9% vol but not exceeding 16.9% vol
2204.22.24	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 16.9% vol but not exceeding 17.9% vol
2204.22.25	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 17.9% vol but not exceeding 18.9% vol
2204.22.26	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 18.9% vol but not exceeding 19.9% vol
2204.22.27	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 19.9% vol but not exceeding 20.9% vol
2204.22.28	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 20.9% vol but not exceeding 21.9% vol
2204.22.31	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Wine, of an alcoholic strength by volume exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 21.9% vol but not exceeding 22.9% vol
2204.22.32	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Wine, of an alcoholic strength by volume exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 22.9% vol
2204.22.41	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Grape must with fermentation prevented or arrested by the addition of alcohol: Of an alcoholic strength by volume not exceeding 22.9% vol
2204.22.49	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: In containers holding more than 2 litres but not more than 10 litres • Grape must with fermentation prevented or arrested by the addition of alcohol: Other
2204.29.10	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume not exceeding 13.7% vol
2204.29.21	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume not exceeding 14.9% vol
2204.29.22	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 14.9% vol but not exceeding 15.9% vol
2204.29.23	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 15.9% vol but not exceeding 16.9% vol
2204.29.24	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 16.9% vol but not exceeding 17.9% vol
2204.29.25	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 17.9% vol but not exceeding 18.9% vol

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2204.29.26	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 18.9% vol but not exceeding 19.9% vol
2204.29.27	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 19.9% vol but not exceeding 20.9% vol
2204.29.28	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 20.9% vol but not exceeding 21.9% vol
2204.29.31	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 21.9% vol but not exceeding 22.9% vol
2204.29.32	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Wine, of an alcoholic strength by volume exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 22.9% vol

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2204.29.41	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Grape must with fermentation prevented or arrested by the addition of alcohol: Of an alcoholic strength by volume not exceeding 22.9% vol
2204.29.49	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other wine; grape must with fermentation prevented or arrested by the addition of alcohol: Other • Grape must with fermentation prevented or arrested by the addition of alcohol: Other
2204.30.10	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other grape must • Of an alcoholic strength by volume not exceeding 22.9% vol
2204.30.90	Wine of fresh grapes, including fortified wines; grape must other than that of heading 20.09.	• Other grape must • Other
2205.10.10	Vermouth and other wine of fresh grapes flavoured with plants or aromatic substances.	• In containers holding 2 litres or less • Of an alcoholic strength by volume not exceeding 18.3% vol
2205.10.20	Vermouth and other wine of fresh grapes flavoured with plants or aromatic substances.	• In containers holding 2 litres or less • Of an alcoholic strength by volume exceeding 18.3% vol but not exceeding 22.9% vol
2205.10.30	Vermouth and other wine of fresh grapes flavoured with plants or aromatic substances.	• In containers holding 2 litres or less • Of an alcoholic strength by volume exceeding 22.9% vol

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2205.90.10	Vermouth and other wine of fresh grapes flavoured with plants or aromatic substances.	• Other • Of an alcoholic strength by volume not exceeding 18.3% vol
2205.90.20	Vermouth and other wine of fresh grapes flavoured with plants or aromatic substances.	• Other • Of an alcoholic strength by volume exceeding 18.3% vol but not exceeding 22.9% vol
2205.90.30	Vermouth and other wine of fresh grapes flavoured with plants or aromatic substances.	• Other • Of an alcoholic strength by volume exceeding 22.9% vol
2206.00.11	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Cider: Sparkling, of an alcoholic strength by volume not exceeding 22.9% vol
2206.00.12	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Cider: Other sparkling
2206.00.18	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Cider: Other cider, of an alcoholic strength by volume not exceeding 22.9% vol
2206.00.19	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of	• Cider: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	
2206.00.21	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Prune wine: Of an alcoholic strength by volume not exceeding 22.9% vol
2206.00.22	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Prune wine: Of an alcoholic strength by volume exceeding 22.9% vol
2206.00.31	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Perry, sparkling: Of an alcoholic strength by volume not exceeding 22.9% vol
2206.00.39	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Perry, sparkling: Other
2206.00.41	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Other wine, sparkling: Of an alcoholic strength by volume not exceeding 22.9% vol
2206.00.49	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of	• Other wine, sparkling: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	
2206.00.50	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume not exceeding 13.7% vol
2206.00.61	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume not exceeding 14.9% vol
2206.00.62	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 14.9% vol but not exceeding 15.9% vol
2206.00.63	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 15.9% vol but not exceeding 16.9% vol
2206.00.64	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 16.9% vol but not exceeding 17.9% vol

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2206.00.65	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 17.9% vol but not exceeding 18.9% vol
2206.00.66	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 18.9% vol but not exceeding 19.9% vol
2206.00.67	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 19.9% vol but not exceeding 20.9% vol
2206.00.68	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 13.7% vol but not exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 20.9% vol but not exceeding 21.9% vol
2206.00.71	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 21.9% vol: Of an alcoholic strength by volume not exceeding 22.9% vol
2206.00.72	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Sake and other wine, not sparkling, of an alcoholic strength by volume exceeding 21.9% vol: Of an alcoholic strength by volume exceeding 22.9% vol

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2206.00.80	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Ginger beer and herbal beer
2206.00.91	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Other: Mead
2206.00.92	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Other: Other, of an alcoholic strength by volume not exceeding 22.9% vol
2206.00.93	Other fermented beverages (for example, cider, perry, mead, saké); mixtures of fermented beverages and mixtures of fermented beverages and non-alcoholic beverages, not elsewhere specified or included.	• Other: Other, of an alcoholic strength by volume exceeding 22.9% vol
2208.20.00	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Spirits obtained by distilling grape wine or grape marc
2208.30.00	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Whiskies
2208.40.10	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Rum and other spirits obtained by distilling fermented sugar-cane products • Rum

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2208.40.90	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Rum and other spirits obtained by distilling fermented sugar-cane products • Other
2208.50.00	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Gin and Geneva
2208.60.00	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Vodka
2208.70.00	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Liqueurs and cordials
2208.90.10	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Tequila
2208.90.21	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Undenatured ethyl alcohol: For use as a spirituous or alcoholic beverage or for use in the manufacture of spirituous or alcoholic beverages
2208.90.29	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Undenatured ethyl alcohol: Other
2208.90.30	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Angostura bitters

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2208.90.41	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Spirituous fruit juices of an alcoholic strength by volume not exceeding 14.3% vol: Packaged, of an alcoholic strength by volume not exceeding 7% vol
2208.90.49	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Spirituous fruit juices of an alcoholic strength by volume not exceeding 14.3% vol: Other
2208.90.92	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Other: Fruit brandies
2208.90.98	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Other: Other, packaged, of an alcoholic strength by volume not exceeding 7%
2208.90.99	Undenatured ethyl alcohol of an alcoholic strength by volume of less than 80% vol; spirits, liqueurs and other spirituous beverages.	• Other • Other: Other
2309.90.32	Preparations of a kind used in animal feeding.	• Other • Complete feeds and feed supplements, including concentrates: Containing 50% or more by weight in the dry state of non-fat milk solids, over access commitment
2401.10.10	Unmanufactured tobacco; tobacco refuse.	• Tobacco, not stemmed/stripped • For use as wrappers in the manufacture of cigars

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2401.10.91	Unmanufactured tobacco; tobacco refuse.	• Tobacco, not stemmed/stripped • Other: Turkish type
2401.10.99	Unmanufactured tobacco; tobacco refuse.	• Tobacco, not stemmed/stripped • Other: Other
2401.20.10	Unmanufactured tobacco; tobacco refuse.	• Tobacco, partly or wholly stemmed/stripped • Wrapper tobacco for use in the manufacture of cigars
2401.20.90	Unmanufactured tobacco; tobacco refuse.	• Tobacco, partly or wholly stemmed/stripped • Other
2401.30.00	Unmanufactured tobacco; tobacco refuse.	• Tobacco refuse
2402.10.00	Cigars, cheroots, cigarillos and cigarettes, of tobacco or of tobacco substitutes.	• Cigars, cheroots and cigarillos, containing tobacco
2402.20.00	Cigars, cheroots, cigarillos and cigarettes, of tobacco or of tobacco substitutes.	• Cigarettes containing tobacco
2402.90.00	Cigars, cheroots, cigarillos and cigarettes, of tobacco or of tobacco substitutes.	• Other
2403.11.00	Other manufactured tobacco and manufactured tobacco substitutes; "homogenized" or "reconstituted" tobacco; tobacco extracts and essences.	• Smoking tobacco, whether or not containing tobacco substitutes in any proportion: Water pipe tobacco specified in Subheading Note 1 to this Chapter

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
2403.19.00	Other manufactured tobacco and manufactured tobacco substitutes; "homogenized" or "reconstituted" tobacco; tobacco extracts and essences.	• Smoking tobacco, whether or not containing tobacco substitutes in any proportion: Other
2403.91.10	Other manufactured tobacco and manufactured tobacco substitutes; "homogenized" or "reconstituted" tobacco; tobacco extracts and essences.	• Other: "Homogenized'' or "reconstituted'' tobacco • Suitable for use as wrapper tobacco
2403.91.20	Other manufactured tobacco and manufactured tobacco substitutes; "homogenized" or "reconstituted" tobacco; tobacco extracts and essences.	• Other: "Homogenized'' or "reconstituted'' tobacco • Processed leaf tobacco suitable for use as cigar binders
2403.91.90	Other manufactured tobacco and manufactured tobacco substitutes; "homogenized" or "reconstituted" tobacco; tobacco extracts and essences.	• Other: "Homogenized'' or "reconstituted'' tobacco • Other
2403.99.10	Other manufactured tobacco and manufactured tobacco substitutes; "homogenized" or "reconstituted" tobacco; tobacco extracts and essences.	• Other: Other • Snuff
2403.99.20	Other manufactured tobacco and manufactured tobacco substitutes; "homogenized" or "reconstituted" tobacco; tobacco extracts and essences.	• Other: Other • Manufactured tobacco substitutes not containing tobacco
2403.99.90	Other manufactured tobacco and manufactured tobacco substitutes; "homogenized" or "reconstituted" tobacco; tobacco extracts and essences.	• Other: Other • Other
2404.11.10	Products containing tobacco, reconstituted tobacco, nicotine, or tobacco or nicotine substitutes, intended for inhalation without	• Products intended for inhalation without combustion: Containing tobacco or reconstituted tobacco

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	combustion; other nicotine containing products intended for the intake of nicotine into the human body.	• Containing homogenized or reconstituted tobacco
2404.11.90	Products containing tobacco, reconstituted tobacco, nicotine, or tobacco or nicotine substitutes, intended for inhalation without combustion; other nicotine containing products intended for the intake of nicotine into the human body.	• Products intended for inhalation without combustion: Containing tobacco or reconstituted tobacco • Other tobacco
2404.12.00	Products containing tobacco, reconstituted tobacco, nicotine, or tobacco or nicotine substitutes, intended for inhalation without combustion; other nicotine containing products intended for the intake of nicotine into the human body.	• Products intended for inhalation without combustion: Other, containing nicotine
2404.19.00	Products containing tobacco, reconstituted tobacco, nicotine, or tobacco or nicotine substitutes, intended for inhalation without combustion; other nicotine containing products intended for the intake of nicotine into the human body.	• Products intended for inhalation without combustion: Other
2404.91.00	Products containing tobacco, reconstituted tobacco, nicotine, or tobacco or nicotine substitutes, intended for inhalation without combustion; other nicotine containing products intended for the intake of nicotine into the human body.	• Other: For oral application
2404.92.00	Products containing tobacco, reconstituted tobacco, nicotine, or tobacco or nicotine substitutes, intended for inhalation without combustion; other nicotine containing products intended for the intake of nicotine into the human body.	• Other: For transdermal application
2404.99.00	Products containing tobacco, reconstituted tobacco, nicotine, or tobacco or nicotine substitutes, intended for inhalation without	• Other: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	combustion; other nicotine containing products intended for the intake of nicotine into the human body.	
2505.10.00	Natural sands of all kinds, whether or not coloured, other than metal-bearing sands of Chapter 26.	• Silica sand and quartz sands
3303.00.00	Perfumes and toilet waters.	
3304.10.00	Beauty or make-up preparations and preparations for the care of the skin (other than medicaments), including sunscreen or sun tan preparations; manicure or pedicure preparations.	• Lip make-up preparations
3304.20.00	Beauty or make-up preparations and preparations for the care of the skin (other than medicaments), including sunscreen or sun tan preparations; manicure or pedicure preparations.	• Eye make-up preparations
3304.30.00	Beauty or make-up preparations and preparations for the care of the skin (other than medicaments), including sunscreen or sun tan preparations; manicure or pedicure preparations.	• Manicure or pedicure preparations
3304.91.00	Beauty or make-up preparations and preparations for the care of the skin (other than medicaments), including sunscreen or sun tan preparations; manicure or pedicure preparations.	• Other: Powders, whether or not compressed
3304.99.90	Beauty or make-up preparations and preparations for the care of the skin (other than medicaments), including sunscreen or sun tan preparations; manicure or pedicure preparations.	• Other: Other • Other
3305.10.00	Preparations for use on the hair.	• Shampoos

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
3305.20.00	Preparations for use on the hair.	• Preparations for permanent waving or straightening
3305.30.00	Preparations for use on the hair.	• Hair lacquers
3305.90.00	Preparations for use on the hair.	• Other
3306.10.00	Preparations for oral or dental hygiene, including denture fixative pastes and powders; yarn used to clean between the teeth (dental floss), in individual retail packages.	• Dentifrices
3306.20.00	Preparations for oral or dental hygiene, including denture fixative pastes and powders; yarn used to clean between the teeth (dental floss), in individual retail packages.	• Yarn used to clean between the teeth (dental floss)
3307.10.00	Pre-shave, shaving or after-shave preparations, personal deodorants, bath preparations, depilatories and other perfumery, cosmetic or toilet preparations, not elsewhere specified or included; prepared room deodorizers, whether or not perfumed or having disinfectant properties.	• Pre-shave, shaving or after-shave preparations
3307.20.00	Pre-shave, shaving or after-shave preparations, personal deodorants, bath preparations, depilatories and other perfumery, cosmetic or toilet preparations, not elsewhere specified or included; prepared room deodorizers, whether or not perfumed or having disinfectant properties.	• Personal deodorants and antiperspirants
3307.30.00	Pre-shave, shaving or after-shave preparations, personal deodorants, bath preparations, depilatories and other perfumery, cosmetic or toilet preparations, not elsewhere specified or	• Perfumed bath salts and other bath preparations

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	included; prepared room deodorizers, whether or not perfumed or having disinfectant properties.	
3307.41.00	Pre-shave, shaving or after-shave preparations, personal deodorants, bath preparations, depilatories and other perfumery, cosmetic or toilet preparations, not elsewhere specified or included; prepared room deodorizers, whether or not perfumed or having disinfectant properties.	• Preparations for perfuming or deodorizing rooms, including odoriferous preparations used during religious rites: "Agarbatti" and other odoriferous preparations which operate by burning
3307.49.00	Pre-shave, shaving or after-shave preparations, personal deodorants, bath preparations, depilatories and other perfumery, cosmetic or toilet preparations, not elsewhere specified or included; prepared room deodorizers, whether or not perfumed or having disinfectant properties.	• Preparations for perfuming or deodorizing rooms, including odoriferous preparations used during religious rites: Other
3401.11.10	Soap; organic surface-active products and preparations for use as soap, in the form of bars, cakes, moulded pieces or shapes, whether or not containing soap; organic surface-active products and preparations for washing the skin, in the form of liquid or cream and put up for retail sale, whether or not containing soap; paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent.	• Soap and organic surface-active products and preparations, in the form of bars, cakes, moulded pieces or shapes, and paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent: For toilet use (including medicated products) • Castile soap
3401.11.90	Soap; organic surface-active products and preparations for use as soap, in the form of bars, cakes, moulded pieces or shapes, whether or not containing soap; organic surface-active products and preparations for washing the skin, in the form of liquid or cream and put up for retail sale, whether or not containing soap; paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent.	• Soap and organic surface-active products and preparations, in the form of bars, cakes, moulded pieces or shapes, and paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent: For toilet use (including medicated products) • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
3401.19.00	Soap; organic surface-active products and preparations for use as soap, in the form of bars, cakes, moulded pieces or shapes, whether or not containing soap; organic surface-active products and preparations for washing the skin, in the form of liquid or cream and put up for retail sale, whether or not containing soap; paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent.	• Soap and organic surface-active products and preparations, in the form of bars, cakes, moulded pieces or shapes, and paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent: Other
3401.20.20	Soap; organic surface-active products and preparations for use as soap, in the form of bars, cakes, moulded pieces or shapes, whether or not containing soap; organic surface-active products and preparations for washing the skin, in the form of liquid or cream and put up for retail sale, whether or not containing soap; paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent.	• Soap in other forms • Soap pellets containing sodium soaps of fatty acids and glycerol, for use in the manufacture of bar soaps
3401.20.90	Soap; organic surface-active products and preparations for use as soap, in the form of bars, cakes, moulded pieces or shapes, whether or not containing soap; organic surface-active products and preparations for washing the skin, in the form of liquid or cream and put up for retail sale, whether or not containing soap; paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent.	• Soap in other forms • Other
3401.30.00	Soap; organic surface-active products and preparations for use as soap, in the form of bars, cakes, moulded pieces or shapes, whether or not containing soap; organic surface-active products and preparations for washing the skin, in the form of liquid or cream and put up for retail sale, whether or not containing soap; paper, wadding, felt and nonwovens, impregnated, coated or covered with soap or detergent.	• Organic suface-active products and preparations for washing the skin, in the form of liquid or cream and put up for retail sale, whether or not containing soap

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
3501.10.00	Casein, caseinates and other casein derivatives; casein glues.	• Casein
3502.11.20	Albumins (including concentrates of two or more whey proteins, containing by weight more than 80% whey proteins, calculated on the dry matter), albuminates and other albumin derivatives.	• Egg albumin: Dried • Over access commitment
3502.19.20	Albumins (including concentrates of two or more whey proteins, containing by weight more than 80% whey proteins, calculated on the dry matter), albuminates and other albumin derivatives.	• Egg albumin: Other • Over access commitment
3502.20.00	Albumins (including concentrates of two or more whey proteins, containing by weight more than 80% whey proteins, calculated on the dry matter), albuminates and other albumin derivatives.	• Milk albumin, including concentrates of two or more whey proteins
3504.00.12	Peptones and their derivatives; other protein substances and their derivatives, not elsewhere specified or included; hide powder, whether or not chromed.	• Milk protein substances: Over access commitment
3918.10.10	Floor coverings of plastics, whether or not self-adhesive, in rolls or in the form of tiles; wall or ceiling coverings of plastics, as defined in Note 9 to this Chapter.	• Of polymers of vinyl chloride • Wall or ceiling coverings combined with knitted or woven fabrics, nonwovens or felt
3918.10.90	Floor coverings of plastics, whether or not self-adhesive, in rolls or in the form of tiles; wall or ceiling coverings of plastics, as defined in Note 9 to this Chapter.	• Of polymers of vinyl chloride • Other
3918.90.10	Floor coverings of plastics, whether or not self-adhesive, in rolls or in the form of tiles; wall or ceiling coverings of plastics, as defined in Note 9 to this Chapter.	• Of other plastics

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Wall or ceiling coverings combined with knitted or woven fabrics, nonwovens or felt
3918.90.90	Floor coverings of plastics, whether or not self-adhesive, in rolls or in the form of tiles; wall or ceiling coverings of plastics, as defined in Note 9 to this Chapter.	• Of other plastics • Other
3919.10.99	Self-adhesive plates, sheets, film, foil, tape, strip and other flat shapes, of plastics, whether or not in rolls.	• In rolls of a width not exceeding 20 cm • Other: Other
3922.10.00	Baths, shower-baths, sinks, wash-basins, bidets, lavatory pans, seats and covers, flushing cisterns and similar sanitary ware, of plastics.	• Baths, shower-baths, sinks and wash-basins
3922.20.00	Baths, shower-baths, sinks, wash-basins, bidets, lavatory pans, seats and covers, flushing cisterns and similar sanitary ware, of plastics.	• Lavatory seats and covers
3922.90.00	Baths, shower-baths, sinks, wash-basins, bidets, lavatory pans, seats and covers, flushing cisterns and similar sanitary ware, of plastics.	• Other
3923.21.90	Articles for the conveyance or packing of goods, of plastics; stoppers, lids, caps and other closures, of plastics.	• Sacks and bags (including cones): Of polymers of ethylene • Other
3923.29.90	Articles for the conveyance or packing of goods, of plastics; stoppers, lids, caps and other closures, of plastics.	• Sacks and bags (including cones): Of other plastics • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
3924.10.00	Tableware, kitchenware, other household articles and hygienic or toilet articles, of plastics.	• Tableware and kitchenware
3924.90.00	Tableware, kitchenware, other household articles and hygienic or toilet articles, of plastics.	• Other
3925.10.00	Builders' ware of plastics, not elsewhere specified or included.	• Reservoirs, tanks, vats and similar containers, of a capacity exceeding 300 litres
3925.20.00	Builders' ware of plastics, not elsewhere specified or included.	• Doors, windows and their frames and thresholds for doors
3925.30.00	Builders' ware of plastics, not elsewhere specified or included.	• Shutters, blinds (including Venetian blinds) and similar articles and parts thereof
3925.90.00	Builders' ware of plastics, not elsewhere specified or included.	• Other
4011.10.00	New pneumatic tires, of rubber.	• Of a kind used on motor cars (including station wagons and racing cars)
4011.20.00	New pneumatic tires, of rubber.	• Of a kind used on light trucks, other
4011.30.00	New pneumatic tires, of rubber.	• Of a kind used on aircraft
4011.40.00	New pneumatic tires, of rubber.	• Of a kind used on motorcycles
4011.50.00	New pneumatic tires, of rubber.	• Of a kind used on bicycles
4011.70.10	New pneumatic tires, of rubber.	• Of a kind used on agricultural or forestry vehicles and machines

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• For use with appliances of subheading 8424.82, levellers of subheading 8429.20 used for farm purposes only, combination excavating and transporting scrapers of subheading 8429.30 or 8430.69, traction ditching machines of subheading 8429.59 or 8430.69 used for farm purposes only, agricultural machinery for soil preparation or cultivation of heading 84.32, harvesting or threshing machinery (including straw or fodder balers) and agricultural mowers of heading 84.33, tractors of heading 87.01 powered by internal combustion engines and used for farm purposes only, and spraying vehicles of subheading 8705.90 for agricultural use for spreading dry or liquid fertilizer or sludge; Of a size of 36.00 X 51 or 40.00 X 57
4011.70.90	New pneumatic tires, of rubber.	• Of a kind used on agricultural or forestry vehicles and machines • Other
4011.80.10	New pneumatic tires, of rubber.	• Of a kind used on construction, mining or industrial handling vehicles and machines • For use with combination excavating and transporting scrapers of subheading 8429.30 or 8430.69; Of a size of 36.00 X 51 or 40.00 X 57
4011.80.90	New pneumatic tires, of rubber.	• Of a kind used on construction, mining or industrial handling vehicles and machines • Other
4011.90.10	New pneumatic tires, of rubber.	• Other • For use with appliances of subheading 8424.82, combination excavating and transporting scrapers of subheading 8429.30 or 8430.69, horticultural machinery for soil preparation and lawn or sports-ground rollers of heading

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		84.32, horticultural mowers (other than mowers for lawns, parks or sports-grounds) of heading 84.33; Of a size of 36.00 X 51 or 40.00 X 57
4011.90.90	New pneumatic tires, of rubber.	• Other • Other
4012.11.00	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Retreaded tires: Of a kind used on motor cars (including station wagons and racing cars)
4012.12.00	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Retreaded tires: Of a kind used on buses or lorries
4012.13.00	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Retreaded tires: Of a kind used on aircraft
4012.19.00	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Retreaded tires: Other
4012.20.10	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Used pneumatic tires • Of a size of 3600 X 51 or 4000 X 57
4012.20.20	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Used pneumatic tires • Of a kind used on vehicles, including tractors, for the on-highway transport of passengers or goods, or on vehicles of heading 87.05
4012.20.90	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Used pneumatic tires

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other
4012.90.10	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Other • Rimtape (tire flaps) for use in the manufacture of bicycles or bicycle wheels
4012.90.90	Retreaded or used pneumatic tires of rubber; solid or cushion tires, tire treads and tire flaps, of rubber.	• Other • Other
4016.91.00	Other articles of vulcanized rubber other than hard rubber.	• Other: Floor coverings and mats
4201.00.10	Saddlery and harness for any animal (including traces, leads, knee pads, muzzles, saddle cloths, saddle bags, dog coats and the like), of any material.	• English type saddles
4201.00.90	Saddlery and harness for any animal (including traces, leads, knee pads, muzzles, saddle cloths, saddle bags, dog coats and the like), of any material.	• Other
4202.11.00	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels and similar containers: With outer surface of leather or of composition leather

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4202.12.10	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels and similar containers: With outer surface of plastics or of textile materials • With outer surface of textile materials, containing less than 85% by weight of silk or silk waste
4202.12.90	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels and similar containers: With outer surface of plastics or of textile materials • Other
4202.19.00	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of	• Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels and similar containers: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	paperboard, or wholly or mainly covered with such materials or with paper.	
4202.21.00	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Handbags, whether or not with shoulder strap, including those without handle: With outer surface of leather or of composition leather
4202.22.10	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Handbags, whether or not with shoulder strap, including those without handle: With outer surface of sheeting of plastics or of textile materials • With outer surface of textile materials (other than of abaca), containing less than 85% by weight of silk or silk waste
4202.22.90	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags,	• Handbags, whether or not with shoulder strap, including those without handle: With outer surface of sheeting of plastics or of textile materials • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	
4202.29.00	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Handbags, whether or not with shoulder strap, including those without handle: Other
4202.31.00	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Articles of a kind normally carried in the pocket or in the handbag: With outer surface of leather or of composition leather
4202.32.10	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar	• Articles of a kind normally carried in the pocket or in the handbag: With outer surface of sheeting of plastics or of textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• With outer surface of textile materials, containing less than 85% by weight of silk or silk waste
4202.32.90	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Articles of a kind normally carried in the pocket or in the handbag: With outer surface of sheeting of plastics or of textile materials • Other
4202.39.00	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Articles of a kind normally carried in the pocket or in the handbag: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4202.91.10	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Other: With outer surface of leather or of composition leather • Fitted cases for church bells; Golfbags
4202.91.20	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Other: With outer surface of leather or of composition leather • Tool bags, haversacks, knapsacks, packsacks and rucksacks
4202.91.90	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of	• Other: With outer surface of leather or of composition leather • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	paperboard, or wholly or mainly covered with such materials or with paper.	
4202.92.10	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Other: With outer surface of sheeting of plastics or of textile materials • Fitted cases for church bells; Golf bags
4202.92.20	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Other: With outer surface of sheeting of plastics or of textile materials • Tool bags, haversacks, knapsacks, packsacks and rucksacks
4202.92.90	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags,	• Other: With outer surface of sheeting of plastics or of textile materials • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	
4202.99.10	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Other: Other • Fitted cases for church bells
4202.99.90	Trunks, suit-cases, vanity-cases, executive-cases, brief-cases, school satchels, spectacle cases, binocular cases, camera cases, musical instrument cases, gun cases, holsters and similar containers; travelling-bags, insulated food or beverage bags, toilet bags, rucksacks, handbags, shopping bags, wallets, purses, map-cases, cigarette-cases, tobacco-pouches, tool bags, sports bags, bottle-cases, jewellery boxes, powder-boxes, cutlery cases and similar containers, of leather or of composition leather, of sheeting of plastics, of textile materials, of vulcanized fibre or of paperboard, or wholly or mainly covered with such materials or with paper.	• Other: Other • Other
4203.10.00	Articles of apparel and clothing accessories, of leather or of composition leather.	• Articles of apparel

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4203.21.00	Articles of apparel and clothing accessories, of leather or of composition leather.	• Gloves, mittens and mitts: Specially designed for use in sports
4203.29.10	Articles of apparel and clothing accessories, of leather or of composition leather.	• Gloves, mittens and mitts: Other • Gloves of goat (including kid) and/or hair sheep
4203.29.90	Articles of apparel and clothing accessories, of leather or of composition leather.	• Gloves, mittens and mitts: Other • Other
4203.30.00	Articles of apparel and clothing accessories, of leather or of composition leather.	• Belts and bandoliers
4203.40.00	Articles of apparel and clothing accessories, of leather or of composition leather.	• Other clothing accessories
4205.00.00	Other articles of leather or of composition leather.	
4206.00.10	Articles of gut (other than silk-worm gut), of goldbeater's skin, of bladders or of tendons.	• Catgut
4206.00.90	Articles of gut (other than silk-worm gut), of goldbeater's skin, of bladders or of tendons.	• Other
4407.11.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Coniferous: Of pine (Pinus spp.)

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4407.12.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Coniferous: Of fir (Abies spp.) and spruce (Picea spp.)
4407.13.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Coniferous: Of S-P-F (spruce (Picea spp.), pine (Pinus spp.) and fir (Abies spp.))
4407.14.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Coniferous: Of Hem-fir (Western hemlock (Tsuga heterophylla) and fir (Abies spp.))
4407.19.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Coniferous: Other
4407.21.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Of tropical wood: Mahogany (Swietenia spp.)
4407.22.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Of tropical wood: Virola, Imbuia and Balsa
4407.23.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Of tropical wood: Teak
4407.25.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Of tropical wood: Dark Red Meranti, Light Red Meranti and Meranti Bakau
4407.26.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Of tropical wood: White Lauan, White Meranti, White Seraya, Yellow Meranti and Alan
4407.27.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Of tropical wood: Sapelli

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4407.28.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Of tropical wood: Iroko
4407.29.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Of tropical wood: Other
4407.91.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Other: Of oak (Quercus spp.)
4407.92.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Other: Of beech (Fagus spp.)
4407.93.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Other: Of maple (Acer spp.)
4407.94.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Other: Of cherry (Prunus spp.)
4407.95.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Other: Of ash (Fraxinus spp.)
4407.96.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Other: Of birch (Betula spp.)
4407.97.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Other: Of poplar and aspen (Populus spp.)
4407.99.00	Wood sawn or chipped lengthwise, sliced or peeled, whether or not planed, sanded or end-jointed, of a thickness exceeding 6 mm.	• Other: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4408.10.00	Sheets for veneering (including those obtained by slicing laminated wood), for plywood or for similar laminated wood and other wood, sawn lengthwise, sliced or peeled, whether or not planed, sanded, spliced or end-jointed, of a thickness not exceeding 6 mm.	• Coniferous
4408.31.00	Sheets for veneering (including those obtained by slicing laminated wood), for plywood or for similar laminated wood and other wood, sawn lengthwise, sliced or peeled, whether or not planed, sanded, spliced or end-jointed, of a thickness not exceeding 6 mm.	• Of tropical wood: Dark Red Meranti, Light Red Meranti and Meranti Bakau
4408.39.00	Sheets for veneering (including those obtained by slicing laminated wood), for plywood or for similar laminated wood and other wood, sawn lengthwise, sliced or peeled, whether or not planed, sanded, spliced or end-jointed, of a thickness not exceeding 6 mm.	• Of tropical wood: Other
4408.90.00	Sheets for veneering (including those obtained by slicing laminated wood), for plywood or for similar laminated wood and other wood, sawn lengthwise, sliced or peeled, whether or not planed, sanded, spliced or end-jointed, of a thickness not exceeding 6 mm.	• Other
4409.10.00	Wood (including strips and friezes for parquet flooring, not assembled) continuously shaped (tongued, grooved, rebated, champhered, V-jointed, beaded, moulded, rounded or the like) along any of its edges, ends or faces, whether or not planed, sanded or end-jointed.	• Coniferous
4409.21.00	Wood (including strips and friezes for parquet flooring, not assembled) continuously shaped (tongued, grooved, rebated,	• Non-coniferous: Of bamboo

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	champhered, V-jointed, beaded, moulded, rounded or the like) along any of its edges, ends or faces, whether or not planed, sanded or end-jointed.	
4409.22.00	Wood (including strips and friezes for parquet flooring, not assembled) continuously shaped (tongued, grooved, rebated, champhered, V-jointed, beaded, moulded, rounded or the like) along any of its edges, ends or faces, whether or not planed, sanded or end-jointed.	• Non-coniferous: Of tropical wood
4409.29.10	Wood (including strips and friezes for parquet flooring, not assembled) continuously shaped (tongued, grooved, rebated, champhered, V-jointed, beaded, moulded, rounded or the like) along any of its edges, ends or faces, whether or not planed, sanded or end-jointed.	• Non-coniferous: Other • Flooring of oak (Quercus spp.)
4409.29.90	Wood (including strips and friezes for parquet flooring, not assembled) continuously shaped (tongued, grooved, rebated, champhered, V-jointed, beaded, moulded, rounded or the like) along any of its edges, ends or faces, whether or not planed, sanded or end-jointed.	• Non-coniferous: Other • Other
4410.11.00	Particle board, oriented strand board (OSB) and similar board (for example, waferboard) of wood or other ligneous materials, whether or not agglomerated with resins or other organic binding substances.	• Of wood: Particle board
4410.12.00	Particle board, oriented strand board (OSB) and similar board (for example, waferboard) of wood or other ligneous materials, whether or not agglomerated with resins or other organic binding substances.	• Of wood: Oriented strand board (OSB)

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4410.19.00	Particle board, oriented strand board (OSB) and similar board (for example, waferboard) of wood or other ligneous materials, whether or not agglomerated with resins or other organic binding substances.	• Of wood: Other
4410.90.00	Particle board, oriented strand board (OSB) and similar board (for example, waferboard) of wood or other ligneous materials, whether or not agglomerated with resins or other organic binding substances.	• Other
4411.12.00	Fibreboard of wood or other ligneous materials, whether or not bonded with resins or other organic substances.	• Medium density fibreboard (MDF): Of a thickness not exceeding 5 mm
4411.13.00	Fibreboard of wood or other ligneous materials, whether or not bonded with resins or other organic substances.	• Medium density fibreboard (MDF): Of a thickness exceeding 5 mm but not exceeding 9 mm
4411.14.00	Fibreboard of wood or other ligneous materials, whether or not bonded with resins or other organic substances.	• Medium density fibreboard (MDF): Of a thickness exceeding 9 mm
4411.92.10	Fibreboard of wood or other ligneous materials, whether or not bonded with resins or other organic substances.	• Other: Of a density exceeding 0.8 g/cm^3 • Not mechanically worked or surface covered; Resin impregnated, containing 17% or more by weight of phenol-formaldehyde resin, for use in the manufacture of overlaid plywood or overlaid particle board
4411.92.90	Fibreboard of wood or other ligneous materials, whether or not bonded with resins or other organic substances.	• Other: Of a density exceeding 0.8 g/cm^3 • Other

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4411.93.00	Fibreboard of wood or other ligneous materials, whether or not bonded with resins or other organic substances.	• Other: Of a density exceeding 0.5 g/cm^3 but not exceeding 0.8 g/cm^3
4411.94.00	Fibreboard of wood or other ligneous materials, whether or not bonded with resins or other organic substances.	• Other: Of a density not exceeding 0.5 g/cm^3
4412.10.00	Plywood, veneered panels and similar laminated wood.	• Of bamboo
4412.31.00	Plywood, veneered panels and similar laminated wood.	• Other plywood, consisting solely of sheets of wood (other than bamboo), each ply not exceeding 6 mm thickness: With at least one outer ply of tropical wood
4412.33.00	Plywood, veneered panels and similar laminated wood.	• Other plywood, consisting solely of sheets of wood (other than bamboo), each ply not exceeding 6 mm thickness: Other, with at least one outer ply of non-coniferous wood of the species alder (Alnus spp.), ash (Fraxinus spp.), beech (Fagus spp.), birch (Betula spp.), cherry (Prunus spp.), chestnut (Castanea spp.), elm (Ulmus spp.), eucalyptus (Eucalyptus spp.), hickory (Carya spp.), horse chestnut (Aesculus spp.), lime (Tilia spp.), maple (Acer spp.), oak (Quercus spp.), plane tree (Platanus spp.), poplar and aspen (Populus spp.), robinia (Robinia spp.), tulipwood (Liriodendron spp.) or walnut (Juglans spp.)
4412.34.00	Plywood, veneered panels and similar laminated wood.	• Other plywood, consisting solely of sheets of wood (other than bamboo), each ply not exceeding 6 mm thickness: Other, with at least one outer ply of non-coniferous wood not specified under subheading 4412.33
4412.39.00	Plywood, veneered panels and similar laminated wood.	• Other plywood, consisting solely of sheets of wood (other than bamboo), each ply not exceeding 6 mm thickness: Other, with both outer plies of coniferous wood

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4412.41.00	Plywood, veneered panels and similar laminated wood.	• Laminated veneered lumber (LVL): With at least one outer ply of tropical wood
4412.42.00	Plywood, veneered panels and similar laminated wood.	• Laminated veneered lumber (LVL): Other, with at least one outer ply of non-coniferous wood
4412.49.00	Plywood, veneered panels and similar laminated wood.	• Laminated veneered lumber (LVL): Other, with both outer plies of coniferous wood
4412.51.00	Plywood, veneered panels and similar laminated wood.	• Blockboard, laminboard and battenboard: With at least one outer ply of tropical wood
4412.52.00	Plywood, veneered panels and similar laminated wood.	• Blockboard, laminboard and battenboard: Other, with at least one outer ply of non-coniferous wood
4412.59.00	Plywood, veneered panels and similar laminated wood.	• Blockboard, laminboard and battenboard: Other, with both outer plies of coniferous wood
4412.91.00	Plywood, veneered panels and similar laminated wood.	• Other: With at least one outer ply of tropical wood
4412.92.00	Plywood, veneered panels and similar laminated wood.	• Other: Other, with at least one outer ply of non-coniferous wood
4412.99.00	Plywood, veneered panels and similar laminated wood.	• Other: Other, with both outer plies of coniferous wood
4418.11.10	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Windows, French-windows and their frames: Of tropical wood • Window frames

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4418.11.90	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Windows, French-windows and their frames: Of tropical wood • Other
4418.19.10	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Windows, French-windows and their frames: Other • Window frames
4418.19.90	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Windows, French-windows and their frames: Other • Other
4418.21.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Doors and their frames and thresholds: Of tropical wood
4418.29.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Doors and their frames and thresholds: Other
4418.30.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Posts and beams other than products of subheadings 4418.81 to 4418.89
4418.40.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Shuttering for concrete constructional work
4418.50.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Shingles and shakes
4418.73.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Assembled flooring panels: Of bamboo or with at least the top layer (wear layer) of bamboo

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4418.74.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Assembled flooring panels: Other, for mosaic floors
4418.75.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Assembled flooring panels: Other, multilayer
4418.79.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Assembled flooring panels: Other
4418.81.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Engineered structural timber products: Glue-laminated timber (glulam)
4418.82.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Engineered structural timber products: Cross-laminated timber (CLT or X-lam)
4418.83.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Engineered structural timber products: I beams
4418.89.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Engineered structural timber products: Other
4418.91.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Other: Of bamboo
4418.92.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Other: Cellular wood panels
4418.99.00	Builders' joinery and carpentry of wood, including cellular wood panels, assembled flooring panels, shingles and shakes.	• Other: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4701.00.00	Mechanical wood pulp.	
4702.00.00	Chemical wood pulp, dissolving grades.	
4817.10.00	Envelopes, letter cards, plain postcards and correspondence cards, of paper or paperboard; boxes, pouches, wallets and writing compendiums, of paper or paperboard, containing an assortment of paper stationery.	• Envelopes
4818.10.00	Toilet paper and similar paper, cellulose wadding or webs of cellulose fibres, of a kind used for household or sanitary purposes, in rolls of a width not exceeding 36 cm, or cut to size or shape; handkerchiefs, cleansing tissues, towels, tablecloths, serviettes, bed sheets and similar household, sanitary or hospital articles, articles of apparel and clothing accessories, of paper pulp, paper, cellulose wadding or webs of cellulose fibres.	• Toilet paper
4818.20.00	Toilet paper and similar paper, cellulose wadding or webs of cellulose fibres, of a kind used for household or sanitary purposes, in rolls of a width not exceeding 36 cm, or cut to size or shape; handkerchiefs, cleansing tissues, towels, tablecloths, serviettes, bed sheets and similar household, sanitary or hospital articles, articles of apparel and clothing accessories, of paper pulp, paper, cellulose wadding or webs of cellulose fibres.	• Handkerchiefs, cleansing or facial tissues and towels
4818.30.00	Toilet paper and similar paper, cellulose wadding or webs of cellulose fibres, of a kind used for household or sanitary purposes, in rolls of a width not exceeding 36 cm, or cut to size or shape; handkerchiefs, cleansing tissues, towels, tablecloths, serviettes, bed sheets and similar household, sanitary or hospital articles,	• Tablecloths and serviettes

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	articles of apparel and clothing accessories, of paper pulp, paper, cellulose wadding or webs of cellulose fibres.	
4818.90.00	Toilet paper and similar paper, cellulose wadding or webs of cellulose fibres, of a kind used for household or sanitary purposes, in rolls of a width not exceeding 36 cm, or cut to size or shape; handkerchiefs, cleansing tissues, towels, tablecloths, serviettes, bed sheets and similar household, sanitary or hospital articles, articles of apparel and clothing accessories, of paper pulp, paper, cellulose wadding or webs of cellulose fibres.	• Other
4819.10.00	Cartons, boxes, cases, bags and other packing containers, of paper, paperboard, cellulose wadding or webs of cellulose fibres; box files, letter trays, and similar articles, of paper or paperboard of a kind used in offices, shops or the like.	• Cartons, boxes and cases, of corrugated paper or paperboard
4819.20.00	Cartons, boxes, cases, bags and other packing containers, of paper, paperboard, cellulose wadding or webs of cellulose fibres; box files, letter trays, and similar articles, of paper or paperboard of a kind used in offices, shops or the like.	• Folding cartons, boxes and cases, of non-corrugated paper or paperboard
4819.30.00	Cartons, boxes, cases, bags and other packing containers, of paper, paperboard, cellulose wadding or webs of cellulose fibres; box files, letter trays, and similar articles, of paper or paperboard of a kind used in offices, shops or the like.	• Sacks and bags, having a base of a width of 40 cm or more
4819.40.00	Cartons, boxes, cases, bags and other packing containers, of paper, paperboard, cellulose wadding or webs of cellulose fibres; box files, letter trays, and similar articles, of paper or paperboard of a kind used in offices, shops or the like.	• Other sacks and bags, including cones

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4820.10.00	Registers, account books, note books, order books, receipt books, letter pads, memorandum pads, diaries and similar articles, exercise books, blotting-pads, binders (loose-leaf or other), folders, file covers, manifold business forms, interleaved carbon sets and other articles of stationery, of paper or paperboard; albums for samples or for collections and book covers, of paper or paperboard.	• Registers, account books, note books, order books, receipt books, letter pads, memorandum pads, diaries and similar articles
4820.20.00	Registers, account books, note books, order books, receipt books, letter pads, memorandum pads, diaries and similar articles, exercise books, blotting-pads, binders (loose-leaf or other), folders, file covers, manifold business forms, interleaved carbon sets and other articles of stationery, of paper or paperboard; albums for samples or for collections and book covers, of paper or paperboard.	• Exercise books
4820.30.00	Registers, account books, note books, order books, receipt books, letter pads, memorandum pads, diaries and similar articles, exercise books, blotting-pads, binders (loose-leaf or other), folders, file covers, manifold business forms, interleaved carbon sets and other articles of stationery, of paper or paperboard; albums for samples or for collections and book covers, of paper or paperboard.	• Binders (other than book covers), folders and file covers
4820.40.00	Registers, account books, note books, order books, receipt books, letter pads, memorandum pads, diaries and similar articles, exercise books, blotting-pads, binders (loose-leaf or other), folders, file covers, manifold business forms, interleaved carbon sets and other articles of stationery, of paper or paperboard; albums for samples or for collections and book covers, of paper or paperboard.	• Manifold business forms and interleaved carbon sets

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
4820.50.00	Registers, account books, note books, order books, receipt books, letter pads, memorandum pads, diaries and similar articles, exercise books, blotting-pads, binders (loose-leaf or other), folders, file covers, manifold business forms, interleaved carbon sets and other articles of stationery, of paper or paperboard; albums for samples or for collections and book covers, of paper or paperboard.	• Albums for samples or for collections
4820.90.00	Registers, account books, note books, order books, receipt books, letter pads, memorandum pads, diaries and similar articles, exercise books, blotting-pads, binders (loose-leaf or other), folders, file covers, manifold business forms, interleaved carbon sets and other articles of stationery, of paper or paperboard; albums for samples or for collections and book covers, of paper or paperboard.	• Other
4823.69.00	Other paper, paperboard, cellulose wadding and webs of cellulose fibres, cut to size or shape; other articles of paper pulp, paper, paperboard, cellulose wadding or webs of cellulose fibres.	• Trays, dishes, plates, cups and the like, of paper or paperboard: Other
4911.10.00	Other printed matter, including printed pictures and photographs.	• Trade advertising material, commercial catalogues and the like
4911.91.00	Other printed matter, including printed pictures and photographs.	• Other: Pictures, designs and photographs
4911.99.00	Other printed matter, including printed pictures and photographs.	• Other: Other
5701.10.10	Carpets and other textile floor coverings, knotted, whether or not made up.	• Of wool or fine animal hair • Machine knotted

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
5701.10.90	Carpets and other textile floor coverings, knotted, whether or not made up.	• Of wool or fine animal hair • Other
5701.90.10	Carpets and other textile floor coverings, knotted, whether or not made up.	• Of other textile materials • Machine knotted
5701.90.90	Carpets and other textile floor coverings, knotted, whether or not made up.	• Of other textile materials • Other
5702.10.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs
5702.20.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Floor coverings of coconut fibres (coir)
5702.31.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, of pile construction, not made up: Of wool or fine animal hair
5702.32.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, of pile construction, not made up: Of man-made textile materials
5702.39.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, of pile construction, not made up: Of other textile materials

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
5702.41.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, of pile construction, made up: Of wool or fine animal hair
5702.42.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, of pile construction, made up: Of man-made textile materials
5702.49.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, of pile construction, made up: Of other textile materials
5702.50.10	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, not of pile construction, not made up • Of straw, hemp, flax tow or jute
5702.50.90	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, not of pile construction, not made up • Other
5702.91.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, not of pile construction, made up: Of wool or fine animal hair
5702.92.00	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, not of pile construction, made up: Of man-made textile materials

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
5702.99.10	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, not of pile construction, made up: Of other textile materials • Of straw, hemp, flax tow or jute
5702.99.90	Carpets and other textile floor coverings, woven, not tufted or flocked, whether or not made up, including "Kelem", "Schumacks", "Karamanie" and similar hand-woven rugs.	• Other, not of pile construction, made up: Of other textile materials • Other
5703.10.10	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of wool or fine animal hair • Machine tufted
5703.10.90	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of wool or fine animal hair • Other
5703.21.00	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of nylon or other polyamides: Turf
5703.29.90	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of nylon or other polyamides: Other • Other
5703.31.00	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of other man-made textile materials: Turf
5703.39.10	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of other man-made textile materials: Other • Machine tufted

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
5703.39.90	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of other man-made textile materials: Other • Other
5703.90.10	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of other textile materials • Machine tufted
5703.90.90	Carpets and other textile floor coverings (including turf), tufted, whether or not made up.	• Of other textile materials • Other
5704.10.00	Carpets and other textile floor coverings, of felt, not tufted or flocked, whether or not made up.	• Tiles, having a maximum surface area of 0.3 m^2
5704.20.00	Carpets and other textile floor coverings, of felt, not tufted or flocked, whether or not made up.	• Tiles, having a maximum surface area exceeding 0.3 m^2 but not exceeding 1 m^2
5705.00.00	Other carpets and other textile floor coverings, whether or not made up.	
6101.20.00	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, knitted or crocheted, other than those of heading 61.03.	• Of cotton
6101.30.00	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, knitted or crocheted, other than those of heading 61.03.	• Of man-made fibres

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Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6101.90.00	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, knitted or crocheted, other than those of heading 61.03.	• Of other textile materials
6102.10.00	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, knitted or crocheted, other than those of heading 61.04.	• Of wool or fine animal hair
6102.20.00	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, knitted or crocheted, other than those of heading 61.04.	• Of cotton
6102.30.00	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, knitted or crocheted, other than those of heading 61.04.	• Of man-made fibres
6102.90.00	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, knitted or crocheted, other than those of heading 61.04.	• Of other textile materials
6103.10.10	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Suits • Of wool or fine animal hair
6103.10.90	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Suits • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6103.22.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Ensembles: Of cotton
6103.23.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Ensembles: Of synthetic fibres
6103.29.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Ensembles: Of other textile materials
6103.31.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of wool or fine animal hair
6103.32.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of cotton
6103.33.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of synthetic fibres
6103.39.10	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of other textile materials • Of artificial fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6103.39.90	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of other textile materials • Other
6103.41.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Trousers, bib and brace overalls, breeches and shorts: Of wool or fine animal hair
6103.42.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Trousers, bib and brace overalls, breeches and shorts: Of cotton
6103.43.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Trousers, bib and brace overalls, breeches and shorts: Of synthetic fibres
6103.49.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Trousers, bib and brace overalls, breeches and shorts: Of other textile materials
6104.13.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Suits: Of synthetic fibres
6104.19.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Suits: Of other textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6104.22.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Ensembles: Of cotton
6104.23.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Ensembles: Of synthetic fibres
6104.29.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Ensembles: Of other textile materials
6104.31.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of wool or fine animal hair
6104.32.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of cotton
6104.33.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of synthetic fibres
6104.39.10	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of other textile materials • Of artificial fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6104.39.90	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Jackets and blazers: Of other textile materials • Other
6104.41.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Dresses: Of wool or fine animal hair
6104.42.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Dresses: Of cotton
6104.43.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Dresses: Of synthetic fibres
6104.44.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Dresses: Of artificial fibres
6104.49.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Dresses: Of other textile materials
6104.51.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Skirts and divided skirts: Of wool or fine animal hair

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6104.52.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Skirts and divided skirts: Of cotton
6104.53.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Skirts and divided skirts: Of synthetic fibres
6104.59.10	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Skirts and divided skirts: Of other textile materials • Of artificial fibres
6104.59.90	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Skirts and divided skirts: Of other textile materials • Other
6104.61.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Trousers, bib and brace overalls, breeches and shorts: Of wool or fine animal hair
6104.62.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Trousers, bib and brace overalls, breeches and shorts: Of cotton
6104.63.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Trousers, bib and brace overalls, breeches and shorts: Of synthetic fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6104.69.00	Women's or girls' suits, ensembles, jackets and blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear), knitted or crocheted.	• Trousers, bib and brace overalls, breeches and shorts: Of other textile materials
6105.10.00	Men's or boys' shirts, knitted or crocheted.	• Of cotton
6105.20.00	Men's or boys' shirts, knitted or crocheted.	• Of man-made fibres
6105.90.00	Men's or boys' shirts, knitted or crocheted.	• Of other textile materials
6106.10.00	Women's or girls' blouses, shirts and shirt-blouses, knitted or crocheted.	• Of cotton
6106.20.00	Women's or girls' blouses, shirts and shirt-blouses, knitted or crocheted.	• Of man-made fibres
6106.90.00	Women's or girls' blouses, shirts and shirt-blouses, knitted or crocheted.	• Of other textile materials
6107.11.00	Men's or boys' underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Underpants and briefs: Of cotton
6107.12.00	Men's or boys' underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Underpants and briefs: Of man-made fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6107.19.00	Men's or boys' underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Underpants and briefs: Of other textile materials
6107.21.00	Men's or boys' underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Nightshirts and pyjamas: Of cotton
6107.22.00	Men's or boys' underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Nightshirts and pyjamas: Of man-made fibres
6107.29.00	Men's or boys' underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Nightshirts and pyjamas: Of other textile materials
6107.91.00	Men's or boys' underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Other: Of cotton
6107.99.00	Men's or boys' underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Other: Of other textile materials
6108.11.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Slips and petticoats: Of man-made fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6108.19.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Slips and petticoats: Of other textile materials
6108.21.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Briefs and panties: Of cotton
6108.22.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Briefs and panties: Of man-made fibres
6108.29.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Briefs and panties: Of other textile materials
6108.31.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Nightdresses and pyjamas: Of cotton
6108.32.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Nightdresses and pyjamas: Of man-made fibres
6108.39.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Nightdresses and pyjamas: Of other textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6108.91.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Other: Of cotton
6108.92.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Other: Of man-made fibres
6108.99.00	Women's or girls' slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles, knitted or crocheted.	• Other: Of other textile materials
6109.10.00	T-shirts, singlets and other vests, knitted or crocheted.	• Of cotton
6109.90.00	T-shirts, singlets and other vests, knitted or crocheted.	• Of other textile materials
6110.11.10	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of wool or fine animal hair: Of wool • Women's or girls', valued at not less than $20/kg
6110.11.90	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of wool or fine animal hair: Of wool • Other
6110.12.10	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of wool or fine animal hair: Of Kashmir (cashmere) goats • Women's or girls', valued at not less than $20/kg
6110.12.90	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of wool or fine animal hair: Of Kashmir (cashmere) goats

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other
6110.19.10	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of wool or fine animal hair: Other • Women's or girls', valued at not less than $20/kg
6110.19.90	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of wool or fine animal hair: Other • Other
6110.20.00	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of cotton
6110.30.00	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of man-made fibres
6110.90.00	Jerseys, pullovers, cardigans, waistcoats and similar articles, knitted or crocheted.	• Of other textile materials
6111.20.00	Babies' garments and clothing accessories, knitted or crocheted.	• Of cotton
6111.30.00	Babies' garments and clothing accessories, knitted or crocheted.	• Of synthetic fibres
6111.90.00	Babies' garments and clothing accessories, knitted or crocheted.	• Of other textile materials
6112.11.00	Track suits, ski suits and swimwear, knitted or crocheted.	• Track suits: Of cotton
6112.12.00	Track suits, ski suits and swimwear, knitted or crocheted.	• Track suits: Of synthetic fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6112.19.00	Track suits, ski suits and swimwear, knitted or crocheted.	• Track suits: Of other textile materials
6112.20.00	Track suits, ski suits and swimwear, knitted or crocheted.	• Ski suits
6112.31.00	Track suits, ski suits and swimwear, knitted or crocheted.	• Men's or boys' swimwear: Of synthetic fibres
6112.39.00	Track suits, ski suits and swimwear, knitted or crocheted.	• Men's or boys' swimwear: Of other textile materials
6112.41.00	Track suits, ski suits and swimwear, knitted or crocheted.	• Women's or girls' swimwear: Of synthetic fibres
6112.49.00	Track suits, ski suits and swimwear, knitted or crocheted.	• Women's or girls' swimwear: Of other textile materials
6113.00.10	Garments, made up of knitted or crocheted fabrics of heading 59.03, 59.06 or 59.07.	• Protective suits, to be employed in a noxious atmosphere
6113.00.20	Garments, made up of knitted or crocheted fabrics of heading 59.03, 59.06 or 59.07.	• Diving suits
6113.00.90	Garments, made up of knitted or crocheted fabrics of heading 59.03, 59.06 or 59.07.	• Other
6114.20.00	Other garments, knitted or crocheted.	• Of cotton
6114.30.00	Other garments, knitted or crocheted.	• Of man-made fibres
6114.90.00	Other garments, knitted or crocheted.	• Of other textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6115.10.10	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Graduated compression hosiery (for example, stockings for varicose veins) • Panty hose and tights
6115.10.91	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Graduated compression hosiery (for example, stockings for varicose veins) • Other: Of wool or fine animal hair
6115.10.99	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Graduated compression hosiery (for example, stockings for varicose veins) • Other: Other
6115.21.00	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Other panty hose and tights: Of synthetic fibres, measuring per single yarn less than 67 decitex
6115.22.00	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Other panty hose and tights: Of synthetic fibres, measuring per single yarn 67 decitex or more
6115.29.00	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Other panty hose and tights: Of other textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6115.30.00	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Other women's full-length or knee-length hosiery, measuring per single yarn less than 67 decitex
6115.94.00	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Other: Of wool or fine animal hair
6115.95.00	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Other: Of cotton
6115.96.00	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Other: Of synthetic fibres
6115.99.00	Panty hose, tights, stockings, socks and other hosiery, including graduated compression hosiery (for example, stockings for varicose veins) and footwear without applied soles, knitted or crocheted.	• Other: Of other textile materials
6116.10.00	Gloves, mittens and mitts, knitted or crocheted.	• Impregnated, coated, covered or laminated with plastics or rubber
6116.91.00	Gloves, mittens and mitts, knitted or crocheted.	• Other: Of wool or fine animal hair
6116.92.00	Gloves, mittens and mitts, knitted or crocheted.	• Other: Of cotton

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6116.93.00	Gloves, mittens and mitts, knitted or crocheted.	• Other: Of synthetic fibres
6116.99.00	Gloves, mittens and mitts, knitted or crocheted.	• Other: Of other textile materials
6117.10.10	Other made up clothing accessories, knitted or crocheted; knitted or crocheted parts of garments or of clothing accessories.	• Shawls, scarves, mufflers, mantillas, veils and the like • Prayer shawls
6117.10.90	Other made up clothing accessories, knitted or crocheted; knitted or crocheted parts of garments or of clothing accessories.	• Shawls, scarves, mufflers, mantillas, veils and the like • Other
6117.80.10	Other made up clothing accessories, knitted or crocheted; knitted or crocheted parts of garments or of clothing accessories.	• Other accessories • Badges and the like; Belts
6117.80.90	Other made up clothing accessories, knitted or crocheted; knitted or crocheted parts of garments or of clothing accessories.	• Other accessories • Other
6117.90.10	Other made up clothing accessories, knitted or crocheted; knitted or crocheted parts of garments or of clothing accessories.	• Parts • Inserts for use in the manufacture of cycling shorts; Of protective suits, to be employed in a noxious atmosphere; Of prayer shawls; Sleeve cuffs and collars, solely of fabric of tariff item No. 6006.23.90, for use in the manufacture of golf jerseys
6117.90.20	Other made up clothing accessories, knitted or crocheted; knitted or crocheted parts of garments or of clothing accessories.	• Parts • Of diving suits

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6117.90.90	Other made up clothing accessories, knitted or crocheted; knitted or crocheted parts of garments or of clothing accessories.	• Parts • Other
6201.20.00	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.03.	• Of wool or fine animal hair
6201.30.10	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.03.	• Of cotton • Men's ski-jackets, solely of cotton
6201.30.90	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.03.	• Of cotton • Other
6201.40.10	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.03.	• Of man-made fibres • Overcoats, raincoats, car-coats, capes, cloaks and similar articles
6201.40.90	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.03.	• Of man-made fibres • Other
6201.90.00	Men's or boys' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.03.	• Of other textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6202.20.00	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.04.	• Of wool or fine animal hair
6202.30.00	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.04.	• Of cotton
6202.40.00	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.04.	• Of man-made fibres
6202.90.10	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.04.	• Of other textile materials • Overcoats, raincoats, car-coats, capes, cloaks and similar articles
6202.90.90	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (including ski-jackets), wind-cheaters, wind-jackets and similar articles, other than those of heading 62.04.	• Of other textile materials • Other
6203.11.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of wool or fine animal hair
6203.12.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of synthetic fibres
6203.19.10	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of other textile materials • Of cotton or of artificial fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6203.19.90	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of other textile materials • Other
6203.22.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Ensembles: Of cotton
6203.23.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Ensembles: Of synthetic fibres
6203.29.10	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Ensembles: Of other textile materials • Of wool or fine animal hair
6203.29.90	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Ensembles: Of other textile materials • Other
6203.31.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of wool or fine animal hair
6203.32.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of cotton
6203.33.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of synthetic fibres
6203.39.10	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of other textile materials • Of artificial fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6203.39.90	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of other textile materials • Other
6203.41.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Trousers, bib and brace overalls, breeches and shorts: Of wool or fine animal hair
6203.42.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Trousers, bib and brace overalls, breeches and shorts: Of cotton
6203.43.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Trousers, bib and brace overalls, breeches and shorts: Of synthetic fibres
6203.49.00	Men's or boys' suits, ensembles, jackets, blazers, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Trousers, bib and brace overalls, breeches and shorts: Of other textile materials
6204.11.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of wool or fine animal hair
6204.12.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of cotton
6204.13.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of synthetic fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6204.19.10	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of other textile materials • Of artificial fibres
6204.19.90	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Suits: Of other textile materials • Other
6204.21.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Ensembles: Of wool or fine animal hair
6204.22.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Ensembles: Of cotton
6204.23.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Ensembles: Of synthetic fibres
6204.29.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Ensembles: Of other textile materials
6204.31.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of wool or fine animal hair

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6204.32.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of cotton
6204.33.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of synthetic fibres
6204.39.10	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of other textile materials • Of artificial fibres
6204.39.90	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Jackets and blazers: Of other textile materials • Other
6204.41.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Dresses: Of wool or fine animal hair
6204.42.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Dresses: Of cotton
6204.43.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Dresses: Of synthetic fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6204.44.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Dresses: Of artificial fibres
6204.49.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Dresses: Of other textile materials
6204.51.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Skirts and divided skirts: Of wool or fine animal hair
6204.52.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Skirts and divided skirts: Of cotton
6204.53.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Skirts and divided skirts: Of synthetic fibres
6204.59.10	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Skirts and divided skirts: Of other textile materials • Of artificial fibres
6204.59.90	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Skirts and divided skirts: Of other textile materials • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6204.61.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Trousers, bib and brace overalls, breeches and shorts: Of wool or fine animal hair
6204.62.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Trousers, bib and brace overalls, breeches and shorts: Of cotton
6204.63.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Trousers, bib and brace overalls, breeches and shorts: Of synthetic fibres
6204.69.00	Women's or girls' suits, ensembles, jackets, blazers, dresses, skirts, divided skirts, trousers, bib and brace overalls, breeches and shorts (other than swimwear).	• Trousers, bib and brace overalls, breeches and shorts: Of other textile materials
6205.20.00	Men's or boys' shirts.	• Of cotton
6205.30.00	Men's or boys' shirts.	• Of man-made fibres
6205.90.10	Men's or boys' shirts.	• Of other textile materials • Of wool or fine animal hair
6205.90.90	Men's or boys' shirts.	• Of other textile materials • Other
6206.10.00	Women's or girls' blouses, shirts and shirt-blouses.	• Of silk or silk waste

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6206.20.00	Women's or girls' blouses, shirts and shirt-blouses.	• Of wool or fine animal hair
6206.30.00	Women's or girls' blouses, shirts and shirt-blouses.	• Of cotton
6206.40.00	Women's or girls' blouses, shirts and shirt-blouses.	• Of man-made fibres
6206.90.00	Women's or girls' blouses, shirts and shirt-blouses.	• Of other textile materials
6207.11.00	Men's or boys' singlets and other vests, underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles.	• Underpants and briefs: Of cotton
6207.19.00	Men's or boys' singlets and other vests, underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles.	• Underpants and briefs: Of other textile materials
6207.21.00	Men's or boys' singlets and other vests, underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles.	• Nightshirts and pyjamas: Of cotton
6207.22.00	Men's or boys' singlets and other vests, underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles.	• Nightshirts and pyjamas: Of man-made fibres
6207.29.00	Men's or boys' singlets and other vests, underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles.	• Nightshirts and pyjamas: Of other textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6207.91.00	Men's or boys' singlets and other vests, underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles.	• Other: Of cotton
6207.99.10	Men's or boys' singlets and other vests, underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles.	• Other: Of other textile materials • Of man-made fibres
6207.99.90	Men's or boys' singlets and other vests, underpants, briefs, nightshirts, pyjamas, bathrobes, dressing gowns and similar articles.	• Other: Of other textile materials • Other
6208.11.00	Women's or girls' singlets and other vests, slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles.	• Slips and petticoats: Of man-made fibres
6208.19.00	Women's or girls' singlets and other vests, slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles.	• Slips and petticoats: Of other textile materials
6208.21.00	Women's or girls' singlets and other vests, slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles.	• Nightdresses and pyjamas: Of cotton
6208.22.00	Women's or girls' singlets and other vests, slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles.	• Nightdresses and pyjamas: Of man-made fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6208.29.00	Women's or girls' singlets and other vests, slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles.	• Nightdresses and pyjamas: Of other textile materials
6208.91.00	Women's or girls' singlets and other vests, slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles.	• Other: Of cotton
6208.92.00	Women's or girls' singlets and other vests, slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles.	• Other: Of man-made fibres
6208.99.00	Women's or girls' singlets and other vests, slips, petticoats, briefs, panties, nightdresses, pyjamas, négligés, bathrobes, dressing gowns and similar articles.	• Other: Of other textile materials
6209.20.00	Babies' garments and clothing accessories.	• Of cotton
6209.30.00	Babies' garments and clothing accessories.	• Of synthetic fibres
6209.90.00	Babies' garments and clothing accessories.	• Of other textile materials
6210.10.10	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Of fabrics of heading 56.02 or 56.03 • Protective suits, to be employed in a noxious atmosphere
6210.10.90	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Of fabrics of heading 56.02 or 56.03 • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6210.20.10	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Other garments, of the type described in heading 62.01 • Protective suits, to be employed in a noxious atmosphere
6210.20.90	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Other garments, of the type described in heading 62.01 • Other
6210.30.10	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Other garments, of the type described in heading 62.02 • Protective suits, to be employed in a noxious atmosphere
6210.30.90	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Other garments, of the type described in heading 62.02 • Other
6210.40.10	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Other men's or boys' garments • Protective suits, to be employed in a noxious atmosphere
6210.40.90	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Other men's or boys' garments • Other
6210.50.10	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Other women's or girls' garments • Protective suits, to be employed in a noxious atmosphere
6210.50.90	Garments, made up of fabrics of heading 56.02, 56.03, 59.03, 59.06 or 59.07.	• Other women's or girls' garments • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6211.11.00	Track suits, ski suits and swimwear; other garments.	• Swimwear: Men's or boys'
6211.12.10	Track suits, ski suits and swimwear; other garments.	• Swimwear: Women's or girls' • Specially designed for incorporating breast prostheses
6211.12.90	Track suits, ski suits and swimwear; other garments.	• Swimwear: Women's or girls' • Other
6211.20.00	Track suits, ski suits and swimwear; other garments.	• Ski suits
6211.32.00	Track suits, ski suits and swimwear; other garments.	• Other garments, men's or boys': Of cotton
6211.33.00	Track suits, ski suits and swimwear; other garments.	• Other garments, men's or boys': Of man-made fibres
6211.39.10	Track suits, ski suits and swimwear; other garments.	• Other garments, men's or boys': Of other textile materials • Of wool or fine animal hair
6211.39.90	Track suits, ski suits and swimwear; other garments.	• Other garments, men's or boys': Of other textile materials • Other
6211.42.00	Track suits, ski suits and swimwear; other garments.	• Other garments, women's or girls': Of cotton
6211.43.10	Track suits, ski suits and swimwear; other garments.	• Other garments, women's or girls': Of man-made fibres • Saris

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6211.43.90	Track suits, ski suits and swimwear; other garments.	• Other garments, women's or girls': Of man-made fibres • Other
6211.49.10	Track suits, ski suits and swimwear; other garments.	• Other garments, women's or girls': Of other textile materials • Saris
6211.49.91	Track suits, ski suits and swimwear; other garments.	• Other garments, women's or girls': Of other textile materials • Other: Of wool or fine animal hair
6211.49.99	Track suits, ski suits and swimwear; other garments.	• Other garments, women's or girls': Of other textile materials • Other: Other
6212.10.00	Brassières, girdles, corsets, braces, suspenders, garters and similar articles and parts thereof, whether or not knitted or crocheted.	• Brassières
6212.20.00	Brassières, girdles, corsets, braces, suspenders, garters and similar articles and parts thereof, whether or not knitted or crocheted.	• Girdles and panty-girdles
6212.30.00	Brassières, girdles, corsets, braces, suspenders, garters and similar articles and parts thereof, whether or not knitted or crocheted.	• Corselettes
6212.90.00	Brassières, girdles, corsets, braces, suspenders, garters and similar articles and parts thereof, whether or not knitted or crocheted.	• Other
6213.20.00	Handkerchiefs.	• Of cotton

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6213.90.10	Handkerchiefs.	• Of other textile materials • Of silk or silk waste
6213.90.90	Handkerchiefs.	• Of other textile materials • Other
6214.10.10	Shawls, scarves, mufflers, mantillas, veils and the like.	• Of silk or silk waste • Prayer shawls
6214.10.90	Shawls, scarves, mufflers, mantillas, veils and the like.	• Of silk or silk waste • Other
6214.20.10	Shawls, scarves, mufflers, mantillas, veils and the like.	• Of wool or fine animal hair • Prayer shawls
6214.20.90	Shawls, scarves, mufflers, mantillas, veils and the like.	• Of wool or fine animal hair • Other
6214.30.10	Shawls, scarves, mufflers, mantillas, veils and the like.	• Of synthetic fibres • Prayer shawls
6214.30.90	Shawls, scarves, mufflers, mantillas, veils and the like.	• Of synthetic fibres • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6214.40.00	Shawls, scarves, mufflers, mantillas, veils and the like.	• Of artificial fibres
6214.90.00	Shawls, scarves, mufflers, mantillas, veils and the like.	• Of other textile materials
6215.10.00	Ties, bow ties and cravats.	• Of silk or silk waste
6215.20.00	Ties, bow ties and cravats.	• Of man-made fibres
6215.90.00	Ties, bow ties and cravats.	• Of other textile materials
6216.00.00	Gloves, mittens and mitts.	
6217.10.00	Other made up clothing accessories; parts of garments or of clothing accessories, other than those of heading 62.12.	• Accessories
6217.90.00	Other made up clothing accessories; parts of garments or of clothing accessories, other than those of heading 62.12.	• Parts
6301.10.00	Blankets and travelling rugs.	• Electric blankets
6301.20.00	Blankets and travelling rugs.	• Blankets (other than electric blankets) and travelling rugs, of wool or of fine animal hair
6301.30.00	Blankets and travelling rugs.	• Blankets (other than electric blankets) and travelling rugs, of cotton
6301.40.00	Blankets and travelling rugs.	• Blankets (other than electric blankets) and travelling rugs, of synthetic fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6301.90.00	Blankets and travelling rugs.	• Other blankets and travelling rugs
6302.10.00	Bed linen, table linen, toilet linen and kitchen linen.	• Bed linen, knitted or crocheted
6302.21.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other bed linen, printed: Of cotton
6302.22.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other bed linen, printed: Of man-made fibres
6302.29.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other bed linen, printed: Of other textile materials
6302.31.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other bed linen: Of cotton
6302.32.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other bed linen: Of man-made fibres
6302.39.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other bed linen: Of other textile materials
6302.40.00	Bed linen, table linen, toilet linen and kitchen linen.	• Table linen, knitted or crocheted
6302.51.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other table linen: Of cotton
6302.53.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other table linen: Of man-made fibres
6302.59.10	Bed linen, table linen, toilet linen and kitchen linen.	• Other table linen: Of other textile materials • Of flax
6302.59.90	Bed linen, table linen, toilet linen and kitchen linen.	• Other table linen: Of other textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other
6302.60.00	Bed linen, table linen, toilet linen and kitchen linen.	• Toilet linen and kitchen linen, of terry towelling or similar terry fabrics, of cotton
6302.91.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other: Of cotton
6302.93.00	Bed linen, table linen, toilet linen and kitchen linen.	• Other: Of man-made fibres
6302.99.10	Bed linen, table linen, toilet linen and kitchen linen.	• Other: Of other textile materials • Of flax
6302.99.90	Bed linen, table linen, toilet linen and kitchen linen.	• Other: Of other textile materials • Other
6303.12.00	Curtains (including drapes) and interior blinds; curtain or bed valances.	• Knitted or crocheted: Of synthetic fibres
6303.19.00	Curtains (including drapes) and interior blinds; curtain or bed valances.	• Knitted or crocheted: Of other textile materials
6303.91.00	Curtains (including drapes) and interior blinds; curtain or bed valances.	• Other: Of cotton
6303.92.10	Curtains (including drapes) and interior blinds; curtain or bed valances.	• Other: Of synthetic fibres • Made up from fabrics of tariff item No. 5407.61.10

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6303.92.90	Curtains (including drapes) and interior blinds; curtain or bed valances.	• Other: Of synthetic fibres • Other
6303.99.00	Curtains (including drapes) and interior blinds; curtain or bed valances.	• Other: Of other textile materials
6304.11.00	Other furnishing articles, excluding those of heading 94.04.	• Bedspreads: Knitted or crocheted
6304.19.00	Other furnishing articles, excluding those of heading 94.04.	• Bedspreads: Other
6304.20.00	Other furnishing articles, excluding those of heading 94.04.	• Bed nets specified in Subheading Note 1 to this Chapter
6304.91.10	Other furnishing articles, excluding those of heading 94.04.	• Other: Knitted or crocheted • Seat covers for motor vehicles
6304.91.90	Other furnishing articles, excluding those of heading 94.04.	• Other: Knitted or crocheted • Other
6304.92.10	Other furnishing articles, excluding those of heading 94.04.	• Other: Not knitted or crocheted, of cotton • Seat covers for motor vehicles
6304.92.90	Other furnishing articles, excluding those of heading 94.04.	• Other: Not knitted or crocheted, of cotton • Other
6304.93.10	Other furnishing articles, excluding those of heading 94.04.	• Other: Not knitted or crocheted, of synthetic fibres

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Seat covers for motor vehicles
6304.93.90	Other furnishing articles, excluding those of heading 94.04.	• Other: Not knitted or crocheted, of synthetic fibres • Other
6304.99.10	Other furnishing articles, excluding those of heading 94.04.	• Other: Not knitted or crocheted, of other textile materials • Seat covers for motor vehicles
6304.99.90	Other furnishing articles, excluding those of heading 94.04.	• Other: Not knitted or crocheted, of other textile materials • Other
6305.10.00	Sacks and bags, of a kind used for the packing of goods.	• Of jute or of other textile bast fibres of heading 53.03
6305.20.00	Sacks and bags, of a kind used for the packing of goods.	• Of cotton
6305.32.00	Sacks and bags, of a kind used for the packing of goods.	• Of man-made textile materials: Flexible intermediate bulk containers
6305.33.00	Sacks and bags, of a kind used for the packing of goods.	• Of man-made textile materials: Other, of polyethylene or polypropylene strip or the like
6305.39.00	Sacks and bags, of a kind used for the packing of goods.	• Of man-made textile materials: Other
6305.90.00	Sacks and bags, of a kind used for the packing of goods.	• Of other textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6306.12.00	Tarpaulins, awnings and sunblinds; tents (including temporary canopies and similar articles); sails for boats, sailboards or landcraft; camping goods.	• Tarpaulins, awnings and sunblinds: Of synthetic fibres
6306.19.00	Tarpaulins, awnings and sunblinds; tents (including temporary canopies and similar articles); sails for boats, sailboards or landcraft; camping goods.	• Tarpaulins, awnings and sunblinds: Of other textile materials
6306.22.00	Tarpaulins, awnings and sunblinds; tents (including temporary canopies and similar articles); sails for boats, sailboards or landcraft; camping goods.	• Tents (including temporary canopies and similar articles): Of synthetic fibres
6306.29.00	Tarpaulins, awnings and sunblinds; tents (including temporary canopies and similar articles); sails for boats, sailboards or landcraft; camping goods.	• Tents (including temporary canopies and similar articles): Of other textile materials
6306.30.00	Tarpaulins, awnings and sunblinds; tents (including temporary canopies and similar articles); sails for boats, sailboards or landcraft; camping goods.	• Sails
6306.40.00	Tarpaulins, awnings and sunblinds; tents (including temporary canopies and similar articles); sails for boats, sailboards or landcraft; camping goods.	• Pneumatic mattresses
6306.90.10	Tarpaulins, awnings and sunblinds; tents (including temporary canopies and similar articles); sails for boats, sailboards or landcraft; camping goods.	• Other • Of cotton

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6306.90.90	Tarpaulins, awnings and sunblinds; tents (including temporary canopies and similar articles); sails for boats, sailboards or landcraft; camping goods.	• Other • Other
6307.10.10	Other made up articles, including dress patterns.	• Floor-cloths, dish-cloths, dusters and similar cleaning cloths • Industrial shop towels, hemmed, of a width of 43 cm or more but not exceeding 56 cm and a length of 43 cm or more but not exceeding 61 cm, of unbleached woven fabrics solely of cotton or of cotton and man-made fibres, measuring per single yarn 420 decitex to 1,000 decitex and having not less than 78 yarns but not more than 133 yarns per 10 cm in the warp and not less than 78 yarns but not more than 137 yarns per 10 cm in the weft, of a weight of 135 g/m^2 or more but not exceeding 203 g/m^2
6307.10.90	Other made up articles, including dress patterns.	• Floor-cloths, dish-cloths, dusters and similar cleaning cloths • Other
6307.20.00	Other made up articles, including dress patterns.	• Life-jackets and life-belts
6307.90.10	Other made up articles, including dress patterns.	• Other • Burial shrouds; Climbing harnesses, for climbing or mountaineering, manufactured to the standards of the Union Internationale des Associations d'Alpinisme; Marine evacuation chutes, for use in the manufacture of marine evacuation systems; Respirators, NIOSH approved or equivalent, consisting of several layers of nonwovens of man-made fibres, whether or not treated with activated carbon, with or without an exhalation valve, to be employed in a noxious atmosphere; Sample books of textile wall coverings of subheading 5905.00; Tubular webbing, for climbing or mountaineering; Wire-edged ribbon for use in the manufacture of articles put up for retail sale as festive articles of heading 95.05

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6307.90.30	Other made up articles, including dress patterns.	• Other • Belts for occupational use
6307.90.40	Other made up articles, including dress patterns.	• Other • Furniture moving pads
6307.90.50	Other made up articles, including dress patterns.	• Other • Shells for use in the manufacture of articles of subheading 9404.90
6307.90.91	Other made up articles, including dress patterns.	• Other • Other: Solely of jute
6307.90.92	Other made up articles, including dress patterns.	• Other • Other: Of silk
6307.90.93	Other made up articles, including dress patterns.	• Other • Other: Of cotton or other vegetable textile fibres, except solely of jute
6307.90.99	Other made up articles, including dress patterns.	• Other • Other: Of other textile materials
6308.00.00	Sets consisting of woven fabric and yarn, whether or not with accessories, for making up into rugs, tapestries, embroidered table cloths or serviettes, or similar textile articles, put up in packings for retail sale.	

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6309.00.10	Worn clothing and other worn articles.	• Used textile articles for use in the manufacture of wiping rags
6309.00.90	Worn clothing and other worn articles.	• Other
6310.10.00	Used or new rags, scrap twine, cordage, rope and cables and worn out articles of twine, cordage, rope or cables, of textile materials.	• Sorted
6310.90.00	Used or new rags, scrap twine, cordage, rope and cables and worn out articles of twine, cordage, rope or cables, of textile materials.	• Other
6401.10.11	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Footwear incorporating a protective metal toe-cap • Of rubber: Riding boots solely of rubber
6401.10.19	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Footwear incorporating a protective metal toe-cap • Of rubber: Other
6401.10.20	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Footwear incorporating a protective metal toe-cap • Of plastics
6401.92.11	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Covering the ankle but not covering the knee • Riding boots: Of rubber

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6401.92.12	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Covering the ankle but not covering the knee • Riding boots: Of plastics
6401.92.20	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Covering the ankle but not covering the knee • Downhill ski-boots
6401.92.91	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Covering the ankle but not covering the knee • Other: Of rubber
6401.92.92	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Covering the ankle but not covering the knee • Other: Of plastics
6401.99.11	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Other • Of rubber: Riding boots solely of rubber
6401.99.12	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Other • Of rubber: Unfinished footwear consisting of an outer sole and an incomplete upper

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6401.99.19	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Other • Of rubber: Other
6401.99.20	Waterproof footwear with outer soles and uppers of rubber or of plastics, the uppers of which are neither fixed to the sole nor assembled by stitching, riveting, nailing, screwing, plugging or similar processes.	• Other footwear: Other • Of plastics
6402.12.00	Other footwear with outer soles and uppers of rubber or plastics.	• Sports footwear: Ski-boots, cross-country ski footwear and snowboard boots
6402.19.10	Other footwear with outer soles and uppers of rubber or plastics.	• Sports footwear: Other • Soccer, other football, baseball or bowling footwear
6402.19.90	Other footwear with outer soles and uppers of rubber or plastics.	• Sports footwear: Other • Other
6402.20.11	Other footwear with outer soles and uppers of rubber or plastics.	• Footwear with upper straps or thongs assembled to the sole by means of plugs • Of rubber: Sandals solely of rubber
6402.20.19	Other footwear with outer soles and uppers of rubber or plastics.	• Footwear with upper straps or thongs assembled to the sole by means of plugs • Of rubber: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6402.20.20	Other footwear with outer soles and uppers of rubber or plastics.	• Footwear with upper straps or thongs assembled to the sole by means of plugs • Of plastics
6402.91.10	Other footwear with outer soles and uppers of rubber or plastics.	• Other footwear: Covering the ankle • Incorporating a protective metal toe-cap
6402.91.90	Other footwear with outer soles and uppers of rubber or plastics.	• Other footwear: Covering the ankle • Other
6402.99.10	Other footwear with outer soles and uppers of rubber or plastics.	• Other footwear: Other • Incorporating a protective metal toe-cap
6402.99.90	Other footwear with outer soles and uppers of rubber or plastics.	• Other footwear: Other • Other
6403.12.00	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Sports footwear: Ski-boots, cross-country ski footwear and snowboard boots
6403.19.10	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Sports footwear: Other • For an individual with a defective or abnormal foot or ankle, when purchased on the written order of a registered medical practitioner
6403.19.20	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Sports footwear: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other footwear for riding, golfing, hiking, climbing, curling, bowling, skating or training including track and running
6403.19.90	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Sports footwear: Other • Other
6403.20.00	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Footwear with outer soles of leather, and uppers which consist of leather straps across the instep and around the big toe
6403.40.00	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear, incorporating a protective metal toe-cap
6403.51.10	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear with outer soles of leather: Covering the ankle • Slippers
6403.51.90	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear with outer soles of leather: Covering the ankle • Other
6403.59.10	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear with outer soles of leather: Other • For an individual with a defective or abnormal foot or ankle, when purchased on the written order of a registered medical practitioner; Pointe shoes or block toe shoes, for professional dancers employed by full-time dance companies which meet Canada Council standards of professionalism or for ballet students in full-time attendance at a ballet school which meets Canada Council curriculum standards

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6403.59.20	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear with outer soles of leather: Other • Other women's footwear, valued at $30 or more per pair
6403.59.91	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear with outer soles of leather: Other • Other: Slippers
6403.59.99	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear with outer soles of leather: Other • Other: Other
6403.91.00	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear: Covering the ankle
6403.99.10	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear: Other • For an individual with a defective or abnormal foot or ankle, when purchased on the written order of a registered medical practitioner
6403.99.30	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear: Other • Other women's footwear, valued at $30 or more per pair
6403.99.91	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear: Other • Other: Slippers
6403.99.99	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of leather.	• Other footwear: Other • Other: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6404.11.11	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of rubber or plastics: Sports footwear; tennis shoes, basketball shoes, gym shoes, training shoes and the like • Footwear with outer soles solely of rubber and uppers of canvas, being a heavy, plain weave or basket weave fabric, tightly woven with a minimum per cent cover of 99%, solely of vegetable textile fibres, of a weight of 200 g/m^2 or more, excluding coatings or laminations: Hiking footwear
6404.11.19	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of rubber or plastics: Sports footwear; tennis shoes, basketball shoes, gym shoes, training shoes and the like • Footwear with outer soles solely of rubber and uppers of canvas, being a heavy, plain weave or basket weave fabric, tightly woven with a minimum per cent cover of 99%, solely of vegetable textile fibres, of a weight of 200 g/m^2 or more, excluding coatings or laminations: Other
6404.11.91	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of rubber or plastics: Sports footwear; tennis shoes, basketball shoes, gym shoes, training shoes and the like • Other: Hiking footwear
6404.11.99	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of rubber or plastics: Sports footwear; tennis shoes, basketball shoes, gym shoes, training shoes and the like • Other: Other
6404.19.10	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of rubber or plastics: Other • For an individual with a defective or abnormal foot or ankle, when purchased on the written order of a registered medical practitioner
6404.19.30	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of rubber or plastics: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other, with outer soles solely of rubber and uppers of canvas, being a heavy, plain weave or basket weave fabric, tightly woven with a minimum per cent cover of 99%, solely of vegetable textile fibres, of a weight of 200 g/m^2 or more, excluding coatings or laminations
6404.19.90	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of rubber or plastics: Other • Other
6404.20.10	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of leather or composition leather • Pointe shoes or block toe shoes, for professional dancers employed by full-time dance companies which meet Canada Council standards of professionalism or for ballet students in full-time attendance at a ballet school which meets Canada Council curriculum standards
6404.20.90	Footwear with outer soles of rubber, plastics, leather or composition leather and uppers of textile materials.	• Footwear with outer soles of leather or composition leather • Other
6405.10.10	Other footwear.	• With uppers of leather or composition leather • Pointe shoes or block toe shoes, for professional dancers employed by full-time dance companies which meet Canada Council standards of professionalism or for ballet students in full-time attendance at a ballet school which meets Canada Council curriculum standards
6405.10.90	Other footwear.	• With uppers of leather or composition leather • Other
6405.20.10	Other footwear.	• With uppers of textile materials

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Pointe shoes or block toe shoes, for professional dancers employed by full-time dance companies which meet Canada Council standards of professionalism or for ballet students in full-time attendance at a ballet school which meets Canada Council curriculum standards
6405.20.20	Other footwear.	• With uppers of textile materials • Other footwear with outer soles and uppers of wool felt
6405.20.90	Other footwear.	• With uppers of textile materials • Other
6405.90.00	Other footwear.	• Other
6504.00.10	Hats and other headgear, plaited or made by assembling strips of any material, whether or not lined or trimmed.	• Plaited, in a single piece, or of fur-felt or wool-felt, for use in the manufacture of hats
6504.00.90	Hats and other headgear, plaited or made by assembling strips of any material, whether or not lined or trimmed.	• Other
6505.00.10	Hats and other headgear, knitted or crocheted, or made up from lace, felt or other textile fabric, in the piece (but not in strips), whether or not lined or trimmed; hair-nets of any material, whether or not lined or trimmed.	• Hair-nets
6505.00.20	Hats and other headgear, knitted or crocheted, or made up from lace, felt or other textile fabric, in the piece (but not in strips), whether or not lined or trimmed; hair-nets of any material, whether or not lined or trimmed.	• Knitted, crocheted or woven, for use in the manufacture of hats

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6505.00.31	Hats and other headgear, knitted or crocheted, or made up from lace, felt or other textile fabric, in the piece (but not in strips), whether or not lined or trimmed; hair-nets of any material, whether or not lined or trimmed.	• Felt hats and other felt headgear, made from the hat bodies, hoods or plateaux of heading 65.01, whether or not lined or trimmed: Of fur-felt or wool-felt, for use in the manufacture of hats
6505.00.39	Hats and other headgear, knitted or crocheted, or made up from lace, felt or other textile fabric, in the piece (but not in strips), whether or not lined or trimmed; hair-nets of any material, whether or not lined or trimmed.	• Felt hats and other felt headgear, made from the hat bodies, hoods or plateaux of heading 65.01, whether or not lined or trimmed: Other
6505.00.40	Hats and other headgear, knitted or crocheted, or made up from lace, felt or other textile fabric, in the piece (but not in strips), whether or not lined or trimmed; hair-nets of any material, whether or not lined or trimmed.	• Other hats, hoods, caps, bonnets or berets
6505.00.90	Hats and other headgear, knitted or crocheted, or made up from lace, felt or other textile fabric, in the piece (but not in strips), whether or not lined or trimmed; hair-nets of any material, whether or not lined or trimmed.	• Other
6506.10.10	Other headgear, whether or not lined or trimmed.	• Safety headgear • Football helmets; For firefighters; For mountaineering and climbing; Industrial safety helmets; Lead-impregnated or lead-lined, for X-ray operators; Other protective headgear, athleticFor mountaineering and climbing; Industrial safety helmets; Lead-impregnated or lead-lined, for X-ray operators; Other protective headgear, athletic
6506.10.90	Other headgear, whether or not lined or trimmed.	• Safety headgear • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
6506.91.00	Other headgear, whether or not lined or trimmed.	• Other: Of rubber or of plastics
6506.99.10	Other headgear, whether or not lined or trimmed.	• Other: Of other materials • Of paper, leather or feathers
6506.99.20	Other headgear, whether or not lined or trimmed.	• Other: Of other materials • Of furskin
6506.99.90	Other headgear, whether or not lined or trimmed.	• Other: Of other materials • Other
6910.10.10	Ceramic sinks, wash basins, wash basin pedestals, baths, bidets, water closet pans, flushing cisterns, urinals and similar sanitary fixtures.	• Of porcelain or china • Water closet pans (toilet bowls) and flushing cisterns (toilet tanks) or combinations thereof
6910.10.90	Ceramic sinks, wash basins, wash basin pedestals, baths, bidets, water closet pans, flushing cisterns, urinals and similar sanitary fixtures.	• Of porcelain or china • Other
6910.90.00	Ceramic sinks, wash basins, wash basin pedestals, baths, bidets, water closet pans, flushing cisterns, urinals and similar sanitary fixtures.	• Other
7013.10.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Of glass-ceramics

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
7013.22.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Stemware drinking glasses, other than of glass-ceramics: Of lead crystal
7013.28.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Stemware drinking glasses, other than of glass-ceramics: Other
7013.33.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Other drinking glasses, other than of glass-ceramics: Of lead crystal
7013.37.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Other drinking glasses, other than of glass-ceramics: Other
7013.41.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Glassware of a kind used for table (other than drinking glasses) or kitchen purposes, other than of glass-ceramics: Of lead crystal
7013.42.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Glassware of a kind used for table (other than drinking glasses) or kitchen purposes, other than of glass-ceramics: Of glass having a linear coefficient of expansion not exceding 5 x 10-6 per Kelvin within a temperature range of 0°C to 300°C
7013.49.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Glassware of a kind used for table (other than drinking glasses) or kitchen purposes, other than of glass-ceramics: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
7013.91.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Other glassware: Of lead crystal
7013.99.00	Glassware of a kind used for table, kitchen, toilet, office, indoor decoration or similar purposes (other than that of heading 70.10 or 70.18).	• Other glassware: Other
7102.39.00	Diamonds, whether or not worked, but not mounted or set.	• Non-industrial: Other
7106.91.00	Silver (including silver plated with gold or platinum), unwrought or in semi-manufactured forms, or in powder form.	• Other: Unwrought
7106.92.00	Silver (including silver plated with gold or platinum), unwrought or in semi-manufactured forms, or in powder form.	• Other: Semi-manufactured
7110.21.00	Platinum, unwrought or in semi-manufactured forms, or in powder form.	• Palladium: Unwrought or in powder form
7110.29.00	Platinum, unwrought or in semi-manufactured forms, or in powder form.	• Palladium: Other
7113.11.10	Articles of jewellery and parts thereof, of precious metal or of metal clad with precious metal.	• Of precious metal whether or not plated or clad with precious metal: Of silver, whether or not plated or clad with other precious metal • Findings, not plated or clad
7113.11.90	Articles of jewellery and parts thereof, of precious metal or of metal clad with precious metal.	• Of precious metal whether or not plated or clad with precious metal: Of silver, whether or not plated or clad with other precious metal

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other
7113.19.10	Articles of jewellery and parts thereof, of precious metal or of metal clad with precious metal.	• Of precious metal whether or not plated or clad with precious metal: Of other precious metal, whether or not plated or clad with precious metal • Findings, not plated or clad
7113.19.90	Articles of jewellery and parts thereof, of precious metal or of metal clad with precious metal.	• Of precious metal whether or not plated or clad with precious metal: Of other precious metal, whether or not plated or clad with precious metal • Other
7113.20.10	Articles of jewellery and parts thereof, of precious metal or of metal clad with precious metal.	• Of base metal clad with precious metal • Findings
7113.20.90	Articles of jewellery and parts thereof, of precious metal or of metal clad with precious metal.	• Of base metal clad with precious metal • Other
7115.90.00	Other articles of precious metal or of metal clad with precious metal.	• Other
7117.19.90	Imitation jewellery.	• Of base metal, whether or not plated with precious metal: Other • Other
7321.11.10	Stoves, ranges, grates, cookers (including those with subsidiary boilers for central heating), barbecues, braziers, gas-rings, plate warmers and similar non-electric domestic appliances, and parts thereof, of iron or steel.	• Cooking appliances and plate warmers: For gas fuel or for both gas and other fuels • Non-portable stoves or ranges (including those specially designed for use on boats)

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
7321.11.90	Stoves, ranges, grates, cookers (including those with subsidiary boilers for central heating), barbecues, braziers, gas-rings, plate warmers and similar non-electric domestic appliances, and parts thereof, of iron or steel.	• Cooking appliances and plate warmers: For gas fuel or for both gas and other fuels • Other
7321.12.00	Stoves, ranges, grates, cookers (including those with subsidiary boilers for central heating), barbecues, braziers, gas-rings, plate warmers and similar non-electric domestic appliances, and parts thereof, of iron or steel.	• Cooking appliances and plate warmers: For liquid fuel
7321.19.10	Stoves, ranges, grates, cookers (including those with subsidiary boilers for central heating), barbecues, braziers, gas-rings, plate warmers and similar non-electric domestic appliances, and parts thereof, of iron or steel.	• Cooking appliances and plate warmers: Other, including appliances for solid fuel • Non-portable stoves or ranges (including those specially designed for use on boats)
7321.19.90	Stoves, ranges, grates, cookers (including those with subsidiary boilers for central heating), barbecues, braziers, gas-rings, plate warmers and similar non-electric domestic appliances, and parts thereof, of iron or steel.	• Cooking appliances and plate warmers: Other, including appliances for solid fuel • Other
7321.81.00	Stoves, ranges, grates, cookers (including those with subsidiary boilers for central heating), barbecues, braziers, gas-rings, plate warmers and similar non-electric domestic appliances, and parts thereof, of iron or steel.	• Other appliances: For gas fuel or for both gas and other fuels
7321.82.00	Stoves, ranges, grates, cookers (including those with subsidiary boilers for central heating), barbecues, braziers, gas-rings, plate warmers and similar non-electric domestic appliances, and parts thereof, of iron or steel.	• Other appliances: For liquid fuel

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
7321.89.00	Stoves, ranges, grates, cookers (including those with subsidiary boilers for central heating), barbecues, braziers, gas-rings, plate warmers and similar non-electric domestic appliances, and parts thereof, of iron or steel.	• Other appliances: Other, including appliances for solid fuel
8202.10.00	Hand saws; blades for saws of all kinds (including slitting, slotting or toothless saw blades).	• Hand saws
8203.20.00	Files, rasps, pliers (including cutting pliers), pincers, tweezers, metal cutting shears, pipe-cutters, bolt croppers, perforating punches and similar hand tools.	• Pliers (including cutting pliers), pincers, tweezers and similar tools
8204.11.00	Hand-operated spanners and wrenches (including torque meter wrenches but not including tap wrenches); interchangeable spanner sockets, with or without handles.	• Hand-operated spanners and wrenches: Non-adjustable
8204.12.00	Hand-operated spanners and wrenches (including torque meter wrenches but not including tap wrenches); interchangeable spanner sockets, with or without handles.	• Hand-operated spanners and wrenches: Adjustable
8204.20.00	Hand-operated spanners and wrenches (including torque meter wrenches but not including tap wrenches); interchangeable spanner sockets, with or without handles.	• Interchangeable spanner sockets, with or without handles
8205.10.10	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Drilling, threading or tapping tools • Die stocks

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8205.10.90	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Drilling, threading or tapping tools • Other
8205.20.90	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Hammers and sledge hammers • Other
8205.30.00	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Planes, chisels, gouges and similar cutting tools for working wood
8205.40.00	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Screwdrivers
8205.51.10	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Other hand tools (including glaziers' diamonds): Household tools • Portable butane hair curlers
8205.51.90	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than	• Other hand tools (including glaziers' diamonds): Household tools

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Other
8205.59.20	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Other hand tools (including glaziers' diamonds): Other • Stapling or tacking guns, and hammer tackers not operated by an independent hammer
8205.59.90	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Other hand tools (including glaziers' diamonds): Other • Other
8205.60.00	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Blow lamps
8205.70.90	Hand tools (including glaziers' diamonds), not elsewhere specified or included; blow lamps; vices, clamps and the like, other than accessories for and parts of, machine-tools or water-jet cutting machines; anvils; portable forges; hand or pedal-operated grinding wheels with frameworks.	• Vices, clamps and the like • Other
8206.00.00	Tools of two or more of the headings 82.02 to 82.05, put up in sets for retail sale.	

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8211.10.10	Knives with cutting blades, serrated or not (including pruning knives), other than knives of heading 82.08, and blades therefor.	• Sets of assorted articles • Table cutlery
8211.10.90	Knives with cutting blades, serrated or not (including pruning knives), other than knives of heading 82.08, and blades therefor.	• Sets of assorted articles • Other
8211.91.10	Knives with cutting blades, serrated or not (including pruning knives), other than knives of heading 82.08, and blades therefor.	• Other: Table knives having fixed blades • Carving knives
8211.91.90	Knives with cutting blades, serrated or not (including pruning knives), other than knives of heading 82.08, and blades therefor.	• Other: Table knives having fixed blades • Other
8211.92.00	Knives with cutting blades, serrated or not (including pruning knives), other than knives of heading 82.08, and blades therefor.	• Other: Other knives having fixed blades
8211.93.00	Knives with cutting blades, serrated or not (including pruning knives), other than knives of heading 82.08, and blades therefor.	• Other: Knives having other than fixed blades
8211.94.90	Knives with cutting blades, serrated or not (including pruning knives), other than knives of heading 82.08, and blades therefor.	• Other: Blades • Other
8211.95.11	Knives with cutting blades, serrated or not (including pruning knives), other than knives of heading 82.08, and blades therefor.	• Other: Handles of base metal • Of table knives having fixed blades: Of carving knives
8212.10.00	Razors and razor blades (including razor blade blanks in strips).	• Razors

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8212.20.00	Razors and razor blades (including razor blade blanks in strips).	• Safety razor blades, including razor blade blanks in strips
8212.90.00	Razors and razor blades (including razor blade blanks in strips).	• Other parts
8213.00.10	Scissors, tailors' shears and similar shears, and blades therefor.	• Scissors and shears
8213.00.20	Scissors, tailors' shears and similar shears, and blades therefor.	• Blanks
8213.00.30	Scissors, tailors' shears and similar shears, and blades therefor.	• Blades
8214.10.00	Other articles of cutlery (for example, hair clippers, butchers' or kitchen cleavers, choppers and mincing knives, paper knives); manicure or pedicure sets and instruments (including nail files).	• Paper knives, letter openers, erasing knives, pencil sharpeners and blades therefor
8214.20.00	Other articles of cutlery (for example, hair clippers, butchers' or kitchen cleavers, choppers and mincing knives, paper knives); manicure or pedicure sets and instruments (including nail files).	• Manicure or pedicure sets and instruments (including nail files)
8214.90.90	Other articles of cutlery (for example, hair clippers, butchers' or kitchen cleavers, choppers and mincing knives, paper knives); manicure or pedicure sets and instruments (including nail files).	• Other • Other
8215.10.10	Spoons, forks, ladles, skimmers, cake-servers, fish-knives, butter-knives, sugar tongs and similar kitchen or tableware.	• Sets of assorted articles containing at least one article plated with precious metal • Containing spoons, knives and forks, of a kind used at the table
8215.10.90	Spoons, forks, ladles, skimmers, cake-servers, fish-knives, butter-knives, sugar tongs and similar kitchen or tableware.	• Sets of assorted articles containing at least one article plated with precious metal

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other
8215.20.10	Spoons, forks, ladles, skimmers, cake-servers, fish-knives, butter-knives, sugar tongs and similar kitchen or tableware.	• Other sets of assorted articles • Containing spoons, knives and forks, of a kind used at the table
8215.20.90	Spoons, forks, ladles, skimmers, cake-servers, fish-knives, butter-knives, sugar tongs and similar kitchen or tableware.	• Other sets of assorted articles • Other
8215.91.10	Spoons, forks, ladles, skimmers, cake-servers, fish-knives, butter-knives, sugar tongs and similar kitchen or tableware.	• Other: Plated with precious metal • Spoons or forks, of a kind used at the table
8215.91.90	Spoons, forks, ladles, skimmers, cake-servers, fish-knives, butter-knives, sugar tongs and similar kitchen or tableware.	• Other: Plated with precious metal • Other
8215.99.10	Spoons, forks, ladles, skimmers, cake-servers, fish-knives, butter-knives, sugar tongs and similar kitchen or tableware.	• Other: Other • Spoons or forks, of a kind used at the table
8215.99.90	Spoons, forks, ladles, skimmers, cake-servers, fish-knives, butter-knives, sugar tongs and similar kitchen or tableware.	• Other: Other • Other
8301.10.00	Padlocks and locks (key, combination or electrically operated), of base metal; clasps and frames with clasps, incorporating locks, of base metal; keys for any of the foregoing articles, of base metal.	• Padlocks

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8301.40.90	Padlocks and locks (key, combination or electrically operated), of base metal; clasps and frames with clasps, incorporating locks, of base metal; keys for any of the foregoing articles, of base metal.	• Other locks • Other
8301.50.00	Padlocks and locks (key, combination or electrically operated), of base metal; clasps and frames with clasps, incorporating locks, of base metal; keys for any of the foregoing articles, of base metal.	• Clasps and frames with clasps, incorporating locks
8302.50.00	Base metal mountings, fittings and similar articles suitable for furniture, doors, staircases, windows, blinds, coachwork, saddlery, trunks, chests, caskets or the like; base metal hat-racks, hat-pegs, brackets and similar fixtures; castors with mountings of base metal; automatic door closers of base metal.	• Hat-racks, hat-pegs, brackets and similar fixtures
8414.51.10	Air or vacuum pumps, air or other gas compressors and fans; ventilating or recycling hoods incorporating a fan, whether or not fitted with filters; gas-tight biological safety cabinets, whether or not fitted with filters.	• Fans: Table, floor, wall, window, ceiling or roof fans, with a self-contained electric motor of an output not exceeding 125 W • Personal fans, mains powered; Table fans, single or variable speed, oscillating
8414.51.90	Air or vacuum pumps, air or other gas compressors and fans; ventilating or recycling hoods incorporating a fan, whether or not fitted with filters; gas-tight biological safety cabinets, whether or not fitted with filters.	• Fans: Table, floor, wall, window, ceiling or roof fans, with a self-contained electric motor of an output not exceeding 125 W • Other
8418.10.10	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Combined refrigerator-freezers, fitted with separate external doors or drawers, or combinations thereof • Absorption-type, combination gas and electric powered, designed for permanent installation in recreational vehicles and for use in the manufacture of such vehicles

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8418.10.20	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Combined refrigerator-freezers, fitted with separate external doors or drawers, or combinations thereof • Refrigerating-freezing type
8418.10.90	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Combined refrigerator-freezers, fitted with separate external doors or drawers, or combinations thereof • Other
8418.21.00	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Refrigerators, household type: Compression-type
8418.29.00	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Refrigerators, household type: Other
8418.30.10	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Freezers of the chest type, not exceeding 800 litres capacity • Household type
8418.30.90	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Freezers of the chest type, not exceeding 800 litres capacity • Other
8418.40.10	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Freezers of the upright type, not exceeding 900 litres capacity • Blood bank type; Household type; With minimum temperature capability to -85°C at 30°C ambient

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8418.40.90	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Freezers of the upright type, not exceeding 900 litres capacity • Other
8418.50.10	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Other furniture (chests, cabinets, display counters, showcases and the like) for storage and display, incorporating refrigerating or freezing equipment • Refrigerating or refrigerating-freezing type
8418.69.90	Refrigerators, freezers and other refrigerating or freezing equipment, electric or other; heat pumps other than air conditioning machines of heading 84.15.	• Other refrigerating or freezing equipment; heat pumps: Other • Other
8419.81.00	Machinery, plant or laboratory equipment, whether or not electrically heated (excluding furnaces, ovens and other equipment of heading 85.14), for the treatment of materials by a process involving a change of temperature such as heating, cooking, roasting, distilling, rectifying, sterilizing, pasteurizing, steaming, drying, evaporating, vaporizing, condensing or cooling, other than machinery or plant of a kind used for domestic purposes; instantaneous or storage water heaters, non-electric.	• Other machinery, plant and equipment: For making hot drinks or for cooking or heating food
8422.11.10	Dish washing machines; machinery for cleaning or drying bottles or other containers; machinery for filling, closing, sealing, or labelling bottles, cans, boxes, bags or other containers; machinery for capsuling bottles, jars, tubes and similar containers; other packing or wrapping machinery (including heat-shrink wrapping machinery); machinery for aerating beverages.	• Dish washing machines: Of the household type • Counter-top, electric; Portable, of a width not exceeding 46 cm
8422.11.90	Dish washing machines; machinery for cleaning or drying bottles or other containers; machinery for filling, closing, sealing, or labelling bottles, cans, boxes, bags or other containers; machinery	• Dish washing machines: Of the household type • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	for capsuling bottles, jars, tubes and similar containers; other packing or wrapping machinery (including heat-shrink wrapping machinery); machinery for aerating beverages.	
8430.20.00	Other moving, grading, levelling, scraping, excavating, tamping, compacting, extracting or boring machinery, for earth, minerals or ores; pile-drivers and pile-extractors; snow-ploughs and snow-blowers.	• Snow-ploughs and snow-blowers
8433.11.00	Harvesting or threshing machinery, including straw or fodder balers; grass or hay mowers; machines for cleaning, sorting or grading eggs, fruit or other agricultural produce, other than machinery of heading 84.37.	• Mowers for lawns, parks or sports-grounds: Powered, with the cutting device rotating in a horizontal plane
8433.19.00	Harvesting or threshing machinery, including straw or fodder balers; grass or hay mowers; machines for cleaning, sorting or grading eggs, fruit or other agricultural produce, other than machinery of heading 84.37.	• Mowers for lawns, parks or sports-grounds: Other
8433.20.00	Harvesting or threshing machinery, including straw or fodder balers; grass or hay mowers; machines for cleaning, sorting or grading eggs, fruit or other agricultural produce, other than machinery of heading 84.37.	• Other mowers, including cutter bars for tractor mounting
8450.11.10	Household or laundry-type washing machines, including machines which both wash and dry.	• Machines, each of a dry linen capacity not exceeding 10 kg: Fully-automatic machines • Household type, not including machines which both wash and dry
8450.11.90	Household or laundry-type washing machines, including machines which both wash and dry.	• Machines, each of a dry linen capacity not exceeding 10 kg: Fully-automatic machines

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other
8450.12.00	Household or laundry-type washing machines, including machines which both wash and dry.	• Machines, each of a dry linen capacity not exceeding 10 kg: Other machines, with built-in centrifugal dryer
8450.19.00	Household or laundry-type washing machines, including machines which both wash and dry.	• Machines, each of a dry linen capacity not exceeding 10 kg: Other
8450.20.00	Household or laundry-type washing machines, including machines which both wash and dry.	• Machines, each of a dry linen capacity exceeding 10 kg
8451.21.00	Machinery (other than machines of heading 84.50) for washing, cleaning, wringing, drying, ironing, pressing (including fusing presses), bleaching, dyeing, dressing, finishing, coating or impregnating textile yarns, fabrics or made up textile articles and machines for applying the paste to the base fabric or other support used in the manufacture of floor coverings such as linoleum; machines for reeling, unreeling, folding, cutting or pinking textile fabrics.	• Drying machines: Each of a dry linen capacity not exceeding 10 kg
8451.29.00	Machinery (other than machines of heading 84.50) for washing, cleaning, wringing, drying, ironing, pressing (including fusing presses), bleaching, dyeing, dressing, finishing, coating or impregnating textile yarns, fabrics or made up textile articles and machines for applying the paste to the base fabric or other support used in the manufacture of floor coverings such as linoleum; machines for reeling, unreeling, folding, cutting or pinking textile fabrics.	• Drying machines: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8467.11.00	Tools for working in the hand, pneumatic, hydraulic or with self-contained electric or non-electric motor.	• Pneumatic: Rotary type (including combined rotary-percussion)
8467.19.00	Tools for working in the hand, pneumatic, hydraulic or with self-contained electric or non-electric motor.	• Pneumatic: Other
8467.21.00	Tools for working in the hand, pneumatic, hydraulic or with self-contained electric or non-electric motor.	• With self-contained electric motor: Drills of all kinds
8467.22.00	Tools for working in the hand, pneumatic, hydraulic or with self-contained electric or non-electric motor.	• With self-contained electric motor: Saws
8467.29.00	Tools for working in the hand, pneumatic, hydraulic or with self-contained electric or non-electric motor.	• With self-contained electric motor: Other
8467.81.00	Tools for working in the hand, pneumatic, hydraulic or with self-contained electric or non-electric motor.	• Other tools: Chain saws
8467.89.00	Tools for working in the hand, pneumatic, hydraulic or with self-contained electric or non-electric motor.	• Other tools: Other
8508.11.00	Vacuum cleaners.	• With self-contained electric motor: Of a power not exceeding 1,500 W and having a dust bag or other receptacle capacity not exceeding 20 litres
8508.19.00	Vacuum cleaners.	• With self-contained electric motor: Other
8508.60.00	Vacuum cleaners.	• Other vacuum cleaners

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8509.40.10	Electro-mechanical domestic appliances, with self-contained electric motor, other than vacuum cleaners of heading 85.08.	• Food grinders and mixers; fruit or vegetable juice extractors • Grape crushers for domestic purposes
8509.40.90	Electro-mechanical domestic appliances, with self-contained electric motor, other than vacuum cleaners of heading 85.08.	• Food grinders and mixers; fruit or vegetable juice extractors • Other
8509.80.10	Electro-mechanical domestic appliances, with self-contained electric motor, other than vacuum cleaners of heading 85.08.	• Other appliances • Ultrasonic vaporizers
8509.80.90	Electro-mechanical domestic appliances, with self-contained electric motor, other than vacuum cleaners of heading 85.08.	• Other appliances • Other
8510.10.00	Shavers, hair clippers and hair-removing appliances, with self-contained electric motor.	• Shavers
8510.20.10	Shavers, hair clippers and hair-removing appliances, with self-contained electric motor.	• Hair clippers • For cutting pet hair; Alternating current-powered, for cutting human hair
8510.20.90	Shavers, hair clippers and hair-removing appliances, with self-contained electric motor.	• Hair clippers • Other
8510.30.00	Shavers, hair clippers and hair-removing appliances, with self-contained electric motor.	• Hair-removing appliances
8516.31.00	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating	• Electro-thermic hair-dressing or hand-drying apparatus: Hair dryers

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	
8516.32.10	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Electro-thermic hair-dressing or hand-drying apparatus: Other hair-dressing apparatus • Curling irons
8516.32.90	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Electro-thermic hair-dressing or hand-drying apparatus: Other hair-dressing apparatus • Other
8516.33.10	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Electro-thermic hair-dressing or hand-drying apparatus: Hand-drying apparatus • Wall mounted
8516.40.00	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating	• Electric smoothing irons

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	
8516.50.00	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Microwave ovens
8516.60.10	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other ovens; cookers, cooking plates, boiling rings, grillers and roasters • Bread makers; Indoor smokeless barbecues; Rice cookers
8516.60.20	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other ovens; cookers, cooking plates, boiling rings, grillers and roasters • Ovens, cooking stoves and ranges
8516.60.90	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating	• Other ovens; cookers, cooking plates, boiling rings, grillers and roasters

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other
8516.71.10	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other electro-thermic appliances: Coffee or tea makers • Coffee makers
8516.71.20	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other electro-thermic appliances: Coffee or tea makers • Tea makers
8516.72.10	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other electro-thermic appliances: Toasters • Automatic
8516.72.90	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating	• Other electro-thermic appliances: Toasters

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other
8516.79.10	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other electro-thermic appliances: Other • Fabric steamers
8516.79.90	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Other electro-thermic appliances: Other • Other
8516.80.00	Electric instantaneous or storage water heaters and immersion heaters; electric space heating apparatus and soil heating apparatus; electro-thermic hair-dressing apparatus (for example, hair dryers, hair curlers, curling tong heaters) and hand dryers; electric smoothing irons; other electro-thermic appliances of a kind used for domestic purposes; electric heating resistors, other than those of heading 85.45.	• Electric heating resistors
8543.40.00	Electrical machines and apparatus, having individual functions, not specified or included elsewhere in this Chapter.	• Electronic cigarettes and similar personal electric vaporising devices

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8711.10.00	Motorcycles (including mopeds) and cycles fitted with an auxiliary motor, with or without side-cars; side-cars.	• With internal combustion piston engine of a cylinder capacity not exceeding 50 cc
8711.20.00	Motorcycles (including mopeds) and cycles fitted with an auxiliary motor, with or without side-cars; side-cars.	• With internal combustion piston engine of a cylinder capacity exceeding 50 cc but not exceeding 250 cc
8711.30.00	Motorcycles (including mopeds) and cycles fitted with an auxiliary motor, with or without side-cars; side-cars.	• With internal combustion piston engine of a cylinder capacity exceeding 250 cc but not exceeding 500 cc
8711.40.00	Motorcycles (including mopeds) and cycles fitted with an auxiliary motor, with or without side-cars; side-cars.	• With internal combustion piston engine of a cylinder capacity exceeding 500 cc but not exceeding 800 cc
8711.50.00	Motorcycles (including mopeds) and cycles fitted with an auxiliary motor, with or without side-cars; side-cars.	• With internal combustion piston engine of a cylinder capacity exceeding 800 cc
8711.60.00	Motorcycles (including mopeds) and cycles fitted with an auxiliary motor, with or without side-cars; side-cars.	• With electric motor for propulsion
8711.90.00	Motorcycles (including mopeds) and cycles fitted with an auxiliary motor, with or without side-cars; side-cars.	• Other
8806.10.00	Unmanned aircraft.	• Designed for the carriage of passengers
8806.21.00	Unmanned aircraft.	• Other, for remote-controlled flight only: With maximum take-off weight not more than 250 g
8806.22.00	Unmanned aircraft.	• Other, for remote-controlled flight only: With maximum take-off weight more than 250 g but not more than 7 kg

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
8806.23.00	Unmanned aircraft.	• Other, for remote-controlled flight only: With maximum take-off weight more than 7 kg but not more than 25 kg
8806.24.00	Unmanned aircraft.	• Other, for remote-controlled flight only: With maximum take-off weight more than 25 kg but not more than 150 kg
8806.29.00	Unmanned aircraft.	• Other, for remote-controlled flight only: Other
8806.91.00	Unmanned aircraft.	• Other: With maximum take-off weight not more than 250 g
8806.92.00	Unmanned aircraft.	• Other: With maximum take-off weight more than 250 g but not more than 7 kg
8806.93.00	Unmanned aircraft.	• Other: With maximum take-off weight more than 7 kg but not more than 25 kg
8806.94.00	Unmanned aircraft.	• Other: With maximum take-off weight more than 25 kg but not more than 150 kg
8806.99.00	Unmanned aircraft.	• Other: Other
9302.00.00	Revolvers and pistols, other than those of heading 93.03 or 93.04.	
9303.10.00	Other firearms and similar devices which operate by the firing of an explosive charge (for example, sporting shotguns and rifles, muzzle-loading firearms, Very pistols and other devices designed to project only signal flares, pistols and revolvers for firing blank ammunition, captive-bolt humane killers, line-throwing guns).	• Muzzle-loading firearms

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
9303.20.10	Other firearms and similar devices which operate by the firing of an explosive charge (for example, sporting shotguns and rifles, muzzle-loading firearms, Very pistols and other devices designed to project only signal flares, pistols and revolvers for firing blank ammunition, captive-bolt humane killers, line-throwing guns).	• Other sporting, hunting or target-shooting shotguns, including combination shotgun-rifles • Pump or slide-action shotguns
9303.20.90	Other firearms and similar devices which operate by the firing of an explosive charge (for example, sporting shotguns and rifles, muzzle-loading firearms, Very pistols and other devices designed to project only signal flares, pistols and revolvers for firing blank ammunition, captive-bolt humane killers, line-throwing guns).	• Other sporting, hunting or target-shooting shotguns, including combination shotgun-rifles • Other
9303.30.10	Other firearms and similar devices which operate by the firing of an explosive charge (for example, sporting shotguns and rifles, muzzle-loading firearms, Very pistols and other devices designed to project only signal flares, pistols and revolvers for firing blank ammunition, captive-bolt humane killers, line-throwing guns).	• Other sporting, hunting or target-shooting rifles • Bolt-action or semi-automatic .22 calibre rimfire rifles, excluding target shooting rifles
9303.30.90	Other firearms and similar devices which operate by the firing of an explosive charge (for example, sporting shotguns and rifles, muzzle-loading firearms, Very pistols and other devices designed to project only signal flares, pistols and revolvers for firing blank ammunition, captive-bolt humane killers, line-throwing guns).	• Other sporting, hunting or target-shooting rifles • Other
9303.90.10	Other firearms and similar devices which operate by the firing of an explosive charge (for example, sporting shotguns and rifles, muzzle-loading firearms, Very pistols and other devices designed to project only signal flares, pistols and revolvers for firing blank ammunition, captive-bolt humane killers, line-throwing guns).	• Other • Apparatus for the destruction of predatory animals by the discharge of poisonous cartridges; Automatic explosive bird-scaring devices
9303.90.90	Other firearms and similar devices which operate by the firing of an explosive charge (for example, sporting shotguns and rifles,	• Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	muzzle-loading firearms, Very pistols and other devices designed to project only signal flares, pistols and revolvers for firing blank ammunition, captive-bolt humane killers, line-throwing guns).	• Other
9304.00.10	Other arms (for example, spring, air or gas guns and pistols, truncheons), excluding those of heading 93.07.	• Guns and pistols, spring or gas
9304.00.90	Other arms (for example, spring, air or gas guns and pistols, truncheons), excluding those of heading 93.07.	• Other
9306.21.00	Bombs, grenades, torpedoes, mines, missiles and similar munitions of war and parts thereof; cartridges and other ammunition and projectiles and parts thereof, including shot and cartridge wads.	• Shotgun cartridges and parts thereof; air gun pellets: Cartridges
9306.29.00	Bombs, grenades, torpedoes, mines, missiles and similar munitions of war and parts thereof; cartridges and other ammunition and projectiles and parts thereof, including shot and cartridge wads.	• Shotgun cartridges and parts thereof; air gun pellets: Other
9306.30.10	Bombs, grenades, torpedoes, mines, missiles and similar munitions of war and parts thereof; cartridges and other ammunition and projectiles and parts thereof, including shot and cartridge wads.	• Other cartridges and parts thereof • Poisonous cartridges for apparatus for the destruction of predatory animals; Starter cartridges and parts thereof, for diesel or semi-diesel engines; Twin-shot cartridges designed for bird-scaring devices
9306.30.90	Bombs, grenades, torpedoes, mines, missiles and similar munitions of war and parts thereof; cartridges and other ammunition and projectiles and parts thereof, including shot and cartridge wads.	• Other cartridges and parts thereof • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
9401.31.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Swivel seats with variable height adjustment: Of wood • For domestic purposes
9401.31.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Swivel seats with variable height adjustment: Of wood • Other
9401.39.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Swivel seats with variable height adjustment: Other • For domestic purposes
9401.39.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Swivel seats with variable height adjustment: Other • Other
9401.41.00	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Seats other than garden seats or camping equipment, convertible into beds: Of wood
9401.49.00	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Seats other than garden seats or camping equipment, convertible into beds: Other
9401.52.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Seats of cane, osier, bamboo or similar materials: Of bamboo • Unfinished and unassembled, for use in the manufacture of furniture of bamboo
9401.52.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Seats of cane, osier, bamboo or similar materials: Of bamboo • Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
9401.53.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Seats of cane, osier, bamboo or similar materials: Of rattan • Unfinished and unassembled, for use in the manufacture of furniture of rattan
9401.53.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Seats of cane, osier, bamboo or similar materials: Of rattan • Other
9401.59.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Seats of cane, osier, bamboo or similar materials: Other • Unfinished and unassembled, for use in the manufacture of furniture of bamboo or rattan
9401.59.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Seats of cane, osier, bamboo or similar materials: Other • Other
9401.61.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats, with wooden frames: Upholstered • For domestic purposes
9401.61.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats, with wooden frames: Upholstered • Other
9401.69.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats, with wooden frames: Other • For domestic purposes
9401.69.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats, with wooden frames: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• Other
9401.71.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats, with metal frames: Upholstered • For domestic purposes
9401.71.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats, with metal frames: Upholstered • Other
9401.79.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats, with metal frames: Other • For domestic purposes
9401.79.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats, with metal frames: Other • Other
9401.80.10	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats • For domestic purposes
9401.80.90	Seats (other than those of heading 94.02), whether or not convertible into beds, and parts thereof.	• Other seats • Other
9403.10.00	Other furniture and parts thereof.	• Metal furniture of a kind used in offices
9403.20.00	Other furniture and parts thereof.	• Other metal furniture

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
9403.30.00	Other furniture and parts thereof.	• Wooden furniture of a kind used in offices
9403.40.00	Other furniture and parts thereof.	• Wooden furniture of a kind used in the kitchen
9403.50.00	Other furniture and parts thereof.	• Wooden furniture of a kind used in the bedroom
9403.60.10	Other furniture and parts thereof.	• Other wooden furniture • For domestic purposes
9403.60.90	Other furniture and parts thereof.	• Other wooden furniture • Other
9403.70.10	Other furniture and parts thereof.	• Furniture of plastics • For domestic purposes
9403.70.90	Other furniture and parts thereof.	• Furniture of plastics • Other
9403.82.11	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Of bamboo • For domestic purposes: Unfinished and unassembled, for use in the manufacture of furniture of bamboo
9403.82.19	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Of bamboo

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• For domestic purposes: Other
9403.82.90	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Of bamboo • Other
9403.83.11	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Of rattan • For domestic purposes: Unfinished and unassembled, for use in the manufacture of furniture of rattan
9403.83.19	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Of rattan • For domestic purposes: Other
9403.83.90	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Of rattan • Other
9403.89.11	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Other • For domestic purposes: Unfinished and unassembled, for use in the manufacture of furniture of bamboo or rattan
9403.89.19	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Other

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
		• For domestic purposes: Other
9403.89.90	Other furniture and parts thereof.	• Furniture of other materials, including cane, osier, bamboo or similar materials: Other • Other
9404.10.00	Mattress supports; articles of bedding and similar furnishing (for example, mattresses, quilts, eiderdowns, cushions, pouffes and pillows) fitted with springs or stuffed or internally fitted with any material or of cellular rubber or plastics, whether or not covered.	• Mattress supports
9404.21.00	Mattress supports; articles of bedding and similar furnishing (for example, mattresses, quilts, eiderdowns, cushions, pouffes and pillows) fitted with springs or stuffed or internally fitted with any material or of cellular rubber or plastics, whether or not covered.	• Mattresses: Of cellular rubber or plastics, whether or not covered
9404.29.00	Mattress supports; articles of bedding and similar furnishing (for example, mattresses, quilts, eiderdowns, cushions, pouffes and pillows) fitted with springs or stuffed or internally fitted with any material or of cellular rubber or plastics, whether or not covered.	• Mattresses: Of other materials
9404.40.00	Mattress supports; articles of bedding and similar furnishing (for example, mattresses, quilts, eiderdowns, cushions, pouffes and pillows) fitted with springs or stuffed or internally fitted with any material or of cellular rubber or plastics, whether or not covered.	• Quilts, bedspreads, eiderdowns and duvets (comforters)
9404.90.10	Mattress supports; articles of bedding and similar furnishing (for example, mattresses, quilts, eiderdowns, cushions, pouffes and pillows) fitted with springs or stuffed or internally fitted with any material or of cellular rubber or plastics, whether or not covered.	• Other • Pillows, cushions and similar furnishings, of cotton

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
9404.90.90	Mattress supports; articles of bedding and similar furnishing (for example, mattresses, quilts, eiderdowns, cushions, pouffes and pillows) fitted with springs or stuffed or internally fitted with any material or of cellular rubber or plastics, whether or not covered.	• Other • Other
9405.11.00	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Chandeliers and other electric ceiling or wall lighting fittings, excluding those of a kind used for lighting public open spaces or thoroughfares: Designed for use solely with light-emitting diode (LED) light sources
9405.19.00	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Chandeliers and other electric ceiling or wall lighting fittings, excluding those of a kind used for lighting public open spaces or thoroughfares: Other
9405.21.00	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Electric table, desk, bedside or floor-standing luminaires: Designed for use solely with light-emitting diode (LED) light sources
9405.29.00	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Electric table, desk, bedside or floor-standing luminaires: Other
9405.31.00	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a	• Lighting strings of a kind used for Christmas trees: Designed for use solely with light-emitting diode (LED) light sources

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	permanently fixed light source, and parts thereof not elsewhere specified or included.	
9405.39.00	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Lighting strings of a kind used for Christmas trees: Other
9405.41.00	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Other electric luminaires and lighting fittings: Photovoltaic, designed for use solely with light-emitting diode (LED) light sources
9405.42.10	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Other electric luminaires and lighting fittings: Other, designed for use solely with light-emitting diode (LED) light sources • Motion picture or theatrical spotlights
9405.42.90	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Other electric luminaires and lighting fittings: Other, designed for use solely with light-emitting diode (LED) light sources • Other
9405.49.10	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a	• Other electric luminaires and lighting fittings: Other • Xenon type

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	permanently fixed light source, and parts thereof not elsewhere specified or included.	
9405.49.20	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Other electric luminaires and lighting fittings: Other • Motion picture or theatrical spotlights
9405.49.90	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Other electric luminaires and lighting fittings: Other • Other
9405.50.10	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Non-electrical lamps and lighting fittings • Candlesticks and candelabras
9405.50.90	Luminaires and lighting fittings including searchlights and spotlights and parts thereof, not elsewhere specified or included; illuminated signs, illuminated name-plates and the like, having a permanently fixed light source, and parts thereof not elsewhere specified or included.	• Non-electrical lamps and lighting fittings • Other
9504.30.00	Video game consoles and machines, table or parlour games, including pintables, billiards, special tables for casino games and automatic bowling equipment, amusement machines operated by	• Other games, operated by coins, banknotes, bank cards, tokens or by other means of payment, other than automatic bowling alley equipment

$30 Billion List – Tariff Line Level		
Tariff Item	**Harmonized System (HS) Heading**	**Indicative Description**
	coins, bank notes, bank cards, tokens or by any other means of payment.	
9504.40.00	Video game consoles and machines, table or parlour games, including pintables, billiards, special tables for casino games and automatic bowling equipment, amusement machines operated by coins, bank notes, bank cards, tokens or by any other means of payment.	• Playing cards
9613.10.00	Cigarette lighters and other lighters, whether or not mechanical or electrical, and parts thereof other than flints and wicks.	• Pocket lighters, gas fuelled, non-refillable
9613.20.00	Cigarette lighters and other lighters, whether or not mechanical or electrical, and parts thereof other than flints and wicks.	• Pocket lighters, gas fuelled, refillable
9701.91.10	Paintings, drawings and pastels, executed entirely by hand, other than drawings of heading 49.06 and other than hand-painted or hand-decorated manufactured articles; collages, mosaics and similar decorative plaques.	• Other: Paintings, drawings and pastels • Originals by artists Note: The General Tariff rate that applies to goods of this tariff item is the Most-Favoured-Nation Tariff rate.

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Making a difference...together

REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, MARCH 5, 2025

SUBJECT **Rural Housing Program Pilot Project Update**

ISSUE SUMMARY

This report provides information on the Rural Housing Program (RHP) pilot project, scheduled to launch on the Southern Gulf Islands (SGI) and Salt Spring Island (SSI) Electoral Areas (EAs) in April 2025. The pilot project aims to test the efficacy of advancing affordable housing solutions that are tailored to a rural context in areas outside of the Urban Containment Boundary (UCB) as detailed in CRD Bylaw No. 4017, the "*Capital Regional District Regional Growth Strategy Bylaw No. 1, 2016."*

BACKGROUND

In February 2018, the Capital Regional District (CRD) published an SGI Housing Needs Assessment, which identified that "all evidence points to serious shortages in secure, appropriate and affordable housing for low to moderate income earners" with renter households particularly impacted. This work was updated in February 2022 through the SGI Updated Housing Market Analysis Report, which found that between 2018 and 2021, "housing inventory and market conditions have made purchasing or renting housing less accessible for residents and workers on the SGI."

In May 2022, the CRD Board endorsed the SGI Housing Strategy, which advanced seven objectives, and 22 actions tailored to the needs and opportunities within the SGI, but also included a primary objective of investigating the creation of a RHP. In July 2022, the CRD Board endorsed the Future Housing Priorities and Partnerships in the capital region and directed staff to proceed with the development of a program framework based on the priorities identified in the document, which included the development of a rural housing strategy.

In February 2024, the CRD Board received a Future Housing Priorities and Partnerships Framework that included a Rural Housing Pilot Project Analysis (Appendix A), which identified that there have been insufficient incentives to encourage developers and landowners to fill market gaps, that secondary suites have the largest potential to scale up in unit numbers, and that secondary suites would likely be the most cost-effective approach to support new supply. This work also noted that the potential reach of a RHP is substantial but will be highly dependent on the availability of funding as well as general economic conditions.

Appendix B contains an updated financial analysis and feasibility modelling while also considering the provincial government's Secondary Suite Incentive Program and is an update to the February 2024 Rural Housing Pilot Analysis.

In October 2024, the CRD Board provided provisional approval to the 2025 Financial Plan that included sufficient capacity for the CRD to borrow up to $1 million (M) over two years to support the RHP pilot project. This borrowing will again be considered by the CRD Board through the 2025 Financial Plan in March 2025.

IMPLICATIONS

Engagement Implications
Through 2024 and into 2025, CRD staff focused on undertaking a range of community engagement initiatives, working to expand potential partnerships, refine the program's scope, and establish the necessary administrative framework to support successful pilot program implementation. The engagement process included a Get Engaged webpage with Frequently Asked Questions (FAQs), information about the RHP, and an online survey aimed at property owners to test demand and seek feedback on the criteria for the Accessory Dwelling Unit (ADU) Incentive Program. A social media campaign drove interest in the page and survey and ensured the island communities were well informed about the goals of the RHP as a pilot project.

Engagement efforts also included roundtable meetings with the non-profit housing sector in each of the EAs and several stakeholder meetings to understand the overall sectoral and specific needs of each housing project. There was also a series of presentations at public meetings of the different Islands Trust Local Trust Committees and Islands Trust Council, as well as two workshops with the Local Community Commission on Salt Spring Island and regular discussions with the Southern Gulf Islands Economic Sustainability Commission. The summary of this engagement effort and the findings is attached as Appendix C.

Service Delivery Implications
The RHP pilot project contains three distinct components, including:

RHP Stream 1: Accessory Dwelling Unit (ADU) Incentive Program

- This program provides a capital grant to eligible homeowners with up to 50% of the cost of renovations to build an ADU, up to a maximum of $40 thousand (K), in exchange for a commitment to non-market rents for a period of five years.
- The public benefit of this program is the creation of new ADUs as non-market units, with initial rents aligned with the Provincial Rental Income Limits, making them feasible given today's building costs.
- This stream is designed to be complementary to the Secondary Suite Incentive Program, which is administered through BC Housing so that an applicant could apply to both funding sources to help offset capital costs.
- Compliance with the program requirements will be secured by a covenant or housing agreement registered on the property title. This incumbrance would run with the land in the case of the property being sold.
- The CRD Pilot Project Accessory Dwelling Unit Incentive Program Application Guide is attached as Appendix D.

RHP Stream 2: Pre-Development Funding (PDF) for Multi-Unit Affordable Housing

- Provides funding for pre-development costs for purpose-built, affordable housing projects that may include consultant costs, site preparation, and on-site infrastructure development.
- CRD staff conducted engagement in 2024 with the non-profit housing sector to better understand the unique, and often community/project-specific, needs.
- The application package includes a financial feasibility tool and guide for applying for pre-development funding.

- The financial feasibility tool will demonstrate project viability also serve as an educational resource and "readiness tool" for non-profits and other advocates exploring affordable housing projects.
- CRD staff anticipate greater demand than available funding, so projects that demonstrate feasibility and a high likelihood of success will be prioritized.
- The Canada Mortgage and Housing Corporation (CMHC) provides a Seed Funding Program that provides financial support for individuals and organizations involved in the initial phases of creating an affordable housing project. However, the website has not been undated for 2025 and identifies that the 2024 budget has been fully allocated.
- BC Housing provides Project Development Funds, which are available to help partners develop comprehensive proposals, but applications to this stream are currently closed.

RHP Stream 3: On-going Coordination and Engagement for Rural Housing Solutions

- A key component of the RHP pilot project is the establishment of a dedicated program coordinator within the CRD to support rural housing for the duration of the two-year pilot project duration.
- Once hired, a program coordinator will help administer pilot project funding and offer a level of support for non-profit housing proponents.
- Success of the RHP will need inter-divisional coordination at CRD, coordination with external agencies such as Islands Trust, community stakeholders, funders such as the Southern Gulf Islands Tourism Partnership, as well as with other levels of government for additional funding or advocacy via the CRD Board.
- It should also be noted that should the pilot project be discontinued at the end of 2026, the CRD will still be required to administer any ADUs that have been funded as well as any PDF funds that have been disbursed.

Financial Implications
The 2025-2029 Land Banking and Housing 5-Year Capital Plan includes $500K/year for both 2025 and 2026 for the RHP Pilot Program, which is expected to receive final approval in March 2025. The total $1M capital funding will be borrowed from the Municipal Finance Authority (MFA) with repayment by requisition through service 1.310 Land Banking and Housing.

The requisition impact of the $1M total borrowing is budgeted at $96.5K per year for 15 years, which represents approximately 3% of the overall 1.310 service requisition and 50 cents per average household.

Additional funding has been secured through an agreement with the Southern Gulf Islands Tourism Partnership for approximately $100K of Municipal and Regional District Tax funding per year, for the next five years, and potentially on an ongoing basis (subject to fluctuations in revenues under that program). For 2025-2026, this funding is for a 2-year FTE term position dedicated to the Rural Housing Program to support the pilot's implementation.

Alignment with Board & Corporate Priorities
By seeking to expand housing options in rural areas, the RHP aligns directly with the *CRD 2023-2026 Board Priorities*. Specifically, it supports the priority to "increase the supply of affordable, inclusive, and adequate housing in the region." This initiative addresses the critical need for affordable homes across the region, particularly in rural areas and small communities, and tailors housing solutions for affordability measures beyond the CRD's Urban Containment Boundary.

CONCLUSION

The RHP Pilot Project in the SGI and SSI EAs aims to prototype housing solutions that are better suited to rural contexts while strengthening the CRD's ability to respond to the housing crisis across the capital region, with a particular focus in areas outside of the UCB. Through its two funding streams – the ADU Incentive Program and PDF for Multi-Unit Affordable Housing – the RHP aims to create affordable housing solutions that support long-term, sustainable housing development throughout the region. In addition, dedicated staffing on a two-year term will help to administer pilot project funding and offer a level of support for non-profit housing proponents looking at accessing support through this pilot project.

Funds totalling $1M over two years (2025 and 2026) are included in the CRD's 2025 provisional Financial Plan and will be considered by the CRD Board again at the review of the 2025 Financial Plan in March. Assuming that all funds are borrowed and disbursed, this pilot is expected to increase annual requisition by $96.5K over the 15 years of borrowing.

RECOMMENDATION

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

Submitted by:	Don Elliott, BA, MUP, Senior Manager, Regional Housing
Concurrence:	Patrick Klassen, MCIP, RPP, Acting General Manager, Housing, 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

ATTACHMENTS

Appendix A: Future Housing Priorities and Partnerships Framework, CRD Board Staff Report and Appendices, February 14, 2024
Appendix B: Urban Matters Financial Feasibility Update Report (November 2024)
Appendix C: CRD Rural Housing Program What We Heard Report 2024
Appendix D: CRD Pilot Project Accessory Dwelling Unit Incentive Program Application Guide

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REPORT TO HOSPITALS AND HOUSING COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 07, 2024

SUBJECT **Future Housing Priorities and Partnerships Framework**

ISSUE SUMMARY

To seek direction from the Capital Regional District (CRD) Board to begin advancing an Acquisition Strategy (Appendix B) and the Rural Housing Program (Appendix C), through the development of a pilot initiative (Appendix D). These efforts aim to address unmet need related to housing affordability through innovation, partnership, and cross-sectoral collaboration.

BACKGROUND

The Regional Housing First Program (RHFP) is a $120 million (M) housing supply partnership between the CRD, BC Housing and Canada Mortgage and Housing Corporation (CMHC). As of January 2024, the RHFP has supported the completion of approximately 958 new affordable rental units across the capital region with an additional 97 by mid-2024. At full build out, the RHFP is expected to deliver up to almost 1,500 total units of affordable rental housing by 2028.

The CRD 2019-2022 Corporate Plan identified an initiative to determine continuation of a housing supply program beyond RHFP Implementation. Beginning with the CRD Board endorsement of the Southern Gulf Island (SGI) Housing Strategy in May 2022, staff then included consideration of a Rural Housing Program (RHP) as one component of the Future Housing Priorities and Partnerships (FHPP) white paper (Appendix A). The CRD Board endorsed the FHPP in July 2022, which also includes a focus on an Acquisition Strategy and Complex Care.

To advance efforts under FHPP staff were directed to look at options to fund the establishment, and seed investment for a scaled-up regional housing program. Though there is existing requisition capacity under Bylaw No. 3712 Land Assembly, Housing and Land Banking Service Establishment Bylaw, much of the current capacity is allocated toward approved capital projects under the RHFP. Therefore, the CRD Board directed staff to advance an amendment to Bylaw No. 3712 and advance a new loan authorization bylaw to permit the borrowing of up to $85M.

The FHPP and the parallel work to advance efforts to increase borrowing capacity under Bylaw No. 3712 have been developed to position the CRD with a clarity of focus and sufficient requisition authority and debt capacity to support scaled-up regional efforts while seeking to incentivize partnership with senior levels of government.

ALTERNATIVES

Alternative 1
The Hospitals and Housing Committee recommends to the Capital Regional District Board:
1. That staff begin advancing efforts under the Regional Housing: Acquisition Strategy; and
2. That the CRD negotiate and execute a Memorandum of Understanding with the Southern Gulf Islands Tourism Partnership to receive $100,000 for staff coordination of the Rural Housing Program pilot scoping.

Alternative 2
That this report be referred to staff for additional information based on Hospitals and Housing Committee direction.

IMPLICATIONS

Social Implications
The capital region, like many communities across Canada, continues to experience challenges related to escalating cost of housing, affordability, and homelessness. Demand is particularly strong in the rental system and especially for affordable rental units. The FHPP seeks to position the capital region as a committed partner through looking at:

- An Acquisition Strategy, which aims to increase and/or preserve the supply of affordable rental housing within the urban areas of the region. The Acquisition Strategy will help to guide investment decisions using set criteria intended to help inform the CRD Board on prospective acquisition and investment. The range of model inputs are shown on page 5 of Appendix B.
- A RHP, which aims to increase, preserve, and broaden the supply of affordable housing in rural and remote communities. The approach recognizes the need to approach housing solutions in rural and remote communities with different expectations than those used for conventional housing projects in more densely populated urban regions. At this time, staff are only recommending a pilot on SGI and Salt Spring Island (SSI) to develop the program and test the efficacy of some initiatives, which, subject to CRD Board approval, could be implemented across to the region starting in 2025/2026.
- A Complex Care Housing initiative, which aims to increase the supply of housing with supports for people with complex needs and support complementary to the provincial Complex-Care Housing service. In Greater Victoria, Complex-Care Housing is delivered by Island Health in partnership with BC Housing and non-profit service providers. Due to the critical roles of Island Health, BC Housing, and non-profit organizations in the delivery of Complex Care, CRD staff worked through 2023 to engage, consult and explore opportunities for collaboration and partnership. Island Health and BC Housing continue to look at needs across the health authority, including on Southern Vancouver Island, and CRD staff remain actively engaged and are committed to supporting this ongoing effort. Additional updates will be provided to the CRD Board later in 2024 as the work continues along side Island Health and BC Housing.

Operational Implications
The Housing Planning, Policy, and Programs function operates within Regional Housing and receives grants from federal and provincial partner agencies, provides oversight, and deploys funds within the region, administers housing affordability agreements with developers and owners in the region on behalf of municipalities, and undertakes research and develops policy and programs focused on increasing housing supply across the region.

Staff capacity to advance work under this function was supported through the development of IBC 5a-2.1 Housing Opportunity Innovation and Outcomes Analysis. It is anticipated that there will be approximately 0.75 FTE available to support the advancement of the Acquisition Strategy, including 0.25 FTE management, and 0.5 FTE support staff.

The RHP pilot will be soft launched in 2024 using existing staff resources as well as 1 FTE of new capacity as a two-year term position. The new term position will be supported, in part, through Municipal and Regional District Tax (MRDT) Program funding. Staff will begin implementation of program design and will work to leverage additional external grant funding where possible.

Service Delivery Implications
To exercise constraint and cost containment, the CRD Board directed staff to keep the core inflationary adjustment to 3.5% through the 2024 Service and Financial Planning Guidelines, which has been considered through determining the appropriate balance of requisition impact and securing sufficient capacity to begin advancing the Acquisition Strategy and RHP.

Initiating the Acquisition Strategy in full would require a significant lift in resources being available in the 2024 CRD Financial Plan. Property identification, undertaking appropriate due diligence and advancing acquisitions, subject to CRD Board approval, draws on internal capacity through the Real Estate, Regional Housing and Corporate Finance functions while also relying on the engagement of consultant services on items such as land surveys, environmental and geotechnical analysis, building condition assessments, archaeological reports, appraisals, feasibility analysis and massing modelling, etc.

Staff anticipate that current capacity, including that contained within the 2024 CRD Financial Plan, will be sufficient to support property identification and a high-level assessment of acquisition potential. Staff will then return to the CRD Board to request additional resources to undertake due diligence and funds to place a deposit on a project-by-project basis and through a budget amendment. Final decisions will also come back to the CRD Board, which may require an additional budget amendment.

The RHP pilot scoping work (Appendix D) is to allocate available capacity in support of building the program parameters to consider providing pre-development funding while also starting work on the development of a Missing Middle/Accessory Dwelling Unit Incentive Program. These efforts can be supported through available capacity and resources provided by the MRDT funding.

Intergovernmental Implications
The development of the Acquisition Strategy (applied primarily within the Urban Containment Boundary) and the RHP (applied primarily outside of the Urban Containment Boundary) is to acknowledge the diversity of housing need and development contexts across the capital region and provide suitable, flexible, and tailored tools to advance projects and programs better equipped to support local needs and opportunities and within a municipal/electoral area land use context.

The RHP envisions a whole government approach to support housing solutions outside of the Urban Containment Boundary and in the Electoral Areas where governance is inherently multi-jurisdictional. MRDT funding for 2024 will require a memorandum of understanding (MoU) between CRD and the SGI Tourism Partnership Society. The CRD has also worked to partner with the Islands Trust through an application to the CMHC Housing Accelerator Fund on Mayne Island. If successful, the funding will be awarded to Islands Trust and an MoU with CRD will be required to advance a sub-pilot project to accelerate 73 units of housing on Mayne Island.

In addition to the program, strategy development, and bylaw work undertaken by the CRD in support of advancing the Acquisition Strategy and RHP, the Government of BC has passed several pieces of legislation that alter the local government land use planning framework including increasing small-scale multi-unit housing, establishing proactive planning requirements, changes to development finance tools, and support for transit-oriented development areas.

Beyond the range of recent legislative changes introduced by the Government of BC, Budget 2023 also allocated a total of $1.7 billion (B) over three years in operating and capital funding through Building BC and BC Housing programs as well as transit-oriented development. A recent example of this is the opening of a Community Housing Fund (CHF) call on August 28, 2023,

which closed on November 17, 2023. BC Builds was also announced on April 3, 2023, as a focused effort to speed up delivery of new homes and increase the supply of middle-income housing. Further details on BC Builds are expected into 2024. The CRD anticipates additional CHF calls in future years as well as calls to apply for funds through BC Builds, which present a range of ongoing partnership opportunities.

Through the 2023 Government of Canada Fall Economic Statement update, several additional resources were signalled including $15B in new loan authority through the Apartment Construction Loan Program (ACLP), and $1B for capital grants through the Affordable Housing Fund (AHF). It is expected that these new resources will be made available starting in 2025. It should also be noted that as recently as December 29, 2023, the Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities, Government of Canada, announced that there is expected to be a renewed housing plan to help alleviate homebuilding cost pressures and boost productivity.

There are considerable changes locally, provincially, federally and the CRD has taken the necessary steps to develop key areas of focus through the FHPP and continues to secure debt capacity in support of seed funding for a scaled-up housing supply program.

Financial Implications
To advance the Acquisition Strategy, on December 13, 2023, the CRD Board approved amending Bylaw No. 4551 to increase the maximum requisition to the greater of $11.5M annually or $0.062 per $1,000 assessed value for Bylaw No. 3712 Land Assembly, Housing and Land Banking Service Establishment Bylaw. This increase in maximum requisition represents a maximum change per average household of up to $26 annually. It should be noted that the increased requisition will be committed to debt servicing costs for the $85M capacity attached to the loan authorization bylaw which is currently subject to an alternative approval process (AAP).

In preparation for the potential approval of increased borrowing capacity through the approval of a loan authorization bylaw, and subject to a successful AAP, staff intend to begin exploring potential sites for acquisition while also starting to undertake scoping work on a RHP pilot project. This will be done through use of available capacity, which is subject to CRD Board approval of the 2024 Financial Plan.

As noted under service delivery implications, considerable works must be undertaken prior to bringing a recommendation forward to the CRD Board and staff will look to return to the CRD Board seeking funds on a project-by-project basis.

Environmental Implications
The housing priorities being advanced are with consideration of the Regional Growth Strategy, the *Islands Trust Act*, and core principles of smart growth planning. Each municipality and land use authority can ensure environmental metrics are met at the time of project approvals.

The Acquisition Strategy further considers two key components to support a reduction of adverse environmental impacts:

1) Walkability – The consultant has prepared maps depicting those areas that are within 400 metres of a transit stop, which are shown on pages 68-77 of Appendix B. This is to help the CRD focus its efforts on those locations well served by transit.

2) Parking – Due to the focus on walkability when considering potential acquisition or investment, the model prepared by the consultants assumes zero parking stalls for a studio, 1 and 2-bedroom unit. The model further assumes a single parking stall for any unit that is 3-bedroom + as this would consist of a larger family that may be more reliant on vehicle use.

Development undertaken on acquired lands would be subject to local government requirements and sustainability/efficiency measurement built into a capital or operating funding program. The RHP pilot scoping work will be taking place within the SGI and SSI electoral areas, which are under the land use authority of Islands Trust and the legislative obligations under the *Island Trust Act*.

CONCLUSION

Future Housing Priorities and Partnership initiatives are being developed to address unmet need related to housing affordability and homelessness through innovation, partnership, and cross-sectoral collaboration.

Two consultant reports have been appended to the staff report with a focus on enabling the advancement of the Acquisition Strategy as well as a feasibility report on an RHP. Staff are recommending to begin advancing efforts under the Acquisition Strategy while also beginning to develop the scope of a pilot program on SSI and SGI that falls under the RHP. This is to be done through use of existing resources with any new resources being subject to CRD Board approval through budget amendments, which are to be advanced on a project-by-project basis.

RECOMMENDATION

The Hospitals and Housing Committee recommends to the Capital Regional District Board:
1. That staff begin advancing efforts under the Regional Housing: Acquisition Strategy; and
2. That the CRD negotiate and execute a Memorandum of Understanding with the Southern Gulf Islands Tourism Partnership to receive $100,000 for staff coordination of the Rural Housing Program pilot scoping.

Submitted by:	Don Elliott, 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
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Future Housing Priorities and Partnerships White Paper
Appendix B: Regional Housing: Acquisition Strategy (Patricia Maloney Consulting, Bayshore Planning Services Inc., and Mullholland Parker Land Economists Ltd. 2024)
Appendix C: Rural Housing Pilot Project Analysis (Urban Matters, 2024)
Appendix D: Rural Housing Program Pilot (2024)

Appendix A



Future Housing Priorities and Partnerships

INTRODUCTION

Since 2016, a partnership between the Capital Regional District (CRD) and federal and provincial partners has contributed to the development of over a thousand new units, addressing the needs of households in need of affordable housing in the region. Through the Regional Housing First Program (RHFP), the CRD, BC Housing Management Commission (BC Housing) and the Canada Mortgage and Housing Corporation (CMHC) committed $30 million (M) each to build housing units to help address chronic homelessness in the region. In 2020, each partner committed to increasing their contribution by $10M to address escalating land acquisition and construction costs. With a total capital fund of $120M, the RHFP was better positioned to achieve its target of up to 2,000 Affordable Rental Units, with up to 400 of those units having rents set at Government of British Columbia's Income Assistance Rate Table Shelter Maximum (Shelter Rate). Overall, the program is expected to leverage the development of approximately $600M in capital development. As of July 2022, 11 projects have been approved through the RHFP program, representing 1,055 units, with 238 to be rented at Shelter Rate.

Although details have yet to be announced, new and revitalized federal programs, such as the new Housing Accelerator Fund, a third round of the Rapid Housing Initiative and potential reopening of the Affordable Housing Innovation Fund, as well as initial discussions with federal colleagues, suggest potential opportunities for future partnerships. While a specific provincial funding program is not currently open to support a partnership, early discussions with the Province indicate interest, should opportunities present. A new partnership could also help the provincial government achieve its target of building 114,000 units by 2027.

The following provides an overview of current challenges and presents options for the next opportunity to address unmet need related to housing affordability and homelessness through innovation, partnership and cross-sectoral collaboration. Opportunities to address unmet need were identified through research, analysis and engagement with internal CRD staff, municipal, provincial and federal stakeholders, including with the Regional Housing Advisory Committee.

Recommended interventions for consideration include:

- Opportunities to acquire existing housing or land to increase and preserve the supply of affordable rental and create future redevelopment opportunities;
- A Rural Housing Strategy to increase the supply of affordable housing in rural and remote communities; and
- Increase the supply of housing with supports to people with complex needs not currently adequately supported by the traditional models.

CURRENT CHALLENGES

The capital region, like many communities across Canada and around the world, continues to experience challenges related to escalating cost of housing, affordability and homelessness. The population of the region is expected to continue to grow from an estimated 392,100 in 2018, to an estimated 478,500 in 2038[1], adding housing pressure in the region. Demand is particularly

[1] bylawno-4328.pdf (crd.bc.ca)

strong in the rental system, especially affordable rental units. Data suggests a continued trend of low vacancies in the lower price quartiles and high rates of core housing needs for renters[2].

CMHC's 2021 Rental Market Report, released in February 2022, showed tightened market conditions in the Victoria Census Metropolitan Area (CMA) in 2021[3]. Key findings include:

- Vacancy rates declined to 1%, one of the lowest in Canada;
- Two-bedroom purpose built rentals average rent increased by 3.1%;
- Demand returned, but supply is lagging behind and is unevenly distributed with 80% new supply concentrated in the Westshore region; and,
- Rental affordability and suitability remain a challenge for low-income households.

As of March 31, 2020, there were 12,957 subsidized housing units in the Growth Management Planning Area (GMPA), including emergency shelters, housing for the homeless, transitional and supported housing and assisted living, independent social housing and rent assistance in the private market, representing an increase of 1,046 units over the previous year[4].

The development of non-market housing has been supported through a number of new and expanded funding programs at all levels of government. In 2019, the Province of British Columbia committed more than $7 billion over 10 years for programs such as Building BC, including the Community Housing Fund, Affordable Rental Housing Program, Supportive Housing Fund, Women's Transition Housing Fund and Indigenous Housing Fund. In 2020, the Government of Canada launched the Rapid Housing Initiative, providing capital contributions to support the creation of new affordable rental units for people who are vulnerable. In the capital region, there has been and continues to be significant investments in housing through federal and provincial programs. Since 2018, the following units have been supported through various provincial and federal programs:

- Supportive Housing Fund: funding toward over 600 units across 12 projects
- Community Housing Fund: funding toward almost 900 units across 10 projects
- Rapid Housing Initiative: funding toward 136 units across three projects
- Indigenous Housing Fund: funding toward 164 units across two projects.

While the region has seen increases in the number of subsidized housing units in the GMPA, insufficient supply of affordable housing in the private market relative to population growth is also a factor. In response, a number of funding programs to support increased supply of below market housing have been launched in recent years. Provincially, this includes the HousingHub which brings together private and non-profit stakeholders to create new affordable rental and homeownership options for middle-income residents. The federal government also launched and then expanded programs such as the National Housing Co-Investment Fund to support development of mixed-income, mixed tenure and mixed-use affordable housing.

While insufficient supply is a contributing factor to the increasing cost of housing, low mortgage rates, increasing upper-middle class incomes, investor buyers and accumulated equity are also key factors. Investor buyers and repeat purchasers make up the majority of homebuyers, many

[2] http://crd.ca.legistar.com/gateway.aspx?M=F&ID=a7f6cc77-f6b6-4b32-bde9-c0a8e4411b45.pdf
[3] Rental Market Report | CMHC (cmhc-schl.gc.ca)
[4] rgs-indicatorreport2021.pdf (crd.bc.ca)

of which have accumulated significant equity from rising home prices. As one of the leading Canadian researchers on housing, Steve Pomeroy notes:

> *"It is not the quantity of buyers (i.e., total demand), it is the quality (income and wealth, abetted by low mortgage rates) of this very small segment of 'market makers' that have been the ones driving up home prices. … This small segment is creating market imbalance and serious challenge for lower income households…"*[5].

This suggests the importance of building the right supply, rather than the quantity.

Although challenges related to the cost of housing are felt by many in the capital region, research indicates some residents and communities face distinct challenges, including people with complex needs who are experiencing homelessness, and people in rural and remote areas of the region.

Challenges addressing homelessness

The 2020 Greater Victoria Point-in-Time homeless survey estimated 1,523 individuals experiencing homelessness in the region, compared to 1,525 in 2018[6]. 2020 survey results showed higher numbers of unsheltered individuals (270, as compared to 158 in 2018) and higher numbers of people couch surfing (145, as compared to 95 in 2018). Using a different methodology, a new provincial report on homelessness estimates 1,595 individuals experienced homelessness in 2019[7].

The COVID-19 pandemic placed enormous pressure on individuals and communities throughout the region. Many in our communities lost income, resulting in greater housing insecurity or housing loss. Individuals without homes, living outside or in shelter were challenged to comply with public health recommendations to maintain physical distance.

People living with complex needs experience particularly difficult challenges. While the CRD, Province of BC and the Government of Canada have all made historic investments in housing, including housing to meet the needs of people experiencing homelessness, many communities are not able to meet the needs of some vulnerable residents.

Supportive housing (subsidized housing with onsite supports for single adults, seniors and people with disabilities at-risk of or experiencing homelessness) is an important part of the housing continuum. The onsite support services help people who have experienced homelessness find and maintain stable housing.

However, people with complex needs do not always fit into the current supportive housing model. The current healthcare system is also challenged to provide appropriate support. There is a lack of ongoing rehabilitation care, services that specialize in mental health or substance use, but not both, and a lack of housing options for people who are not ready or not willing to engage in treatment. As a result, people with complex needs fall through the cracks. In many communities, including the capital region, this can lead to increased erratic behavior, open drug use and crime.

[5] Exploring causes of escalating home prices: Part 2, demand issues | chec_ccrl.ca (chec-ccrl.ca)
[6] crd-pit-count-2020-community-report-2020-07-31.pdf (victoriahomelessness.ca)
[7] Appendix: 2019 Homeless Cohort Data Tables (gov.bc.ca)

In response, the BC Urban Mayors caucus has actively advocated for the creation of appropriate housing and supports for people with complex needs[8].

A distinct approach is required to address the needs of people who have overlapping mental-health challenges, substance-use issues, trauma and acquired brain injuries and who may experience or be at greater risk of homelessness. Approaches may include coordinated health, mental health and substance use services, along with housing, cultural and social supports, to meet these complex needs. This requires new approaches for collaborating across sectors.

In response to this challenge, the Province of BC has initiated plans to support up to 500 people with new Complex Care Housing: a suite of services and supports to better meet the needs of people with complex needs, including people with severe mental health, substance use issues or traumatic and acquired brain injuries who are homeless or unstably housed. In March 2022, the Province announced plans for 100 spaces in Greater Victoria. As the investment does not include capital funding, it is anticipated that the complex care spaces will be delivered by converting existing supportive housing sites, or supportive housing sites currently in development.

Challenges in rural and remote communities

Discussions of challenges associated with preserving, acquiring and developing housing are often in relation to large, urban centres. However, many rural and remote communities experience distinct and urgent needs. Rural homelessness is difficult to measure, as it is often more hidden, with more people living temporarily with friends or family or living in abandoned or overcrowded buildings. According to a 2021 report from the National Alliance to End Rural and Remote Homelessness, 31% of Canadians live in rural and remote communities where residents suffer from homelessness in equal or greater numbers than their urban counterparts[9]. A recent provincial research study quantifying homelessness found that, on a per capita basis, it was smaller, rural and northern communities that have the highest proportion of homelessness, based on their population[10].

Housing affordability challenges have been experienced in many rural and remote communities. Recent assessed property values increased across the region, but particularly in smaller communities where value estimates rose by up to 34% in the District of Highlands and District of Sooke, and up to 35% in the District of Metchosin and the Gulf Islands[11]. According to the recently updated Southern Gulf Islands Housing Needs Report, between 2017 and 2021, median sales prices have increased significantly from 35% to 137%, depending on the island[12].

CMHC's Rental Market Survey indicates lower vacancy rates and higher average rents across the Victoria CMA (see Figure 1 below). This includes areas outside of the core, which saw

[8] BC Urban Mayors make renewed and urgent call to implement complex care housing solutions - BC Urban Mayors' Caucus (bcurbanmayorscaucus.ca)

[9] NationalAllianceToEndRuralAndRemoteHomelessness-e.pdf (ourcommons.ca)

[10] Report: Preventing and Reducing Homelessness Integrated Data Project, Province of British Columbia 2021 (gov.bc.ca)

[11] Vancouver Island 2022 Property Assessments in the Mail (bcassessment.ca)

[12] Southern Gulf Islands Updated Market Analysis (Feb 2022)

decreased vacancy rates and increased average rents for almost all apartment types.[13] See Appendix A for vacancy rates and average rents across Zones 1-10 of the Victoria CMA.



Rural and remote communities also face unique challenges in the development of affordable housing. These include: difficulty accessing financing; limited development expertise; fewer consultants with specialized expertise in rural and remote communities; challenges related smaller scale projects; funding program criteria that is not always applicable to rural and remote context; and lower supply of skilled labour[14]. Areas such as Salt Spring Island and the Southern Gulf Islands are also part of the Islands Trust Area, which mandates preservation and protection of the natural environment and unique amenities of the area.

Released in November 2021, the Southern Gulf Islands Community Housing Strategy identifies the need to approach housing solutions using different assumptions than those used for conventional housing interventions in urban areas of the region. The Strategy includes key objectives such as: exploring the potential for a CRD Rural Housing Program; annual affordable housing demand estimates; supporting third party affordable housing projects through new tools; support for pre-development expenses for affordable housing; development of garden suites and cottages; enabling alternative housing types; and taking a whole government approach through collaboration and advocacy.

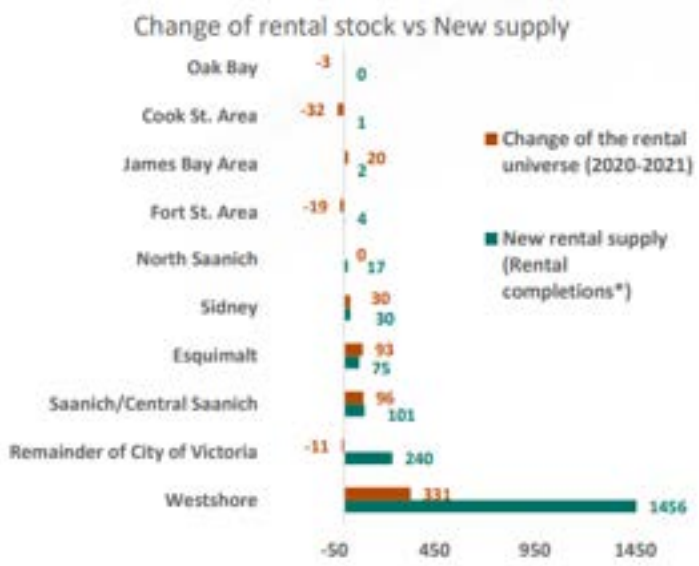
A distinct approach, including specific tools, resources and supports, is required to meet the needs of rural and remote communities.

Challenges preserving existing affordable housing

Recent years have seen an increased number of financial landlords such as private equity firms, asset managers, publicly listed companies, real estate investment trusts (REITs) and financial institutions purchasing multi-family rental and single family rental, including naturally occurring affordable housing (NOAH). Between 2011 and 2016, across the country, the number of private rental units affordable to households earning less than $30,000 per year declined by 322,600

[13] Source: Rental Market Survey (CMHC). © 2022 Canada Mortgage and Housing Corporation
[14] SmallCommunitiesInitiative-Research-Brief-plus-Resource-Guide-March-28.pdf (mnpha.com)

units[15]. In BC, recent analysis by Housing Central notes that between 2015 and 2019, 34,000 rental units were lost. With provincial investment supporting just over 11,000 affordable homes in the same time period, for every one affordable unit developed, over three affordable homes in the private sector were lost[16]. According to recent CMHC Rental Market Survey data, this trend is also evident within the capital region, as illustrated in the table below[17].



* The number of rental completions is the cumulative number of rental structures completed from July 2020 to June 2021. This is consistent with the time frame covered by the 2021 Rental Market Survey.

The loss of NOAH is partially driven by the financialization of rental housing through investment by large capital funds and smaller investors capitalizing on rising rents, as well as redevelopment of sites with older, low-moderate rent properties[18]. Building new supply is one approach, but the high cost and longer timelines for construction makes replacing these affordable units challenging.

In recent years, there has been an increased awareness of the impact of the financialization of housing, which refers to the "expanding and dominant role of financial markets and corporations in the field of housing, leading to unaffordable and insufficient housing and discrimination[19]." Rather than for social good or human rights, housing is treated as vehicle for income and investment, and has transformed housing and real estate markets around the world[20]. The United

[15] Why Canada needs a non-market rental acquisition strategy. May 2020 | Focus Consulting Inc. (focus-consult.com)
[16] Budget 2022 Submission - BC Non-Profit Housing Association | BCNPHA
[17] Source: CMHC Rental Market Survey, CMHC Starts and Completion Survey. The geographical definition in the chart is based on the CMHC Rental Market Survey Zone. For details, please refer to the Rental Market Report February 2022.
[18] Why Canada needs a non-market rental acquisition strategy. May 2020 | Focus Consulting Inc. (focus-consult.com)
[19] Facing financialization in the housing sector: A human right to adequate housing for all - Ingrid Leijten, Kaisa de Bel, 2020 (sagepub.com)
[20] OHCHR | Financialization of housing

Nations Special Rapporteur on the Right to Adequate Housing has called for governments to ensure markets serve housing need rather than investment priorities.

Strategies that enable non-profit housing providers to preserve existing affordable rental housing include an acquisition strategy. An acquisition strategy would: "enable low-income tenants to stay where they are, stabilizing neighbourhoods and preserving a diversity of incomes and tenures in gentrifying districts; preserve and extend the legacy of public investment (many of the buildings at risk of financialization were created through federal grants and tax incentives totalling $4 Billion Canada-wide); [and] be faster and surer than new builds[21]."

The BC Non-Profit Housing Association has called on the Province of BC to commit $500M to create a rental housing acquisition strategy to provide expedited grants to acquisition projects initiated by the community housing sector. An acquisition fund could also include a revolving loan fund to facilitate strategic property acquisition, replaced with long-term low rate financing from CMHC[22]. The value of an acquisition fund has been raised by federal Minister Ahmed Hussen at the February 2022 National Housing Supply Summit, including the ability for non-profits and local governments to acquire land and the importance of not losing supply. The Minister's mandate letter also directs the Minister to "help affordable housing providers acquire land and buildings to build and preserve more units[23]." However, the 2022 Federal Budget did not include funding toward an acquisition strategy.

The above mentioned challenges highlight the significant housing gaps in the region and areas where households are not being adequately served. It also helps explain why communities in the capital region face substantial barriers in addressing these challenges. These challenges also shed light on what is necessary to address these challenges. While new affordable housing supply is needed, additional supply is not enough. Addressing unmet needs in the region will require innovation, partnership and cross-sectoral collaboration.

RESPONDING TO THE CHALLENGE

The CRD is exploring options for addressing housing affordability challenges in the region through partnerships with provincial and federal partners. A future funding program to address unmet need through development and acquisition of new affordable housing units could target three specific areas of unmet need:

1. **Acquisition fund** to increase and preserve the supply of affordable rental and create future redevelopment opportunities, purchase of shovel-ready developments or acquire land for development of affordable housing
2. **Rural Housing Strategy** to increase, preserve and broaden the supply of affordable housing in rural and remote communities, recognizing the need to approach housing solutions in rural communities with different assumptions than those used for conventional housing interventions in growing urban regions

[21] Beat the REITs? Or join them? | Opening the Window

[22] Affordable housing is a hot commodity — and a new Ottawa land trust wants to counter that | Ottawa Citizen

[23] Minister of Housing and Diversity and Inclusion Mandate Letter (pm.gc.ca)

3. Increase the supply of **housing with supports for people with complex needs** currently not adequately supported by the traditional model as a compliment to new provincial Complex Care Housing initiative

The three priorities target areas with unique challenges and where need is unable to be met by traditional funding programs. The priorities also acknowledge the changing landscape and expanding role of financial markets and corporations in the field of housing, reducing barriers for communities and non-profit providers in protecting, preserving and enhancing existing affordable stock.

Current CRD Services

The CRD currently offers a number of services that would complement a new funding program to acquire land and housing and address the unique needs underserved households such as those with complex needs and in rural communities.

The CRD's Real Estate Services strategically manages appraisal, acquisition and disposal of real property interests. In addition, Real Estate Services is responsible for maintaining property information, coordinating referrals from outside agencies and performing property research on behalf of CRD staff. These existing services would be an asset to supporting a future acquisition fund in the region.

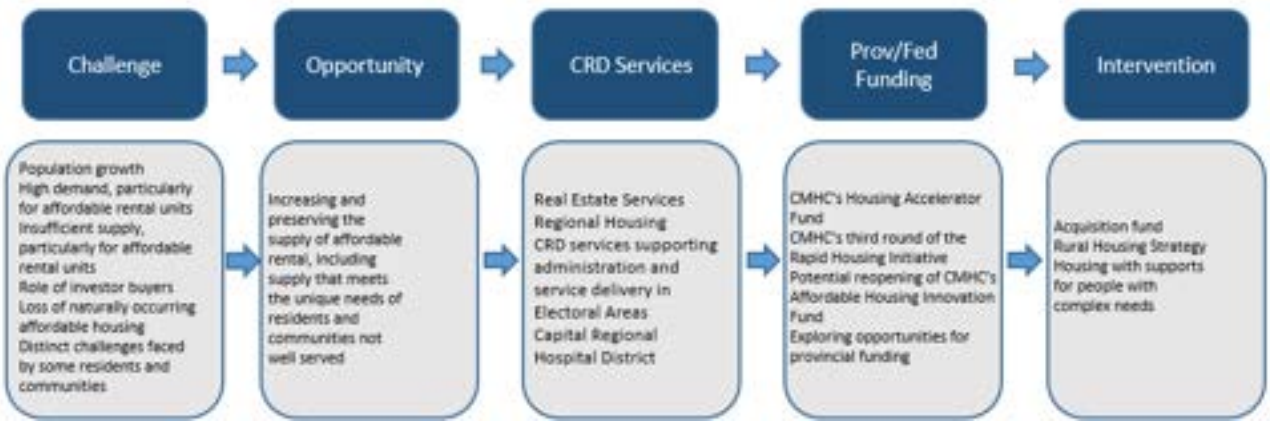
The range of services provided under the Regional Housing portfolio would also ensure the CRD is well positioned to support a program with the above mentioned priorities. Regional Housing includes planning, construction and operation of housing services, as well as administration of the current RHFP.

As a regional district, the CRD is responsible for administration and delivery of local services in the Juan de Fuca, Salt Spring Island and Southern Gulf Islands electoral areas. The recently released Southern Gulf Islands Housing Strategy includes a recommendation to explore the potential for a CRD Rural Housing Program that takes into consideration the unique characteristics of rural communities. Development of a business case that explores the viability of establishing a CRD Rural Housing Program would help support and guide the development of a future funding partnership opportunity.

The CRD is well positioned to support a program to increase the supply of housing with supports for people with complex needs, not adequately supported by the traditional housing and health models. The CRD's Housing Initiatives and Programs team administers the federal Reaching Home funding program, expected to total over $3.2M in funding to support people experiencing homelessness in the region.

Finally, the Capital Regional Hospital District's (CRHD) capital funding mechanism would also play a complimentary role. The CRHD partners with Island Health and community stakeholder agencies to develop and improve healthcare facilities in the region and provide capital funding for infrastructure such as acute care, residential care and hospital equipment.

CONCLUSION AND RECOMMENDED NEXT STEPS



This document has provided an overview of: current challenges; proposed opportunities to address unmet need; existing CRD services that could support new funding programs; potential funding partnerships; and interventions to address housing affordability challenges in the region through innovation, partnership and cross-sector collaboration. Challenges include:

- Population growth
- High demand, particularly for affordable rental units
- Insufficient supply, particularly for affordable rental units
- Role of investor buyers
- Loss of naturally occurring affordable housing
- Distinct challenges faced by some residents and communities

Opportunities to address these challenges were identified through research and engagement with internal CRD staff and municipal, provincial and federal stakeholders, including the Regional Housing Advisory Committee. These include increasing and preserving the supply of affordable rental, including supply that meets the unique needs of people with complex needs who are experiencing homelessness, and people in rural and remote areas of the region.

The identified opportunities could be supported by existing CRD services, including: Real Estate Services; Regional Housing; CRD services supporting administration and service delivery in Electoral Areas; and the CRHD.

Initial discussions with provincial and federal partners indicate potential funding opportunities to support the identified priorities to address unmet need in the region. This may include:

- CMHC's Housing Accelerator Fund
- CMHC's third round of the Rapid Housing Initiative
- Potential reopening of CMHC's Affordable Housing Innovation Fund
- Exploring opportunities for provincial funding, supporting the provincial government's target of building 114,000 units by 2027

Recommendation

Through consideration of challenges, opportunities, support through CRD services and potential funding through federal and provincial partners, the following interventions are recommended to address unmet need in the region through innovation, partnership and cross-sector collaboration have been presented:

1. **Acquisition fund** to increase and preserve the supply of affordable rental and create future redevelopment opportunities, purchase of shovel-ready developments or acquire land for development of affordable housing;
2. **Rural Housing Strategy** to increase, preserve and broaden the supply of affordable housing in rural and remote communities, recognizing the need to approach housing solutions in these communities with different assumptions than those used for conventional housing interventions in growing urban regions; and
3. Increase the supply of **housing with supports for people with complex needs** currently not adequately supported by the traditional model as a compliment to new provincial Complex Care Housing initiative.

In addition to staff continuing to explore these three identified pillars underpinning additional efforts to address housing affordability pressures felt across the capital region, advocacy to senior levels of government and continued engagement with municipal partners will be critical in supporting success. As noted throughout this white paper, intervention in the complex issue of decreasing housing affordability and the continued persistence of homelessness will require efforts from all levels of government in support of programs that are tailored to the unique needs of households and individuals across the capital region.

Therefore it is further recommended that staff continue to:

4. Explore opportunities to **advocate to senior levels of government** on the opportunities for partnerships on the identified interventions presented through this document; and
5. **Share efforts on continuing to explore these intervention areas with interested municipalities** to ensure that any future housing supply program reflects the diversity of needs and opportunities across the capital region.

Next Steps

Housing affordability and homelessness are complex policy problems that require new approaches, innovation, partnership and cross-sector collaboration. It is no longer possible for any one level of government to address these challenges alone. The RHFP has demonstrated the impact of partnership; through development of an anticipated 2,000 affordable rental units, with up to 400 of those units having rents set at the income assistance shelter rate. As the CRD prepares for the RHFP to come to a close, there is an opportunity to consider priority interventions to meet unmet need in the region.

Staff will continue to develop the recommended options, which will include continued engagement with provincial and federal partners to: explore funding contributions; consider financial modelling and funding mechanisms; development of a proposed budget; cost implications; eligibility criteria; roles and responsibilities of funding partners; and plans for monitoring and reporting. Staff will return in 2023 with a detailed proposal for a Program Framework and business case, for intended implementation in 2024.

Table 1: Private Apartment Vacancy Rates (%) by Zone and Bedroom Type - Victoria CMA

	Bachelor		1-bedroom		2-bedroom		3-bedroom	
Zone	Oct-20	Oct-21	Oct-20	Oct-21	Oct-20	Oct-21	Oct-20	Oct-21
Zone 1 - Cook Street Area	0.4	1.0	2.2	1.2	1.5	0.7	0.0	0.0
Zone 2 - Fort Street Area	1.4	1.6	1.8	0.5	1.7	0.4	**	0.0
Zone 3 - James Bay Area	3.6	0.5	2.6	2.0	4.9	1.4	**	**
Zone 4 - Remainder of City	2.1	1.1	2.6	0.8	1.9	1.0	0.0	2.3
City of Victoria (Zones 1-4)	**2.1**	**1.0**	**2.3**	**1.1**	**2.5**	**0.9**	**1.2**	**2.1**
Zone 5 – Saanich/Central Saanich	1.2	**	2.3	1.3	3.2	1.2	**	**
Zone 6 - Esquimalt	0.9	0.9	1.1	1.6	1.8	0.6	0.0	1.3
Zone 7 – Langford/View Royal/Colwood/Sooke	2.7	0.7	1.6	0.4	2.4	0.3	0.7	0.7
Zone 8 – Oak Bay	**	0.0	0.9	0.4	1.2	0.2	**	**
Zone 9 – North Saanich	**	**	**	**	**	**	**	**
Zone 10 – Sidney	**	**	0.0	0.0	**	1.0	**	0.0
Remainder of CMA (Zones 5-10)	**2.2**	**1.0**	**1.6**	**1.0**	**2.3**	**0.7**	**0.8**	**0.9**
Victoria CMA	**2.1**	**1.0**	**2.1**	**1.0**	**2.4**	**0.8**	**0.9**	**1.4**

** Data Suppressed

Table 2: Private Apartment Average Rents ($), by Zone and Bedroom Type - Victoria CMA

	Bachelor		1-bedroom		2-bedroom		3-bedroom	
Zone	Oct-20	Oct-21	Oct-20	Oct-21	Oct-20	Oct-21	Oct-20	Oct-21
Zone 1 - Cook Street Area	957	994	1,193	1,207	1,475	1,500	1,879	1,753
Zone 2 - Fort Street Area	986	961	1,125	1,157	1,450	1,501	2,082	2,069
Zone 3 - James Bay Area	1,084	1,091	1,273	1,281	1,661	1,697	2,129	2,201
Zone 4 - Remainder of City	992	1,019	1,173	1,197	1,518	1,595	1,828	1,916
City of Victoria (Zones 1-4)	**1,009**	**1,024**	**1,184**	**1,205**	**1,528**	**1,580**	**1,920**	**1,975**
Zone 5 – Saanich/Central Saanich	1,020	1,013	1,150	1,213	1,490	1,558	1,622	1,928
Zone 6 - Esquimalt	905	920	1,109	1,125	1,252	1,323	1,512	1,636
Zone 7 – Langford/View Royal/Colwood/Sooke	1,139	1,160	1,385	1,417	1,660	1,710	1,697	1,849
Zone 8 – Oak Bay	920	1,005	1,154	1,207	1,579	1,641	**	**
Zone 9 – North Saanich	**	**	**	**	**	**	**	**
Zone 10 – Sidney	**	1,218	1,276	1,251	1,492	1,618	**	2,311
Remainder of CMA (Zones 5-10)	**1,036**	**1,060**	**1,189**	**1,234**	**1,484**	**1,562**	**1,653**	**1,843**
Victoria CMA	**1,015**	**1,032**	**1,185**	**1,214**	**1,507**	**1,571**	**1,758**	**1,894**

** Data Suppressed

CAPITAL REGIONAL DISTRICT

Regional Housing: Acquisition Strategy

Prepared by Patricia Maloney Consulting
In partnership with
Bayshore Planning Services Inc. and Mulholland Parker Land Economists Ltd.



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Executive Summary

The Capital Regional District (CRD) engaged Patricia Maloney and Associates, in collaboration with Bayshore Planning Services Inc. and Mulholland Parker Land Economists Ltd. (the Consultant), to formulate a Regional Housing Acquisition Strategy. The primary objective is to identify strategic avenues for building and preserving the supply of affordable housing within the Region's urban areas.

Housing is a critical issue in our society today. Affordability, availability, appropriateness, and tenure are critical issues that have been exacerbated by increasing construction prices, rising mortgage and interest rates, in-migration to British Columbia, shortages in staff and experienced trades and overall increases in the cost of living.

The Capital Regional District wants to see how they can contribute to increasing housing in the region. Ten urban municipalities of the Region were the subjects of the research and mapping. Only the lands within the urban containment boundaries were considered. Data was obtained from a variety of sources including BC Transit, each municipal Land Use Bylaw (LUB)[1] and Official Community Plan as well as BC Assessment. Other sources such as Reddit and on-line rental sites were used to gather data on current market rents in the region. BC Housing standards for residential dwelling unit size was used to calculate costs and densities. Housing is considered affordable (attainable) when it consumes no more than 30% of a household's gross, pre-tax income. This definition is used by both BC Housing and Canada Mortgage and Housing Corporation.

With recent legislative changes in British Columbia, as well as new funding programs, the support for the development of both market and non-market housing is strong. A review of new funding opportunities for the private sector, local government, and non-profit societies was conducted. Emphasis is placed on collaboration among these groups, aiming to provide expertise and partnership for developing or redeveloping existing sites along with the utilization of the CRD “seed money”.

The Consultant has created criteria for the location of affordable housing projects, defined walkability, researched other land acquisition strategies and ultimately created a model for CRD to use to establish the financial viability of any identified project. The strategy looks at ways for CRD to finance housing projects. The options reviewed were: buy land and partner with a non-profit organization to build and manage housing; buy land, and build and manage housing; purchase turnkey units in market buildings; and purchase existing residential units to ensure affordable housing.

[1] The Local Government Act refers to Land Use Regulation Bylaws. Division 5 of the Act refers to Zoning Bylaws. However, each municipality may refer to their bylaw as a Land Use or a Zoning Bylaw. For the purpose of this reports, we have used the term Land Use Bylaw.

The key findings and recommendations of the Housing Acquisition Strategy include:

- The CRD should be able to respond to opportunities quickly;
- Utilize lands already owned by non-profits, local governments, and senior governments for affordable housing and looking at ways to expand this land inventory;
- Use the Official Community Plan to identify lands for housing and eliminating public hearings for rezoning;
- Pre-zone lands for housing to reduce the costs and time to process applications;
- Increase density bonusing, and relax DCCs and ACCs;
- Use the local jurisdiction authority to waive fees for affordable housing projects;
- Establish inclusionary requirements for affordable housing units in new multi-family residential development projects;
- Locate affordable housing in walkable areas;
- Remove or drastically relaxing parking requirements;
- Lobby to improve transit services; and
- Increase allowable densities and Floor Space Areas in transit-oriented locations to enable these developments to achieve financial viability, as warranted.

The key deliverable of the study is a spreadsheet that allows the CRD to test any potential site for financial viability. The Financial Model will create a pro forma for each individual project identified. The CRD will input the current information for the specific site. The examples completed for this report were based on current municipal LUB regulations and BC assessment for land prices. The Model will allow the CRD to assess each individual site, in collaboration with the home municipality to determine the actual financial viability of each project. The criteria or elements built into the model include:

Land Costs	Architect fees	Operating Costs
Land Financing	Engineering Fees	Periodic Improvements
Construction Costs	Site Servicing	Structural Reserve Fund
Construction Financing	Site Connections	Tenant Improvements
Property Tax Transfer	DCCs and ACCs	Hard Cost Contingency
Other Closing Costs	Landscaping, Signage and Lighting	Furniture, Fixtures and Equipment
Real Estate fees	Project Management	Survey
Property Taxes	Other Consultants	Accounting
GST	School Site Acquisition Charge	Legal
Rezoning Fee	Research and Appraisal	Insurance
Development Permit Application Fee	Building Permit and Inspection Fees	Utilities

The Operator's Manual is provided separate to this report, as it contains proprietary information for the CRD.

1.0 INTRODUCTION

The Capital Regional District (CRD or Region) is the regional government for 13 municipalities and three electoral areas on the southern Vancouver Island and southern Gulf Islands serving over 415,000 people, according to the 2021 Federal Census. This is an 8.4% increase from the 383,360 population of 2016. The CRD also encompasses traditional territories of many First Nations spanning portions of the Region and 11 of those Nations hold reserve lands throughout the CRD. This significant growth in the Region has not been matched by housing construction.

The CRD is similar to many geographies in Canada. There is a critical shortage of affordable housing for a wide variety of households including vulnerable, seniors, supportive and "workforce" housing. The CRD has been involved in finding solutions to the housing shortage for years, including the Regional Housing First Program initiated in 2016, working with BC Housing and Canada Mortgage and Housing Corporation (CMHC). The CRD currently offers services supporting the implementation of an acquisition plan through the Regional Housing Division (Housing, Planning and Protective Services) works closely with the Real Estate Division (Corporate Services). The CRD Corporation is an established and experienced arm of the CRD that will be able to manage and operate funded housing projects due to this strategy.

This study has looked at 10 of the urban municipalities in the Region, and their policies and bylaws to identify the current costs of construction, current costs of land, and the forms that affordable housing could take. The assumption has been made that the form of housing will be in multi-unit residential development to make best use of the land by ensuring an appropriate density. Not all 13 municipalities were included due to the rural nature of some of the jurisdictions. Electoral areas were not included, again, due to the rural nature of the area implying that transit and infrastructure to support multi-family residential developments is not available. In addition to non-market housing, the model developed looks at the opportunity to combine market and non-market housing to provide housing types and prices for all. The study only considered lands within the Urban Containment Boundary.

It was recognized that affordable housing has locational criteria that make lands more or less suited for affordable housing. These include walkability to a wide variety of services and facilities, and access to transit. These walkable/accessible areas were mapped for each of the 10 municipalities.

This report includes the results of research on land acquisition strategies and walkability in other jurisdictions to identify best practices and options. In addition, the Consultant has looked at the Land Use Bylaws (LUBs) and the Official Community Plans (OCPs) of each municipality. This has provided the basis for the financial model, recognizing that a municipality can waive fees, reducing parking and increasing density for specific projects.

Market rental data was captured from on-line rental sites. This rental data for various unit sizes across the CRD was utilized to determine affordable rent levels based on the affordability benchmark. Affordability has been defined as not exceeding 30% of the annual net income before taxes and including other shelter costs (power, taxes, strata fees etc.). Research was also undertaken to identify funding any partnership opportunities with senior levels of government, which includes BC Housing, Ministry of Housing and CMHC. Explorations into the characteristics of existing affordable housing funds and the availability of public lands were conducted, recognizing these as critical components for developing affordable housing in the Region. This information aims to facilitate a deeper understanding of the affordable housing context in the CRD and British Columbia (BC).

This report was also prepared with the anticipation that the CRD would receive elector approval to borrow $85 million to act as “seed money” for projects as well as to be used to purchase land and buildings.

The primary deliverable of this project is a spreadsheet that will allow the CRD to input the specific information regarding the purchase of a potential housing site and create a pro forma that will indicate the viability of the site, the density and the costs.

1.1 Purpose

The purpose of this study is to complete the research and develop a strategy for a housing and land acquisition strategy for the CRD. The Housing Continuum delineates a broad range of housing types from individuals experiencing homelessness (living on the streets, in their cars, or couch-surfing) to various shelter options, transitional housing, and supportive housing. It contains the near market and market housing both for ownership and rental. The non-market housing comprises supportive, community, and affordable housing, generally encompassing rental units with necessary support services, such as counseling, medical assistance, or financial aid. The market housing needs to have ranges from low to higher income. This study specifically investigates entry-level market housing and all forms of affordable housing, potentially including support for individuals aspiring to purchase their homes as illustrated on Figure 1.

Figure 1: The Housing Continuum[2]



As a component of the CRD's Regional Housing Acquisition Strategy, the application to borrow $85 million is considered to be supportive for the strategy in that these funds will be utilized to catalyze affordable housing development and foster collaboration with municipalities, development communities, and non-profit housing providers.

1.2 Scope

The Request for Proposals specified a scope of work in three phases:

1. Exploration and Analysis;
2. Develop and Compare Acquisition Models; and
3. Preparation of the Final Report and Acquisition Strategy.

A Findings Report was submitted at the end of October 2023. The Scope of work identified direction for the acquisition models including:

- Purchase naturally occurring affordable rental housing;
- Purchase of shovel ready or development ready affordable housing projects;
- Purchase properties for future affordable rental housing development;
- Partner with landowners for affordable rental housing development; and
- Alternative methods.

Phase 3 of the study was to create an evaluation tool to guide investment decision and assess opportunities. This spreadsheet will allow the CRD to complete a walkability assessment for each site under consideration.

The deliverables for the project, included in this report are:

- Background research;
- Engagement Summary;
- Develop and compare potential acquisition models;
- Recommended acquisition models and an evaluation tool;
- Implementation and monitoring plan; and
- Draft and Final Acquisition Strategy.

[2] Canada Mortgage and Housing Corporation Housing Continuum

1.3 Engagement Summary

The engagement for this project included various committees of the CRD in addition to several meetings with staff. The engagement took place during October and November 2023, with the final presentation to the CRD Board in February 2024. **Table 1** below details what was included in each meeting.

Table 1: Engagement Summary

Date	Committee/Participants	Key Issues Raised
Sept. 5, 2023	Kick off Meeting with CRD Staff	Provided direction regarding focusing only on rental units. Confirmed to only use the 30% affordability definition.
Oct. 16, 2023	CRD and CMHC	Information provided on National Housing Co-Investment program and discussion of the soon to be announced housing project.
Oct. 20, 2023	CRD Senior Management	Definition of walkability should consider shorter distances than 400 m. Use BC Housing unit sizes and design guidelines.
Oct. 20, 2023	Regional Housing Advisory Committee	Ensure Rapid Transit nodes are included on maps. Consider partnering with private sector. Determine the percentage of units and their sizes.
Nov. 6, 2023	CRD and City of Victoria	Victoria has looked at 15 sites for housing. Victoria uses a 20% premium for lot consolidation for projects
Nov. 27, 2023	District Planning Advisory Committee	Concern that land values were high (BC Assessment was used). Concern that many municipalities reduce parking for affordable housing projects (current adopted LUB regulations were used)
Feb. 7, 2024	CRD Board	Present the final document.

2.0 DEFINITIONS

Addressing the rental housing challenge requires collaboration amongst various stakeholders including senior governments, regional agencies, municipalities, the non-profit development sector, and the development industry. However, these groups often have different perspectives and communication styles adding complexity to the process.

This document uses the following definitions:

"Affordable": means what the average person can afford for rent. For the purpose of this study, the report uses the definition adopted by both CMHC and BC Housing. Affordable housing is when a household does not pay more than 30% of their gross income before taxes on shelter. This includes rent/mortgage, strata fees, heat, and insurance. In 2021, the median household income for renters in the CRD was $60,800, compared to the overall median of approximately $84,000, which includes both owners and renters (Stats Can, 2021 Census).

“Amenity Cost Charges” (ACC): mean the amenities contributed by the developer to the community. Prior to the royal assent of Bill 46, community amenity contributions (CACs) were negotiated between the jurisdiction and the developer to provide some public benefit. Under the new legislation, ACCs will not be negotiated between municipalities and developers at the zoning stage. Rather, ACCs will be known upfront and adopted by bylaw. As with other development finance tools, local governments or the province may waive or reduce ACCs related to the development of certain types of affordable housing. In addition, ACCs will only be imposed on developments that benefit from the specific amenities in question and developers are only responsible for the portion of capital costs assigned to new users. ACCs will not be payable if a development is not expected to result in an increase in the population of residents or workers.

"Density Bonus": means a zoning practice where a developer is awarded additional density and units for the provision of some benefit to the municipality. These benefits may include on-site amenities, affordable housing or cash-in-lieu.

“Development Cost Charge (DCC)”: means a charge on new development applied by Municipalities and regional districts levy to pay for new or expanded infrastructure such as sewer, water, drainage, parks and roads necessary to adequately service the demands of that new development. The DCC is established by bylaw reflecting all benefitting lands. Updating development cost charge bylaw every five years will generally keep the estimates of new development and infrastructure costs current.

“Land”: means the physical sites that can be acquired for development and redeveloped. This can be purchased, donated or transferred and for the purpose of this study generally refers to land for housing development. The land considered in this report is located within the urban containment boundaries of the urban municipalities.

“Profit”: means the net revenue that a developer intends to earn by completing a successful development project.

"Return on Investment" (ROI): means the income generated from investing capital in rental housing, expressed as an annual percentage of the capital amount. For instance, a $10 million investment with a 5% ROI would yield a $500,000 annual net income. Investors generally expect a three-part return: initial net income, gradual increases assuming rising rents, and potential profit from future asset sales exceeding the purchase price. ROI is not considered when developing publicly owned affordable housing projects but will be considered if a partnership of market and non-market housing is considered.

"Risk": means, in real estate projects, the potential for not meeting target profit or ROI, leading to a loss. Main risks in rental housing development include market risk (unlikely in Metro Vancouver currently), cost risk (rising construction costs), approvals risk (uncertainty, duration, and complexity of the approvals process), and regulatory risk (e.g., rent controls, constraints on keeping pace with market rents, and renovation restrictions).

3.0 STRATEGIC OBJECTIVES

The primary objective of this work is to develop a strategy for the CRD for the expenditure of public funds to increase the supply of affordable rental housing in the urban municipalities within the CRD. To do this, the strategy has considered tools and criteria for the identification of sites and level of development that will be financially viable. Challenges have been identified and recommendations for overcoming the challenges and adding to the overall housing stock in the Region.



The Strategic Objectives for this report are:

- Use public funds responsibly;
- Increase the overall number of housing units;
- Increase the total number of affordable and appropriate housing units;
- Consider partnerships for the provision of affordable housing;
- Establish “best practices” for defining the locations for affordable housing; and
- Create tools for the CRD to assess the financial viability of potential sites for affordable housing.

4.0 KEY FINDINGS

The research has provided several key findings for the basis of this report and the recommendations:

- Land cost is a major barrier to affordability. Use of public funds to acquire land for housing, increases the affordability and long-term security of the housing project.
- Purchase and rezoning of land for affordable housing will speed up the delivery of housing. Funders require the lands to be secured and appropriately zoned. Not-for-profit organizations are often challenged with the planning process and having the land zoned for the appropriate use removes the potential for residents who may not support affordable housing to have political influence.
- Parking is a cost barrier to the provision of affordable housing. Whether surface or underground, parking is costly and undermines the financial viability of a project. By providing affordable housing in walkable areas serviced by transit, parking requirements can be reduced or eliminated. In addition, new legislation, which takes effect June 30, 2024, states that developments with 6 or less residential units, does not have to provide on-site parking. It is left to municipal discretion.
- Most Housing Needs Assessments identify the primary need for housing as affordable, appropriate rental units. This strategy has focused on rental units.
- There is a need for larger rental units for families. The market cannot provide affordable 3-bedroom units. This must be part of the strategy.
- There are many partners to consider when the CRD is considering an affordable housing project including the federal and provincial governments, not-for-profit organizations as well as private sector partners.
- Affordable housing locations must consider walkability and less dependence on personal vehicles. This places a much greater emphasis on timely and well-located transit, as well as bike lanes and safe walking trails/sidewalks.

This report explores a variety of strategies for increasing the availability of land for new affordable rental supply:

1. Utilizing lands already owned by non-profits, local governments, and senior governments for affordable housing, and exploring innovative methods to expand this land inventory.
2. Using the OCP to identify lands for housing, thereby not requiring public hearings for rezoning.
3. Pre-zoning lands for housing to reduce the costs and time to process applications.
4. Using the rezoning process and associated tools to allow for density bonusing, relaxation of DCCs and ACCs.
5. Using the local jurisdiction authority to waive fees for affordable housing projects.
6. Establishing inclusionary requirements for affordable housing units in new multi-family residential development projects.

These approaches can be used in combination. It is common, for example, to combine an inclusionary housing requirement with higher density, so that the value of the new density offsets the costs of providing affordable units.

It is important to note that while the CRD was developing this strategy, the CRD was also seeking permission to borrow $85 million for seed money for affordable housing projects. However, the CRD does not have any jurisdiction over land, zoning, development regulations, subdivision or Development Permit Area interpretation. The CRD must work in partnership with the municipalities to identify locations for affordable housing that have municipal support for rezoning and development.

The report looks at 10 urban municipalities and provides a financial model for the CRD to utilize for each potential opportunity, as well as developing criteria for sites and development scenarios.

Provided in this report are examples of how the definitions and assumptions apply to a municipality. The two primary deliverables of this report are:

1. The provision of a financial model for a direct and automated comparison of various scenarios. The parameters of the financial model include built form (density, usage mix), costs (land, hard costs, soft costs, and financing), and operating revenue over time. The municipality builds their current regulations or reduced regulations into the proforma model to determine the financial viability of a specific site.
2. The provision of a strategy of how best to utilize the CRD finances to create the maximum number of affordable housing units.

4.1 Context

The CRD is the regional government for 13 municipalities and three electoral areas on southern Vancouver Island and the Gulf Islands, serving about 440,000 people. The traditional territories of many First Nations span portions of the region and 11 of those Nations hold reserve lands throughout the capital region. While each municipality has jurisdiction over their own land use, the Regional Growth Plan guides development throughout the Region. And while zoning and development falls within the jurisdiction of the municipalities, the CRD has determined that housing is a critical issue and requires the participation of the CRD along with senior levels of government to work towards alleviating the housing crisis.

4.1.1 The Capital Region Housing Corporation

The Capital Region Housing Corporation (CRHC) is a wholly owned subsidiary of the CRD and mandated to address affordable housing needs within the CRD. Managing more than 50 housing complexes across eight municipalities, CRHC is the Region's largest social housing provider, delivering affordable, inclusive, and sustainable housing for low-and-moderate-income families, low-

income seniors, and individuals on government disability pensions. CRHC strives to offer safe, suitable homes that remain affordable as residents' circumstances change.

4.1.2 CRD Seed Funding

The CRD realizes that the seed funding for these projects is critical to the success. The purchase of the land, or the front end of the construction, or buying turnkey units with the application of housing agreements, all contribute to the provision of affordable housing: both rental and owned. To further this initiative, the CRD is awaiting final approval from the CRD members to borrow $85 million to continue participating in the provision of affordable housing.

This money, along with money contributed by the participating municipalities will provide seed money for many more projects. The recommendations of this report and the strategic actions will direct the spending of this money to provide the “biggest bang for the CRD buck” to make that money stretch and create as many housing units as possible.

4.2 Publicly Owned Rental Housing

An additional potential solution involves a substantial increase in direct government investment in rental housing, mainly through extensive land acquisition. This approach aims to make sites available to rental housing developers at an affordable cost. While the report explores this approach to some extent, the complexity arises due to the high land prices in the region. Relying solely on purchasing land at market value to accommodate the needed rental housing would require an enormous capital investment.



Metro Vancouver Example

Metro Vancouver estimates an annual need for approximately 6,000 new rental units, encompassing social housing, non-market, affordable, and market rental units. To illustrate, if these rental units were distributed throughout the region, assuming average land values of $100 per buildable square foot of strata apartment residential space (a likely conservative estimate), the required capital investment in land alone would be around $450 million per year. This projection, based on an average unit size of 750 ft^2, implies a land cost estimate of 6,000 units x 750 ft^2 per unit x $100 per ft^2 buildable for land.

Considering construction costs and rental rate structures, this investment might be recouped over the long term. However, it necessitates substantial cash or borrowing to build and maintain this extensive housing portfolio. If construction costs an average of $450 per ft^2, an additional $2 billion per year in construction investment is required, leading to a total annual investment of approximately $2.5 billion for both land and construction.

The Vancouver example illustrates that seeking the investment to meet the region's rental housing needs poses a financial challenge. If housing prices in Metro Vancouver persistently outpace incomes, substantial government housing investment, akin to models observed in communities like Vienna, may be imperative for a long-term solution. On a smaller scale, Whistler has implemented a localized approach, reserving a subset of housing exclusively for employees and pricing it based on local employment income rather than global demand for resort property. Transferring this concept to the regional scale; however, may hinge on whether the required capital investment is within the government's capacity and willingness. If not, it may be necessary to rely on the private sector and non-profit organizations to continue providing a significant share of new rental housing for the foreseeable future.

Affordable housing, by its very nature, needs to reduce the costs for the residents. This also implies that the reduction of dependence on personal vehicles is a priority to allow people to access services and facilities without the need for a personal vehicle. This leads to the location criteria for affordable housing to be based on walkability to services, employment opportunities, education, and recreation. The next section provides a walkability definition to be used in the location of projects.

To complete a land acquisition strategy, it is critical to understand where the land should be acquired to be the most effective for affordable housing.

5.0 WALKABILITY

One of the critical elements in the development of affordable housing is the location of the housing. Affordable housing implies that the residents may have financial limitations and need to be located close to transit. In addition, in an attempt to create complete communities, proximity to services and facilities reduces the dependence on personal vehicles and driving and reduces greenhouse gas emissions. Therefore, this study has assumed that any site being considered for affordable housing, should be a site that is considered walkable. There is no common definition for walkability for the CRD or the member municipalities in policy or regulatory documents. This section looks at the benefits of walkability, a proposed definition of walkability and examples of walkability maps for the CRD's municipalities.



5.1 Best Practices of Walkability

In urban planning, walkability focuses on making amenities accessible by foot, emphasizing the need for complete and inclusive communities beyond transport corridors designed for maximum vehicle throughput. This approach aligns with recent trends, recognizing the health, economic and environmental advantages. For affordable housing, it is crucial to be within walking distance of transit stops, facilities and services, necessitating not only proximity, but also supportive infrastructure such as footpaths, sidewalks, bike lanes, and traffic management. But what is considered walkable?

This assessment emphasizes location, density, and functional mix, revealing challenges in promoting multi-unit affordable housing in rural areas where infrastructure may be lacking, and density does not offer economies of scale. Walkable environments, with concentrated populations and diverse destinations, reduce reliance on personal vehicles, enhance resident health, lower carbon footprints, and support public transit – aligning with OCPs.

The following are three "best practices" to define walkability and guide the creation of a definition for the CRD:

1. Walk Score – this is a realtor-utilized metric that, and while valuable, has limitations. It does not account for sidewalk presence, transit frequency, traffic complexity, local crime rates, or weather conditions. Furthermore, it does not distinguish between amenities, treating a major grocery store and a small convenience store equally. The score ranges from 1 to 100, with 100 indicating an ideal pedestrian environment and 1 indicating heavy reliance on personal vehicles. While trademarked, Walk Score provides:
    - A Walk Score, based on walking routes to destinations such as grocery stores, schools, parks, restaurants, and retail.
    - Pedestrian friendliness metrics include population density, average block length, and intersection density.
    - Transit Score calculates distance to closest stop on each route, analyses route frequency and type.
    - Bike Scored based on bike infrastructure, topography, destinations, and road connectivity.

2. 15 Minute City – The 15-minute city is an urban planning concept in which most daily necessities and services, such as work, shopping, education, healthcare, and leisure can be easily reached by a 15-minute walk or bike ride from any point in the city. This approach aims to reduce car dependency, promote healthy and sustainable living, and improve wellbeing and quality of life for city dwellers. Implementing the 15-minute city concept requires a multi-disciplinary approach, involving transportation planning, urban design, and policymaking, to create well-designed public spaces, pedestrian-friendly streets, and mixed-use development. Recent trends in remote working support this concept. Criticism of this process includes the fact that not everyone walks at the same pace, it does not factor in terrain, and it only reflects very urban living.

3. 400/800-m Distances – Many jurisdictions use a standard distance calculation. This often focuses on distance to transit but can be applied to other uses and services. Research has demonstrated that most people are willing to walk for 5 to 10 minutes, or approximately ¼- to ½-mile (1,320 feet or 400 m to 2,640 feet or 800 m) to a transit stop. While this may appear to be the simplest practice, it also provides a municipality with a quick and easy assessment. The first step is to map transit routes and identify the frequency of the route. A route that runs infrequently is not considered the same as a route that operates long hours and provides frequent service. And while 800 m may be a reasonable distance for able bodied people, it may be beyond the reach of children or people with physical restrictions to walk.

5.2 Definition of Walkability

Considering the three best practices, this report recommends a definition of walkability to be used in the modelling for the CRD investment in affordable housing and how each municipality should define walkability in their policy documents.

It is noted that municipalities may create specific criteria. The recommendation provided here looks at an industry standard that generally provides accessibility for all. In addition to considering distance, accessibility is also an issue. For example, are there sidewalks or sidewalk cuts (for wheelchair, stroller or scooter access)?

The walkability assessment also recognizes transit routes and the frequency of service. But some more rural areas have less regular service, and it needs to be determined if a bus that runs once every four hours, rather than once every 20 minutes, is truly considered a benefit to walkability.

Diverse land uses and urban densities are major determinants of walkability. This if often not available in smaller, more rural municipalities.

The recommendations for walkability are:

a. Every municipality amend their OCP to include a walkability definition and policies to support the development of walkable areas. These policies could include:
    - Encouragement for mixed land use and greater development density to shorten distances between homes workplaces, schools, and recreation so people can walk or bike more easily to them.
    - Work with BC Transit to provide frequent transit between high density residential areas to major employment nodes to reduce the dependence upon automobiles.
    - Support the construction of pedestrian and bicycle infrastructure.
    - Ensure affordable housing is available for people of all income levels and family types.
    - Incorporate parks and public spaces in all comprehensive mixed-use developments where people can gather and mingle as part of their daily activities.
    - Utilize ACCs to increase complete communities and improve walkability to increase access, remove barriers, and reduce the need for personal vehicles.

b. It is recommended that the CRD adopt the following definition of walkability:
    - Land within 400 m of a transit stop that provides service every 30 minutes or faster service.
    - Within 800 m of a minimum of three of the following services: school/educational facilities, medical services, grocery store (not merely a convenience store but a full grocery store), financial institutions, government services building (social services, child welfare services), parks and recreation, day care, religious/places of worship

facilities, employment opportunities, shopping centers, food and beverage services, libraries, and personal services (insurance, beauty salons and barbershops, health and wellness services).

For this report, Saanich was selected to demonstrate the walkability criteria. All municipalities and their walkability maps are illustrated in Appendix A. Figure 2 illustrates how the 400 m criteria is applied to Saanich and what areas would be considered walkable based on this definition. It is noted that the more urban the municipality, the more walkable. For example, the City of Victoria is extremely walkable, while Colwood and View Royal are more rural, and have less walkable areas. It is noted that when a specific site is identified, the walkability map will be updated by the municipality to confirm the site meets the criteria.

It is also noted that when a specific site is selected, the bus routes and schedules should be reassessed, as BC Transit may have altered routes and timing.

Figures 2 and 3 illustrate how the walkability criteria would apply to Saanich. The figures for all municipalities are provided in Appendix B.

Figure 2 illustrates the areas within 400 m of bus routes and bus stops. Figure 3 illustrates how the walkability definition includes the services and facilities in the criteria. Developing a community definition will allow the CRD to better define existing areas in districts where multi-family development is ideal. This map has defined an area in a district that meets a “whole community” definition: 400m from transit stops, 800m from grocery stores, schools, parks and trails.



Figure 2: 400 m Transit Walkability for Saanich

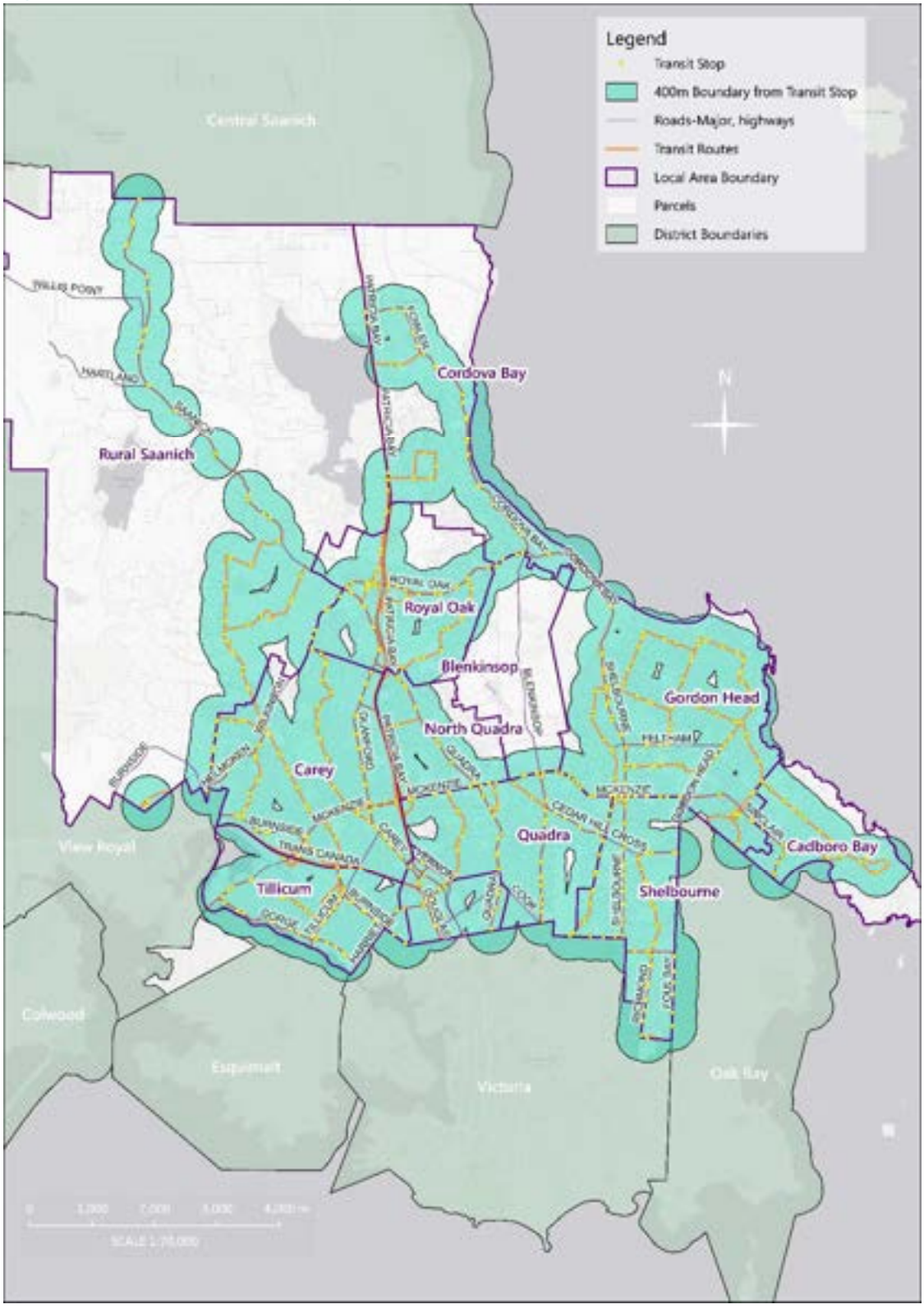
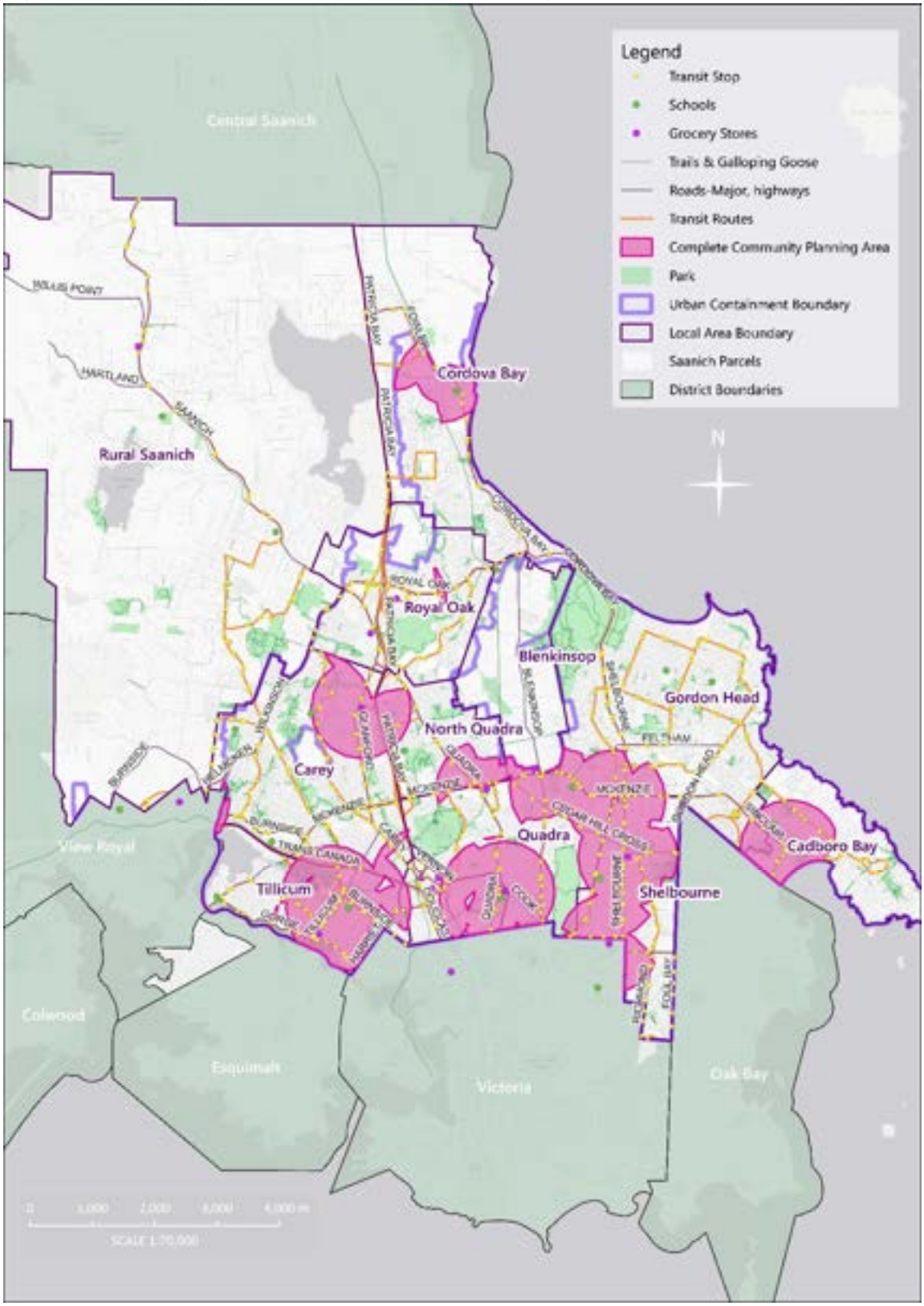


Figure 3: Community Services and Facilities Walkability for Saanich



6.0 LOCAL GOVERNMENT ACQUISITION STRATEGIES

This section provides some examples of other jurisdictions that have implemented government acquisition strategies.

6.1 Local Government Acquisition Strategies

While Canada has lacked systematic support for housing acquisitions, there are several examples at the national level as well as at the local level of municipal acquisition strategies. The examples provided in Table 2 demonstrate a variety of ways to deliver affordable housing.

Table 2 highlights four well-developed Canadian approaches that hold significant promise for rental housing acquisition. These municipalities have implemented acquisition strategies that include options to build, provide seed money and partner to develop both affordable and market housing. Through local government housing acquisition strategies, the theory is that there will be an overall increased supply of rental units available potentially leading to market adjustment and producing more affordable/reduced rental rates.

Table 2: Local Government Acquisition Strategies across Canada

Jurisdiction	Units	Rents	Funding
Halifax (Community Housing Acquisition Program)	335 units to date, in at least three projects, - Properties with at least five self-contained units (or private rooms in a rooming house), where at least 30% of units have rents at or below average median rent (AMR).	The City of Halifax managed the project. At least 30% of units in a project must be rented below the Average Market Rents, with rental increases limited to the Consumer Price Index or legislated rate, and tenant income must be below the Household Income Limits, except for existing tenants.	The funding type is a loan offering up to $10 million per project with up to 95% financing (100% for supportive housing), plus an additional 10% for major repairs, a maximum 30-year amortization, and flexible or fixed interest rates. The City of Halifax is primarily an administrator of the program rather than a financial contributor.

Jurisdiction	Units	Rents	Funding
Toronto (Multi-Unit Residential Acquisitions Program - MURA)	50 to 67 units per year, focusing on small apartments and rooming houses with 5-60 units whether vacant or occupied or at risk of being lost due to conversion.	99-year affordability, where no single unit exceeds 100% of AMR, and the overall project average does not exceed 80% of AMR.	Grants of up to $200,000 per unit for small apartment buildings and $150,000 for rooming houses, including permit fee and property tax waivers, with at least 20% of annual funding dedicated to acquisitions by Indigenous housing organizations. The City of Toronto has committed over $1.3 billion in land value, capital funding and financial incentives to the program.
City of Montreal Montréal's Right of First Refusal Program	Right of First Refusal to Purchase Multi-Family Properties: 277 pre-selected sites.	Not program specific.	Grant funding program. Approx. $10 million a year (for housing).
Vancouver	105 Single Room Accommodation (SRO) properties (2,500 rooms) to purchase and renovate.	Housing Agreements to control rents geared to income.	Total Cost = $1 billion Contingent on federal and provincial funding.

6.2 Acquisition Program Highlights

The success of many acquisition programs is related to the partnerships between local governments and the non-profit sector. The Halifax, Toronto, and Vancouver examples partnered with the non-profit sector to provide affordable financing to housing providers. Partnerships were made possible through establishing agreements to manage significant financial resources for property acquisitions. Ordinarily, banks are unlikely to approve large financial loans to buy housing in the non-profit sector unless there is local government support structured to de-risk lending by transferring the creditworthiness to the non-profit borrower. Halifax's Program was launched in July 2022 as Canada's first dedicated provincial acquisitions program since the 1990s. According to Woodford (2022), the loan program "helped in getting the Bank of Montréal on board," and enabled the Nova Scotia Housing Trust to acquire a large portfolio of buildings, which would not have been

possible otherwise. The program also provides non-profits with much-needed equity, via a 95-100% loan offered with a low interest rate. (Source: Hart Report 2023)

The challenges associated with the Halifax program is the funding model was to provide loans with no long-term affordability requirements. This made it difficult for operators to sustain affordable rental rates. Housing providers depend on income streams from properties to repay the loans and support daily operations, but if costs mount rents could go up. As such, the program may prove to be ineffective in supporting long term affordable housing without other subsidies. Funding levels of $10 million-per-project limit, while intended to help catalyze other investment, is unlikely to support large-scale acquisitions.

In contrast, Toronto's MURA Program is rooted in the certainty it provided to the non-profit sector through its pre-approval process, which provided groups with up front predictable funding support. The City's pre-approval process allows them to shop for properties knowing the money is available. A 10% up-front funding transfer allows non-profits to act fast if a promising building comes up for sale (putting down a deposit, conducting a building condition assessment, and so on). The City's commitment to approve projects quickly and transfer full funding within 30 days means that non-profits can move at the speed of the market.

The MURA offers funding via direct grants rather than loans that must be repaid. Grants allow for deeper levels of affordability than loans. In addition, grant funding provides much-needed equity, allowing non-profits to obtain financing from non-state actors. Most banks will only offer a loan on 70-80% of the value of a building without other guarantees in place, and non-profits are not likely to have 20-30% of a building's value in equity on hand.

Toronto's program far exceeds affordability timelines set by other acquisition programs. Long-term Affordability Requirements: which range from 15-60 years in length. The City of Toronto's mechanism for ensuring affordability is quite unique as the City's grant funding is given as a 99-year forgivable loan, in which the outstanding balance is reduced by 1% each year. This provides a lien on the title that secures the 99-year affordability commitment. A downside of this mechanism is that the 'grant' appears as a loan liability on the books of non-profits, which can affect their business operations and ability to access further financing.

The City of Toronto has committed funding to MURA for two years and would like to continue the program but has yet to secure a long-term funding arrangement (City of Toronto, 2021). The main challenge is that annual funding commitments are low so very few affordable buildings can be acquired through this program. More funding is needed to scale up the program.

The City of Montreal's Right of First Refusal is a proactive approach to protecting vulnerable areas. Montréal has pre-selected 'at-risk' sites in the city that should be protected for affordable housing to prevent displacement, curb gentrification, and maintain neighbourhood diversity. This is the only

Canadian program that has a systematic approach to identifying buildings to acquire in advance, rather than buying properties reactively. The program has the potential to prevent the erosion of affordable housing by stopping the sale of affordable buildings and acquiring them for social ownership.

The main challenge with all the examples is the lack of funding. Despite a recent announcement of approximately $10 million annually for acquisitions (Ville de Montréal, 2021), the main limitation of Montréal's program is the lack of funding to make its aspirations (covering 350+ properties) real. The City has an excellent framework in place to pre-identify affordable housing and protect it from loss, but without substantial resources for acquisitions, properties that come up for sale will not be purchased through the program.

In the City of Vancouver's Downtown Eastside, the Province of BC had previously acquired 24 SRO properties. The program, a public-private partnership, funded renovations and turned the properties over to non-profit societies, with agreements and maintenance funding to manage them as long-term supportive housing for 15 years. In 2020, the City of Vancouver launched the ambitious SRO Purchase Plan (City of Vancouver, 2020), to purchase and renovate all remaining private 105 SRO properties (2,500 rooms). A continuation of a previous SRO revitalization effort (City of Vancouver, 2017), the plan's estimated cost is $1 billion, contingent on federal and provincial funding.

A major challenge facing BC and Vancouver's programs is the absence of a discrete funding path. Vancouver's Single Room accommodation (SRO) purchase plan depends on $1 billion from other orders of government that is not confirmed. The City and Province have used equity subsidies, loans, direct state acquisitions, and even expropriation to acquire rental properties on an ad hoc basis. A more systematic approach to property acquisition strategy with guaranteed funding sources would provide more certainty to non-profits seeking to protect affordable housing.

The theme emerging across the four Canadian case studies is that they lack adequate funding at the scale needed to address the affordable housing crisis. These programs tend to focus on small buildings (rooming houses or small apartments) and support very few properties per year. More funding could scale-up and support existing local and provincially designed programs. For example, the Toronto MURA, program could be adopted by cities across Canada and supported by federal or provincial funds.

One approach to scale up funding has been put forward by the Federation of Canadian Municipalities (FCM; 2020). FCM recommends funding for two kinds of acquisitions, with large-scale federal investment. First, their deeply affordable supportive housing option would work to house the homeless and other vulnerable populations. For this, FCM recommends a program to provide grants for 100% of the cost of acquisition, estimated at $170-400,000 per unit, plus $40-90,000 for renovations per unit. An annual contribution of $3.5 billion would support an estimated 12,000 deeply affordable units. Second, their moderately-affordable workforce housing option

would support acquisition of currently affordable apartments at risk of becoming unaffordable. In these properties, it is assumed that rent levels would remain the same after acquisition or be gradually reduced over time (and to deeply affordable levels if layered with other funding programs). This type of housing could be supported with a combination of loans (75% of project costs) and grants (25%), with costs of $150-350,000 per unit for purchase plus $20-50,000 per unit for repairs. For $585 million in capital grants, FCM calculated that the federal \government could support non-profits in acquiring 10,000 moderately affordable apartment units. (*Hart Report, Daniels and August 2023*)

Successful acquisition strategies establish clear affordability parameters for acquired properties, that both preserve existing affordability and generate deeper affordability over time. The research indicates that North American programs set out key criteria to target properties for acquisition including: (i) rent at 80% of average market rent (AMR), and or are (ii) affordable to households earning 80% of area median income (AMI). These properties may not provide deep affordability at the outset, but they can be acquired and operated initially with minimal (or zero) operating subsidy. Robust programs have accountability mechanisms and outline minimum affordability levels that must be maintained for acquired properties. The City of Toronto's MURA program, for example, requires that no unit exceed 100% of AMR, and that a property's average rents not exceed 80% of AMR. Toronto's' program requires this standard to be met over 99 years. Effective programs go further to deepen affordability over time. San Francisco's Small Sites Program includes a tenant succession strategy to ensure that when a unit is vacated it is made available to an incoming resident with a lower income. Greater affordability can also be incentivized through program design, by providing additional operating subsidies or 'bonuses' in the form of higher grant values per unit. California's Project Homekey[3], for example, provided greater operational subsidy if lower tiers of government contributed matching capital grants for acquisition. Deeper affordability can be achieved by stacking rental income supports (City of Toronto, 2021).

6.3 Property Acquisition Initiatives

Other municipal programs include the purchase of existing structures to ensure that they remain affordable. The building remains a municipal asset, the project is often managed by a non-profit organization and rent is controlled through tools, such as Housing Agreements or municipal housing policies.

Table 3 addresses some initiatives being undertaken by individual municipalities. It is also important to note other agencies and not for profit organizations that support affordable rental. The Rental Protection Fund, acknowledges that the most affordable housing, is the housing we already have. The Fund provides capital contributions to non-profit housing organizations to help them purchase

[3] Source: Acquisitions for Affordable Housing: Creating non-market supply and preserving Affordability. Housing Assessment Resource Tools (HART) Project. Joseph Daniels Martine August 2023

existing, occupied, purpose-built rental buildings – and retain their affordability and stability over time. This is an applicant-led process funded by the Province of BC through the Ministry of Housing.

Table 3: Property Acquisition Examples

Jurisdiction	Year	Units	Construction Cost/ Investment	Rents	Funding
Chilliwack, BC	2021	80	$21.8 million (With annual operating subsidy of approximately $2.4 million)	Supportive	• BC Housing (Supportive Housing Fund)
Surrey, BC	2021	28	$8.7 million, annual operating subsidy of about $840,000	Supportive	• BC Housing
100 Mile House, BC	2019	33	$2.9 million	Affordable rental	• Housing Hub
Kamloops, BC	2022	53	$10.1 million	Affordable rental	• BC Housing and Canada Mortgage and Housing Corporation
Edmonton, Alberta (AB; Affordable Housing Investment Plan)	2019-2022	2500	Overall Construction Cost: $507M (approximate) City of Edmonton's contribution: $132.7 M Expects contribution from other government orders, equity, and financing from affordable housing providers to fill the gap of $377 M.	Affordable Housing	• City Resources: $132.7 million - 360 secondary Suites: $7.2 million-75 Surplus School Sites: $31 million • 500 Grants: $40 million • 600 Permanent Supportive Housing: $29.6 million • 200 City-owned Housing Inventory: $14.4 million • 365 Existing Commitment: $10.5 million

Jurisdiction	Year	Units	Construction Cost/ Investment	Rents	Funding
Calgary, AB	2021-2022	82	$30 million	Affordable Housing	• -Government of Alberta ($1 million) • -Government of Canada ($1 million) CMHC through the Phase 2 Rapid Housing Initiative ($16.6 million); Collaborative Capital Campaign fundraising ($5.7 million); the City of Calgary ($5.5M); and CMHC in seed funding ($200,00).

7.0 PARTNERSHIPS AND FUNDING

One of the hard facts about affordable housing is that in hot real estate markets, the only way to achieve affordable housing is with government intervention. The primary funding sources and potential partners for this initiative originate from various levels of government, with an additional opportunity for collaboration with the private sector.

BC Housing has several programs that could apply, which generally do not include the purchase of the land. Often in affordable housing projects, the land is donated or is excess municipal land or has been purchased by the municipality. The CRD should work with the local municipalities to identify vacant or available municipal land, or lands that will be sold for taxes. These or lands must be located within the urban containment boundary, meet the requirements for walkability be appropriate for higher density housing.

Table 4: Housing Funding Sources

BC Housing	CMHC	BC Ministry of Housing	CRD
• Community Housing Fund • Secondary Suites Incentive Program • Affordable Rental Housing • Housing Hub	• Housing Accelerator Fund • National Housing Co-Investment Fund • Preservation Fund • Affordable Housing Innovation Fund • CGAH Retrofit Funding • Rental Construction Funding Initiative • Seed Funding (anticipated to return in 2025)	• Development Application Permit Review • Housing Needs Assessments • Legislative Changes (Bills 44 46 and 47)	• Capital Region Housing Corporation • $85 million borrow

In addition, partnering with private developers to either buy turnkey units, or to participate in the entire project for a percentage of the units to be controlled as affordable by housing agreement.

8.0 MUNICIPAL POLICIES AND BYLAWS

As noted earlier, while this is a CRD initiative, the local municipality controls the land use, development permit, subdivision and building permit process. For this study, a scan was made of each of the 10 municipalities included in the assessment for affordable housing. This review of municipal documents looked at density and parking requirements, supportive policies in the OCP and identified areas for affordable housing in OCPs.

It is recognized that municipalities with rural character and electoral areas are not best suited to higher density multi-unit housing. Lack of piped services, low density development and significant distances between services and residential development, preclude these areas as targets for affordable housing.

Addressing the rental housing crisis requires decisive action, acknowledging the disparity between rental construction and demand, as evidenced by decreasing vacancy rates and increased rents. Local governments, rental housing developers, and the province are actively exploring diverse strategies to foster the development of more affordable units, with the focus on rental units.

This section looks at what is being done and what can be done to expedite the development of housing, and specifically affordable housing.

8.1 Municipal Authority

Municipal powers in BC flow from the *Local Government Act* (LGA) and the Community Charter. Regarding rental housing, these two pieces of legislation enable municipalities to act in a variety of ways to regulate development, make land available, support affordable rental developments, or construct and operate rental housing.

Perhaps the most sweeping authority is created by Section 8 of the Community Charter, which states in Section 8.1 that "*A municipality has the capacity, rights, powers and privileges of natural person of full capacity*" and in Section 8.2 that "*A municipality may provide any services that the council considers necessary or desirable and may do this directly or through another public authority or another person or organization*."

These sections enable broad scope to fund housing, provide land for housing, own and operate housing, or assist organizations in the development and operation of housing.

As well, Section 24 anticipates that a municipality might dispose of land or improvements for less than market value, guarantee a loan, or partner with another organization, although public notice is

required and Section 25 states that a council "must not provide a grant, benefit, advantage or other form of assistance to a business".

The Charter also enables municipalities to provide property tax relief under various circumstances. For example, Section 224 authorizes permissive exemptions for property taxes which could exempt land and improvements owned by a non-profit organization, which could be used for affordable housing. Section 226 allows revitalization tax exemptions which could be used to reduce property taxes for up to 10 years for various kinds of development, which could include rental housing even if owned by the private sector (because revitalization tax exemptions are excluded from the general prohibition against providing assistance to a business). These powers allow municipalities to vary requirements to increase the total number of residential units, as well as affordability.

Municipalities can affect affordable housing by strategically enacting a variety of policies, programs, and initiatives across the areas it has jurisdiction. Appendix C provides a non-exhaustive inventory of measures that local jurisdictions could initiate, to reduce barriers and increases opportunities for creating affordable housing options.

It is acknowledged that in an effort to create an attractive community, increasing active transportation, and ensuring parks and recreation spaces and facilities for residents, municipal requirements often affect affordability. The more a developer is asked to contribute or provide, the less affordable the housing becomes.



8.2 Zoning, Development Cost Charges, Amenity Cost Charges and Affordable Housing

The LGA, as well as recent Bills 44, 46 and 47, contain direction and provisions that can be used to support affordable rental housing. There are three main ways in which the zoning authority allows local governments to take positive action to facilitate affordable housing:

1. Under Section 479, BC municipalities can enact LUBs to regulate land use and development parameters. Municipal Councils, with discretionary powers, can set conditions during rezoning, requiring public benefits like Amenity Cost Charges, affordable housing (units or funds), and heritage conservation. This rezoning flexibility is commonly used to negotiate affordable housing inclusion in redevelopment, often secured through housing agreements or transfers of ownership.
2. Section 482 enables municipalities to use density bonusing as a way to obtain affordable housing or public amenities. Density bonus bylaws establish a base density that is achievable without providing public benefits and additional density that, at the developer's option, can be achieved if a prescribed affordable housing component (usually secured via a housing agreement) or other amenity contribution is provided.
3. Section 481, adopted in 2018, gives municipalities a new zoning power to "…limit the form of tenure to residential rental tenure within a zone or part of a zone…in which multi-family residential use is permitted". This limit could apply to an entire parcel or to a specified number, portion, or percentage of units in a building.

In addition, the new legislation continues to provide support for housing, including affordable housing.

- Bill 44 – *Housing Statutes (Residential Developments) Amendment Act 2023* – Section 464 states that a local government must not hold a public hearing and proposed zoning amendment if the application conforms to the OCP, if the application is only for residential uses and if residential accounts for at least 50% of the gross floor area. Public hearings are often adversarial, sway political decision making and add to the cost, time and risk of approvals of affordable housing.
- Bill 46 – *Housing Statutes (Development Financing) Amendment Act 2023* – Division 19.1 addresses Amenity Cost Recovery. Section 570.4 states that no ACC are payable "in relation to a development for any class of affordable housing prescribed by regulation." Currently amenity contributions are negotiated between the municipality and the developer and are considered to be one of the contributing factors to unaffordable housing.
- Bill 47 – *Housing Statutes (Transit Oriented Areas) Amendment Act 2023* – Section 481.01 says that an authority cannot prohibit or "restrict any duty or use or a size or dimension of buildings or other structures set out in the regulations in relation to land that is in a transit-oriented area and zoned to permit:
    a. Any residential use, or
    b. A prescribed use other residential use."

The LGA also allows municipalities to impose DCCs on new development, to help fund growth-related community-wide infrastructure. With few exceptions, the allowable infrastructure is limited to water, sewer, roads, drainage, and park acquisition. However, the Act does allow municipalities to waive or reduce the DCC for not-for-profit rental housing and for-profit affordable rental housing.

Ultimately, the decisions a municipality makes will reflect the support or opposition of the ratepayers. Increased development, density and affordable housing are often seen as negative additions to a community, with the impression that this will decrease property values. The CRD has no control over the decision of the municipality. BC Housing recognizes the impact of non-market housing in communities and has prepared several Toolkits for non-market housing providers. Community Acceptance of Non-Market Housing was prepared in 2018 to guide non-market housing providers to engage with the community. In addition, BC Housing completed a study demonstrating that non-market housing does not negatively impact adjacent housing and property values.

8.3 Municipal Borrowing

Municipalities can borrow funds for public purposes, including borrowing to construct affordable housing if that is a municipal priority and if the municipality has the borrowing capacity (based on its calculated borrowing limits and its other needs for capital spending).

Most municipalities borrow through the BC Municipal Finance Authority, so they benefit from low borrowing rates because of the strength of the province's credit rating. Tax Increment Financing (TIF) is sometimes suggested as a borrowing mechanism that could be used to fund affordable housing. In TIF, the property tax increases in a defined area (typically an area in which property values are expected to increase due to public infrastructure investment) are dedicated to paying back a loan or a bond issue. This vehicle can be useful if a lender or bond holder wants assurance that a defined portion of municipal tax revenue is allocated to repayment regardless of other municipal financial circumstances. However, it is important to note that TIF is simply one way of securing debt payments. It does not produce tax revenue that would not otherwise exist, so it is not a means of creating "new" money for affordable housing (or any other civic purpose).

8.4 Summary

Based on the Community Charter and the LGA, local governments can:

- Acquire land and make it available for less than market value for affordable housing provided by a non-profit entity. Lease land for 49 to 99 years at a nominal rate.
- Develop housing agreements for quick adaptation to new projects.
- Invest in the creation of affordable rental housing or partner with organizations for the creation of affordable housing.
- Speed up the development process by ensuring that lands for housing for 20 years is clearly delineated in the OCP to avoid public hearings and ACCs being applied.

- Use their zoning powers to achieve affordable rental housing in redevelopment projects that involve rezoning.
- Use their "rental" zoning power to try to make it easier for rental housing developers to obtain sites.
- Reduce or eliminate development fees for rental housing.
- Alter development regulations to reduce construction cost (e.g., reduce parking requirements).
- Increase the pace of project approvals to help increase the pace of new unit construction.



9.0 OPTIONS FOR ACQUISITION

The study has explored several strategic options that are currently under analysis, offering diverse investment opportunities for the CRD. These options include:

- The CRD acquires land in a walkable area and leases it to a not-for-profit housing provider for a 49 to 99-year term for the construction and management of an affordable housing development.
- The CRD purchases land in a walkable area and seeks funding through BC Housing or CMHC to construct affordable housing and either manage the building through the CRD or through a non-profit organization.
- The CRD acquires an existing multi-family building and manages it as perpetual affordable housing.
- The CRD negotiates with private sector developers and purchases units in a new (turnkey) market development within a walkable area.
- The CRD collaborates with private sector developers to acquire land and build a mixed market/affordable housing development.

The critical element here is that the CRD will not be the approving authority on the land since the affordable projects will be located with the urban containment boundary of the jurisdictions of the member municipalities.

Assumptions that have been made include:

- The local municipality will support the development and work to engage the community to proceed with the rezoning of the land unimpeded.
- The local municipality will waive some or all fees and charges to allow the development to be affordable.
- Municipalities could consider waiving securities for landscaping and instead enter into a letter of understanding with the developer and project manager.
- The CRD will establish housing agreements, management contracts and other administrative components to ensure that the housing is operated in an appropriate manner and that affordability is maintained.
- The housing to be constructed is affordable, generally independent living and not supportive and is geared to “workforce” housing rather than transient/vulnerable/at risk of homelessness.
- The housing to be developed under this strategy is for rental housing.

A financial model has been prepared that will analyze the development economics of hypothetical CRD affordable rental apartment developments under several development scenario, varying location, density and financial strategy. The purpose of this model is to determine for each scenario

how much affordable housing may be delivered and how much capital equity would be required from the CRD, ultimately producing an estimate of CRD capital efficiency per scenario.

This analysis uses a standard developer proforma that represents the flow of money through the development project based on revenue and cost assumptions which are described in more detail in Section 9.1 below.

It is important to note that the Financial Model presented in this report is an example of how the model would work to prepare a pro forma for each individual project identified. The CRD will input the current information for the specific site. The example review completed for this report was based on current municipal LUB regulations and BC Assessment for land prices. The Model will allow the CRD to assess each individual site, in collaboration with the home municipality to determine the actual financial viability of each project.

The model has investigated 60 scenarios that vary in terms of geography, density, and financial strategy. This section defines those parameters.

9.1 Geography

This analysis investigates the economics of affordable housing provision within the CRD's Urban Containment Boundary (UCB), which covers at least part of each of the following municipalities (the Subject Municipalities):

- Central Saanich
- Colwood
- Esquimalt
- Langford
- Oak Bay
- Saanich
- Sidney
- Victoria
- View Royal

The UCB also covers much of Sooke, but market research suggests that market rental rates in Sooke are near or below the affordable level.

9.2 Density

This analysis investigates a number of building heights that provide a wide variety of densities. The research reviewed each municipality's LUB and OCP and has determined the maximum height of multi-unit buildings that could be permitted in each of the nine municipalities. This is represented in Table 5.

Table 5: Floor Space Ratio[4] by Density Scenario[5]

	4-storey	6-storey	12-storey	15-storey	18-storey
Central Saanich	0.6	-	-	-	-
Colwood	1.5	1.6	1.75	1.85	-
Esquimalt	1.5	2.0	3.0	-	-
Langford	1.5	2.0	2.25	2.5	3.0
Oak Bay	1.5	1.6	1.8	1.95	-
Saanich	1.5	2.0	2.25	2.5	3.0
Sidney	1.5	2.0	-	-	-
Victoria	1.5	2.0	2.25	2.5	3.0
View Royal	1.5	-	-	-	-

Table 5 shows that because not all municipalities support all five building heights, there are 30 unique combinations of density and geography investigated in this financial analysis.

9.2.1 Financial Strategy

This analysis investigates two approaches to creating affordable rental apartments:

1. Non-Market Scenarios: in these scenarios, the CRD buys land and either proceeds to construct a multi-unit building on the property, or partners with a non-profit organization to build and ultimately manage the development. All units thus developed are operated as affordable rental housing for the duration of the building's 60-year[6] lifespan.

2. Private Partner Scenarios: in these scenarios, the CRD buys land and leases the property at a nominal rate to a private developer. In exchange for reduced land costs, the developer includes some affordable rental units alongside its market rental units.

   For each scenario, the maximum number of affordable rental units that the developer can afford to provide, while still achieving an acceptable annual IRR[7] of 5.5%, was calculated. The Consultant assumed that each development achieves its respective maximum number of affordable units. In those few scenarios where the developer can achieve an IRR of

[4] Floor space ratio is a measure of density equal to a development's gross floor area divided by its land area.

[5] In Table 5, black items are taken directly from municipal documents such as LUB or OCP, while red items are suggested by the Consultant with the aims of consistency and realism.

[6] Sixty (60) years is used as the life span of the building, although many leases may extend for 99 years.

[7] The Internal Rate of Return (IRR) is the interest rate of a hypothetical asset that produces interest at the same pace as the project in question. A measure of project performance. A higher IRR represents faster profit, or greater profit over the same timeframe. IRR is a better measure of project viability than simple profit-to-cost for projects that generate revenue over a long timeframe because the former reflects the time value of money whereas the latter does not.

greater than 5.5%, while providing 100% affordable units, the land lease price paid by the developer is increased to produce an IRR of 5.5% overall.

The Non-Market Scenarios produce a greater number of affordable rental units because all of the units are affordable, but it also imposes a greater capital cost burden on the CRD, which must pay for the entire project. By comparison, the Private Partner Scenarios produces fewer affordable rental units but are much less costly for the CRD, which is only responsible for the initial land purchase.

In the Non-Market Scenarios, the CRD's equity requirement is calculated as follows:

$$Equity\ requirement = Project\ capital\ costs - takeout\ financing$$

Takeout financing is a mortgage borrowed against the building's ongoing net revenue. In the Non-Market Scenarios, it is the only source of revenue available to offset the CRD's capital costs.

Whereas in the Private Partner Scenarios, the CRD's equity requirement is calculated as follows:

$$Equity\ requirement = Land\ costs - land\ lease$$

The land lease amount is nominal (effectively zero) in some scenarios but significant in others.

Applying each of these two financial strategies to each of the 30 combinations of geography and density presented in Table 5 above produces 60 scenarios overall.

9.3 Assumptions

This section presents the assumptions regarding the built form, cost, and revenue applied in this financial analysis.

9.3.1 Built Form Assumptions

Each scenario is assumed to take place on a serviced half-acre (21,780 ft^2) parcel. Using identical site size assumptions in all scenarios facilitates comparison and interpretation between scenarios.

All buildings are assumed to achieve efficiency of 85%.[8] As directed by the CRD, the report has assumed the distribution of unit sizes as illustrated in Table 6.

[8] Building efficiency equals a building's rentable space divided by its gross floor area.

Table 6: Target Unit Size Composition

	Share of units	Average Unit Size (ft^2) based on BC Housing Averages for Affordable Housing
Studio	5%	350
1-Bedroom	35%	525
2-Bedroom	40%	725
3-Bedroom	20%	925
Average		676

The unit size composition in Table 6 is a target shared by all scenarios, but in practice these scenarios vary slightly depending on their total building size and distribution of market versus non-market units. Table 7 combines the assumptions in Tables 5 and 6, which produces the following total unit counts.

Table 7: Unit Count by Scenario

	4-storey	6-storey	12-storey	15-storey	18-storey
Central Saanich	16	-	-	-	-
Colwood	41	44	48	51	-
Esquimalt	41	55	82	-	-
Langford	41	55	62	68	82
Oak Bay	41	44	49	53	-
Saanich	41	55	62	68	82
Sidney	41	55	-	-	-
Victoria	41	55	62	68	82
View Royal	41	-	-	-	-

The maximum unit count has been calculated using the following calculation. Should the municipality and CRD wish to increase the number of units, the FSR can be increased beyond 3.0:

- An average site area of 0.5 acre or 2,024 m^2
- A gross building site coverage of 3.0 Floor Space Ratio (3 x 21,780 = 65,340 ft^2)
- Net rentable area of 85% of the gross building area (85% x 65,340 – 55,539 ft^2)
- Average Unit Size of 676 ft^2 per unit
- Net rentable area / average unit size = 55,539 / 676 = 82 units.

As instructed by the Client, the Consultant assumed that zero parking stalls will be provided for studio, 1-bedroom, and 2-bedroom affordable units, and that one parking stall will be provided for 3-bedroom affordable units to produce an overall parking ratio of 0.2 stalls per affordable unit.

The Consultant assumed that parking stalls for market units will be provided in line with each municipality's LUB. Note that these are blended rates reflecting the target unit size distribution presented in Table 6:

- Central Saanich: 1.75 stalls per unit

- Colwood: 1.36 stalls per unit[9]
- Esquimalt: 1.3 stalls per unit[10]
- Langford: 1.25 stalls per unit[11]
- Oak Bay: 2.25 stalls per unit[12]
- Saanich: 1.5 stalls per unit
- Sidney: 1 stall per unit
- Victoria: 0.875 stalls per unit[13]
- View Royal: 1.4 stalls per unit.

It is assumed that any parking required by the municipality will require 100% underground parking in all cases. Note that parking construction is the largest cost that varies due to municipal policy. Surface parking could be provided at a lesser cost but for the purpose of the model, the report has have assumed all required parking would be underground.

9.3.2 Cost Assumptions

A total of 64 example sites throughout the region were reviewed. Each of these sites met the walkability criteria and were a minimum of ½ acre (2,000 m^2) deemed appropriate for CRD affordable housing projects. The example sites included a mix of sites that require assembly and sites that do not. Based on this sample, the land price was collected from BC Assessment. For parcels that required assembly, 20% premium was added to the land costs[14], for assembly and related costs:

- Central Saanich: $2,616,000
- Colwood: $3,873,000
- Esquimalt: $3,968,000
- Langford: $2,578,000
- Oak Bay: $5,799,000
- Saanich: $4,106,000
- Sidney: $6,861,000
- Victoria: $8,435,000
- View Royal: $3,181,000.

[9] Colwood has different parking requirements for different sub-areas. The Consultant assumed the site is located in the “urban centre” area.

[10] Esquimalt has different parking requirements for different zones. The Consultant assumed the site is located in a “medium and high-density apartment zone”.

[11] Langford has different parking requirements for different land use designations. The Consultant assumed the site carries the City Centre or Mixed-Use Employment Centre designation.

[12] Oak Bay has different parking requirements for different zones. The Consultant assumed the site is zoned RM-1LD, RM-1MD, RM-1HD, RM-2, RM-3, RM-4, RM-8, or RM-MC1.

[13] Victoria has different parking requirements for different sub-areas. The Consultant assumed the site is located in the “village centre” area.

[14] Twenty (20) percent premium added to the land cost was used to mirror what the City of Victoria currently uses in their proformas, considered to be industry representative.

Other land costs include BC's property transfer tax[15] and additional closing costs have been averaged at $50,000 per lot.

The model has also applied the following project cost assumptions for hard costs, soft costs and municipal fees. Tables 8, 9 and 10 Illustrate these costs. It is important to note that these costs may be updated to be tailored to each specific site and project considerations that would be critical in determining the feasibility of an initiative. It is assumed that the CRD will engage qualified consultants, including a quantity surveyor, to inform the model assumptions, as required.

Table 8: Hard Cost Estimates

Hard Costs	
Site Servicing and Geotechnical	$300,000
Servicing Connections	$10,000
Utilities During Construction	$10,000
Building Construction[16]: • 4-storey wood frame • 6-storey wood frame • 12-storey concrete • 15 or 18 concrete storey	 • $340 / ft^2 • $350 / ft^2 • $380 / ft^2 • $380 / ft^2
Underground Parking per stall	$60,000
Furniture/Fixtures/Equipment	$100,000 to $180,000
Landscaping/Signage/Lighting	$50,000
Hard Cost Contingency	10% of all hard cost items

Table 9: Soft Costs Estimates

Soft Costs	
Project Management	2% of total Project Costs
Architectural Fees	1% of building construction costs plus contingency
Engineering Fees	1% of Hard Costs
Other Consultant Fees	1% of Hard Costs
Research and Appraisal	$20,000
Surveying	$20,000
Accounting	$20,000
Legal Costs	$1,000 per unit
Insurance	0.51% of Hard costs

[15] Property transfer tax is defined here: https://www2.gov.bc.ca/gov/content/taxes/property-taxes/property-transfer-tax

[16] Source: Altus Group (2023). 2023 Canadian Cost Guide.

Table 10: Municipal Costs

Municipality	Rezoning	Development Permit Fee	Building Permit Fees	Regional DCCs	Municipal DCCs
Central Saanich	$4,800	$3,100	$6,250 plus 1% of construction costs above $500,000	$933 / unit	$3,944 / unit, minus 30% in Non-Market Scenarios
Colwood	$4,699	N/A	$5,238 plus 0.8% of construction costs above $500,000	$1,644 / unit	$7,021 / unit
Esquimalt	$1,000 + $600 per unit	$1,200 plus $120 per unit	$5,737 plus 0.9% of construction costs above $500,000	N/A	N/A
Langford	$9,888	N/A	$11,068 plus 0.485% of construction costs from $1 million to $15 million, plus 0.245% of construction costs above $15 million	$1,644 / unit	$1,438 plus $3,635 / unit
Oak Bay	$7,000	$6,500	$5,000 plus 1.3% of construction costs above $500,000	N/A	N/A
Saanich	$2,000	$1,000	$8,234 plus 1.25% of construction costs above $500,000	N/A	$8,134 / unit[17]
Sidney	$3,400	$300 plus $50 per unit	$5,987 plus 0.9% of construction costs above $500,000	$933 / unit	$650 / unit[18]
Victoria	$6,000 + $0.50 per m^2 ($0.046 per ft^2)	$6,000 plus $2.50 per m^2 ($0.23 per ft^2) of gross floor area	$100 plus 1.4% of construction costs	N/A	$44.77 per m^2 ($4.16 per ft^2) of gross floor area
View Royal	$2,200	$1.15 per m^2 ($0.107 per ft^2) of gross floor area	$6,531 plus 0.9375% of construction costs above $500,000	$1,644 / unit	$6,519 per unit

[17] The consultant assumed that the site is located outside of the Cordova Bay Road DCC area.

[18] DCC rates in Sidney vary considerably by location. The Consultant assumed a rough average.

Other assumptions made include:

- No amenity contributions are required for affordable housing units.
- Municipalities who charge School site acquisition fees, have the ability to waive the fees. For example, Colwood and Langford charge $600 per unit.
- Rental projects are exempt from GST.
- Advertising and promotion: 2% of the value of market rental units based on an annual capitalization rate of 3.9%[19].
- New home warranty: $2,000 per unit.
- Post-construction customer service: $2,000 per unit.
- Corporate overhead: 2% of total project costs.
- Miscellaneous soft costs: 2% of all soft cost items above.
- Soft cost contingency: 10% of all soft cost items above.

9.3.3 Revenue

The Consultant has applied the following rental rates in each scenario's first year of operation shown in **Table 11**.

Table 11: Monthly Rental Rate Target Per Unit

	Municipality	Studio	1-bedroom	2-bedroom	3-bedroom	Blended Average
Market Rates	Central Saanich	$1,400	$1,895	$2,378	$2,858	$2,258
	Colwood	$1,530	$2,074	$2,559	$2,914	$2,408
	Esquimalt	$1,726	$2,016	$2,298	$2,609	$2,235
	Langford	$1,512	$1,979	$2,458	$2,905	$2,331
	Oak Bay	$1,540	$1,990	$2,443	$2,858	$2,324
	Saanich	$1,568	$1,985	$2,327	$2,664	$2,238
	Sidney	$1,918	$2,462	$2,893	$3,265	$2,767
	Sooke[20]	*$1,292*	*$1,685*	*$2,103*	*$2,636*	*$2,023*
	Victoria	$1,582	$2,100	$2,632	$3,127	$2,494
	View Royal	$1,582	$2,016	$2,407	$2,775	$2,303
Affordable Rental Rate		**$1,428**	**$1,817**	**$2,204**	**$2,553**	**$2,100**

[19] The capitalization rate of a revenue-generating asset is the amount of net revenue it produces in a given time-period (typically one year, as in this case), divided by the sale value of that asset. A lower capitalization rate indicates a higher sales price. Capitalization rates are therefore a measure of investor appetite.

[20] Note that Sooke is excluded from this analysis because its market rental rates are affordable. It is included in this section to demonstrate this point.

Figure 4: Blended Average Market Monthly Rental Rate Per Unit by Municipality[21]

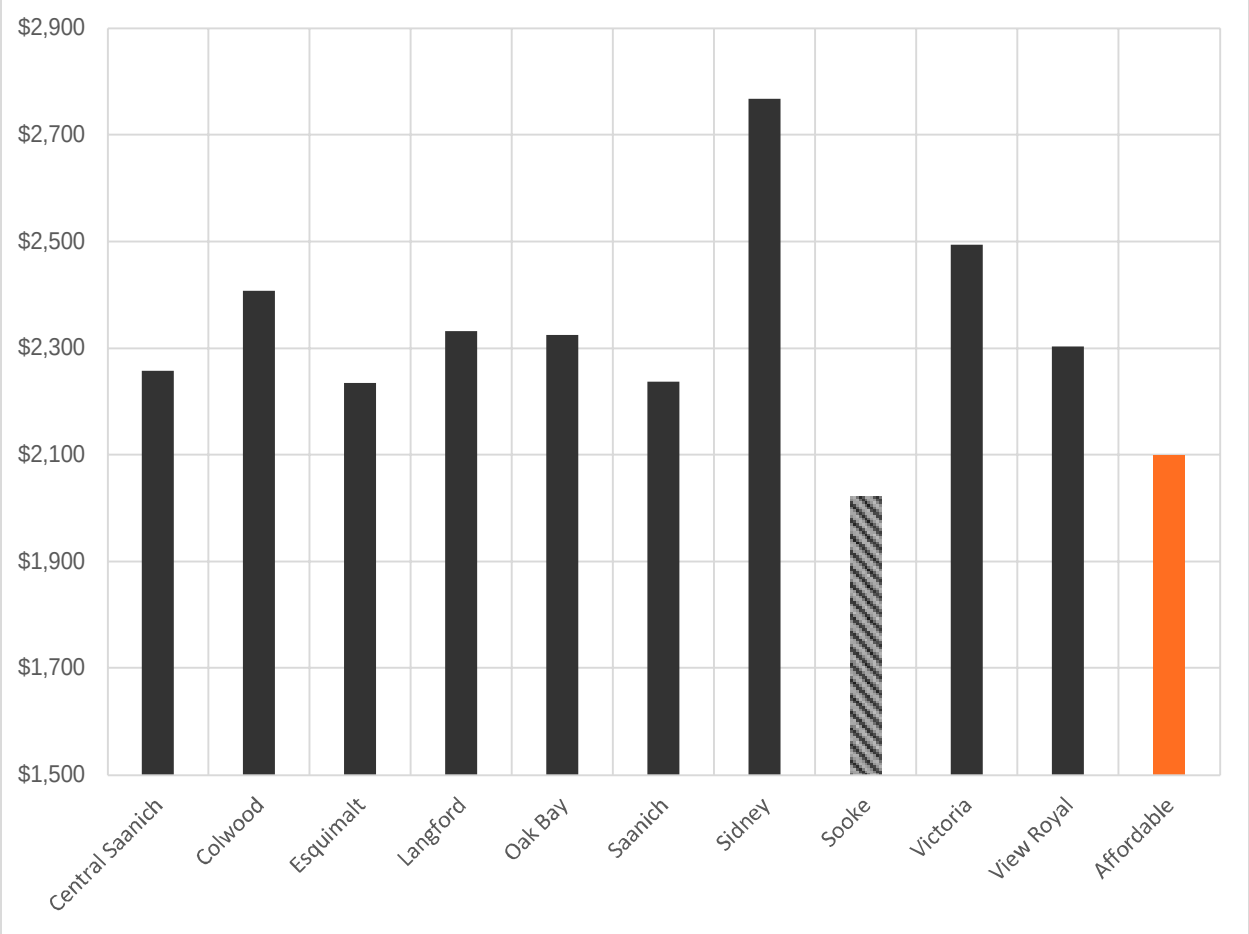


Table 12: Monthly Rental Rate per ft²

	Municipality	Studio	1-Bedroom	2-Bedroom	3-Bedroom	Average
Market Rates	Central Saanich	$4.00	$3.61	$3.28	$3.09	$3.34
	Colwood	$4.37	$3.95	$3.53	$3.15	$3.56
	Esquimalt	$4.93	$3.84	$3.17	$2.82	$3.31
	Langford	$4.32	$3.77	$3.39	$3.14	$3.45
	Oak Bay	$4.40	$3.79	$3.37	$3.09	$3.44
	Saanich	$4.48	$3.78	$3.21	$2.88	$3.31
	Sidney	$5.48	$4.69	$3.99	$3.53	$4.09
	Sooke	$3.69	$3.21	$2.90	$2.85	$3.00
	Victoria	$4.52	$4.00	$3.63	$3.38	$3.69
	View Royal	$4.52	$3.84	$3.32	$3.00	$3.41
Affordable Rental Rate		**$4.08**	**$3.46**	**$3.04**	**$2.76**	**$3.11**

[21] Note that Sooke is excluded from this analysis because its market rental rates are affordable. It is included in this section to demonstrate this point.

All market rates presented in **Tables 11** and **12**, and **Figure** 4 above are derived from market research performed by the Consultant and presented in the Findings Report. These reflect the market rental rates for brand-new apartments of the sizes indicated in **Table 6**.

Note that in practice, unit sizes achieved within each scenario vary slightly depending on their total building size and distribution of market versus non-market units. Consequently, the per-unit rates indicated in **Table 11** are informative targets, but it is the per-square-foot rates in **Table 12** that are applied consistently to all scenarios to account for slight variations in unit size.

Regarding affordable rental rates, the Consultant was instructed to calculate a rental rate that would be affordable to a household with the median annual household income. Affordable rent is defined as 30% of household income. The median household income of each of the Subject Municipalities and their resulting affordable rental rates are presented below in **Table 13**.

Table 13: Median Annual Household Income and Resulting Affordable Monthly Rental Rate by Municipality

Municipality	Median Annual Household Income[22]	Affordable Monthly Rent
Central Saanich	$103,000	$2,575
Colwood	$102,000	$2,550
Esquimalt	$76,000	$1,900
Langford	$93,000	$2,325
Oak Bay	$107,000	$2,675
Saanich	$93,000	$2,325
Sidney	$77,000	$1,925
Victoria	$67,500	$1,688
View Royal	$98,000	$2,450
Capital Regional District	$84,000	$2,100

Because the median household income reported in **Table 13** includes both homeowner and renter households, the median income of six out of nine Subject Municipalities is greater than $90,000 and the rental rate that would be affordable for those municipalities' median income households is equal to or greater than local market rents. If affordable rental rates are above market rental rates, the present exercise becomes meaningless. Therefore, the Consultant concluded that calculating affordable rental rates based on each municipality's median household income is an inadequate methodology.

Instead, the Consultant has applied the regional median household income of $84,000, which yields an affordable monthly rental rate of $2,100. This rental rate is lower than the market rental rate in

[22] Source: 2021 Census of Canada. Note that Household income is not broken down by housing tenureship. This average combines both owners and renters. And note that the income data are based on 2020 incomes.

any of the nine Subject Municipalities, making it a practical definition of affordable housing for the present analysis. Applying the same definition of affordable housing throughout this analysis also facilities comparison and interpretation between scenarios.

Applying this income level yields a single affordable rental rate of $2,100 but this exercise requires four distinct affordable rental rates because the analysis uses four sizes of apartment (namely studio, 1-bedroom, 2-bedroom, and 3-bedroom). Dividing $2,100 by the average unit size of 676 ft^2 yields an average affordable rental rate of $3.11 per ft^2. This might be an affordable average rental rate, but it cannot effectively be treated as an affordable rental rate for all unit sizes because it exceeds market rental rates for 3-bedroom units (see **Table 13** above).

In practice, market rental rates per square foot decrease as unit size increases so that larger units are more expensive in total but less expensive on a per square foot basis. In order to function properly both within this analysis and in the real world, affordable rental rates must do the same so that they remain below market rates at all unit sizes. To produce a set of rental rates that achieve this, the Consultant has identified the typical market rental rate at each unit size within the UCB and then reduced these rates by a set amount to achieve the target average rental rate of $3.11 per ft^2 or $2,100 per unit that is affordable to the regional median household income of $84,000. This process is demonstrated in **Figure 5** and **Table 14** below.

Figure 5: Unit Size versus Monthly Rental Rate per ft^2 Among Recent Rental Listings in the UCB

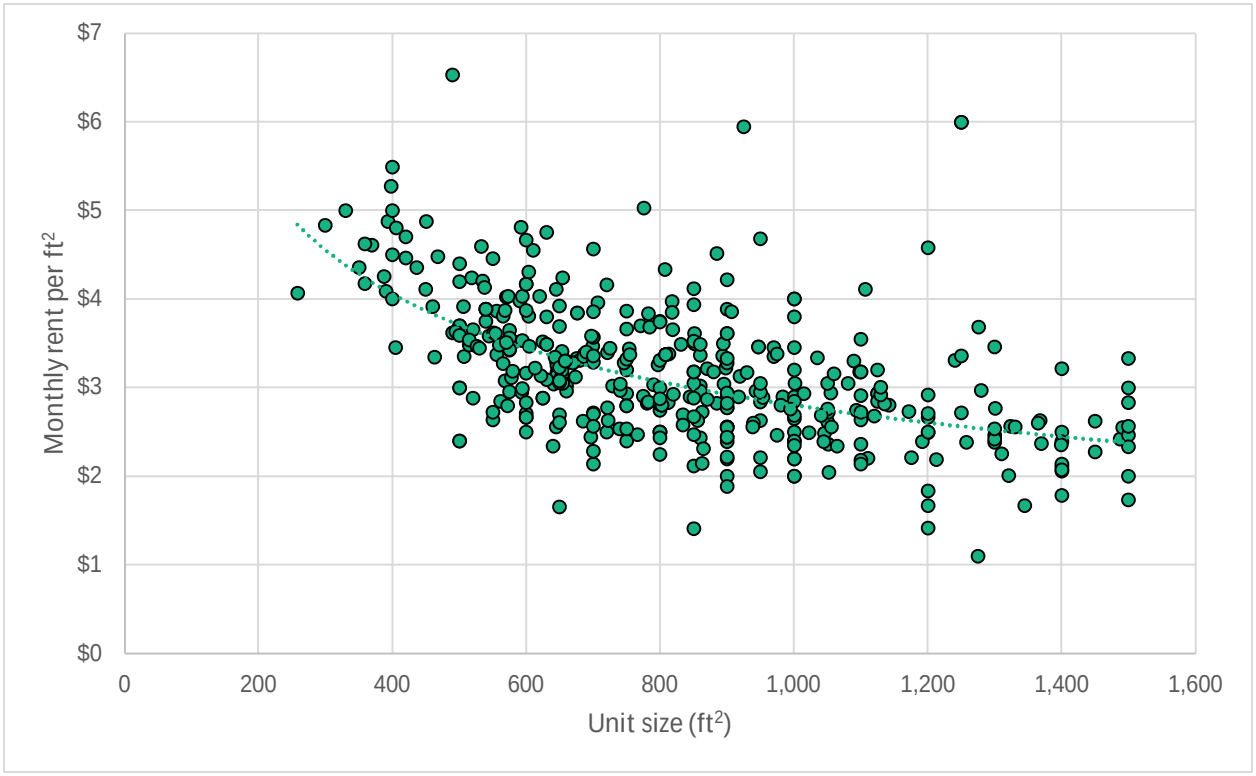


Figure 5 above displays all rental listings within the CRD's Urban Containment Boundary with an identified unit size below 1,500 ft^2. This data reflects the period during which the Consultant was performing market research for this project, namely September to October of 2023. Note that the market rental level indicated here is generally lower than that suggested in Table 12 and Figure 4 because it reflects all rental listings rather than just brand-new units.

Table 14: Observed versus Affordable Monthly Rental Rates

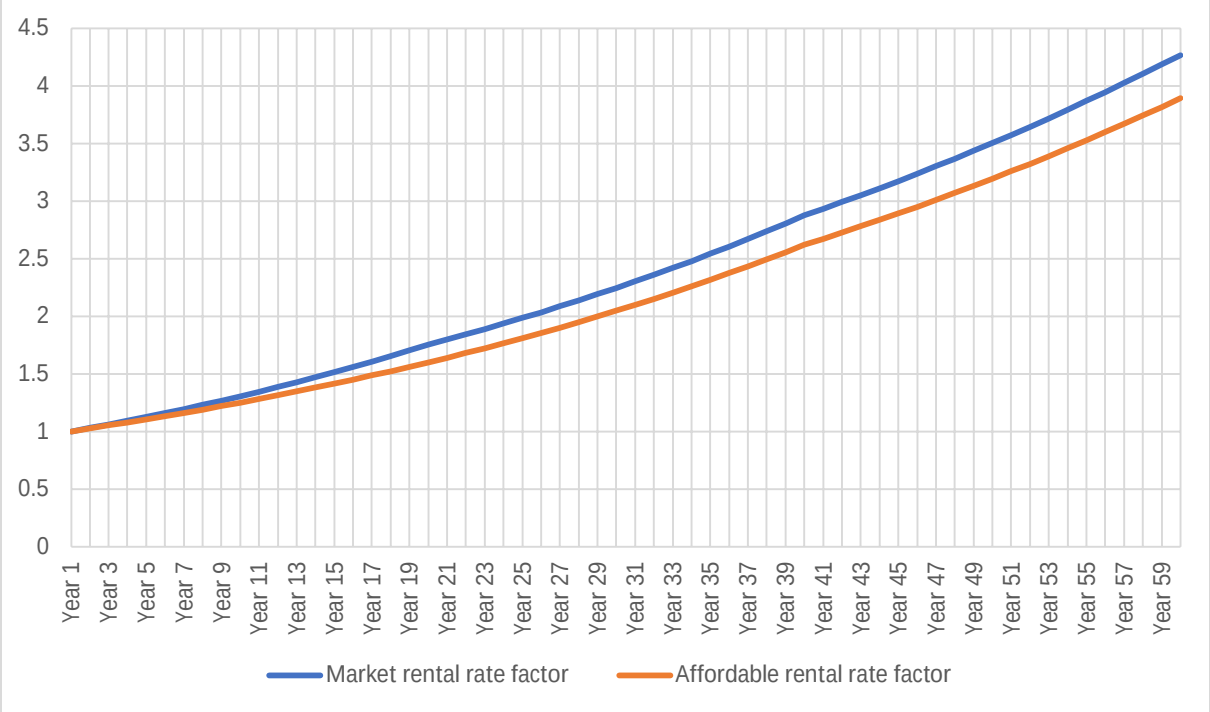
	Observed Market Monthly Rate		Affordable Monthly Rate	
	Per ft2	Per unit	Per ft2	Per unit
Studio	$4.28	$1,499	$4.08	$1,428
1-Bedroom	$3.64	$1,909	$3.46	$1,819
2-Bedroom	$3.19	$2,315	$3.04	$2,205
3-Bedroom	$2.89	$2,677	$2.76	$2,550
Average	**$3.26**	**$2,204**	**$3.11**	**$2,100**

The observed market data, shown in Figure 5 above, is summarized in Table 14. It suggests a market rental rate of $3.26 per ft^2 or $2,204 per unit, which may be reduced by 5% to produce the affordable rental rate of $3.11 per ft^2 or $2,100 per unit, which would be affordable to the region's median income household. Therefore, this 5% reduction is applied to each of the observed studio, 1-bedroom, 2-bedroom, and 3-bedroom rates to produce the affordable rental rates used in this analysis, which are indicated in Table 11, Table 12, Table 14, and Figure 4 above.

To calculate net operating income, the Consultant has applied the following assumptions:

- Vacancy rates:
  - For affordable units: zero vacancy.
  - For market units in the first year of operation: 5%.
  - For market units in the second year of operation: 2%.
  - For market units after the second year of operation: 1%.
- Operating costs:
  - For market units: 30% of gross income.
  - For affordable units: $534 per unit per month as instructed by the CRD.
- Periodic structural maintenance of $7.5 per ft^2 of gross floor area every five years.
- Escalation (see Figure 6 below):
  - Market rental rates are assumed to increase by 3% per year for the first 20 years of operation, by 2.5% per year for the following 20 years, and afterwards by 2% per year.
  - Affordable rental rates are assumed to increase by 2.5% per year for the first forty years of operation and afterwards by 2% per year.
  - Periodic structural maintenance costs are assumed to increase at the same rate as market rental rates.

Figure 6: Rental Rate Escalation Assumptions



9.3.4 Financing

The only form of cash available to rental development is called “takeout financing”. It is essentially a mortgage against the project’s ongoing net revenue. For a given magnitude of net revenue, the quantity of takeout financing available is determined by three parameters:

1. Interest rate: the amount of interest charged per year as a portion of outstanding debt;
2. Amortization period: the duration of the mortgage; and
3. Debt service ratio: the ratio of net revenue to mortgage burden.

In this analysis, the Consultant applied different assumptions for these parameters to Non-Market and Private Partner Scenarios because public sector affordable housing initiatives are able to access more favourable borrowing terms than private sector developments:

- In Non-Market Scenarios (as instructed by the CRD):
  - Interest rate: 4.27%.
  - Amortization period: 35 years.
  - Debt service ratio: 1.1.
  - Resulting ratio of takeout financing to one year of net revenue: 16.6.
- In Private Partner Scenarios:
  - Interest rate: 7%.
  - Amortization period: 25 years.
  - Debt service ratio: 1.25.
  - Resulting ratio of takeout financing to one year of net revenue: 9.5.

In summary, because of its more favorable lending parameters, non-profit development in Non-Market Scenarios can access 75% more financing per unit of operating income compared to for-profit development in Private Partner Scenarios.

The quantity of takeout financing available in each scenario is equal to the quantity of construction financing available because the takeout financing is used to retire the construction loan. The Consultant applied the following assumptions to construction financing:

- Planning period: 12 months.
- Construction period: 12 months.
- Interest on equity, which represents opportunity cost:
    - In Non-Market Scenarios: none.
    - In Private Partner Scenarios: 10%.
- Construction financing interest rate:
    - In Non-Market Scenarios, in the first year: 4.6%.
    - In Non-Market Scenarios, in the second year: 3.5%.
    - In Private Partner Scenarios: 7%.

10.0 RESULTS

This section outlines the results of the scenarios and assumptions.

Table 15 shows how each of the Non-Market Scenarios performs to produce a total CRD equity burden: total capital costs minus takeout financing equals the scenario's capital shortfall or equity requirement. With affordable rental rates and parking requirements equal between scenarios, the principal factor driving differences of project performance between municipalities is land price.

Table 15: Non-Market Scenario Capital and Financing Outcomes ($ million)

		4-storey	6-storey	12-storey	15-storey	18-storey
Total Capital Costs	Central Saanich	$9.6				
	Colwood	$20.0	$21.5	$24.4	$26.4	
	Esquimalt	$19.7	$25.1	$37.4		
	Langford	$18.3	$23.7	$28.0	$32.0	$37.7
	Oak Bay	$22.0	$23.3	$26.8	$29.4	
	Saanich	$20.3	$25.9	$30.2	$34.2	$40.0
	Sidney	$23.2	$28.1			
	Victoria	$25.4	$30.8	$35.1	$39.1	$44.8
	View Royal	$19.2				
Takeout Financing	Central Saanich	$4.9				
	Colwood	$12.1	$12.7	$13.9	$14.8	
	Esquimalt	$12.1	$16.0	$24.0		
	Langford	$12.1	$16.0	$18.0	$20.0	$24.0
	Oak Bay	$12.1	$12.7	$14.4	$15.6	
	Saanich	$12.1	$16.0	$18.0	$20.0	$24.0
	Sidney	$12.1	$16.0			
	Victoria	$12.1	$16.0	$18.0	$20.0	$24.0
	View Royal	$12.1				
CRD Equity Requirement	Central Saanich	$4.7				
	Colwood	$8.0	$8.7	$10.4	$11.7	
	Esquimalt	$7.7	$9.2	$13.4		
	Langford	$6.3	$7.8	$10.1	$12.0	$13.7
	Oak Bay	$9.9	$10.6	$12.4	$13.8	
	Saanich	$8.3	$9.9	$12.2	$14.3	$16.0
	Sidney	$11.2	$12.1			
	Victoria	$13.3	$14.9	$17.2	$19.2	$20.8
	View Royal	$7.1				

Due to the extremely low parking requirements (**Section 9.3.2**) and relatively high affordable rental rates (**Table 14**) assumed for affordable units in these scenarios, the Private Partner Scenarios can

provide 100% affordable housing in all scenarios except in Central Saanich, where rental development is not viable due to its low density.

In fact, the private developers in these scenarios can afford to pay a land lease amount (white panel in **Table 16** below) which is in some cases greater than the land price (certain densities in Esquimalt and Langford, indicated in green below), meaning that the CRD would profit from these developments. If the CRD would prefer not to take profit but rather to break even, they may elect to reduce affordable rental rates in such cases, although this is not modelled here.

Table 16: Private Partner Scenario Capital and Financing Outcomes ($ million)

		4-storey	6-storey	12-storey	15-storey	18-storey
Land Cost	Central Saanich	Not viable				
	Colwood	$4.03	$4.03	$4.03	$4.03	
	Esquimalt	$4.13	$4.13	$4.13		
	Langford	$2.68	$2.68	$2.68	$2.68	$2.68
	Oak Bay	$6.06	$6.06	$6.06	$6.06	
	Saanich	$4.28	$4.28	$4.28	$4.28	$4.28
	Sidney	$7.17	$7.17			
	Victoria	$8.82	$8.82	$8.82	$8.82	$8.82
	View Royal	$3.31				
Land-Lease	Central Saanich	Not viable				
	Colwood	$2.95	$2.63	$1.83	$1.25	
	Esquimalt	$3.27	$3.95	$4.30		
	Langford	$3.10	$3.70	$2.80	$2.15	$2.75
	Oak Bay	$3.25	$2.95	$2.30	$1.70	
	Saanich	$2.93	$3.45	$2.50	$1.80	$2.30
	Sidney	$2.30	$3.23			
	Victoria	$3.06	$3.65	$2.75	$2.05	$2.60
	View Royal	$2.96				
CRD Equity Requirement	Central Saanich	Not viable				
	Colwood	$1.08	$1.40	$2.20	$2.78	
	Esquimalt	$0.86	$0.18	-$0.17		
	Langford	-$0.42	-$1.02	-$0.12	$0.53	-$0.07
	Oak Bay	$2.81	$3.11	$3.76	$4.36	
	Saanich	$1.35	$0.83	$1.78	$2.48	$1.98
	Sidney	$3.94	$2.82			
	Victoria	$5.76	$5.17	$6.07	$6.77	$6.22
	View Royal	$0.35				

Table 16 shows how each of the Private Partner Scenarios performs to produce a total CRD equity burden: the cost of land minus whatever land lease the developer can afford equals the scenario's

capital shortfall or equity requirement. It is important to consider market and non-market buildings. The market units will help support the non-market units and as the building ages, there is the ability to increase the number of affordable units.

The CRD Equity rows in **Tables 15** and **16** may be directly compared as they each represent the net cost to the CRD of implementing these scenarios.

Dividing the equity requirements identified in **Tables 15** and **16** by the unit counts indicated in **Table 7** produces an estimate of equity requirement per affordable unit created. This is a general metric of scenario performance and may be used to inform CRD strategy, as shown in **Table 17**.

Table 17: CRD Equity Requirement per Affordable Rental Unit

		4-storey	6-storey	12-storey	15-storey	18-storey
Non-Market Scenarios	Central Saanich	$292,000				
	Colwood	$195,000	$199,000	$218,000	$229,000	
	Esquimalt	$188,000	$167,000	$164,000		
	Langford	$153,000	$141,000	$162,000	$177,000	$167,000
	Oak Bay	$241,000	$242,000	$253,000	$261,000	
	Saanich	$202,000	$180,000	$197,000	$210,000	$195,000
	Sidney	$273,000	$220,000			
	Victoria	$324,000	$270,000	$277,000	$282,000	$254,000
	View Royal	$174,000				
Private Partner Scenarios	Central Saanich	n/a				
	Colwood	$26,000	$32,000	$46,000	$55,000	
	Esquimalt	$21,000	$3,500	-$2,000		
	Langford	-$10,000	-$18,000	-$2,000	$8,000	-$1,000
	Oak Bay	$68,000	$71,000	$77,000	$82,000	
	Saanich	$33,000	$15,000	$29,000	$36,000	$24,000
	Sidney	$96,000	$51,000			
	Victoria	$141,000	$94,000	$98,000	$100,000	$76,000
	View Royal	$8,500				

CRD equity requirement per affordable rental units (**Table 17**) indicates the CRD's capital shortfall per unit in each scenario. This represents the CRD cost, minus available funds per unit in each scenario This is derived differently in the Non-Market and Private Partner Scenarios:

- Non-Market Scenario – the CRD simply pays for the project, and the only source of upfront cash is take-out financing (basically a mortgage). So CRD equity shortfall equals capital costs minus the take-out financing. These items are illustrated in **Table 15**.

- Private Partner Scenario – the CRD buys the land and then leases it to a for-profit developer. The calculation of what a private developer can afford is factored is included. The CRD equity shortfall equals the land cost minus the lease. These items are shown in detail on Table 16. Note that this is sometimes a negative number, which means that the CRD is in a positive cash situation due to the very low parking requirement anticipated.

By comparing the capital shortfall per unit by scenario, we gain a sense of where and how the CRD's money might go further.

Figure 7: CRD Equity Requirement per Affordable Rental Unit in Non-Market Scenarios

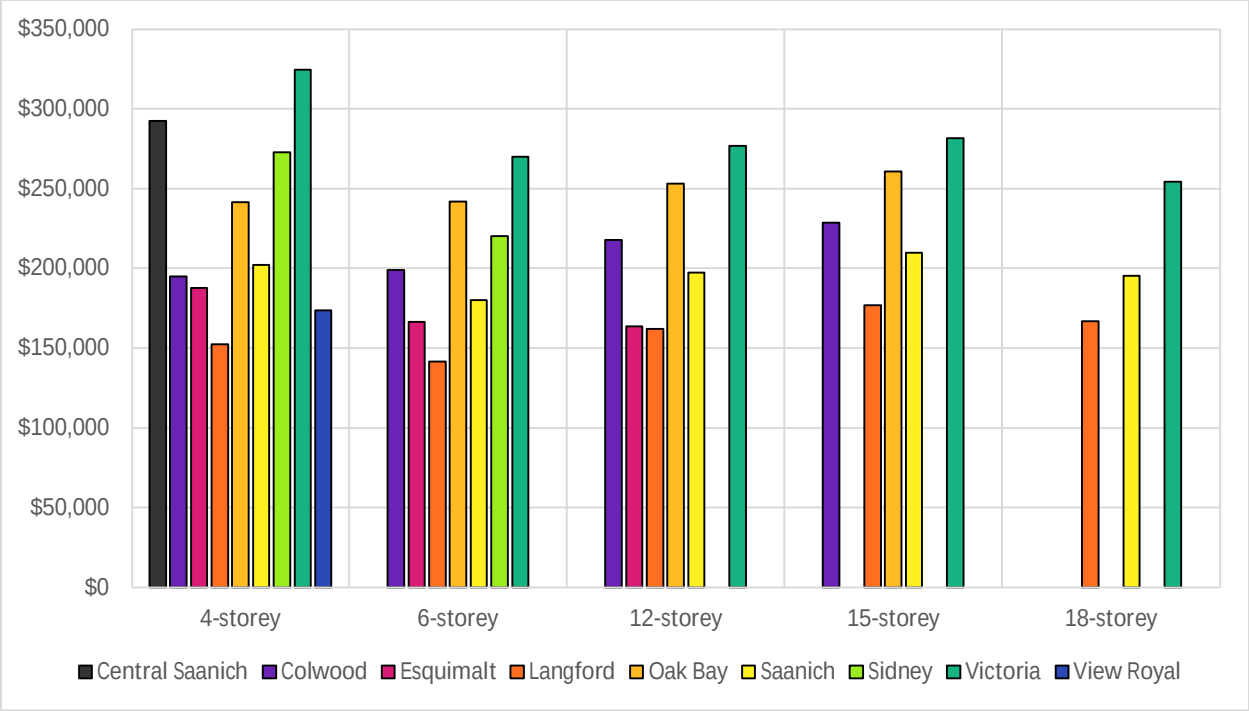
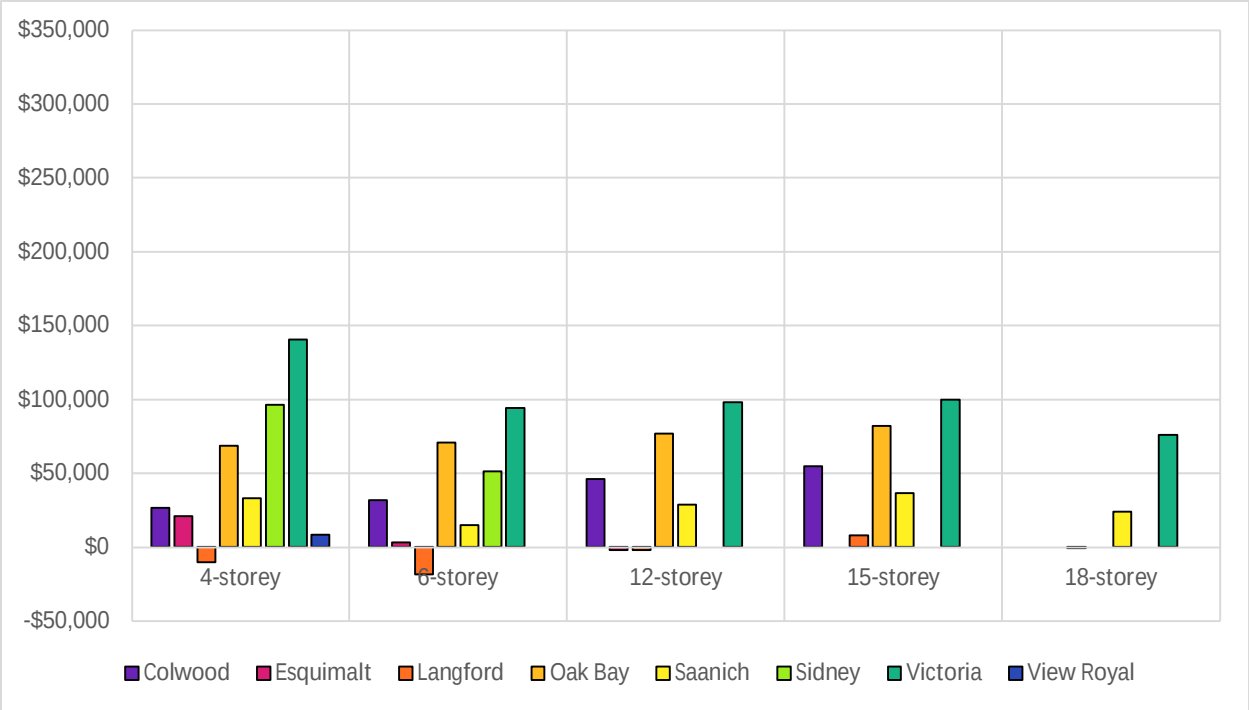


Figure 8: CRD Equity Requirement per Affordable Rental Unit in Private Partner Scenarios[23]



In general, in a given municipality and at a given density, the Private Partner Scenario performs better than the Non-Market Scenario. This is because private developers may be satisfied taking many years to recoup their investment, while the CRD is a public entity and views gradual cost recovery as a capital shortfall. Moreover, in some Private Partner Scenarios in Esquimalt and Langford, the supportable land lease that the developer can afford is greater than the price paid for the land by the CRD, meaning that CRD profit is possible.

Non-Market Scenarios tend to achieve equity efficiency in the range of $150,000 - $300,000 per unit. The most efficient municipality is generally Langford while the least efficient municipality is generally Victoria. Differences between municipalities are mostly the result of land costs.

Whereas Private Partner Scenarios tend to achieve equity efficiency in the range of zero to $100,000 per unit, with the exception of $141,000 per unit at 4 storeys in Victoria. Note again that the CRD equity cost per unit is negative in some scenarios in Esquimalt and Langford because the supportable land lease exceeds land costs. If the CRD would prefer not to take profit but rather to break even, they may elect to reduce affordable rental rates in such cases, although this is not modelled here.

[23] Values for Colwood at 15 storeys ($3.9 million) and Saanich at 6 storeys ($1.4 million) are excluded from **Figure 5** because they are so large. These values are so large because these scenarios support so few affordable rental units (one and three, respectively).

According to this analysis, the most efficient approach to creating affordable housing in the Subject Municipalities today would be to use the Private Partner Strategy to build 6-storey wood frame affordable apartment buildings in Langford, which should earn the CRD profit of about $18,000 per unit. Six (6)-storey wood frame buildings in Langford are also the most economical approach if the CRD chooses to focus on the Non-Market Strategy, in which case the cost to the CRD would be $141,000 per unit.

Table 18 identifies the most economical approach in each municipality and its achieved efficiency:

Table 18: Optimal Scenario by Municipality

	Optimal Scenario	Equity Requirement per Affordable Unit
Central Saanich	4-storey with Non-Market Strategy	$292,000
Colwood	4-storey with Private Partner Strategy	$26,000
Esquimalt	12-storey with Private Partner Strategy	-$2,000
Langford	6-storey with Private Partner Strategy	-$18,000
Oak Bay	4-storey with Private Partner Strategy	$68,000
Saanich	6-storey with Private Partner Strategy	$15,000
Sidney	6-storey with Private Partner Strategy	$51,000
Victoria	18-storey with Private Partner Strategy	$76,000
View Royal	4-storey with Private Partner Strategy	$8,500

In summary, the Subject Municipalities fall into five categories:

1. In Central Saanich, the most efficient approach is 4-storey wood frame apartments with a Non-Market Strategy because rental housing is not economically viable due to low density.
2. In Victoria, the most efficient approach is a Private Partner Strategy with as much density as possible due to its high land costs.
3. In Esquimalt, the most efficient approach is a 12-storey concrete with a Private Partner strategy.
4. In Langford, Saanich, and Sidney, the most efficient approach is 6-storey wood frame apartments with a Private Partner strategy.
5. In Colwood, Oak Bay, and View Royal, the most efficient approach is 4-storey wood frame apartments with a Private Partner strategy.

These results suggest that in certain locations, it may be possible for the CRD to produce affordable housing very cheaply. This surprising and possibly counter-intuitive result depends on two remarkable assumptions:

1. Affordable rents are here defined as affordable for the region's median income household, including homeowner households. This yields an average rental rate of $2,100 per month, which is somewhat more affordable than market rents outside of Sooke, but not extremely affordable in absolute terms.

2. The CRD direction to the Consultant was to assume that zero parking stalls will be provided for studio, 1-bedroom, and 2-bedroom affordable units, and that one parking stall will be provided for 3-bedroom affordable units to produce an overall average parking ratio of 0.2 stalls per affordable unit.

The Consultant assumed that parking stalls for market units will be provided in line with each municipality's LUBs and will be inserted into the proforma model at the time of consideration of a specific site and unit ratios. Note that these are blended rates reflecting the target unit size distribution presented in Table 6:

- Central Saanich: 1.75 stalls per unit.
- Colwood: 1.36 stalls per unit[24].
- Esquimalt: 1.3 stalls per unit[25].
- Langford: 1.25 stalls per unit[26].
- Oak Bay: 2.25 stalls per unit[27].
- Saanich: 1.5 stalls per unit.
- Sidney: 1 stall per unit.
- Victoria: 0.875 stalls per unit[28].
- View Royal: 1.4 stalls per unit.

It is assumed that the municipality will require 100% underground parking in all cases. Note that parking construction is the largest cost that varies due to municipal policy.

The Operators Manual, prepared in support of the Housing Acquisition Strategy, provides the details of how to run the proformas for each individual project.

[24] Colwood has different parking requirements for different sub-areas. The Consultant assumed the site is located in the "urban centre" area.

[25] Esquimalt has different parking requirements for different zones. The Consultant assumed the site is located in a "medium and high-density apartment zone".

[26] Langford has different parking requirements for different land use designations. The Consultant assumed the site carries the City Centre or Mixed-Use Employment Centre designation.

[27] Oak Bay has different parking requirements for different zones. The Consultant assumed the site is zoned RM-1LD, RM-1MD, RM-1HD, RM-2, RM-3, RM-4, RM-8 or RM-MC1.

[28] Victoria has different parking requirements for different sub-areas. The Consultant assumed the site is located in the "village centre" area.

11.0 PURCHASE OF BUILDINGS OR UNITS

Alternative options are available to the CRD for the acquisition of residential units for affordable housing from what has been previously explored in this report. This section looks at two options: purchase an entire existing residential building; and purchase units in a market building. It is noted that all options here, either buy a building or buy units, would still be required to meet the walkability criteria for affordable housing.

11.1 Purchase Existing Residential Buildings

This option would be for the CRD to purchase of an existing multi unit residential building. The benefits to purchasing an existing building include:

- There are more sources of provincial and federal funding for the purchase of an existing building than raw land.
- The land is already serviced.
- DCCs and CACs would not apply (even though they could be waived by the Municipality).
- The building has been approved under the LUB and the density has been accepted by the community.
- Purchase of a building is a good use of CRD staff time and capacity, rather than overseeing the assembly of land and the design and construction of a building.

The Consultant looked at several buildings currently for sale in the Region. The building's age could range from the 1970s to the 2010s. Three examples are provided here, and the full assessment of existing residential buildings for sale or those that had recently been sold as of November 1, 2023, is included in Appendix D.

When assessing an existing residential building, a renovation fee per unit has been applied. Based on the Federation of Canadian Municipalities research for housing grants, renovations per unit can range between $40,000 and $90,000 per unit based on age and previous renovations. The three examples show a range of age and renovation cost estimates.

- Langford (Goldstream) – This 5-storey building with 166 units was constructed in 2019. The assessed value of the building was $54.7 million. It meets the walkability criteria. Considering the age of the building, the cost of renovation has been estimated at $40,000 per unit ($6,640,000) for a total move in cost of $61,340,000 or $370,000 per unit.
- Central Saanich (Brentwood Bay) – This 6-storey building has 92 units and was constructed in 1992. The assessed value of the building was $25,111,000. This development is near the Brentwood commercial area and meets the walkability criteria. This building has 92 units.

Based on the age of this building, a renovation costs per unit of $55,000 has been used ($5,060,000) or a total move in cost of $30,171,000 or $328,000 per unit.

- City of Victoria (Yates Street) - This 4-storey building with 77 units was constructed in 1966. The assessed value of the building was $20,362,000 million. It meets the walkability criteria. Considering the age of the building, the cost of renovation has been estimated at $90,000 per unit ($6,930,000) for a total move in cost of $27,292,000 or $354,500 per unit.

The recommendation is to consider buildings with 16 or more units, to use funds efficiently and make management of the units cost effective.

There are a number of potential challenges including:

- The existing building was developed at previous lower density regulations. And while this demonstrates zoning and community support, the density may be far less than what could be achieved under current zoning and policies; thereby, losing potential residential units if the site were to be redeveloped. For example, a building may have 16 units and if developed under current regulations, could potentially create 60 units. This reflects a loss in overall housing units.
- The building might not meet current building codes. This could be particularly related to heat, HVAC, access and building materials. Accessibility could require installation or upgrade of elevator, widening of doorways, or inclusion of ramps and provision of storage for scooters.
- The building may require renovations and upgrades. Depending on the age of the building and the dates of the last renovations, the units may require some upgrades to meet current building code standards.
- Buildings that are currently occupied that may require major renovations, will have to plan to relocate tenants during the renovations. The tenants may be guaranteed a unit in the building and new rents may need to be re-established.

11.2 Purchase of Turnkey Units

This option is to purchase units in market buildings to then be managed by the CRD as affordable housing units.

The benefits to purchasing “turnkey” units include:

- Less capacity and fewer resources from the CRD.
- Certainty of approval and use.
- As with the purchase of an entire building, the option for purchasing “turnkey”[29] units in market buildings allows the CRD to avoid any land assembly, zoning issues, purchase of land and construction delays.

[29] Turnkey refers to something that is ready for immediate use, in this case, an apartment that has been built by a third party and ready for immediate use of the CRD and potential tenants.

- Purchase of the units would be negotiated with builder/developer pre-completion and developer may receive some reductions in DCCs and AACs, along with waiving of fees to match the percentage of affordable units.
- As with the purchase of a whole building, there are some potential challenges:
    - Developers may not be amenable to having “affordable” units in their market buildings.
    - If the building is a strata building, the strata fee would have to be subsidized by the CRD for ongoing operational costs.

11.3 Financial Viability

Based on the financial assessment completed for this report, purchase of a building or of turnkey units should consider all costs associated with the purchase, and the operationalization (which may include renovations or upgrades). From the examples above in Section 11.1, paying more than $400,000 for a unit reduces the financial viability for affordability.



12.0 DATA GAPS AND CHALLENGES

12.1 Data Gaps

This report used 2021 Federal Census data for incomes. The 2021 Federal Census income stats are based on 2020 income. The incomes were not factored up to reflect cost of living increases. The direction from the CRD was that salaries had not kept pace with the cost of living and as such would not be representative when calculating median incomes or affordable rents. This must be considered at the time a project is selected and individual tenants will be required to prove income to become tenants in future developments.

12.2 Challenges



Freeing up public lands is a process that requires a considerable amount of time. Both the Provincial and Federal governments have recently pledged over $22 million in grants and financing for the next decade. However, it is crucial to note that the allocation of this funding is contingent on establishing partnerships with local governments or other funders to facilitate the development initiatives. In this collaborative approach, non-profit organizations are expected to play a pivotal role by contributing land and/or making substantial equity contributions.

Moreover, projects seeking funding must demonstrate financial viability and provide evidence of approval, emphasizing the importance of meeting specific criteria within a short timeline to secure the necessary financial support.

This dual-layered framework underscores the complexity and interconnectedness of the funding process, emphasizing the need for cooperation and shared responsibilities among various stakeholders involved in freeing up public lands for developmental purposes.

These expectations continue to place considerable pressure on local governments to support non-profit housing development in their communities, and to become active beyond their traditional land use planning and development approval's role in the provision of affordable housing.
Another challenge that has been noted in this report is that the CRD does not control the zoning or development approvals for affordable housing. The CRD must work with the individual municipalities to identify a property that can be rezoned for the appropriate density to accommodate a financially viable development. Public opposition may be a challenge to the approval of these developments.

13.0 STRATEGY AND RECOMMENDATIONS

The CRD and member municipalities have prepared housing needs assessments and housing action plans. Generally, these documents recognize the inherent connection between housing and access to public transportation, proximity to services and facilities and the complicated relationship between housing and mental health.

In response to the regional growth pressures and housing affordability issues, the primary focus of Municipal OCPs are to encourage complete communities. Strategies are needed to preserve existing rental housing stock and support existing tenants. The Acquisition study emphasizes locating market rental and non-market rental housing near transit and leveraging transit-oriented development opportunities. The provision of affordable housing is also related to the costs and timing for approvals of projects and removing or reducing any barriers to quick approvals will assist in the delivery of more housing units, of which affordability can be a component.

The Housing Acquisition Strategy for the CRD should be multi-focused and flexible and be able to respond to opportunities quickly. It is recognized that:

- There is a housing crisis and many people cannot afford appropriate housing for their household;
- This report has focused on rental units only;
- Affordable housing takes many forms including near market, supportive and temporary;
- Housing the vulnerable populations is not just a bricks and mortar issue but it includes deeper mental health and social impediments;
- The prospect of combining non-market and market units in a single building enhances the financial viability of the project; and
- This strategy primarily focuses on the near market rental units.

This report explores a variety of strategies for increasing the availability of land for new affordable rental supply:

1. Utilizing lands already owned by non-profits, local governments, and senior governments for affordable housing, and exploring innovative methods to expand this land inventory.
2. Using the OCP to identify lands for housing, thereby not requiring public hearings for rezoning.
3. Pre-zoning lands for housing to reduce the costs and time to process applications.
4. Using the rezoning process and associated tools to allow for density bonusing, relaxation of DCCs and ACCs.
5. Using the local jurisdiction authority to waive fees for affordable housing projects.

6. Establishing inclusionary requirements for affordable housing units in new multi-family residential development projects.

Based on our findings and research the following initiatives cited as being instrumental to incentivizing affordable housing:

- These results suggest that in certain locations, it may be possible for the CRD to produce affordable housing very cheaply. This surprising and possibly counter-intuitive result depends on two remarkable assumptions:
    - Affordable rents are defined here as affordable for the region's median income household, including homeowner households. This yields an average rental rate of $2,100 per month, which is somewhat more affordable than market rents outside of Sooke, but not extremely affordable in absolute terms.
    - Parking provision of only 0.2 stalls per affordable unit (zero per studio, 1-bedroom, and 2-bedroom units and one stall per 3-bedroom unit).
- Leverage Federal/Provincial surplus or under-utilized public properties in frequent transit locations for rental housing for very low to moderate income households, where appropriate, to achieve long-term housing, transit, and financial objectives.
- Reduction or removal of parking requirements, particularly underground parking, is critical for the affordability of housing. With the cost of a single underground parking stall of $50 to $70,000, it becomes clear that parking reduces the affordability significantly. This is why the locational criteria of a walkable site, is so important for affordable housing.
- Complimentary to reduced parking is the need for improved and enhanced transit to service the area and improve the walkability and reduce the dependence on personal vehicles.
- Establish transit-oriented inclusionary housing targets for purpose built rental and for housing affordable to very low to low-income households within 800m of new or existing transit stations and 400m of frequent bus corridors that are anticipated to accommodate enhanced residential growth.
- Provide incentives for new purpose-built rental housing and mixed income housing located in transit-oriented locations to enable these developments to achieve financial viability, as warranted.
- Offer incentives and use tools that will help make development of new purpose-built market rental housing financially viable (i.e., parking reductions, fee waivers, increased density, and fast-tracking), as needed.

The financial model will consider a number of criteria that will for the proforma for each individual site. The information will be added to the worksheet and the outcome will provide a proforma identifying the financial viability of the project.

The criteria to be considered are shown in Table 19.

Table 19: Input Data for Financial Model

Land Costs	Architect fees	Operating Costs
Land Financing	Engineering Fees	Periodic Improvements
Construction Costs	Site Servicing	Structural Reserve Fund
Construction Financing	Site Connections	Tenant Improvements
Property Tax Transfer	DCCs and ACCs	Hard Cost Contingency
Other Closing Costs	Landscaping, Signage and Lighting	Furniture, Fixtures and Equipment
Real Estate fees	Project Management	Survey
Property Taxes	Other Consultants	Accounting
GST	School Site Acquisition Charge	Legal
Rezoning Fee	Research and Appraisal	Insurance
Development Permit Application Fee	Building Permit and Inspection Fees	Utilities

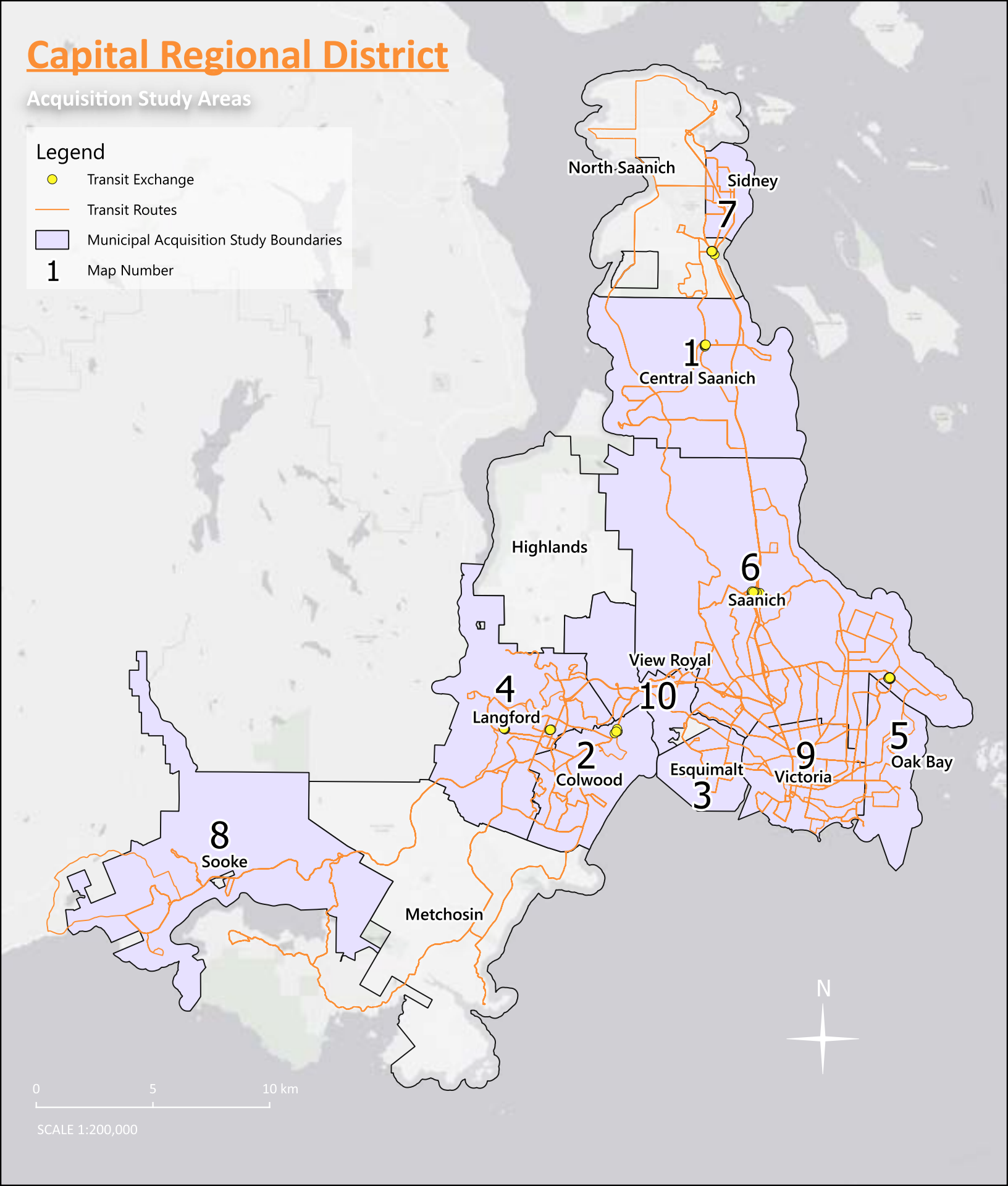


Appendix A

Walkability Maps

Capital Regional District

Acquisition Study Areas



District of Central Saanich

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
Making a difference...together

- Transit stops
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- Central Saanich Parcels
- Central Saanich Administrative Boundary



0 1 2 km

Projection: NAD83/UTM 10N 1: 40,000

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City of Colwood

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
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- Transit Stops
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- City of Colwood Parcels
- City of Colwood Administrative Boundary



0 750 1,500 m

Projection: NAD83/UTM 10N 1: 25,000

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Township of Esquimalt

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
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- Transit Stops
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- Esquimalt Parcels
- Esquimalt Administrative Boundary



0 500 1,000 m

Projection: NAD83/UTM 10N 1: 20,000

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N

District of Saanich
City of Colwood
City of Victoria
Victoria-Seattle Ferry
Victoria-Port Angeles Ferry
Shirley Rd
Craigflower Rd
Gosper Cres
EandN Rail Trail
Arm St
Colville Rd
Wurtele Pl
Cave St
Porter Rd
Viewfield Rd
Ontario Dr
Admirals Rd
Rainbow Dr
Yukon Ave
Transport Rd
Fernhill Rd
Esquimalt Rd
Wollaston St
Lyall St
Juno St
Joffre St
Dunsmuir Rd
Paradise St
Foster St
Constance Ave
Wychbury Ave
Greenwood Ave
Bewdley Ave
Fraser St

City of Langford

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
Making a difference...together

- Transit Stops
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- Langford Parcels
- Langford Administrative Boundary



0 1 2 km

Projection: NAD83/UTM 10N 1: 40,000

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District of Oak Bay

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
Making a difference...together

- Transit Stops
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- Oak Bay Parcels
- Oak Bay Administrative Boundary



0 750 1,500 m

Projection: NAD83/UTM 10N 1: 25,000

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District of Saanich

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
Making a difference...together

- Transit Stop
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- Saanich Parcels
- Saanich Administrative Boundary



0 1 2 km

Projection: NAD83/UTM 10N 1: 55,000

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District of Central Saanich
Town of View Royal
Township of Esquimalt
City of Victoria
District of Oak Bay
Interurban Rd
Patricia Bay Hwy
Royal Oak Dr
Quadra St
McKenzie Ave
Arbutus Rd
Trans-Canada Hwy
N

Town of Sidney

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
Making a difference...together

- Transit Stops
- 400m Boundary from Transit Stops
- Transit Routes
- Street Network
- Sidney Parcels
- Sidney Administrative Boundary



0 500 1,000 m

Projection: NAD83/UTM 10N 1: 20,000

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District of Sooke

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
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- Transit Stops
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- Sooke Parcels
- Sooke Administrative Boundary



0 1 2 km

Projection: NAD83/UTM 10N 1: 50,000

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City of Victoria

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
Making a difference...together

- Transit Stops
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- Victoria City Blocks
- Victoria Administrative Boundary



0 750 1,500 m

Projection: NAD83/UTM 10N 1: 25,000

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Town of View Royal

400m Boundary From Transit Stops

Capital Regional District
Regional Housing: Acquisition Strategy

CRD
Making a difference...together

- Transit Stop
- 400m Boundary from Transit Stop
- Transit Routes
- Street Network
- View Royal Parcels
- View Royal Administrative Boundary



0 500 1,000 m

Projection: NAD83/UTM 10N 1: 20,000

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Appendix B

Municipal Policy and Regulation Summary

	Median HH Income (Based on 2020 data)	Median Cost of Living Adjustment	Apartment Densities	Rezoning Fee	Building Permit Fee	Development Permit Fee	Development Cost Charges	School Site Acquisition Charge	Notes
Central Saanich	103,000	2021 = $103,515 2022 = $105,683.215 2023 = $112,998.429	Bachelor Apartment minimum of 40.0 m^2 net of common area 1 Bedroom Apartment minimum of 50.0 m^2 net of common area 2 Bedroom Apartment minimum of 65.0 m^2 net of common area 3 Bedroom Apartment minimum of 80.0 m^2 net of common area 4 Bedroom Apartment minimum of 111.5 m^2	Single Residential/ Duplex Min Fee: $3600 OR $360 per lot, whichever is greater Multiple dwellings or townhouse: $4800	Min Fee $150 Portion of construction value up to $100,000 $150 plus 1.30% Portion of construction value from $100,001 to $500,000 plus 1.20% Portion of construction value over $500,000 plus 1.00%	N/A	Residential Detached: $6101 Residential Small Detached: $5431 Multi-family Residential: $3944	Set by the province through the SSAC calc.: Low Density Residential (1-20 units/Ha), $1,000/unit Medium Low Density (21 to 50 units/Ha), $900/unit Medium Density (51 to 125 units/Ha), $800/unit Medium High Density (126 to 200 units/Ha) $700/unit High Density (201+ units/Ha) $600/unit	Bylaw to Provide a Reduction of Development Cost Charges
Colwood	102,000	2021 = $102,510 2022 = $104,657 2023 = $111,895	Apartment Residential designation are 100 uph (40 upa) to 250 uph (100 upa)	$4,193 (base fee) + $0.25 /$m^2$ lot area <5,000 m^2 + $0.12/$m^2$ lot area >5,000 m^2	Permits lass than $1,000 or less = $50 For permits in excess of $1,000.00, the fees shall be $50.00 or the first thousand, plus $12.00 per thousand or part for the next $99,000.00, plus $10.00 per thousand or part for the next $400,000.00, plus $8.00 per thousand, or part thereof, for the remainder Application Fee included in Building Permit Fee Permits with a construction value of $200,000 or less: $100.00 Permits with a construction value more than $200,000. $1,000.00Application Fee, non-refundable, included in Building Permit Fee Permits with a construction value of $200,000 or less: $100.00	N/A	Single Family: $7015 Townhouse/ Duplex: $4539 Apartment/ Condo: $4624		Development Cost Charges Estimator: https://www.colwood.ca/city-services/development-services/development-cost-charges-estimator
Esquimalt	76,000	2021 = $76,380 2022 = $77,979 2023 = $83,356	Medium density residential FAR of up to 2.0 or 6 storeys High Density residential FAR up to 3.0 or 12 storeys	$1000 plus $500 for each dwelling unit	For permits $1000.00 or less in value=$50.00 For permits in excess of $1000.00 in value the fees shall be $50.00 of the first thousand, plus $13.00 per thousand or part thereof for the next $99,000.00, plus $11.00 per thousand or part thereof for the next $400,000.00 and $9.00 per thousand in excess of $500,000.00	Single Family Infill dwelling unit $750/dwelling unit Duplex $750/dwelling unit Multiple Family Residential $1200 plus $120/dwelling unit Mixed use development Fee to be calculated based on the combined fees for the residential and commercial/industrial portions of the building construction	Does not have DCCs		
Langford	93,000	2021 = $93,465 2022 = $95,428.36 2023 = $102,016.29	N/A	Text amendement only: $1116 Text amendement only under existing zoning for changes to not more than two aspects of the Zoning Bylaw: $2226 All land uses: <1000m^2 of site area: $3465 1001$m^2$ - 8094m^2: $7159 >8094$m^2$ - 40467m^2: $10275 >40467$m^2$ - $10544	N/A	Interface Fire Hazard DP Ara: $310 Riparian DP Area: $618 Two-Family Residential (Duplex): $991 Two-Family Residential (Duplex, not compliant with DG): $2539	Link to Development Cost Charges for Major Roads, Sewers, Water Board.		
Oak Bay	107,000	2021 = $107,535 2022 = $109,778.83 2023 = $117,355.44	N/A	Zoning By-law Amendement = $2,500 Additional deposits in increments of Five Hundred Dollars $500	Building Permit fees are based on the value of construction	$500.00, plus $65.00 for each variance of a bylaw provision in excess of one that is required to accommodate the development or other proposal represented by the application	N/A		
Saanich	93,000	2021 = $93,465 2022 = $95,428.36 2023 = $102,016.29	N/A	$2,000.00 where the application is to rezone lands in any zone EXCEPT that a lesser fee of $1,000.00 shall be submitted where the application is to rezone lands from one single family zone (RS) to another single family zone (RS) for the sole purpose of creating one lot for single family dwelling use	Value of $1000 or less: 100.00 Value of $1001 - 499,999: $ 13.00 / $1,000 of Permit Value Value of $500,000 +: 10.00 / $1,000 of Permit Value	$500.00	Single Family Residential: $11542 Duplex/Triplex/Quadplex: $9108 Townhouse Residential: $8071 Apartment Residential: $6462		
Sidney	77,000	2021 = $77,385 2022 = $78,015.68 2023 = $83,401.38	Mult-ifamily Residential Density and Height: 45-65 UPH, up to 6 storeys	Joint Zoning and OCP = $1,800.00 plus $1,50.00 Public Hearing and $300 mail-out deposit Amendement to Zoning Bylaw = $1,300.00 plus $1,500.00 Public Hearing and $300 mail-out deposit	Plan Processing Fee for Building Permit Application: Construction value less than $100,000: $50 Construction value greater than $100,000: $100 Commercial or multi-family new construction: $200 Reduced fee for alterations, additions, or repairs to existing buildings: $100 Building Permit Fee (based on construction valuation): $1,000 or less: $100 Over $1,000: $100 for the first $1,000, plus $13 per thousand for the next $99,000, plus $11 per thousand for the next $400,000, and $9 per thousand for amounts over $500,000	DP Minor = $150.00 DP Major = $300.00 plus $50.00 per unit of residential construction as per the application $300.00 plus $0.50 x m^2 of floor area as per application for all other uses	Town DCCs vary by location. For a complete list of the DCCs for your development site, please visit Town Hall or send an email request. (never got back to me)		
Sooke	87,000	2021 = $87,435 2022 = $89,272.23 2023 = $95,434.79	OCP OR Zoning By-law Amendment $5300.00*, Additional Fee of $0.15/m2 of lot area Link to FAR here:	Zoning By-Law Amendement: $5300*+$0.15/m² of lot area	Building Permit Fees Based on Construction Value	Development Permit $1200.00 $1.50/$m^2$ of gross floor area Development Permit Amendment $700.00 n/a	Low Density Residential: $16,237 Medium Density Multi-Family: $8882 High Density Multi-Family: $5251		
Victoria	67,500	2021 = $67,837.50 2022 = $69,262.08 2023 = $74,046.35	Total FSR of a residential component for non-market housing may range up to approximately 2.5:1, as indicated in local area plans	Up to 3 dwelling units (excluding Duplex/ Triplex) $2000 per dw/unit Duplex $3000 Triplex $4000 Over 3 dwelling units of any type = $6000 + $0.50 per m^2 of total floor area	Application fee: $100 Building Permit Fee: 1.40% of cost of construction* (not including plumbing & electrical value)	Up to 3 dwelling units $2000 per dwell/unit Duplex $3000 Triplex $4000 Over 3 dwelling units of any type $6000 + $2.50 per m^2 of total floor area	Detached Dwelling: $6871 per lot Two Family Dwelling: $12,178 per lot Attached Dwelling: $44.77 per m^2 of total FA Multiple Dwelling: $44.87 per m^2 of total FA		
View Royal	98,000	2021 = $98,490 2022 = $100,550.79 2023 = $107,491.76	Large Lot Residential: up to 5 stories Residential: Max. FSR .5 permitted for infill, up to 2.5 storeys Mixed Residential: up to 3 storeys/ 1.25 FSR permitted, 4 storeys/1.6 FSR permitted for apartment dwellings Neighbourhood Mixed Use: 3 storeys, 1.5 FSR permitted Neighbourhood Centre (Commerical with	$2,200.00	Building Permit Fees Based on Construction Value $0-$10000 = Min. $100 $10,001-$100,000 = $100 plus 1.25% $100,001-$500,000 = $1228 plus 1% Over $500,000 = $5228 plus .75%	$550.00 for first five variances ** FOR LARGE PROJECTS: Gross floor area (m^2) x $1.15 (All residential projects over 4 dwelling units)	Detached Residential: $9806 Multi-family Residential: $6519 Commercial: $40.59, m^2 of gross FA		

Appendix C

Continuum of Measures for Housing Affordability

Continuum of Measures for Housing Affordability[30]

Fiscal Measures:

- -Payment in-lieu accepted for density bonus
- -Amenity Cost Charges (ACC) allocated to affordable housing
- -Waiving development fees for affordable housing
- -Waive/reduce municipal development cost charges for affordable housing
- -Property tax exemption for non-supportive affordable housing
- -Grants to facilitate affordable housing
- -Heritage grants that address housing affordability
- -Lease City owned sites appropriate for affordable housing to non-profits
- -Donate City-owned land to facilitate affordable housing
- -Land trust for affordable housing
- -Affordable housing reserve/trust fund
- -Energy efficiency programs for affordable housing
- -Other fiscal actions (unique to local municipality)

Planning Process or Policies

- Official community plan policies showing commitment to providing a range of housing choices
- Neighbourhood plans/area planes showing commitment to providing a range of housing choices
- Identifying suitable affordable housing sites in neighbourhood and planning processes
- Tenant relocation policy
- Family friendly policy
- Adaptable housing policy (include definitions/details)
- Heritage Program includes provisions to consider/address housing affordability
- Affordable housing strategy or housing action plan
- Ownership affordability program/policy (provide specifics)
- Other planning actions

Zoning/Regulatory Actions

- Increased density in areas appropriate for affordable housing
- Micro housing units policy
- Micro housing units approved on a case-by-case review
- Smaller lots
- Coach houses

[30] Neil Spicer, Senior Policy and Planning Analyst, Parks, Planning and Environment, "*Municipal Measures for Affordable housing Matrix – 2018 Update*" dated May 23, 2018 presented at the Metro Vancouver Regional District, Regional Planning Committee June 8, 2018.

- Secondary suites in single family zones
- Secondary suites in other zones
- Lock-off units in apartment and/or row housing
- Infill housing
- Broadening row house/townhouse & duplex zoning
- Density bonus provisions for affordable housing
- Reduced parking requirements for all housing located in areas with good access to transit
- Reduced parking requirement for affordable housing
- Pre-zone lands for affordable housing
- Comprehensive development zone guidelines favour affordable housing
- Inclusionary zoning policy for affordable housing
- Inclusionary zoning has occurred with rezoning process
- Modified building standard (i.e., code related)
- Housing agreements
- Other zoning actions

Approval Process Measures

- Provide assistance
- Concurrent rezoning and building permit applications
- Fast track approval of affordable housing projects

Purpose Built Market Rental Incentives

- Fees waived or reduced for new market rental housing development
- Density bonus for new market rental housing development
- Parking requirements relaxed for new market rental housing development

Rental Housing Loss Prevention Measures

- Standards of maintenance by-law
- Replacement policies for loss of rental housing stock
- Demolition policies
- Condo/strata conversion policies
- Retention policy

Education and Advocacy Measures

- Monitor rental housing stock
- Guide to development process for affordable housing options such as secondary suites

Appendix D

Existing Building Examples

Geography	Land Size	Storeys	Units	Assessed $	Asking $	Sold in the Last 3 Years $	Age	Zoning	Considerations
Central Saanich									
1230 Verdier Avenue, Brentwood Bay Saanichton V8M 1P2	102228 sf	6	92	$ 25,111,000	N/A	N/A	1992	N/A	N/A
1040 Stellys Cross Road, Brentwood Bay V8M 1H5	2.85 ac	4	70	$ 30,029,000	N/A	N/A	2021	N/A	N/A
7878 East Saanich Road, Saanichton V8M 1T4	20579 sf	5	48	$ 21,503,000	N/A	N/A	2016	N/A	N/A
North Saanich & Sidney									
2433 Malaview Avenue, Sidney V8L 4G4	53066 sf	4	60	$ 18,622,000	N/A	N/A	1979	N/A	N/A
2433 Malaview Avenue, Sidney V8L 4G4	53066 sf	4	60	$ 18,622,000	N/A	N/A	1979	N/A	N/A
Colwood									
3221 Heatherbell Road, Colwood V9C 1Y8	4.21 ac	4	33	$ 6,740,300	N/A	N/A	2017	N/A	N/A
Landmark Building 1085 Goldstream Avenue, Victoria V9B 0Y7	2.15 ac	5	166	$ 54,881,000	N/A	N/A	2019	N/A	N/A
284 Belmont Road, Colwood V9C 1B1	0.58 ac	4	48	N/A	$ 14,926,000	N/A	2021	N/A	Originally built in partnership with BC Housing Hub program.
Esquimalt									
908 Carlton Terrace, Esquimalt V9A 5A5	17266 sf	2	8	$ 2,460,000	$ 4,125,000	N/A	1970	RM4	N/A
687 Admirals Road, Esquimalt V9A 6N7	16361 sf	6	50	$ 14,270,000	N/A	N/A	2022	N/A	Recently developed.
860 Carrie Street, Esquimalt V9A 5R4	12500 sf	3	16	$ 3,406,000	$ 5,350,000	N/A	1971	RM4	Tenants currently residing below market rent. For sale for more than 250 days.
Saanich									
3216 Alder Street, Victoria V8X 1P2	N/A	4	27	$ 9,862,000	N/A	N/A	2019	N/A	N/A
3501 Savannah Avenue, Victoria V8X 1S6	52514 sf	4	48	$ 15,295,000	N/A	N/A	1978	N/A	N/A
1028 Inverness Road, Saanich V8X 2S1	14880 sf	3	13	$ 4,246,000	$ 4,999,000	N/A	1976	N/A	Property is surrounded by multi-family zoning.
Langford									
Belmont Place Apartments 3130 Jacklin Road, Victoria V9B 3Z1	5.12 ac	5	222	$ 80,568,000	N/A	N/A	2019	N/A	N/A
711 Treanor Avenue, Victoria V9B 6W7	62646 sf	6	95	$ 40,231,000	N/A	N/A	2021	N/A	N/A
691 Hoylake Avenue, Victoria V9B 3P9	2.45 ac	5	147	$ 49,530,000	N/A	N/A	N/A	N/A	N/A
Oak Bay									
2161 Haultain Street, Oak Bay V8R 2L8	14048 sf	3	14	$ 3,471,000	$ 3,980,000	N/A	1953	RM3	Large majority of suites currently rented below market rate.
2174 Cadboro Bay Road, Victoria V8R 5H1	51575 sf	4	67	$ 17,689,000	N/A	N/A	1968	N/A	N/A
2314 Oak Bay Avenue, Victoria V8R 1G9	20132 sf	4	27	$ 9,255,000	N/A	N/A	1965	N/A	N/A
View Royal									
Aurora Watkiss Way, Victoria V8Z 0E6	2.22 ac	5	114	N/A	$ 46,910,000	N/A	2018	N/A	N/A
Nursery Heights 301 Nursery Hill Drive, Victoria V9B 0L3	1.44 ac	5	72	N/A	$ 28,523,000	N/A	2018	N/A	N/A
Sooke & Metchosin									
2068 Townsend Road, Sooke V9Z 0H2	11817 sf	3	6	$ 1,153,000	$ 1,999,000	$ 1,450,000 (Sept 2021)	1963	R1	This property is in Sooke's City Town Core area, which allows redevelopment of an FSR or 2.5:1 and up to 6 storeys.
Victoria									
971 Market Street, Victoria V8T 4Z3	26100 sf	4	33	$ 9,310,000	N/A	9,350,000 (April 2022)	1976	R3-2	When advertised for sale in 2022 a 2.0 FSR potential gross buildable area (52,200 sf) was noted.
1236 Pandora Avenue, Victoria V8V 3R4	23634 sf	4	43	$ 11,866,000	N/A	$ 13,973,000 (Nov 2021)	1979	N/A	N/A
1220 Pandora Avenue, Victoria V8V 3R4	24044 sf	4	28	$ 9,106,000	N/A	$ 9,127,000 (Nov 2022)	1977	N/A	N/A
1255 Grant Street, Victoria V8T 1C1	16206 sf	3	25	$ 6,358,000	N/A	N/A	1965	N/A	N/A
1300 Yates Street, Victoria V8S 1Z9	45965 sf	4	77	$ 20,362,000	N/A	N/A	1966	N/A	N/A
1165 Meares Street, Victoria V8V 3J9	7200 sf	3	11	$ 2,627,000	$ 3,725,000	N/A	1961	R3-AM-1	N/A

Rural Housing Pilot Project Analysis

January 2024



urban matters

Making a difference...together



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Executive Summary

This executive summary provides an overview of the findings from the rental housing analysis and affordable homeownership research conducted for the Capital Regional District's (CRD) rural areas. The report focuses on three areas where the CRD is the local government: Southern Gulf Islands Electoral Area (SGI), Salt Spring Island Electoral Area (SSI), and Juan de Fuca Electoral Area (JdF). The analysis explores various housing typologies, funding mechanisms, and economic conditions to provide incentives for expanded affordable housing options under a possible Rural Housing Program pilot. Key insights and recommendations from the financial analysis and research are highlighted below:

- **The Rural Housing Program (RHP) should prioritize allocating funding to projects in CRD rural areas where housing would have otherwise not been created.** While single-detached houses and accessory dwelling units are permitted across SGIs and SSI, the uptake to build accessory dwelling units has been slow. Previous studies have shown there is market demand for rental housing on the SGI and SSI, however, there has not been enough incentive or funding available to encourage developers and landowners to fill the market gap.
- **Secondary suites have the biggest potential to scale up in unit numbers when coupled with grant funding.** The financial analysis shows that grant funding has the biggest impact on making secondary suite rents affordable (for renovation of existing suites or new construction). The estimated grant needed to influence the development potential or affordability of secondary suites is $30,000 per unit. The uptake potential of secondary suites, however, can be impacted by cultural preferences and whether there is strong market interest to build these units.
- **Cottages have higher development costs and require more grant funding than secondary suites.** Cottage development has higher costs and requires an estimated grant of $60,000 per unit to influence the development potential or affordability of the unit, however, they may be preferred by residents in rural communities. Collaborating with different development approval authorities to create a pre-approved design for cottages, including septic system design, and developing under preferred interest rates can deepen affordability.

- **Multiplex rental development projects are challenging to develop from a financial standpoint under the current land use framework without stacking partnerships and grant funding.** Several factors contribute to the high cost of development, including a lengthy pre-development stage, cost of rural development, and permitted densities that do not maximize building cost efficiencies. To offset a portion of the pre-development costs, a grant of $10,000 to $20,000 per door can move development projects towards the building permit approval stage. This grant would lower the required rents in the project, and allow housing providers to contribute to the required equity for the project, which could unlock partnerships and further grant funding.
- **Entry-level homeownership programs such as rent-to-own and down payment matching programs should have smaller funding allocations as the investment costs are high and affordability is not guaranteed to carry over to the next user.** This program reach could be greater if coupled with partnerships or through existing funding programs.
- **The potential reach of the Rural Housing Program (RHP) pilot depends on the allocation of funding.** The allocation strategy for a hypothetical reserve of $5.0 million to $15 million for the RHP pilot should maximize the number of units built. The suggested distribution prioritizes rental housing (75%) and affordable homeownership (25%), aiming to create a total of 165 affordable units under a $5.0 million program outreach and up to 308 units under the $15 million program outreach.

In summary, the potential reach of the Rural Housing Program is substantial. It can help support housing providers in bringing forth several needed housing options, such as accessory dwelling units for rent, multi-unit rental housing, and affordable homeownership. While the reach of the program can change depending on the economic conditions, the recommended strategies and funding allocations aim to maximize the impact of the Rural Housing Program by increasing the development potential or affordability of the housing options.



Introduction

1.0 Introduction

The Capital Regional District (CRD) is exploring a suitable pilot project to increase housing options across the CRD's rural areas. The CRD's rural areas include Electoral Areas and municipalities outside of the CRD Urban Containment Policy Area Boundary (Saanich Peninsula and rural West Shore). This report focussed its analysis on the CRD's Electoral Areas for which it is the local government:

- Southern Gulf Islands Electoral Area
- Salt Spring Island Electoral Area
- Juan de Fuca Electoral Area

The goal of the project is to understand the financial feasibility of developing different types of housing and how these housing types are impacted by financial support (grants or forgivable loans). Ultimately, the CRD is looking to see how policies that offer grants or forgivable loans might most efficiently be designed to result in additional homes being developed. The findings from this analysis are intended to support recommendations for the development of a Capital Regional District Rural Housing Program (RHP).

This report contains a section on defining housing affordability in order to understand what the target rents would be under the RHP. The report analyzes three main elements:

Rental Housing Analysis

1. Financial incentives for encouraging the development of accessory dwelling units as rental units.
2. Pre-development funding to move multi-plex rental housing projects forward.

Affordable Homeownership Analysis

3. A review of common entry level home ownership programs in Canada and the benefits and limitations of each.

Findings and recommendations for the funding allocation are outlined in sections 5 and 6 of this report, including a discussion on stacking CRD grants with other government funding programs in order to move housing development concepts off the ground.







Defining Affordable Housing

2.0 Defining Affordable Housing

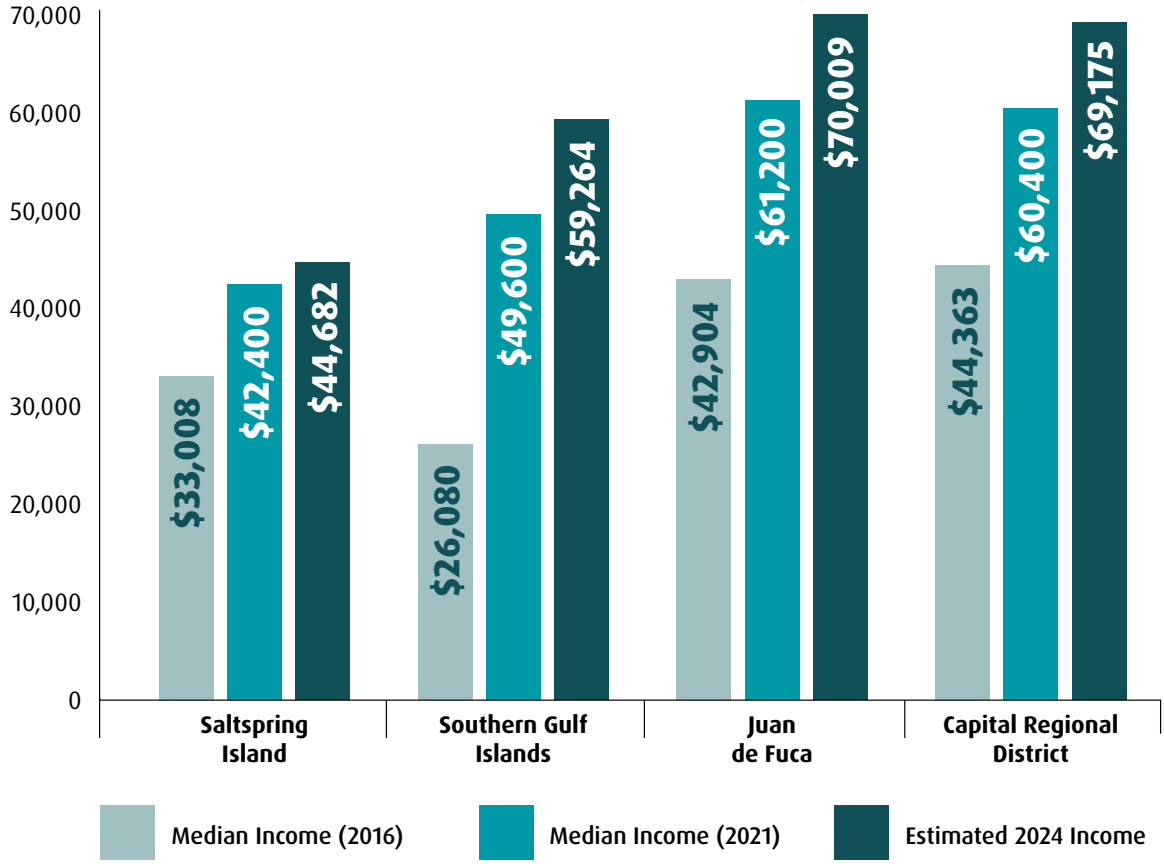
The CRD currently does not define affordable housing for the municipalities and electoral areas within its jurisdiction. To understand the housing affordability levels that could be achieved through CRD's Rural Area Housing Pilot Program, this section proposes rental affordability thresholds for the housing types examined in this report. The definition takes into consideration the remoteness of the CRD's rural communities and household incomes, which differ from the urban areas of the CRD.

2.1 Renter Household Income

The newest household income data available across the three rural areas that form part of this study, Salt Spring Island, Southern Gulf Islands, and Juan de Fuca Electoral Area (Part 1) is from the Census 2021. **Figure 1** shows median incomes for 2016 and 2021 across the rural areas of the CRD and the Regional District as a whole. Renter household incomes have increased substantially across these jurisdictions since 2016. This is attributable to a decline in renters at the lowest income levels (earning less than $20,000 annually) in each jurisdiction and the region as a whole. We have provided estimated renter incomes for 2024, based on historical income growth for renter households between 2006 and 2021.

The CERB benefit offered by the federal government in 2021 had a significant impact on incomes for the most vulnerable households in Canada, including low-income renters. As such, the decline in low-income renters is likely attributable to the short-term impact of CERB, creating more income stability for vulnerable households, and the lack of rental housing availability in these areas. Salt Spring in particular saw an overall decline in the number of renters (from 1,160 in 2016 to 950 in 2021), which is indicative of a challenging rental market.

Figure 1: A Comparison of Renter Income and Estimated Income Across Rural CRD Areas, 2006, 2021, 2024



A comparative analysis of renter income distribution in 2016 and 2021 shows a significant upward shift in the income level of renters across all areas. The SSI and the SGI had a much higher proportion of renters earning less than $60,000 per year than the region as a whole. The income profile for renter households in Juan de Fuca showed more similarity to the CRD as a whole than SSI and SGI. The findings of this analysis are shown in **Table 1** on the following page.

Table 1: Renter Household Income Distribution Analysis, 2016 and 2021

	2016	2021
Southern Gulf Islands (SGI)	78% of renter households earned less than $60,000, and 67% earned less than $40,000	54% of renter households earned less than $60,000, and 40% earned less than $40,000
Salt Spring Island (SSI)	78% of renter households earned less than $60,000, and 50% earned less than $40,000	67% of renter households earned less than $60,000 and 44% earned less than $40,000
Juan de Fuca (JdF)	57% of renter households earned less than $60,000, and 48% earned less than $40,000	27% of renter households earned less than $60,000, and 27% earned less than $40,000
Capital Regional District (CRD)	65% of renter households earned less than $60,000, and 45% earned less than $40,000	50% of renter households earned less than $60,000, and 35% earned less than $40,000

Source: Adapted from Statistics Canada, Census 2016 and 2021

Based on available income data, it is clear that the SGI and SSI have a different composition of renters than seen in JdF and the CRD as a whole, with a higher proportion of very low, and low income renters. While income levels have improved somewhat between 2016 and 2021, it has been suggested in some interviews (with SGI Liaisons) that a noticeable segment of the lowest income residents of these areas have moved after being priced out of the market. Nevertheless, the data shows that any affordability definition for these areas must consider the fact that renters on the islands are likely to be lower income than renters in other parts of the CRD (including Juan de Fuca).

Table 2 below shows BC Housing's Housing Income Limits (HILs) for Greater Victoria in 2023. These figures are derived from CMHC's Rental Market Survey, conducted annually in most Census Agglomerations. The Rental Market Survey focuses on the primary rental market (i.e. purpose-built rental housing). However, most, if not all, of the rental stock in the CRD's rural areas is in the secondary market (i.e. secondary suites, private homes rented out, etc.), and little data is available about the cost of these rentals.

Table 2: Housing Income Limits for the Greater Victoria Region (CRD), 2023

	1-Bdrm/less	2-Bdrm	3-Bdrm	4-Bdrm
Rent levels as defined by HILs	$1,250	$1,625	$2,050	$2,388
Income threshold	$50,000	$65,000	$82,000	$95,500

Source: BC Housing

2.2 Proposed Rental Housing Affordability Guidelines

Based on the household income data, this points to a strong need to provide affordable rental opportunities on the islands that will serve renters at the lower end of the income continuum. The program should therefore consider the following thresholds for rental housing:

- **Market Rental and Rent-to-Own threshold**: $1,500 and up (for households earning $60,000 and up)
- **Below Market threshold**: $1,000 to $2,050 (for households earning $40,000 to $60,000)
- **Deep Subsidy threshold**: $1,000 and below (for households earning less than $40,000)

This latter category is likely to be the most needed by current renters on the islands. However, it is also the least viable, as rents may be too low to pay off all operating costs. Units in this category may need some form of cross subsidy.

Rental income for financial analysis for the SGI and SSI should therefore be structured as outlined in **Table 3** below. Rent Geared to Income (RGI) or Deep Subsidy rental thresholds are low but align with income assistance shelter rates for the smallest unit. **It should be noted that for all categories outlined in Tables 2 and 3, thresholds are intended to be a starting point for that category. It should also be noted that these guidelines should be updated on an annual basis as HILs are updated.**

Table 3: Rental Thresholds for the Southern Gulf Islands and Salt Spring Island, 2023

	1 Bdrm/less	2 Bdrm	3 Bdrm
Market Rent and Rent-to-Own Guidelines	$1,500	$1,950	$2,438
Below Market Rental Thresholds	$1,000	$1,250	$1,500
Deep Subsidy Thresholds	$500	$750	$1,000

Rental thresholds for Juan de Fuca should conform more closely to the CRD HIL rates, as the income profile of renters more closely matches the regional profile. As such the rental thresholds outlined in **Table 4** can be used for financial analysis.

Table 4: Rental Thresholds for Juan de Fuca, 2023

	1 Bdrm/less	2 Bdrm	3 Bdrm
Market Rent Guidelines	$1,500	$1,950	$2,438
Below Market Rental Thresholds	$1,250	$1,625	$2,050
Deep Subsidy Thresholds	$500	$750	$1,000





3.0 Rental Housing Analysis

3.0 Rental Housing Analysis

This section reviews the financial impacts of developing **rental housing** in the context of the CRD's rural areas. The purpose of this financial analysis is to understand the market rents supposed if the rental units were built: 1) Under mortgage lending rates of 7.0%; 2) Under decreased mortgage lending rates of 4.0%; 3) The rents that could be supported if funding were available in both 1 and 2.

While the Bank of Canada has held its benchmark interest rate at 5% since July 2024, some economists are forecasting the Bank of Canada to initiate rate cuts slowly, starting in the second quarter of 2024 and potentially to 4.25% by the end of 2024[1,2]. While interest rates are out of the CRD's control, modelling two market conditions where the mortgage lending rate is 7.0% and at a lower lending rate of 4.0% illustrates that the timing of the economic market can impact the potential reach of the RHP.

This section reviews three types of rental housing:

- **Secondary suites,** which include the renovation and new construction of secondary suites
- **Accessory dwelling units,** such as cottages or garden suites
- **Multi-unit buildings,** which could be plexes or townhouses. While duplexes are permitted under some zones, multi-plexes and townhouses are not commonly permitted under current zoning across the CRD's rural areas.

Required Rent and Decrease in Supportable Rent

The "required rent" outlined in each test scenario refers to the monthly rent that a landlord would have to receive from a tenanted unit in order to pay for its expenses. Note that these rents refer to the starting rents for the unit during first tenancy only.

Throughout this analysis, the term "decrease in supportable rent" refers to how much the required rent would be lowered if a RHP grant were provided to the landlord during development. For example, if the rent was $1,000 without any grants and the rent dropped to $950 with a $10,000 grant, then the decrease in supportable rent is $50.

1 *"Interest rate increases bite, leading to deeper recession", Deloitte, 2023, https://www2.deloitte.com/content/dam/Deloitte/ca/Documents/finance/ca-economic-outlook-september-2023-report-aoda-en.pdf?icid=eo-report-september-2023-aoda-en*

2 *"Long-Term Forecast", TD Economics, 2023, https://economics.td.com/ca-long-term-forecast*

Policy Goal and Securing Affordability

Under the RHP, the policy goal is that any grant provided to landowners will secure the units as non-market units. This means that after the first tenancy, the required rents can only be increased according to the provincially mandated annual permitted rent increase and not with any increases in the housing market. In addition, during tenant turnover, it is intended that the housing agreement will limit the rent increase to the Consumer Price Index. In other words, even if units are initially rented at rents above the affordability guidelines, over time, the unit would be secured as non-market affordable housing (assuming an escalating rental market). Whether the unit starts off within the affordability guidelines or above it is dictated by the way the grant is distributed into the equity of the approach (see the Equity Approach section below).

One mechanism to secure the affordability is for the CRD to enter into a housing agreement with the landowner, which is then approved as a bylaw and registered on title as a condition of the grant, and dictates the terms for use of the unit. The term for the housing agreement should consider the relative size of the initial investment against the number of years the agreement is in place, and the equity approach that is applied.

One challenge to using housing agreements for secondary suites and cottages across the CRD's rural areas is that with program success, there will be an increase in the number of agreements to adopt, administer and enforce. However, it can be done with a streamlined internal process and appropriate levels of staffing to administer the program. The CRD could also explore a program to partner with a non-profit organization with a mandate to support affordable housing that to sign the land lease agreements with a group of individual landowners on behalf of tenants. Outside of housing agreements, further research is needed to understand whether additional tools are available to local governments, such as forgivable loans. The CRD is currently undertaking a Housing Agreement Program review which will help inform the implementation of the RHP.

Equity Approach

There are two equity approaches in which the secondary suites and cottages could be supported financially and each approach has its own merits[3]. The goal to provide an incentive to build a unit, rent it, and agree to have the rent controlled as a non-market unit. Scenario 2A requires a 25% equity requirement from the landowner, and any grant funding from the CRD is stacked on top of the 25%. Scenario 2B requires a 25% equity, however, any grant funding from the CRD goes towards the 25% and lowers the portion to be contributed by landowner.

3 *Note that Scenario 2B does not apply to the multi-unit building analysis as the initial equity required is high due to the construction costs.*

One scenario, "**Scenario 2A**" as shown in **Figure 2**, is to structure the equity so that the landowner contributes the minimum amount of equity required to make the project financially viable, and any additional grants from government (CRD or other entity) would be directed to reducing rental rates to make the rent more affordable. This is because any additional grants are added on top of the 25% equity, lowering the principal mortgage required.

The second scenario, "**Scenario 2B**" as shown below in **Figure 3**, models a situation where the landowner only contributes a portion of the equity and the remaining required equity is topped up with grant funding, targeting a total equity of 25%. The intent of this approach is to encourage the development of units rather than deepen the affordability of the rents. It also recognizes that not every landowner may have the upfront equity required (a full 25% equity) to construct an accessory dwelling unit as modelled in Scenario 2A. This scenario does not model an equity contribution of more than 25%.

Figure 2: Example of Landowner-Led Equity Distribution in an Auxiliary Dwelling (Scenario 2A)

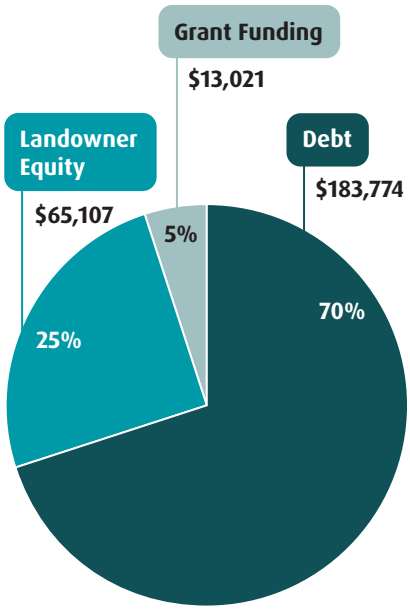
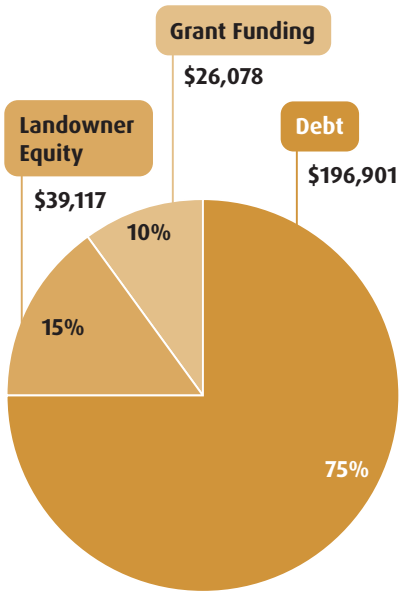


Figure 3: Example of Top Up Equity Distribution in Secondary Suite Renovation (Scenario 2B)



In summary, Scenario 2A allows the grant contributions to support lower mortgage payments, and therefore lowers the required rents in the units. Scenario 2B allows the grant contributions to lower the equity that landowners must put towards the unit and does change the required starting rents. Both scenarios will secure non-market units, but the uptake is dependent on individual landowner's preferences. To better understand which approach would receive more uptake, it is suggested that the CRD conduct community engagement to gather input on the two equity approaches.

Assumptions and Limitations

All scenarios in this section are run under the assumption that a debt service coverage ratio (DSCR) of 1.1 must be met, as that is one metric that lending institutions will use to determine whether a loan can be approved. Inherently this means that a minimal amount of annual revenue will be returned as profit to the landowner if there are no major vacancies[4] during the year. This annual return on equity is discussed in the scenarios below.

It is also assumed that the minimum equity contribution for the mortgage must be 25% of project costs and the assumed loan would be 75% on a 25-year amortization period at a fixed interest rate of 7.0% or 4.0%. Some institutions may approve different loan to ratio values which would increase or decrease the monthly mortgage payments modelled in this section. The rest of the assumptions are outlined in the **Table 5** below.

Construction costs for the secondary suites and cottages are based on a survey conducted by New Commons to local builders on the SGI in early 2022. To account for the increase in construction costs from 2022 to late 2023, the costs were adjusted by 5%. The multi-plex construction cost is based on a builder working on a similar SGI project in 2024. Builders on SSI and JdF were contacted as part of this study, but the response rate was limited. Note that these projects costs are for an average development model and construction costs may be higher or lower depending on the specific site or house (in the context of a renovation).

Table 5: Summary of Assumptions for Rental Housing Analysis

	Secondary Suite – Renovation	Secondary Suite – New	Cottage – New	Multi-Unit Building
Cost to Acquire Land	$0	$0	$0	$0
Unit Size (sq. ft.)	1-Bdrm: 600 sq.ft. 2-Bdrm: 969 sq.ft.	1-Bdrm: 600 sq.ft. 2-Bdrm: 969 sq.ft.	1-Bdrm: 600 sq.ft. 2-Bdrm: 969 sq.ft.	1-Bdrm: 600 sq.ft. 2-Bdrm: 850 sq.ft. 3-Bdrm: 1,100 sq.ft.
Construction Cost ($/sq. ft.)	$296	$368	$439	$600
Contingency	5% of hard costs	5% of hard costs	5% of hard costs	8% of hard costs
Soft Costs	15% of hard costs	17% of hard costs	17% of hard costs	22% of hard costs
Construction Timeline	12 months	12 months	12 months	18 months
Vacancy Allowance	Half of one month's rent	Half of one month's rent	Half of one month's rent	Half of one month's rent

4 *The analysis includes a small vacancy allowance equivalent to half a month's rent in each scenario to account for tenant turnover.*

A limitation to this analysis is that the annual operating costs for each unit will vary in practice. While we have provided estimates of what the operating costs are, they will be dependent on what the individual landowner has budgeted for the rental unit. This is an important metric as the monthly mortgage payments plus the operating expenses are used to calculate whether the development meets the DSCR and what the landowner's return on equity is.

Another limitation to this analysis is that construction costs and development approval timelines will vary depending on the geography and builder. Some owners may want higher-end design and finishing, which will impact the cost to construct a rental unit. As the CRD's rural areas cover three different markets (SGI, SSI, and JdF), the cost variations and regulatory processes require more fine-grained market data. This analysis, however, uses general cost data in order to account for higher labour costs on the SGI and SSI. As such, the actual construction costs for each housing typology may be less on JdF.

Annual Returns / Covering Expenses Related to Operating Rental Housing

As shown in the accessory dwelling unit scenarios, the financial analysis solves for an annual return for landowners. While a developer profit is not built into the analysis, as would occur in typical development scenarios, the annual return here is a result of the excess net operating income to service debt and expenses (mortgage payments and operational expenses) as required by lending institutions when receiving the loan approval.

There are risks in taking out a loan to build or renovate any unit, in addition to the responsibility of operating a rental housing unit, and an annual return helps to understand what the landowner could earn on their investment converting their property into a rental unit. The annual return is a metric that helps landowners decide if they are better off investing their money at the bank or other investment.

If enough of a financial incentive were to be provided, the possibility of scaling up accessory dwelling units could be possible in CRD's Electoral Areas, although it would come down to the individual landowner and how they weigh the financial options.

3.1 Secondary Suites – Renovation

Base Scenario

This scenario models a secondary suite renovation with a unit size of 600 square feet (1-bedroom) and a unit size of 969 square feet (2-bedroom unit). The monthly operating expenses for both the units are estimated to be $165 to $215 which includes vacancy allowance, property tax, home insurance, interior maintenance, and capital reserve fund.

Table 6 below shows the results of the analysis. The total project costs across the 7.0% and 4.0% interest rate scenarios do not vary much, however, it changes the required rents drastically between the scenarios. This is because the threshold to service the debt (e.g., monthly mortgage payments) operating expenses is lowered when the mortgage payments are less.

Under the 7.0% interest rate scenario, assuming a minimum injection of 25% equity into the project, the landowner would need to set the monthly rent at $1,487 for the 1-bedroom unit, which meets the market rental guideline for a 1-bedroom ($1,500). The 2-bedroom unit would support a monthly rent of $2,326 which is above the market rental guideline for a 2-bedroom unit ($1,950).The rents under the 4.0% interest rate scenario are lower.

As mentioned in Section 3.0, these projects costs are for an average secondary suite renovation. It is important to recognize that the costs could be lower or higher depending on the individual house's structural base and other conditions.

Table 6: Secondary Suite Renovation (Base Scenario)

	7.0% Interest Rate (Mortgage)		4.0% Interest Rate (Mortgage)	
	1-Bedroom	2-Bedroom	1-Bedroom	2-Bedroom
Total Project Costs	$223,773	$361,392	$221,337	$357,459
Equity Required	$55,943	$90,348	$55,334	$89,365
Loan-to-Value Ratio (LTV)	0.75	0.75	0.75	0.75
Principal Mortgage Amount	$169,656	$273,994	$167,221	$270,061
Mortgage Payment (Monthly)	$1,188	$1,919	$880	$1,421
Operating Expenses incl. Vacancy Allowance (Monthly)	$180	$215	$165	$190

	7.0% Interest Rate (Mortgage)		4.0% Interest Rate (Mortgage)	
Debt Service Coverage Ratio (DSCR)	1.1	1.1	1.1	1.1
Annual Return	$1,426 or 2.5% on equity	$2303 or 2.5% on equity	$1,056 or 1.9% on equity	$1,705 or 1.9% on equity
Rent Required to Cover Operations and Mortgage Payment (Monthly)	$1,487	$2,326	$1,132	$1,753

While we assume the developer profit will be 0% in the base scenario, the DSCR of 1.1 means the developer will receive $1,402 in profit for the first year of operation for a 1-bedroom unit, baring the absence of any major vacancies. This is equivalent to an annual return of 2.5% on the equity contributed by the landowner.

The 4.0% interest rate scenario shows an improved outlook on required monthly rents. Both the 1-bedroom rent ($1,122) and 2-bedroom unit rent ($1,737) are closer to the respective market rental guidelines.



Subsidized Scenario: 1-Bedroom

As mentioned earlier at the start of Section 3.0, there are two equity approaches in which secondary suite renovations could be subsidized.

Since the base scenario yields a rent that meets the market rent guideline, **Table 7** below shows how incremental additional grants could deepen the affordability to below market rents. If a grant with a contribution amount of between $40,000 and $50,000 were to be provided by the CRD or another entity, the SGI and SSI threshold for below market rent of $1,000 (1-bedroom) is met. For JdF, the below market rent of $1,250 could be met with a grant of approximately $30,000.

At the higher grant levels, however, the annual return on the landowner's equity decreases. As such, even though additional grants may increase the affordability of the rent, it may not necessarily be enough of a financial incentive for a landowner to build and operate a secondary suite. The alternative equity approach, Scenario 2B, presented later in this section creates a scenario where there is more financial incentive for a landowner to take on debt and renovate a unit.

Table 7: Landowner-Led Equity Distribution (Scenario 2A) in Secondary Suite Renovation, 1-Bedroom at 7.0% Interest Rate

Grant/ Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$55,943	$1,487	$0	$1,426	2.5%
$10,000	$55,831	$1,404	$84	$1,338	2.4%
$20,000	$55,722	$1,322	$165	$1,253	2.2%
$30,000	$55,610	$1,238	$249	$1,165	2.1%
$40,000	$55,500	$1,156	$331	$1,080	1.9%
$50,000	$55,388	$1,073	$415	$992	1.8%
$60,000	$55,276	$989	$498	$905	1.6%

**Rounded to the nearest $1,000 for illustrative purposes.*

To illustrate the impact of grant funding under a 4.0% interest rate scenario, **Table 8** shows the rent for a renovated 1-bedroom secondary suite could be lowered to $1,010 with a $20,000 grant (compared to a $40,000 to $50,000 grant under the 7.0% interest rate).

Table 8: Landowner-Led Equity Distribution (Scenario 2A) in Secondary Suite Renovation, 1-Bedroom at 4.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$55,334	$1,132	$0	$1,056	1.9%
$10,000	$55,260	$1,070	$62	$991	1.8%
$20,000	$55,187	$1,010	$123	$927	1.7%
$30,000	$55,112	$948	$184	$863	1.6%
$40,000	$55,039	$887	$245	$799	1.5%
$50,000	$54,964	$825	$307	$735	1.3%
$60,000	$54,889	$763	$369	$670	1.2%

**Rounded to the nearest $1,000 for illustrative purposes.*

To make the opportunity more attractive to landowners, **Table 9** below demonstrates the top up equity approach (Scenario 2B) for the 1-bedroom secondary suite renovation.

A 20% equity contribution ($44,755) from the landowner and 5% equity from grant funding ($11,189) would support the same monthly rent as Scenario 2A with no grant funding ($1,487). This scenario, however, offers a higher annual return on equity (3.2% at 5%) and offers a lower downpayment barrier which may be more attractive for landowners.

Table 9: Top Up Equity Distribution (Scenario 2B) in Secondary Suite Renovation, 1-Bedroom at 7.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	$11,189	20%	$44,755	$1,487	$1,426	3.2%
10%	$22,377	15%	$33,566	$1,487	$1,426	4.2%
15%	$33,566	10%	$22,377	$1,487	$1,426	6.4%
20%	$44,755	5%	$11,189	$1,487	$1,426	12.7%

The advantage in this approach is with more funding is provided, the higher the annual returns are provided to the landowner (as their equity contribution lessens). At 10% funding ($22,377), the annual return on the landowner's investment is 4.2% which may be comparable to common investment options offered by banks in today's market conditions.

Table 10 below shows the same top-up equity approach but under the 4.0% interest rate scenario.

Table 10: Top Up Equity Distribution (Scenario 2B) in Secondary Suite Renovation, 1-Bedroom at 7.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	$11,067	20%	$44,267	$1,132	$1,056	2.4%
10%	$22,134	15%	$33,201	$1,132	$1,056	3.2%
15%	$33,201	10%	$22,134	$1,132	$1,056	4.8%
20%	$44,267	5%	$11,067	$1,132	$1,056	9.5%



Subsidized Scenario: 2-Bedroom

For a 2-bedroom secondary suite renovation, **Table 11** below summarizes how incremental grant contributions can decrease the monthly rent. At a grant contribution of between $40,000 to $50,000, the market rental guideline for a 2-bedroom unit ($1,950) can be reached for the rural areas.

Table 11: Landowner-Led Equity Distribution (Scenario 2A) in Secondary Suite Renovation, 2-Bedroom at 7.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$90,348	$2,326	$0	$2,303	2.5%
$10,000	$90,236	$2,242	$84	$2,215	2.5%
$20,000	$90,126	$2,160	$166	$2,129	2.4%
$30,000	$90,016	$2,078	$248	$2,043	2.3%
$40,000	$89,906	$1,996	$330	$1,957	2.2%
$50,000	$89,793	$1,912	$414	$1,870	2.1%
$60,000	$89,683	$1,830	$496	$1,784	2.0%

**Rounded to the nearest $1,000 for illustrative purposes.*

Table 12 below shows the incremental grant contribution deepen the affordability of the rents under the 4.0% interest rate scenario. For instance, a $10,000 grant could support a monthly rent of $1,691 for a 2-bedroom secondary suite renovation.

Table 12: Landowner-Led Equity Distribution (Scenario 2A) in Secondary Suite Renovation, 2-Bedroom at 4.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$89,365	$1,753	$0	$1,705	1.9%
$10,000	$89,290	$1,691	$62	$1,640	1.8%
$20,000	$89,159	$1,582	$171	$1,526	1.7%
$30,000	$89,055	$1,496	$257	$1,436	1.6%
$40,000	$88,952	$1,411	$342	$1,347	1.5%
$50,000	$88,850	$1,326	$427	$1,258	1.4%
$60,000	$88,746	$1,240	$513	$1,168	1.3%

**Rounded to the nearest $1,000 for illustrative purposes.*

Table 13 and **Table 14** below demonstrates the impact of increasing the share of grant funding towards a fixed 25% equity (Scenario 2B) under different economic conditions. Under the 7.0% interest rate, a grant contribution of approximately 10% or $36,139, the annual return on the landowner's equity is 4.2% which is improved from Scenario 2A.

Table 13: Top Up Equity Distribution (Scenario 2B) in Secondary Suite Renovation, 2-Bedroom at 7.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	$18,070	20%	$72,278	$2,326	$2,303	3.2%
10%	$36,139	15%	$54,209	$2,326	$2,303	4.2%
15%	$54,209	10%	$36,139	$2,326	$2,303	6.4%
20%	$72,278	5%	$18,070	$2,326	$2,303	12.7%

As noted previously, the monthly rent is substantially lower under the 4.0% interest rate scenario as shown in **Table 14** below.

Table 14: Top Up Equity Distribution (Scenario 2B) in Secondary Suite Renovation, 2-Bedroom at 4.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	$17,873	20%	$71,492	$1,753	$1,705	2.4%
10%	$35,746	15%	$53,619	$1,753	$1,705	3.2%
15%	$53,619	10%	$35,746	$1,753	$1,705	4.8%
20%	$71,492	5%	$17,873	$1,753	$1,705	9.5%

Stacking Incentives for Accessory Dwelling Units

In October 2023, BC Housing announced the Secondary Suite Incentive Program (SSIP). The program rebate is available for eligible new legal self-contained units with a kitchen and full bathroom (i.e., excludes improvements to existing rental units) and laneway homes / garden suites. The SSIP is intended to help homeowners create new affordable rental housing in their communities through the provision of a rebate in the form of a forgivable loan for 50% of renovation costs, to a maximum of $40,000. A full summary of the eligibility requirements can be found in Appendix A and on BC Housing's website.

While the SSIP is only open for properties located within the 161 incorporated municipalities in BC, and therefore not applicable to properties located in CRD's Electoral Areas, a forgivable loan similar to this would stack well with potential contributions from the CRD to make the grant dollars go further, and to provide more affordable housing units in CRD's rural areas.

3.2 Secondary Suites – New Construction

Base Scenarios

The base scenarios model the construction of a new secondary suite with a unit size of 600 square feet (1-bedroom) and 1,000 square feet (2-bedroom). The monthly operating expenses for both unit types are estimated to be between $175 to $238 which includes vacancy allowance, property tax, home insurance, interior maintenance, and capital reserve fund.

The construction cost for new secondary suites is based on a survey with local builders. While we are modelling a higher construction cost for new suites than for the renovation of a suite, it is possible that a renovation of a suite could cost more. The actual project cost of each specific case will depend on the physical condition of the house.

Table 15 below shows the results of the analysis. Under the higher interest rate scenario (7.0%), the required rent to support the 1-bedroom unit, at $1,837, is close to the market rental guideline for a 1-bedroom ($1,500). The 2-bedroom unit, at a monthly rent of $2,891, may be considered affordable for an annual household income of $115,600 which is above the median renter household incomes across SGI, SSI and JdF. These rents are lower under the 4.0% interest rate scenario.

Table 15: Secondary Suite New Construction (Base Scenario)

	7.0% Interest Rate		4.0% Interest Rate	
	1-Bedroom	2-Bedroom	1-Bedroom	2-Bedroom
Total Project Costs	$281,295	$454,291	$278,234	$449,347
Equity Required	$70,324	$113,573	$69,559	$112,337
Loan-to-Ratio Value (LTV)	0.75	0.75	0.75	0.75
Principal Mortgage Amount	$213,267	$344,426	$210,206	$339,482
Mortgage Payment (Monthly)	$1,494	$2,412	$1,106	$1,785
Operating Expenses incl. vacancy allowance (Monthly)	$194	$238	$175	$208
Debt Service Coverage Ratio (DSCR)	1.1	1.1	1.1	1.1
Annual Return	$1,793 or 2.5% on equity	$2,895 or 2.5%	$1,327 or 1.9%	$2,143 or 1.9%
Rent Required to Cover Operations and Mortgage Payment (Monthly)	$1,837	$2,891	$1,391	$2,172

Subsidized Scenario: 1-Bedroom

Table 16 shows the landowner-led equity approach (Scenario 2A) coupled with incremental $10,000 grants for the construction of a new secondary suite. If a grant with a contribution amount of approximately $30,000 were to be provided by the CRD or by another entity, the required rent would be $1,583, which is closest to the market rent guideline for a 1-bedroom ($1,500).

Table 16: Landowner-Led Equity Distribution in New Secondary Suite (Scenario 2A), 1-Bedroom at 7.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$70,324	$1,837	$0	$1,793	2.5%
$10,000	$70,211	$1,752	$85	$1,704	2.4%
$20,000	$70,099	$1,669	$168	$1,617	2.3%
$30,000	$69,984	$1,583	$254	$1,527	2.2%
$40,000	$69,872	$1,500	$337	$1,440	2.1%
$50,000	$69,761	$1,416	$421	$1,353	1.9%
$60,000	$69,649	$1,333	$504	$1,266	1.8%

**Rounded to the nearest $1,000 for illustrative purposes.*

Under a 4.0% interest rate scenario, the monthly rents for a new 1-bedroom secondary suite would be within the market rent guideline ($1,500) as shown in **Table 17** below.

Table 17: Landowner-Led Equity Distribution in New Secondary Suite (Scenario 2A), 1-Bedroom at 4.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$69,559	$1,391	$0	$1,327	1.9%
$10,000	$69,483	$1,329	$63	$1,261	1.8%
$20,000	$69,409	$1,267	$124	$1,197	1.7%
$30,000	$69,332	$1,204	$188	$1,130	1.6%
$40,000	$69,257	$1,142	$250	$1,066	1.5%
$50,000	$69,183	$1,080	$311	$1,001	1.4%
$60,000	$69,108	$1,018	$373	$937	1.4%

Table 18 and **Table 19** show that the annual returns for the landowner's equity will increase incrementally if grant funding is used to top up the equity to 25% of total project costs (Scenario 2B).

Table 18: Top Up Equity Distribution in New Secondary Suite (Scenario 2B), 1-Bedroom at 7.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	**$14,065**	20%	$56,259	$1,837	$1,793	3.2%
10%	**$28,130**	15%	$42,194	$1,837	$1,793	4.2%
15%	**$42,194**	10%	$28,130	$1,837	$1,793	6.4%
20%	**$56,259**	5%	$14,065	$1,837	$1,793	12.7%

Table 19: Top Up Equity Distribution in New Secondary Suite (Scenario 2B), 1-Bedroom at 4.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	**$13,912**	20%	$55,647	$1,391	$1,327	2.4%
10%	**$27,823**	15%	$41,735	$1,391	$1,327	3.2%
15%	**$41,735**	10%	$27,823	$1,391	$1,327	4.8%
20%	**$55,647**	5%	$13,912	$1,391	$1,327	9.5%



Subsidized Scenario: 2-Bedroom

Under the 7.0% interest rate scenario, if a grant with a contribution amount of $60,000 were to be provided by the CRD or by another entity, the required rent would be $2,400. This rent level would be considered affordable for an annual household income of $96,00 (**Table 20**).

Table 20: Landowner-Led Equity Distribution in New Secondary Suite (Scenario 2A), 2-Bedroom at 7.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$113,573	$2,891	$0	$2,895	2.5%
$10,000	$113,464	$2,810	$81	$2,810	2.5%
$20,000	$113,353	$2,727	$164	$2,723	2.4%
$30,000	$113,244	$2,646	$246	$2,638	2.3%
$40,000	$113,135	$2,565	$327	$2,553	2.3%
$50,000	$113,027	$2,483	$408	$2,468	2.2%
$60,000	$112,915	$2,400	$491	$2,382	2.1%

Under a 4.0% interest rate scenario, an approximate grant contribution of $30,000 would bring the monthly rent down to the market rental guidelines for a 2-bedroom unit for the rural areas (as shown in **Table 21**).

Table 21: Landowner-Led Equity Distribution in New Secondary Suite, 2-Bedroom at 4.0% Interest Rate (Scenario 2A)

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	**$112,337**	**$2,172**	**$0**	**$2,143**	**1.9%**
$10,000	**$112,261**	**$2,109**	**$63**	**$2,077**	**1.9%**
$20,000	**$112,187**	**$2,048**	**$124**	**$2,013**	**1.8%**
$30,000	**$112,111**	**$1,985**	**$187**	**$1,947**	**1.7%**
$40,000	**$112,037**	**$1,923**	**$249**	**$1,883**	**1.7%**
$50,000	**$111,961**	**$1,860**	**$312**	**$1,817**	**1.6%**
$60,000	**$111,887**	**$1,799**	**$373**	**$1,753**	**1.6%**

Table 22 and **Table 23** below show the decreasing landowner equity needed as the share of grant funding increases.

Table 22: Top Up Equity Distribution in New Secondary Suite (Scenario 2B), 2-Bedroom at 7.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	**$22,715**	20%	$90,858	$2,891	$2,895	3.2%
10%	**$45,429**	15%	$68,144	$2,891	$2,895	4.2%
15%	**$68,144**	10%	$45,429	$2,891	$2,895	6.4%
20%	**$90,858**	5%	$22,715	$2,891	$2,895	12.7%

Table 23: Top Up Equity Distribution in New Secondary Suite (Scenario 2B), 2-Bedroom at 4.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	**$22,467**	20%	$89,869	$2,172	$2,143	2.4%
10%	**$44,935**	15%	$67,402	$2,172	$2,143	3.2%
15%	**$67,402**	10%	$44,935	$2,172	$2,143	4.8%
20%	**$89,869**	5%	$22,467	$2,172	$2,143	9.5%

3.3 Cottage – New Construction

Base Scenario

This scenario models the construction of a new 1-bedroom cottage with a unit size of 600 square feet and a new 2-bedroom cottage with a unit size of 1,000 square feet. The monthly operating expenses for both units are estimated to be $261 to $330 which includes vacancy allowance (half month of rent), property tax, home insurance, interior maintenance, and capital reserve fund.

Table 24 below shows the results of the analysis. The required rent to support the 1-bedroom unit is $2,616 which is above the market rental guideline for a 1-bedroom ($1,500). At this rent level, the unit may be considered affordable for an annual household income of $104,600 which is above the median renter household incomes across the rural areas. However, it is important to keep in mind that the project costs could be lower depending on the specific project and landowner (e.g., sweat-equity type of maintenance, casual labour during construction, conversion of an accessory building, etc.). The rents are lower in the 4.0% interest rate scenario.

Table 24: New Construction Cottage (Base Scenario)

	7.0% Interest Rate		4.0% Interest Rate	
	1-Bedroom	2-Bedroom	1-Bedroom	2-Bedroom
Total Project Costs	$398,479	$622,057	$394,142	$615,287
Equity Required	$99,620	$155,514	$9,536	$152,694
Loan-to-Value Ratio (LTV)	0.75	0.75	0.75	0.75
Principal Mortgage Amount	$302,111	$471,620	$297,775	$464,850
Mortgage Payment (Monthly)	$2,116	$3,303	$1,566	$2,445
Operating Expenses incl. vacancy allowance (Monthly)	$289	$330	$261	$303
Debt Service Coverage Ratio (DSCR)	1.1	1.1	1.1	1.1
Annual Return	$2,539 or 2.5% on equity	$3,964 or 2.5% on equity	$1,880 or 1.9% on equity	$2,934 or 1.9% on equity
Rent Required to Cover Operations and Mortgage Payment (Monthly)	$2,616	$3,979	$1,965	$2,993



Subsidized Scenario: 1-Bedroom

Table 25 below shows the landowner-led equity approach (Scenario 2A) coupled with incremental $10,000 grants for the construction of a 1-bedroom cottage. If a grant with a contribution amount of $60,000 were to be provided by the CRD or by another entity, the required rent would be closer, but still not within the range of market rent guideline for a 1-bedroom ($1,500). This rent level would be considered affordable for an annual household income of $84,700.

Table 25: Landowner Led Equity Distribution (Scenario 2A) in New Cottage, 1-Bedroom at 7.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$99,620	$2,616	$0	$2,539	2.5%
$10,000	$99,507	$2,532	$84	$2,451	2.5%
$20,000	$99,399	$2,451	$165	$2,367	2.4%
$30,000	$99,288	$2,369	$248	$2,280	2.3%
$40,000	$99,177	$2,286	$330	$2,194	2.2%
$50,000	$99,065	$2,202	$415	$2,106	2.1%
$60,000	$98,952	$2,118	$499	$2,018	2.0%

**Rounded to the nearest $1,000 for illustrative purposes.*

Under the 4.0% interest rate scenario, the monthly rents for the 1-bedroom cottage drop substantially. A grant contribution of $60,000 would be required to bring the rents closer to the market rental guideline for a 1-bedroom unit ($1,500), as shown in **Table 26**.

Table 26: Landowner Led Equity Distribution (Scenario 2A) in New Cottage, 1-Bedroom at 4.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$98,536	$1,984	$0	$1,880	1.9%
$10,000	$98,460	$1,922	$62	$1,814	1.8%
$20,000	$98,388	$1,862	$122	$1,752	1.8%
$30,000	$98,314	$1,800	$183	$1,688	1.7%
$40,000	$98,241	$1,739	$245	$1,624	1.7%
$50,000	$98,165	$1,677	$307	$1,559	1.6%
$60,000	$98,090	$1,615	$369	$1,494	1.5%

**Rounded to the nearest $1,000 for illustrative purposes.*

Table 27 and **Table 28** shows that the annual returns for the landowner's equity will increase incrementally if grant funding is used to top up the equity to 25% of total project costs. In addition, the equity required by the landowner could be lowered with grant funding.

Table 27: Top Up Equity Distribution (Scenario 2B) in New Cottage, 1-Bedroom at 7.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	**$19,924**	20%	$79,696	$2,616	$2,539	3.2%
10%	**$39,848**	15%	$59,772	$2,616	$2,539	4.2%
15%	**$59,772**	10%	$39,848	$2,616	$2,539	6.4%
20%	**$79,696**	5%	$19,924	$2,616	$2,539	12.7%

Table 28: Top Up Equity Distribution (Scenario 2B) in New Cottage, 1-Bedroom at 4.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	**$19,707**	20%	$78,828	$1,984	$1,880	2.4%
10%	**$39,414**	15%	$59,121	$1,984	$1,880	3.2%
15%	**$59,121**	10%	$39,414	$1,984	$1,880	4.8%
20%	**$78,828**	5%	$19,707	$1,984	$1,880	9.5%



Subsidized Scenario: 2-Bedroom

The development costs for a 2-bedroom cottage are the highest, and the rents in **Table 29** reflect this.

Table 29: Landowner Led Equity Distribution (Scenario 2A) in New Cottage, 2-Bedroom at 7.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$155,514	$3,979	$0	$3,964	2.5%
$10,000	$155,403	$3,896	$83	$3,877	2.5%
$20,000	$155,292	$3,813	$166	$3,790	2.4%
$30,000	$155,183	$3,731	$248	$3,705	2.4%
$40,000	$155,071	$3,648	$331	$3,618	2.3%
$50,000	$154,959	$3,565	$415	$3,531	2.3%
$60,000	$154,851	$3,484	$495	$3,446	2.2%

**Rounded to the nearest $1,000 for illustrative purposes.*

However, a decreased interest rate to 4.0% substantially drops the required rent by $950 before any grant contributions to $2,993 (**Table 30**). A grant contribution of $60,000 could decrease the rent to $2,626 (as shown in **Table 30**). While this rent is outside the market rental guideline for a 2-bedroom unit ($1,950), it could potentially provide the incentive for a landowner to offset the site preparation costs for building a cottage[5].

Table 30: Landowner Led Equity Distribution (Scenario 2A) in New Cottage, 2-Bedroom at 4.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)	Decrease in Supportable Rent ($ monthly)	Annual Return ($)	Annual Return on Equity (%)
No Grant	$153,822	$2,993	$0	$2,934	1.9%
$10,000	$153,747	$2,931	$62	$2,870	1.9%
$20,000	$153,673	$2,869	$123	$2,806	1.8%
$30,000	$153,601	$2,809	$183	$2,743	1.8%
$40,000	$153,526	$2,747	$245	$2,678	1.7%
$50,000	$153,452	$2,686	$307	$2,613	1.7%
$60,000	$153,380	$2,626	$367	$2,551	1.7%

**Rounded to the nearest $1,000 for illustrative purposes.*

5 *Cottages on the Gulf Islands typically carry higher site preparation costs, and are dependent on the specific site*

Table 31 and **Table 32** below show the impact of increasing the grant share of the 25% equity. Under the 7.0% interest rate scenario, a 10% equity contribution (or approximately $62,206), the annual return on the landowner's equity could be attractive at 4.2% under the respective economic and interest rate conditions.

Table 31: Top Up Equity Distribution (Scenario 2B) in New Cottage, 2-Bedroom at 7.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	**$31,103**	20%	$124,411	$3,979	$3,964	3.2%
10%	**$62,206**	15%	$93,309	$3,979	$3,964	4.2%
15%	**$93,309**	10%	$62,206	$3,979	$3,964	6.4%
20%	**$124,411**	5%	$31,103	$3,979	$3,964	12.7%

Table 32: Top Up Equity Distribution (Scenario 2B) in New Cottage, 2-Bedroom at 4.0% Interest Rate

Grant/Fund		Landowner Equity		Rent (monthly)	Annual Return ($)	Annual Return on Equity (%)
%	$	%	$			
5%	**$30,764**	20%	$123,057	$2,993	$2,934	2.4%
10%	**$61,529**	15%	$92,293	$2,993	$2,934	3.2%
15%	**$92,293**	10%	$61,529	$2,993	$2,934	4.8%
20%	**$123,057**	5%	$30,764	$2,993	$2,934	9.5%

3.4 Multiplex Rental Housing

Multi-unit rental housing development has historically been uncommon on SGI and limited on SSI because it is not a land use that is widely permitted. These housing developments are in a unique position as they could deliver much needed rental housing, however, at the same time, the development approval process is not configured to efficiently review this type of housing application optimally. As such, multi-unit development applications bear higher development costs during the application review process, which referred to as "pre-development costs" in this report.

A development application in the SGI and SSI must go through several government authorities for approval, including CRD, Islands Trust, Ministry of Transportation and Infrastructure, and Island Health, and extensive community consultation to meet various conditions at each approval stage (e.g., zoning, subdivision, etc.) prior to building permit approval. This review is more complex for more intense uses, such as multi-unit developments, to conduct proof of water, proof of septic, assess archaeological implications, assess vehicle traffic impact, and ensure environmental standards are met.

Three interviews were conducted with non-profit housing providers developing multi-units on the islands to understand the costs incurred during rezoning through to building permit[6]. Typically, a large portion of the **rezoning costs** in the rural areas are related to ensuring the development will be consistent with Islands Trust policies, and ensuring adequate servicing can be provided, often as on-site services for water and sewage disposal[7]. These costs vary from site to site. The following estimates of rezoning costs were provided in the interviews:

- Housing Provider #1: $93,400
- Housing Provider #2: $129,600
- Housing Provider #3: $150,000

6 *One out of the three development projects could only speak to rezoning costs.*

7 *This includes proving water availability and no big impacts to neighbouring wells over multiple rounds of testing, preliminary wastewater design and perc testing, arborist's assessment, Phase 1 ESA, Ecological Assessment (to inform restrictive covenant), survey (for site plan preparation), geotechnical investigation, completion of a water management plan involving civil and mechanical consultants, schematic design services, and legal fees associated with the development and review of the Housing Agreement and restrictive covenants with the Local Trust Committee.*

These costs do not include time related to managing the project to ensure the right documentation was being provided and coordinated during the rezoning stage, such as development consultant fees and in-kind volunteer contributions from non-profit housing providers. Depending on the length of the rezoning process and whether there is development consultant support, the additional in-kind volunteer costs could be an estimated $41,600[8] annually for one full-time equivalent staff at a non-profit housing organization. Two interviewers noted that the rezoning process was lengthy and took around three (3) years for approval.

In addition to rezoning costs, multi-unit development projects in the rural areas can incur higher infrastructure costs prior to building permit approval. One housing provider indicated they budgeted $400,000 to build an access road as part of the subdivision plan process, while another housing provider budgeted $200,000 for related infrastructure.

Based on the information provided in the three interviews, the pre-development costs (i.e., rezoning costs plus infrastructure-related costs) can range anywhere from the low $300,000 to $500,000. These costs could vary depending on the specific site and development conditions. Funding from other levels of government for pre-development costs is not typically available for the rural areas because program eligibility often requires higher density development, such as multi-family buildings and not multi-plex buildings.

Despite the challenges posed by the high costs in the predevelopment stage and limited funding for multi-unit rental housing development projects in the rural areas, the availability of grant funding serves as a valuable resource to mitigate the financial burdens associated with the development approvals process, offering a positive opportunity for project advancement. The analysis below shows how grants of $100,000 and $200,000 can offset a portion of the pre-development costs and increase housing affordability. Providing pre-development funding also allows the housing provider to direct their own funds towards the required equity under other funding programs.

Base Scenario

This scenario models the construction of a new 10-unit multiplex (duplexes, and triplexes) with a mix of 1-bedroom (3 units), 2-bedroom (3 units) and 3-bedroom units (4 units). This scenario requires the prefabrication of larger components to occur off-island using structural insulated panels and insulated concrete forms. The monthly operating expenses for the unit are estimated to be around $525 which includes vacancy allowance, property tax, home insurance, interior maintenance, and capital reserve fund.

8 Assuming an hourly wage of $20 per hour as compensation.

Table 33 below shows the baseline scenario analysis results. The required rents to support the units are higher than the market rent guideline for each of the respective unit types. However, this is not atypical as multi-unit developments often require capital funding and operating subsidy to achieve affordable rents in most markets across BC. The table also shows an improved scenario where a 4.0% interest rate and alternative financing terms (50 year amortization period, 80% loan to value) are obtained.

Table 33: Landowner-Led Equity Distribution in 10-Unit Multiplex (Base Scenario)

	7.0% Interest Rate (Mortgage)	4.0% Interest Rate with Alternative Financing Terms (Mortgage)
Total Project Costs	$7,315,929	$7,211,977
Equity Required	$1,828,982	$1,442,395
Loan-to-Value Ratio (LTV)	0.75	0.80
Principal Mortgage Amount	$5,568,841	$5,814,307
Mortgage Payment (Monthly)	$39,005 (total units)	$22,299 (total units)
Operating Expenses incl. Vacancy Allowance (Monthly)	$527	$525
Debt Service Coverage Ratio (DSCR)	1.1	1.1
Annual Return	$46,806 or 2.7% on equity	$26,759 or 1.9% on equity
Rent Required to Cover Operations and Mortgage Payment (Monthly)	Average of $5.77 per sq. ft. 1-Bdrm: $3,461 2-Bdrm: $4,904 3-Bdrm: $5,769	Average of $3.57 per sq. ft. 1-Bdrm: $2,140 2-Bdrm: $3,032 3-Bdrm: $3,567

Subsidized Scenario: 10 Units

To model the impact of using grant funding to offset the rezoning costs, **Table 33** shows grant contributions of $100,000 and $200,000 for the 10-unit multiplex development. At a grant contribution of up to $10,000 per door (i.e., a total of $100,000), decreases the monthly rent by $60, $84, and $99 for the 1-, 2- and 3-bedrooms, respectively. At a grant contribution of $20,000 (i.e., a total of $200,000), the monthly rent is decreased by $118, $167, and $196 for the 1-, 2- and 3-bedrooms, respectively. These rents can be brought into a deeper level of affordability once additional funding programs are secured by the housing provider, which can offer provide capital and operational funding.

While the annual returns on the landowner's equity are higher in this scenario than in the secondary suites or cottage development, it requires a much bigger upfront equity contribution or ongoing operating subsidy. As such, the multi-plex rental projects are likely only attractive and/or suitable to developers with alternate investment return goals, particularly the non-profit sector. This is evident in affordable housing projects being built across the SGI and SSI as they are being led by non-profit housing organizations.

Table 34: Landowner Led Equity Distribution (Scenario 2A) in 10-Unit Multiplex at 7.0% Interest Rate

Grant/Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly) 1-Bdrm	2-Bdrm	3-Bdrm	Annual Return ($)	Annual Return on Equity (%)
No Grant	$1,828,982	$3,461	$4,904	$5,769	$46,806	2.6%
$100,000	$1,827,399	$3,402	$4,819	$5,670	$45,901	2.5%
$200,000	$1,825,854	$3,344	$4,737	$5,573	$45,018	2.5%

Some financing programs offer longer amortization terms, loan to value ratios up to 100%, and discounted interest rates[9]. To understand how a financing program similar to the Canada Mortgage Housing Corporation (CMHC) Rental Construction Financing Initiative (RCFi) would impact the multiplex in the scenario above, we model a 80% loan to value – as a starting equity requirement, which decreases with each incremental grant contributions – and an amortization period of 50 years in **Table 35**. The interest rate modelled in this scenario is 4.0%.

9 *Discounted interest rates are typically offered in financing programs that require a percentage of the units to meet median household income in the community. For the RCFi program, 20% of units need to be below 30% of median household income in a community. Other funding programs with different eligibility criteria are available which include BC Housing's Community Housing Fund.*

Table 35: Landowner Led Equity Distribution (Scenario 2A) in 10-Unit Multiplex with Alternate Financing Terms at 4.0% Interest Rate

Grant/ Fund ($)*	25% Equity from Landowner ($)	Rent ($ Monthly)			Annual Return ($)	Annual Return on Equity (%)
		1-Bdrm	2-Bdrm	3-Bdrm		
No Grant	$1,442,395	$2,140	$3,032	$3,567	$26,759	1.9%
$100,000	$1,441,585	$2,108	$2,986	$3,513	$26,274	1.8%
$200,000	$1,440,794	$2,077	$2,942	$3,461	$25,801	1.8%

Under this improved scenario, the required rents are closer to the market rent guidelines. At a grant contribution of up to $10,000 per door (i.e., a total of $100,000), decreases the monthly rent by $32, $46, and $54 for the 1-, 2- and 3-bedrooms, respectively. At a grant contribution of $20,000 (i.e., a total of $200,000), the monthly rent is decreased by $63, $90, and $106 for the 1-, 2- and 3-bedrooms, respectively. As with the previous scenario, additional funding could be acquired by the housing provider to further deepen the affordability of the units.

While the RHP pre-development funding of $100,000 or $200,000 would not able to offset the total estimated pre-development costs of a single development projects, it allows the housing provider to move past certain stages of the development process and to redirect their initial funds towards another development cost. The effect is that it decreases the overall development costs, which improves project success and leads to lower required rents as shown in **Table 34** and **Table 35**.

While the rents in **Table 34** and **Table 35** may not meet the rental housing affordability guidelines upon completion, the rents secured at first tenancy will be held to controlled rent increases outlined in the housing agreement. Over the term of the housing agreement, these units would have below-market rents and be considered non-market housing units. Furthermore, the affordability could be deepened if additional funding programs beyond the RHP grant and the CMHC RCFi could be stacked.

3.4.1 Possible Cost Efficiencies in Multi-Unit Development

In addition to offsetting development costs through grants, the financial viability of a project can be increased by finding cost efficiencies through design and construction. While a higher density multi-unit development project (e.g., 20 units) was not modelled in this analysis, increasing the number of units would be beneficial from a financial perspective because it can lower the capital cost per unit as well as the operating costs per unit. The capital cost savings can only be found by placing more units into one building and distributing the cost of shared components (e.g., roof, walls, mechanical systems, etc.). If these units are distributed across plex-type buildings, such as in 10-unit multiplex example discussed above, then these cost efficiencies may be lost. The density allowance of lots is controlled through zoning and is a factor that is within the authority of local governments to change.

Some items in operational costs for multi-unit buildings are fixed and can be distributed at a lower cost per unit when the number of units are increased within a building. However, if the number of units in a building is too small, then the building cannot sustain full-time equivalent staff. In smaller multi-unit projects, this will drive up staffing costs in order to hire someone. While this is not a labour market issue that is unique to the CRD's rural areas, it is a challenge that can be lessened if more multi-unit buildings existed (to share resources across the same owner) or if more density were permitted on the development site.









Affordable Homeownership

4.0 Affordable Homeownership

Affordable homeownership programs in Canada are generally focused on assisting households within a certain income range to enter homeownership, which provides an opportunity to free up rental housing.

Securing affordable homeownership units at the local government level is not common in Canada. This could be attributed to the greatest housing need being in markets where ownership prices are high; however, it can also be attributed to the fact that the cost to subsidize affordable homeownership units is high.

Nonetheless, some municipalities have established their own programs or have obtained these units on an ad-hoc basis. The program rules vary depending on the administrator and, in recent years, the calculation of the resale value for affordable unit has become an even more important consideration as housing prices dramatically increase in some markets.

4.1 Rent-to-Own Options

Rent-to-own programs are viewed as an affordable homeownership program because it bypasses the need for a down payment: the rent paid by the tenant becomes the equity or downpayment required to purchase the house. The idea is to hold the property for the would-be buyer until they can save up what is needed to qualify for a conventional mortgage with a lending institution. The terms of a rent-to-own program vary and are set by the administrator. In general, it is an agreement between renters and property owners or investors to buy a home at a set price at a future deadline. The agreement is made up of a lease and an option to purchase.

4.1.1 Agreement Types

As rent-to-own programs are relatively new, there are generally only two types of rent-to-own agreements available to tenants in Canada[10]. These two agreement types are summarized below:

- **Lease-Purchase Agreement:** This type of agreement virtually guarantees that the tenant will purchase the home once their rent-to-own agreement is complete. These are usually designed to safeguard landlords, so they have a designated buyer.
- **Lease-Option Agreement:** This type of agreement gives the tenant the option of purchasing once the rent-to-own agreement is up and the rent they paid goes towards the equity contribution for a downpayment. While there is no obligation to purchase the home, the money the tenant has put towards the house will not be reimbursed. In that sense, it becomes more like a regular rental agreement.

4.1.2 Organizations Providing Rent-to-Own Options

In addition to the agreement type, there are three types of organizations in Canada who administer rent-to-own programs:

1. **Lending Institutions and Investors**
2. **Developers (*with funding from government*)**
3. **Public Sector Organization**

In some cases, the different types of organizations work together to provide rent-to-own financing for occupants. The biggest difference between the organizations, however, is the distinction between for-profit and non-profit. Having an investment return requirement changes the way the rent-to-own program is structured. This is because the initial mortgage (i.e., during the lease agreement period with the tenant and landlord) is held by the owner. As this owner is taking on risk, they could add additional fees, potentially in the form of higher interest rates and rents, to recover the cost of this risk.

The degree of risk and equity required to build and hold the initial mortgage for would-be buyers is likely why there are very few public sector organizations who administer rent-to-own builds. The authors of this report are only aware of one public sector organization who is developing and administering their rent-to-own units. The organization is a First Nation with specific program goals to house their members, and as such, there is no expectation to receive a return on their equity contribution. A complete list of the organizations researched is available in **Appendix A.**

10 Research was conducted on rent-to-own models in the United States of America; these models either follow similar program requirements and methodology as those in Canada, or are down payment matching programs.

4.1.3 Funding Opportunity: CMHC Rent-to-Own

In Canada, the only existing funding opportunity for publicly-owned rent-to-own programs is the Canada Mortgage and Housing Corporation (CMHC) Rent-to-Own funding stream nestled within the Affordable Housing Innovation Fund. This funding is directed to housing providers interested in developing, testing, and scaling innovative rent-to-own models and projects.

This program seeks to provide housing providers the resources to identify better ways of meeting housing challenges, including financing projects and developing funding models enable rent-to-own housing across Canada. As such, there are program fulfilment requirements related to capturing and sharing lessons learned to transfer knowledge. Eligible projects must also demonstrate innovation, affordability, financial sustainability, and safeguards to protect prospective homebuyers. A key outcome of this program is for participants to identify methods to calculate the resale value of rent-to-own units, as this is an emerging area of administrating affordable homeownership programs.

The list of eligible recipients is broad and include municipalities, provinces, and territories; private sector developers and builders; non-profit housing providers and community housing organizations; and Indigenous governments and organizations.

4.1.4 Summary

Mechanisms for securing affordability

If there is not a measure in place to regulate property value increases between ownership change, the affordability of the unit can be lost after the first homeowner returns the house to the market. In the research examples, the resale value of the rent-to-own units were not restricted after the first homeowner. As such, the CMHC Innovation Fund program requires there to be a clear methodology for determining future sale price.

Benefits of rent-to-own

Rent-to-own programs require an initial investor who is willing to front-end the project with equity needed to build the project. A successful rent-to-own program brings new rental units into a market that could become ownership units, which free up rental units for other households in the community, and offers an opportunity for households to purchase a house when they otherwise may not be able to afford homeownership.

Limitations of rent-to-own

The limitation to the rent-to-own concept is that the program will vary depending on the policy or investment goal. For instance, some investors may require a return on equity for taking on this risk, which can be built into the rent required or interest rate, which effectively raises the costs for the tenant and eventual homebuyer. The benefit of owning a house is the opportunity for the homeowner to capitalize on any appreciation gains upon the sale of the house. The policy goal of such a program should be clear and transparent about whether it is to secure a non-market affordable unit or to enable the first homeowners to capitalize on the asset upon sale.

4.2 Down Payment Matching Options Programs

Down payment matching programs are offered by several organizations in Canada. The intent of these programs is to lower the down payment required for the eligible household by providing a supplementary down payment as a second mortgage. This in turn helps households to access a mortgage, lowers monthly mortgage payments (i.e., smaller principal mortgage amount), and lowers insurance premiums if the minimum downpayment is reached.

4.2.1 Options Ready Program

One of the more established down payment matching programs is offered by Options for Homes, a non-profit organization, and serves the Greater Toronto Area market. The **Options Ready Program** requires a minimum of 5% down payment from the applicant and will provide down payment support from 10% to 15% of the purchase price. As Options for Home is a non-profit organization, they forego the initial developer's profit on the construction of the house and use the equity towards matching the applicant's downpayment.

The Options Ready Program operates on a shared-equity approach. This means that upon sale of the unit, homeowners are required to pay back the second mortgage, any associated interest due on the second mortgage, and capital appreciation associated with the second mortgage. In addition, participants can keep any capital appreciation on their portion of the equity. Since this program relies on a market value increase of the house upon sale, it does not maintain affordability past the first owner.

An important distinction to note in the Options Ready Program is that any capital appreciation on the second mortgage amount is returned to Options for Homes, which is then re-invested into the community to build additional affordable homes. This program may work well in an area where the housing market is strong and there is a vested interest from a developer to provide this service.

4.2.2 Municipal Affordable Homeownership Programs

The City of Langford in British Columbia (BC) operates an Attainable Homeownership Program, with the most recent policy amendment in February 2023. It is intended to assist Langford residents earning less than $150,000 in household income. The City provides a grant towards a 5% down payment for the housing unit[11]. The grant amount varies based on the maximum purchase price set for the housing unit (e.g., 1-bedroom, 2-bedroom, and 3-bedroom units) and the household income. The grants are as follows:

- Household Income of less than $119,999: 75% of the 5% downpayment
- Household Income of between $120,000 and $134,999: 50% of the 5%downpayment
- Household Income of between $135,000 to $150,000: 25% of the 5% downpayment

The attainable units under this program are provided by developers and must abide to construction requirements outlined in the program policy. The program restricts the resale value of the units for the first five years of the program, after which there are no restrictions. The inability to secure affordability for future users is a limitation in the program.

Given that the maximum purchase price for the largest unit (e.g., 3-bedroom unit) is $499,000, the maximum grant available would be $18,713 for a household earning less than $119,999. This policy appears to work for apartment units in high cost of living markets (e.g., higher salaries).

The County of Simcoe in Ontario offers an **Affordable Homeownership Program.** It is intended to assist low-to-moderate income renter households located in Simcoe County. The County does not own or secure affordable homeownership units, instead it provides a 10% down payment assistance (to a maximum of $50,000) to the eligible participant's preferred house on the market. The program has rules governing the eligibility of households for the program and applicants need to be pre-approved for a mortgage. The 10% down payment is offered as a 20-year, interest free, forgivable loan with the condition that the mortgage cannot be refinanced for a higher amount than the original. The program does not restrict capital appreciation upon sale of the property, meaning the affordability of the unit is not carried over to the next purchaser.

11 *The program participant cannot put more than a 5% downpayment (including City of Langford grant) towards the purchase of their house.*

4.2.3 Funding Opportunity: BC Housing Affordable Home Ownership Program (AHOP)

The **Affordable Home Ownership Program** (AHOP) is administered by BC Housing with the goal of increasing affordable housing for middle-income households across BC. The program helps home purchasers to target a minimum down payment of 10% on the home's value.

Through this program, BC Housing provides home purchasers with an interest-free second mortgage, known as an AHOP Mortgage, toward the purchase of their home. The buyer is required to contribute a minimum of 5% on the first $500,000 of the home value (10% downpayment is required on the remaining value of a purchase over $500,000). The AHOP Mortgage is interest and payment-free for up to 25 years. AHOP units can be built using BC Housing's low interest interim construction financing and equity contributions.

The AHOP program requires a partnership between the project partners[12] – which typically consists of a developer and a local government – and BC Housing, which may not be suitable for every local government depending on their capacity to support the AHOP project. In addition, the intention of the AHOP is to reinvest the funds back into community, however it is not clear what this entails and how many addition units can be built. If no restrictions are placed on the AHOP units, then the affordability on the AHOP units could be lost once the unit is sold on the market.

Repaid AHOP Mortgage amounts are contributed to the local government where there is an agreement in place to help support more affordable homes within that local government. If there is no agreement in place between BC Housing and the local government, BC Housing will use the proceeds to help support more affordable homes in British Columbia.

12 *The term of "project partner" is loosely used in the BC Housing AHOP Framework, indicating flexibility in the program for who the local government partner can be. To date, the program uptake has been for five projects which are all located in a municipal jurisdiction.*

4.2.4 Summary

Mechanisms for securing affordability

Mechanisms to secure affordability are not commonly implemented in the research examples. One approach that is used to secure affordability on affordable homeownership units is to restrict the resale value for a certain number of years after date of purchase. The City of Langford does this through the use of Housing Agreements adopted as a bylaw and registered on title.

Benefits of down payment matching

Down payment matching programs enable people who may not have been able to access home ownership the opportunity to do so and frees up rental housing for other households. The ability to utilize capital allows individuals to purchase an asset they may not otherwise be able to afford. Down payment matching programs – if allowing for up to 20% of purchase price – can also enable individuals to have lower mortgage payments which can support manageable cash flow. Additionally, insurance premiums are often reduced due to the higher down payment amount, providing individuals with access to more of their monthly income.

Limitations of down payment matching

The agreement language within down payment matching programs is vague regarding the role definition of all parties, namely: developers, individual private owner, the local government and other parties (e.g., BC Housing). It is also unclear what the municipality must commit to in order promote these partnerships and the risks that they must be willing to take on in engaging in the relationship.

There is also an amount of administrative burden in monitoring and enforcing these agreements, especially if affordability is to be maintained throughout the duration of the housing agreement. There are many stipulations about subleasing or selling units to ensure the objective of the program maintains its integrity. The responsibility of ensuring these units is not rented or sublet falls on the program partner (e.g., local government or funder).



Findings

5.0 Findings

This section highlights the key findings from the rental housing analysis and affordable homeownership research. This analysis demonstrates that are a number of ways that funding can be used to increase the affordability of housing units or to provide an incentive to increase the number of housing units built.

It is important to note that these financial analysis scenarios represent one development cost for each housing typology. Variations in development costs will exist across properties in the CRD's rural areas, and the impact of grant funding may generate deeper affordability if the development costs are below what is modelled here. Considerations include lower operating costs, in-kind contributions by tenants and volunteers (e.g., sweat equity), or more casual labour crews.

To illustrate the potential reach of the program, and to compare opportunity across the housing types, this section allocates a theoretical affordable housing sum of $5M, $10M, and $15M for each stream.

5.1 Partnerships

The analysis in this report reflects current market conditions, and a potential improved scenario where the interest rates are lowered to 4.0%. Despite this, we anticipate the RPH would be able to maximize the grant contributions if multiple government funding programs were stacked together. Below is an example of list of potential programs mentioned that are important for the CRD, senior levels of government, and housing non-profit housing providers in the CRD's rural areas to take note of:

- BC Rural Economic Diversification and Infrastructure Program
- CMHC Rental Construction Financing Initiative Program (RCFi)
- BC Housing Community Housing Fund
- BC Housing Secondary Suite Program
- BC Housing Affordable Homeownership Program (AHOP)

Some of these programs have eligibility criteria that preclude affordable housing development projects in the CRD's rural areas unless they are multi-family projects (i.e., not multi-plexes).

5.2 Mechanisms for Securing Affordability

As noted previously, the required rents are the starting rents for the first tenancy and annual increases will be controlled in exchange for the grants. To secure the affordability of homeownership or rental units over an extended period of time, a mechanism needs to be set up in order to prevent sale prices or rents from going to full market value between occupants. A housing agreement is a the only legal tool available to local governments to secure the term, household income limits, housing prices or rents, and other restrictions to ensure affordability between users of affordable homeownership units.

Outside of housing agreements, further research is needed to understand whether additional tools are available to local governments, such as forgivable loans or partnerships with non-profit organizations who could sign a land lease agreement with individual landowners. The CRD is currently undertaking a Housing Agreement Program review which will help inform the implementation of the RHP.

5.3 Rental Housing Analysis

5.3.1 Secondary Suites – Renovation



1-Bedroom Unit

- The most financially viable rental housing to develop under current market conditions is the renovation of 1-bedroom secondary suites. This rental housing requires the least amount of equity, requires less approvals and construction, and can achieve and potentially exceed the bottom threshold of market rental rates for 1-bedroom units across the CRD's rural areas.
- A drawback to secondary suite renovations is that it is up to the individual landowner to invest in and operate. In Scenario 2A, under the 7.0% interest rate scenario, while the rent ($1,487) is within the market rent guideline ($1,500), the annual return of 2.5% on the landowner's initial equity of $56,000 may not be competitive enough. As such, a greater financial incentive may be required to encourage landowners, either through stacking government funding programs or through the top up equity approach (i.e., Scenario 2B).
- The Scenario 2B top-up equity distribution model with grant funding of 15% equity ($34,000) could lower the required landowner equity from $56,000 to $34,000 while maintaining the monthly rent at $1,487 under the 7.0% interest rate scenario and $1,132 under the 4.0% interest rate scenario.



2-Bedroom Unit

- With grant funding up to $30,000 per door, under the following scenarios, the required monthly rents could be:
  - 7.0% Interest Rate: $2,078
  - 4.0% Interest Rate: $1,496
- Alternatively, a top-up equity distribution model with grant funding of 10% equity ($36,000) could lower the required landowner equity from $89,000 to $54,000 while maintaining the monthly rent at $2,288 under the 7.0% interest rate scenario and $1,753 under the 4.0% interest rate scenario.

5.3.2 Secondary Suites – New Construction



1-Bedroom Unit

- A new secondary suite unit is the second most financially viable rental housing to develop under current market conditions.
- Under the 7.0% interest rate scenario, the construction of a new 1-bedroom secondary suite will require a monthly rent of $1,837 which is slightly above the market rental guideline of $1,500. However, the annual return of 2.5% may not be competitive enough for all landowners to invest the initial equity of $70,000.
- With grant funding up to $30,000 per door, under the following scenarios, the required monthly rents could be:
  - 7.0% Interest Rate: $1,583
  - 4.0% Interest Rate: $1,204
- Alternatively, a top-up equity distribution model with grant funding of 10% equity ($28,000) could lower the required landowner equity from $70,000 to $42,000 while maintaining the monthly rent at $1,837 under the 7.0% interest rate scenario and $1,391 under the 4.0% scenario.



2-Bedroom Unit

- With grant funding up to $30,000 per door, under the following scenarios, the required monthly rents could be:
  - 7.0% Interest Rate: $2,646
  - 4.0% Interest Rate: $1,985
- Alternatively, a with grant funding of 10% equity ($45,000) could lower the required landowner equity from $114,000 to $68,000 while maintaining the required rent at $2,891 under the 7.0% interest rate scenario and from $112,000 to $67,000 while maintaining the required rent at $2,172 under the 4.0% scenario.

5.3.3 Cottages – New Construction



1-Bedroom Unit

- After secondary suite renovations and new suite construction, cottage units are the third most financially viable rental housing to develop under current market conditions.
- With grant funding up to $60,000 per door, under the following scenarios, the required monthly rents could be:
  - 7.0% Interest Rate: $2,118
  - 4.0% Interest Rate: $1,615
- The biggest cost barrier to cottages is the site preparation required and the installation of septic systems which can cost $50,000 or more per site.
- Alternatively, a top-up equity distribution model with grant funding of 10% equity ($40,000) could lower the required landowner equity from $100,000 to $60,000 while maintaining the required rent at $2,616 under the 7.0% interest rate scenario and $99,000 to $59,000 while maintaining the required rent at $1,984 under the 4.0% scenario.



2-Bedroom Unit

- With grant funding up to $60,000 per door, under the following scenarios, the required monthly rents for a new build 2-bedroom cottage would be:
  - 7.0% Interest Rate: $3,484
  - 4.0% Interest Rate: $2,626

- The equity needed to build a 2-bedroom cottage is high (~$156,000 at 25% contribution), and may be less accessible to a broader range of landowners than a 1-bedroom cottage. A top-up equity distribution model with grant funding could lower the barrier to building 2-bedroom cottages by providing a financial incentive to landowners.
  - » Grant funding of 10% equity ($61,000) could lower the required landowner equity from $156,000 to $93,000 while maintaining the required rent at $3,979 under the 7.0% interest rate scenario and from $154,000 to $92,000 while maintaining the rent at $2,934 under the 4.0% scenario.

5.3.4 Multiplex Rental Housing – New Construction

- The 10-unit rental housing is made up of duplexes and triplexes and is intended to represent one type of multi-unit building. This analysis signals a strong need for government grants to increase the affordability of multi-unit rental housing projects in CRD's rural areas as construction costs are high across all housing types (e.g., ground-oriented and multi-unit).
- Our analysis models an initial required equity of $1.8 million under the current interest rate of 7.0%. The pre-development costs (i.e., rezoning costs related to prove servicing and environmental standards, plus infrastructure-related costs during the subdivision and building permit process) can range anywhere from the low $300,000 to $500,000. These costs could vary depending on the specific site and development conditions.
- With grant funding of $10,000 per door (i.e., $100,000), under the following scenarios without stacking additional funding programs, the required monthly rents could be lowered by:
  - » 7.0% Interest Rate:
    - 1-Bdrm: $60
    - 2-Bdrm: $85
    - 3-Bdrm: $100
  - » 4.0% Interest Rate, 50 year amortization period, 80% Loan to Value:
    - 1-Bdrm: $32
    - 2-Bdrm: $46
    - 3-Bdrm: $54

- With grant funding of $20,000 per door (i.e., $200,000), under the following scenarios without stacking additional funding programs, the required monthly rents could be lowered by:
  - 7.0% Interest Rate:
    - 1-Bdrm: $118
    - 2-Bdrm: $167
    - 3-Bdrm: $197
  - 4.0% Interest Rate, 50 year amortization period, 80% Loan to Value:
    - 1-Bdrm: $63
    - 2-Bdrm: $90
    - 3-Bdrm: 106

Benefits of Pre-Development Funding

- A CRD funding program to support pre-development costs such as professional reporting or infrastructure upgrades would increase the viability of multi-unit projects, especially those being advanced by the non-profit housing sector. Additional pre-development funding can support investment in key infrastructure such as well development, driveway construction, and/or professional reporting.
- The impact of the pre-development funding, along with the stacking of other potential grants offered (as outlined in Section 5.1) could encourage more housing providers to develop in CRD's rural areas by:
  - Increasing the equity in the project by providing grant funding – which opens up opportunities to secure other funding and lowers required rents;
  - Decreasing the high financial threshold that organizations need to fundraise for multi-unit developments, and therefore lowering the barrier for organizations to pursue these development concepts.

5.4 Affordable Homeownership Analysis

5.4.1 Rent-to-Own

- Rent-to-own program terms and conditions will vary depending on the individual project and in most cases, the affordability of the home is lost after the unit is returned to the market after the first owner, unless a mechanism is put in place to maintain affordability between users.
- As the average 2021 housing price across the SGIs is $767,500 and the cost to build a single unit in a multi-unit dwelling is around $700,000, the initial equity required to take out a mortgage for a rent-to-own unit could be a barrier. Without an initial investor who is willing to provide equity for the development of rent-to-own dwellings, the program reach for this stream would be low, as the CRD or another organization would be responsible for taking the unit off the market to maintain affordability.
- While rent-to-own programs can include lower density forms of housing, the program is most cost effective with multi-unit buildings because government grants can be used to lower the development price, resulting in a lower purchasing price of the units.

5.4.2 Down Payment Matching

- Down payment matching programs enable people who may not have been able to access home ownership the opportunity to do so. However, depending on the home purchase price, the equity required can be high and may be a less effective use of funds (if provided) when compared to other rental housing options in this study (e.g., cottages, secondary suites).
- Similar to rent-to-own programs, if the policy goal is non-market affordable housing past the initial owner, a mechanism needs to be put in place to ensure the unit does not revert to market value upon sale of the property.

5.5 Potential Reach of the Rural Housing Program

Given the findings above, if the RHP were to carry a hypothetical reserve of $5.0 million to $15 million, then the investment dollars should be allocated in a way that maximizes the reach of the program. **Table 36** below illustrates a funding allocation of 75% for rental housing and 25% for affordable homeownership, distributed as follows:

- **Secondary Suite, Renovations:** $30,000 per door (1- and 2-bedrooms)
- **Secondary Suite, New Construction:** $30,000 per door (1-bedroom) and $60,000 per door (2-bedrooms)[13]
- **Cottage, New Construction:** $60,000 per door (1- and 2-bedrooms)
- **Multi-Unit:** $10,000 per door (all unit types)
- **Rent-to-own:** 10% of downpayment or $76,750 in this instance[14]
- **Downpayment matching program:** 10% of downpayment or $76,750 in this instance[15]

Using this distribution under the $5.0 million program outreach, a total of 165 affordable units would be supported:

- **Secondary Suite, Renovations:** 33 units
- **Secondary Suite, New Construction:** 22 units
- **Cottage, New Construction:** 29 units
- **Multi-Unit:** 75 units
- **Rent-to-own:** 3 units
- **Downpayment matching program:** 3 units

13 A 50/50 split is assumed as the distributed share of 1-bedroom and 2-bedroom secondary suites in the new construction category.

14 Assumes 10% of the average housing sales price for an older home – approximately $767,500 across the SGI in 2021 – or 10% of the construction price for a new multi-unit dwelling (e.g., plex). This assumes there would be a program administrator and an investor willing to assume the risk of taking the unit off the market during the period where the program participant rents the house.

15 Same as Footnote 14, except the program participant would be responsible for purchasing the house under a housing agreement at the outset.

Table 36 below breaks this out further under a $5.0 million, $10 million, and $15 million funding reserve.

Table 36: Potential Funding Allocation Under the Rural Housing Program

	$5 Million			$10 Million			$15 Million		
	Funding Allocation (%)	Funding Amount ($)	Estimated Number of Units Supported	Funding Allocation (%)	Funding Amount ($)	Estimated Number of Units Supported	Funding Allocation (%)	Funding Amount ($)	Estimated Number of Units Supported
Secondary Suite – Renovation	20%	$1,000,000	33.0	20%	$2,000,000	66	20%	$3,000,000	100
Secondary Suite – New Construction	20%	$1,000,000	22.0	20%	$2,000,000	44	20%	$3,000,000	66
Cottage – New Construction	35%	$1,750,000	29.0	35%	$3,500,000	58	35%	$5,250,000	87
Multi-Unit	15%	$750,000	75	15%	$1,500,000	150	15%	$2,250,000	225
Rent-to-Own	5%	$250,000	3.0	5%	$500,000	6	5%	$750,000	9
Down Payment Matching Program	5%	$250,000	3.0	5%	$500,000	6	5%	$750,000	9
Total	**100%**	**$5,000,000**	**165**	**100%**	**$10,000,000**	**330**	**100%**	**$15,000,000**	**496**



Recommendations

6.0 Recommendations

Based on the analysis findings, we recommend six (6) strategies for the CRD when developing and implementing the RHP. Community engagement is recommended to inform the potential uptake of the program and to understand which incentives are most attractive to landowners.

Recommendation 1

- **The RHP should prioritize allocating funding to projects in CRD's rural areas where housing would have otherwise not been created.** While single-detached houses and accessory dwelling units are permitted across SGI and SSI, the uptake to build accessory dwelling units has been slow. Previous studies have shown there is market demand for rental housing on the SGI and SSI, however, there has not been enough incentive or funding available to encourage developers and landowners to fill the market gap.

Recommendation 2

- **Secondary suites have the biggest potential to scale up in unit numbers when coupled with grant funding.** It is recommended that secondary suites receive the highest allocation of funding as it shows that secondary suites have the biggest potential to scale up in unit numbers when coupled with grant funding, making it the most effective use of funding. However, consideration should be given to cultural preferences and whether there would be strong market demand to build these units.

Recommendation 3

- **Cottages have potential to scale up in number of units and may be suitable for middle income households and residents in rural communities.** It is recommended that cottages receive the second highest allocation of funding. Due to the high costs to develop cottages, the program reach may be lessened if development costs are too high or if rents are not affordable for a median-earning renter household. In addition, collaborating with different development approval authorities to create a pre-approved design for cottages, including septic system design, can deepen affordability.

Recommendation 4:

- **Multi-unit buildings should receive the third highest allocation after secondary suites and cottages, as the projects are approved infrequently. Where possible, the stacking of government funding programs will bring deeper affordability to multi-unit developments, including the allowance of more units (e.g., higher density) into one building to realize cost efficiencies.**

Recommendation 5:

- **Entry-level homeownership programs should have smaller funding allocations as the investment costs are high and affordability is not guaranteed to carry over to the next user.** This program reach could be greater if coupled with partnerships or through existing funding programs.

Recommendation 6:

- **When reviewing applications under the Rural Housing Pilot Project, the CRD should take into consideration the following list of factors that impact the effectiveness of the grant.**
  - » Operating expenses will vary project by project, but is an important metric as it impacts how much revenue (e.g., rent) the landowner needs to cover all operational costs. A reasonable operating expense should be proposed.
  - » Different interest rates and amortization periods can dramatically alter the project finances. While we have modelled an interest rate reflecting the current market (7.0% interest rate), and an improved interest rate of 4.0%, a slight increase or decrease and a variance in the amortization period (25 years) will change the impact of any grant funding on the project.
  - » Variations in development costs will exist across properties in the CRD's rural areas, and the impact of grant funding may generate deeper affordability if the development costs are below what is modelled in this report.
  - » The term of the housing agreement should consider the initial grant amount.
  - » Tracking and monitoring rental costs for the secondary rental market in the CRD's rural areas to understand the benchmark market rents year over year in relation to the RHP rents.

Appendices

Appendix A
BC Housing Secondary Suite Incentive Program

The following summarizes eligibility requirements for BC Housing's Secondary Suite Incentive Program:

Homeowners

- Registered owner(s) must be Canadian citizens or permanent residents
- Live in the property as their primary home
- Combined gross annual income of homeowners on title of less than $209,240 (in the previous tax year)

Properties

- Located within one of the 161 incorporated municipalities in BC
- Have a BC Assessment value below the homeowner grant threshold ($2.125 million in 2023)

Secondary Suite

- New legal self-contained unit with a kitchen and full bathroom
  - » Improvements to ***existing*** rental units are ineligible
- Laneway homes / garden suites are eligible
- Received municipal building permits ***on*** or ***after*** April 1, 2023

Costs

All costs must be directly related to the creation of the new secondary suite and must be $20,000 or more. Eligible costs include the following:

- Architectural and design fees
  - » Landscaping costs are ineligible
- Structural modification
- Electrical work
- Fixtures
- Appliances (50% of actual cost to a maximum of $2,500)
- Building and trade permit fees
- Costs to obtain certificates, drawings and specifications directly related to eligible scope of work
- Materials related to the approved construction
  - » Extensions, conversions, repair, or replacement of items for the homeowner are ineligible
- Contractor labour (not including work done by Applicant or any member of the Household)
  - » Labour costs for work completed by the homeowner are ineligible
- PST and GST

The terms for loan forgiveness are as follows:

- The rebate amount and BC Housing legal costs of $2,000 will be registered on title for 5 years as a forgivable loan;
- The new suite must be located on the same property where the homeowner lives and continues to be the principal residence;
- The new suite must be rented out at *below market rates*, as determined by BC Housing, for at least five years;
- The new suite was rented for at least 10 months in the preceding year and the tenancy is under an agreement compliant with the Residential Tenancy Act on a month-to-month or minimum 1-year fixed term tenancy; and
- The tenant is not an immediate family member (spouse, child, parent, or sibling) of the homeowner(s).

If the loan forgiveness requirements are met, the loan will be forgiven at 20% per year, inclusive of BC Housing's legal costs, over five years, when all SSIP requirements are met. Note that interest will accrue on the loan based on the current prime interest rate charged by the Royal Bank of Canada, plus 2.00%.

There are no payments required on either the principal or interest during the forgiveness period if the homeowner complies with the terms and conditions of the SSIP loan. In the event the homeowner does not comply with all the terms and conditions, the loan and any interest that has accrued will become payable on demand to BC Housing.

Appendix B
Rent-to-Own Research

Examples of select rent-to-own programs in Canada are broken down below.

- **Requity Homes:** Operates in Northern Ontario (Thunder Bay, Sault Ste. Marie, Sudbury and North Bay), Saskatchewan (Regina and Saskatoon), Alberta (Calgary and Edmonton), and Manitoba (Winnipeg). Requity purchases the home and allows the occupant to rent and save for the downpayment. Then, when the occupant is ready, they can buy back the home or cash out savings.
- **Clover Properties:** Operates throughout Ontario. The program offers 24, 36, or 48 month rent to own programs while tenants live in the home they will own at the end of the program term.
- **MB Rent-2-Own:** Operates in Alberta and Manitoba and targets people specifically who require improvements to their credit score in order to purchase a home. Much like Requity homes MB Rent-2-Own will purchase the home and work with the buyer through improving their credit. An initial deposit of 3% is required for this program
- **GVC Property Solutions:** Operates in the Lower Mainland and Fraser Valley British Colombia. Much like the previous examples, MB Rent-2-Own and Requity Homes, GVC property solutions purchases homes and offers them to the rent-to-own market. Within this program the purchaser puts a down payment of between $5,000 and $60,000. Typically, the rent-to- own agreement is 24 months long.
- **RTO Homes:** Operates in the Vancouver area through Apex Western Homes which is a contracting company located in the lower mainland. This program is also targeted to people who have a credit score that would prevent them from being eligible for a mortgage. A 5% down payment is typically required to partake in this program, and available listings are fed through Apex Westen Homes.
- **HOS Financial Inc:** perates in Ontario and Quebec. The minimum down payment within this program is the greater of 3% or $10,000. HOS Financial finds third party investors to purchase properties on the client's behalf. Typically, these agreements span three to five years.

- **JAAG:** Operates in Ontario and targets clients who require time and hands on support to improve their credit scores. This rent to own program typically spans a period of one to three years.
- **Sprout Properties:** Operates across Canada using lending partners. This program is between two and four years in length and requires a downpayment which is the greater of 3% or $10,000. This program also requires a $1000 commitment fee. This fee is also counted towards the purchase price.

APPENDIX D

Making a difference...together

January 17, 2024

Rural Housing Program Pilot Scoping (2024)

The Capital Regional District (CRD) Rural Housing Program is being developed with acknowledgement that solutions to the housing crisis in CRD's Electoral Areas need to be tailored to the rural context, this is especially true for the Salt Spring Island (SSI) and Southern Gulf Islands (SGI) which are within the Islands Trust Area, and have a special mandate to preserve and protect the environment.

The following provides an outline of a 2024 Rural Housing Program pilot project for the SSI and SGI Electoral Areas.

Proposed CRD Rural Housing Program 2024 Pilot Scoping Work:

1. Build Program to Support Pre-development Funding
   - Engage stakeholders to determine opportunity and anticipate cost to support pre-development work that includes undertaking technical studies and determining infrastructure requirements (including on-site servicing) for multi-unit affordable housing projects.
   - Program will be modelled after the Canada Mortgage and Housing Corporation Seed Funding Program and tailored for the CRD's Rural Housing Program (RHP) Pilot on SSI and SGI.
   - Program criteria will be based on project readiness and effective utilization of funds towards regulatory approvals. Priority will be given to non-profit proponents of affordable housing, with development applications under consideration by the CRD or Islands Trust, or subdivision applications under consideration by the Ministry of Transportation and Infrastructure.

2. Develop a Missing Middle/Accessory Dwelling Unit (ADU) Incentive Program[1] to create non-market housing across the secondary housing market (suites and cottages and missing middle housing typologies).
   - Program design will be guided by the recommendations in the "Rural Housing Pilot Project Analysis," (Urban Matters, 2024).
   - Work in 2024 will include community engagement to test the uptake of different program options, as well as develop criteria, program parameters, application forms, legal and financial reviews, etc. for program roll out in 2025.
   - In future years, subject to funding, the program will offer financial incentives for ADUs in exchange for housing agreements to secure non-market units.

3. In 2024, soft launch of the RHP will be supported by existing staff and supplemented by a program coordinator using Municipal and Regional District Tax Program funding.

[1] Electoral Areas are excluded from Provincial Secondary Suite Incentive Program.

urban matters **MEMORANDUM**

DATE: November 12, 2024
TO: Justine Starke, RPP, MCIP, Manager, Southern Gulf Islands Service Delivery -- Capital Regional District
FROM: Jodee Ng, RPP, MCIP and Matt Thomson – Urban Matters CCC
FILE: 1692.0059.01
SUBJECT: **Capital Regional District – Rural Housing Pilot Project Analysis Update**

1.0 INTRODUCTION

The Capital Regional District retained Urban Matters CCC to provide an expanded update to the Rural Housing Pilot Project analysis that was conducted in early 2024. This update is to understand how a grant of $40,000 will change the return expectations for potential homeowners seeking to build/renovate and rent out an accessory dwelling unit on the Southern Gulf Islands (SGIs) and Salt Spring Island (SSI) based on two different sets of maximum rents.

1.1 APPROACH TO ANALYSIS

The approach to analysis assumes that each unit cannot exceed the maximum starting rent for the corresponding number of bedrooms (i.e., bachelor/1-bedroom, 2-bedroom). The rents can be escalated annually by the permitted provincial rent increase if there is no change in tenancy[1]. There are two sets of rent levels being tested for the unit types, as defined in Table 1 below. It is important to note these rents do not differentiate between secondary suites or standalone suite (e.g., cottage).

Table 1: Maximum Starting Rent by Unit Type

	Bachelor/1-Bedroom	2-Bedroom
Rent Affordability Limits[2]	$1,400	$1,760
Below Market Rents Thresholds (SGIs, SSI)[3]	$1,000	$1,250

[1] Per Part 3 of the BC Residential Tenancy Act, landlords may only raise rents by the annual allowable rent increase in accordance with the regulations. Since 2017, the average annual increase is 2.5% with each year's increase ranging from 0% up to 4%. For example, the 2025 rent increase limit for residential tenancies is 3%.
[2] As defined by BC Housing under the Secondary Suite Incentive Program: https://www.bchousing.org/sites/default/files/media/documents/BC-RAHA-Rent-Affordability-Limit.pdf. These rents are the CMHC average rent for the Victoria Census Metropolitan Area.
[3] As defined in Section 2.2 of the Capital Regional District Rural Housing Pilot Project Analysis (2024) report: https://www.crd.bc.ca/docs/default-source/southern-gulf-islands-ea-pdf/crdruralhousingpilotprojectanalysis.pdf?sfvrsn=9f2afce_4. These below market rents are 80% below BC Housing's Housing Income Limits for Victoria (Greater Victoria Area) in 2023.

The analysis also looks at resetting the maximum starting rents at the end of Year 5 to '**market rents**'[4] which are rents based on SGI and SSI renter household incomes. This scenario assumes there would be a tenant changeover starting in Year 6. This is to compare how the 'maximum rents' compare to market rents after 5 years of tenancy.

These market rents are tailored to SGI and SSI renter household incomes of $60,000 or higher, broken out by the number of bedrooms as shown below in Table 2. Note that these market rents are based on 2021 data, and as incomes grow over time, it is anticipated that market rents will increase incrementally.

Table 2: SGI and SSI Market Rent and Rent-to-Own Guidelines by Unit Type

	Bachelor/1-Bedroom	2-Bedroom
Market Rent and Rent-to-Own Guidelines	$1,500	$1,950

1.2 ASSUMPTIONS

With the exception of the maximum rents, required initial homeowners' equity, and the grant amount tested, the remaining assumptions in this analysis remain the similar to the analysis conducted in early 2024. As a summary, the main assumptions are provided below and in Table 3 below.

Table 3: Assumed Unit Size and Construction Costs

	Cottage – New		Secondary Suite – New		Secondary Suite – Renovation	
	1-Bdr	2-Bdr	1-Bdr	2-Bdr	1-Bdr	2-Bdr
Unit Size (sq. ft.)	600	900	600	900	600	900
Construction Cost ($/sq. ft.)	$439		$368		$296	
Total Project Cost Per Unit*	$393,000	$614,000	$277,000	$448,000	$220,000	$357,000

**Rounded to the nearest thousand dollar, and includes financing fees and interest accumulated during construction period.*

Unit Type

A cottage and a secondary suite are both self-contained suites with access to living facilities such as cooking, sleeping, and receiving mail. However, a *new* secondary suite is built as part of the construction of a new single-detached house, whereas a *renovation* of a secondary suite is the addition of a legal suite in an existing single-detached house.

[4] Market rent as defined in Section 2.2 of the Capital Regional District Rural Housing Pilot Project Analysis (2024) report: https://www.crd.bc.ca/docs/default-source/southern-gulf-islands-ea-pdf/crdruralhousingpilotprojectanalysis.pdf?sfvrsn=9f2afce_4.

Unit Sizes

The financial analysis assumes that all 1-bedroom units will be 600 sq. ft. in size, and 2-bedroom units will be 900 sq. ft. in size. If there is a variation in the unit size, the capital costs to build the unit, as well as the return on the homeowner's equity would also change (note: this change in unit size variation is not tested in this analysis).

Homeowner's Equity

It is also assumed that the **initial homeowner's equity** will be set at 25% of the total capital cost to build or renovate the accessory dwelling unit.

Project Costs

The project costs for building a cottage, secondary suite, and for the renovation of a secondary suite are estimated on a square foot basis. These costs include financing fees (e.g., legal, appraisal, etc.) and interest accumulated during the construction period. The costs are estimates, and not exact figures, as it varies in each scenario depending on the amount of homeowner equity and grant is provided, as more equity decreases the borrowing costs.

2.0 ANALYSIS RESULTS

This section presents the analysis results and the estimated returns that a homeowner potentially might expect based on the assumptions around capital costs and total equity invested: **25% homeowner's equity** and a **$40k grant** amount. The results demonstrate the potential return on the homeowner's equity under three scenarios:

1. Year 1 and Year 5 returns with no change in tenancy;
2. Increasing the $40k grant to a $80k grant; and
3. A change in tenancy at the end of Year 5.

The second component of the analysis assumes a homeowner could apply and successfully be eligible for a $40k forgivable loan from BC Housing through the Secondary Suites Incentive Program[5] while stacking an additional $40k grant from another housing program.

2.1 1-BEDROOM ANALYSIS

In the first year of the unit being tenanted, the return on the homeowner's equity is positive for both the 1-bedroom new secondary suite (4.9%) and renovated secondary suite (11.3%)[6] at the $1,400 rent level. When the rent is offered at $1,000, there is still a return at 2.6% for the renovated suite, however, the new secondary suite sees a negative return of -2.1%. (Table 4 below).

Table 4: Estimated Returns on Initial Homeowners' Equity, 1-Bedroom, $40K Grant, Year 1

Target Rents	Cottage - New		Secondary Suite - New		Secondary Suite - Reno	
	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build
$1,400	-2.5%	$393k	4.9%	$277k	11.3%	$220k
$1,000	-7.4%	$393k	-2.1%	$277k	2.6%	$220k

In the first year of the unit being tenanted, the return on the homeowner's equity for the 1-bedroom cottage does not bring a positive return on investment at these project costs.

When looking five years down the horizon, the same tenanted unit where rents started at $1,400 and escalated at 2.5% annually, now have higher returns as follows (Table 5):

- For the 1-bedroom new secondary suite, the return has increased from 4.9% to 6.7%.

[5] Provides a grant for both secondary suites and laneway houses/garden suite which have received a municipal building permit on or after April 1, 2023.
[6] As mentioned in Section 1.2 of this report, a *new* secondary suite is part of the construction of a new single-detached house, whereas a *renovation* of a secondary suite is the addition of a legal suite in an existing single-detached house.

- For the 1-bedroom renovated secondary suite, the return has increased from 11.3% to 13.3%.

Additionally, the 1-bedroom renovated secondary suite initially offered at $1,000 in Year 1, has increased the return from 2.6% to 4.2%. However, the 1-bedroom new secondary suite at the lower rental rate of $1,000 still sees a negative return on investment of -0.6%.

The financial analysis finds that the cottages at both levels of rent, $1,400 and $1,000, do not demonstrate a return on the homeowner's equity at -0.9% and -6.1%, respectively.

Table 5: Estimated Returns on Initial Homeowners' Equity, 1-Bedroom, $40K Grant, Year 5

Target Rents	Cottage - New		Secondary Suite - New		Secondary Suite - Reno	
	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build
$1,400	-0.9%	$393k	6.7%	$277k	13.4%	$220k
$1,000	-6.1%	$393k	-0.6%	$277k	4.2%	$220k

2.1.1 Increasing the Grant to $80k

If the homeowner received an additional $40k as a forgivable loan through BC Housing's Secondary Suites Incentive Program – for a total grant amount of $80k – the Year 1 returns would increase across nearly all categories, notably (Table 6):

- From 4.9% to 8.9% for the new secondary suite at the $1,400 rent level
- From 2.6% to 7.7% for the new secondary suite at the $1,000 rent level

One-bedroom units that cost more than $393k to build, and require a rent of $1,400 see a slight return under the assumptions modelled in this analysis. Units that can be built at lower cost would see greater returns, for example, the renovated secondary suites demonstrate a return as a high as 16.4% when the capital cost is $220k per unit. The 1-bedroom cottage under the $1,000 rent is the only scenario that does not provide a positive return.

Table 6: Estimated Returns on Initial Homeowners' Equity, 1-Bedroom, $80K Grant, Year 1

Target Rents	Cottage - New		Secondary Suite - New		Secondary Suite - Reno	
	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build
$1,400	0.3%	$393k	8.9%	$277k	16.4%	$220k
$1,000	-4.6%	$393k	2.0%	$277k	7.7%	$220k

2.1.2 Change in Tenancy

This section reviews a scenario where there is a tenant changeover at the end of Year 5, resulting in market rent, which is $1,500 for the new tenants (Table 7). The analysis shows that the market rent is similar to the Rent

Affordability Limit of $1,400 after 5 years (which grows to $1,545). In other words, these units that are provided grants become the SGI and SSI market rent units after 5 years.

1-Bedroom Units Targeting $1,400 in Year 1

At Year 6, rents for a 1-bedroom unit are reset from $1,545 ($1,400 plus 2.5% annual escalation for 4 years) to a SGI and SSI 'market rent' of $1,500. This means that the return on newly occupied units **is lower** than for units that already have tenants. For landlords to recover any losses, the rent in Year 6 would need to be higher than $1,500 (Table 7 below).

1-Bedroom Units Targeting $1,000 in Year 1

For the units with rents of $1,104 at the end of Year 5 ($1,000 plus 2.5% annual escalation for 4 years), the rents are reset to SGI and SSI 'market rent' of $1,500. This substantial increase in rent causes the returns **to increase** across all accessory dwelling units (e.g., cottages, new secondary suite and renovated secondary suite). However, as many of the returns are low in the first 5 years, uptake is unlikely on the units that cost more than $220k to build.

Table 7: Change in Tenancy at End of Year 5, 1-Bedroom, $40K Grant

Rent			Returns on Homeowner Equity – End of Year 5					
Year 1	Year 5	Year 6 (Market Rent)	Cottage - New		Secondary Suite - New		Secondary Suite - Reno	
	No Change in Tenancy	Change in Tenancy	No Change in Tenancy	Change in Tenancy	No Change in Tenancy	Change in Tenancy	No Change in Tenancy	Change in Tenancy
$1,400	$1,545	$1,500	-0.9%	-1.5%	6.7%	5.8%	13.4%	12.3%
$1,000	$1,104	$1,500	-0.4%	2.1%	-0.6%	5.8%	4.2%	12.3%

2.2 2-BEDROOM ANALYSIS

When looking at the 2-bedroom unit analysis, only the renovated secondary suite offered at the $1,760 rent level provides a return of 4.2%. This means that units that cost more than $357k to build struggle in seeing a return in Year 1. See Table 8 below.

Table 8: Estimated Returns on Initial Homeowners' Equity, 2-Bedroom, $40K Grant, Year 1

Target Rents	Cottage - New		Secondary Suite - New		Secondary Suite - Reno	
	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build
$1,760	-6.0%	$614k	-0.8%	$448k	4.2%	$357k
$1,250	-10.0%	$614k	-6.2%	$448k	-2.7%	$357k

At Year 5, the same tenanted renovated secondary suite that was offered at $1,760 and escalated at 2.5% annually, has its return rise from 4.2% to 6.1%. In addition, the new secondary suite offered at $1,760 now shows a slight return (Table 9 below). However, the cottages are still showing negative returns. The analysis shows that units with capital costs above $357k are challenging to achieve a return under both rent levels.

Table 9: Estimated Returns on Initial Homeowners' Equity, 2-Bedroom, $40K Grant, Year 5

Target Rents	Cottage - New		Secondary Suite - New		Secondary Suite - Reno	
	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build	Return on Homeowner Equity	Capital Cost to Build
$1,760	-4.5%	$614k	0.9%	$448k	6.1%	$357k
$1,250	-8.7%	$614k	-4.8%	$448k	-1.2%	$357k

2.2.1 Increasing the Grant to $80k

For the 2-bedroom units, stacking an additional $40k grant from the BC Housing Secondary Suite Incentive Program would impact the following changes in Year 1's returns:

- Increase the return on a renovated secondary suite at rent level of $1,760 from 4.2% to 7.3%
- Increase the return on a renovated secondary suite at a rent level of $1,250 from -2.7% to 0.4%
- Improve the return on a new secondary suite at rent level of $1,760 from -0.8% to 1.7%

Units that cost more than $448k to build, are generally challenged in providing positive returns when the rents are lower than $1,760.

Table 10: Estimated Returns on Initial Homeowners' Equity, 2-Bedroom, $80K Grant, Year 1

Target Rents	Cottage - New		Secondary Suite - New		Secondary Suite - Reno	
	Return on Homeowners' Equity	Capital Cost to Build	Return on Homeowners' Equity	Capital Cost to Build	Return on Homeowners' Equity	Capital Cost to Build
$1,760	-4.2%	$614k	1.7%	$448k	7.3%	$357k
$1,250	-8.2%	$614k	-3.8%	$448k	0.4%	$357k

2.2.2 Change in Tenancy

This section reviews a scenario where there is a tenant changeover at the end of Year 5, resulting in market rents for the new tenants in Year 6 (Table 11). Similar to the 1-bedroom analysis, the analysis shows that the Rent Affordability Limits ($1,760) are close to the market rents in Year 6 for SGI and SSI. This means that the units meeting Rent Affordability Limits will be close to market rent units after 5 years.

2-Bedroom Units Targeting $1,760 in Year 1

At Year 6, when the rents are reset from $1,943 ($1,760 plus 2.5% annual escalation for 4 years) to a 'market rent'[7] of $1,950 for a 2-bedroom unit. In this instance, the return on the newly occupied units are **equal to** the tenanted unit, signalling that 'market rents' would need to be around $1,950 in Year 6 for a landlord to recuperate any losses (Table 11 below).

At Year 6, the rent for a 2-bedroom unit is reset from $1,943 (plus 2.5% annual escalation for 4 years) to a 'market rent' of $1,950. This means that the return on newly occupied units are **equal to** the units that already have tenants. For landlords to recover any losses, the rent in Year 6 would need to be around $1,950 (Table 11 below).

2-Bedroom Units Targeting $1,250 in Year 1

For units with rents of $1,380 at the end of Year 5 ($1,250 plus 2.5% annual escalation for 4 years), the rents are reset to 'market rents' of $1,950. This substantially increases the returns across all accessory dwelling units in Year 6.

Table 11: Estimated Change in Tenancy at End of Year, 2-Bedroom, 40K Grant

Rent			Returns on Homeowner Equity – End of Year 5					
Year 1	Year 5	Year 6 (Market Rent)	Cottage - New		Secondary Suite - New		Secondary Suite - Reno	
	No Change in Tenancy	Change in Tenancy	No Change in Tenancy	Change in Tenancy	No Change in Tenancy	Change in Tenancy	No Change in Tenancy	Change in Tenancy
$1,760	$1,943	$1,950	-4.5%	-4.5%	0.9%	0.9%	6.1%	6.1%
$1,250	$1,380	$1,950	-8.7%	-4.5%	-4.8%	0.9%	-1.2%	6.1%

[7] Market rent as defined in Section 2.2 of the Capital Regional District Rural Housing Pilot Project Analysis (2024) report. These rents are used as a starting point for the analysis to test the market rents.

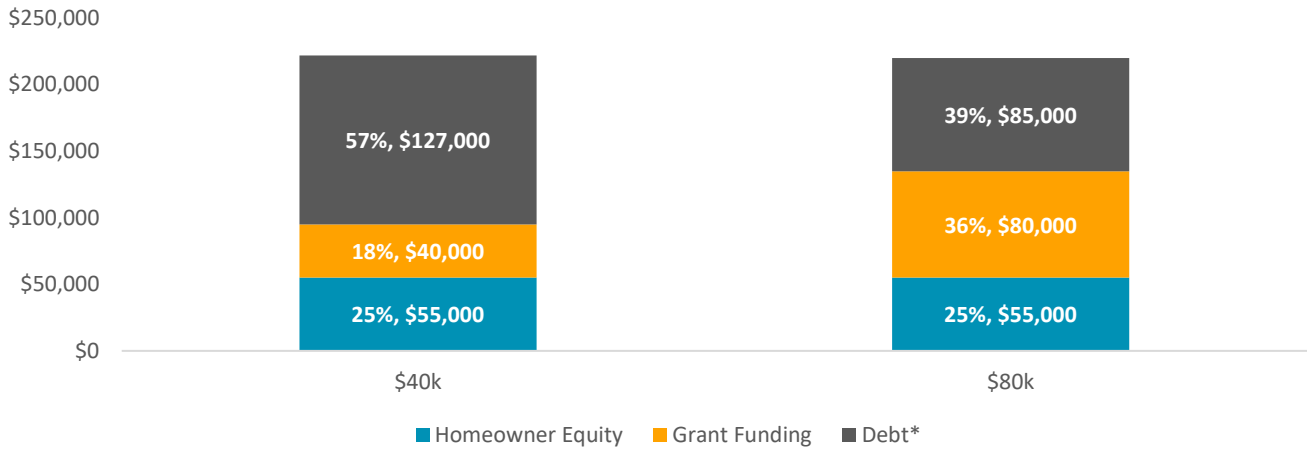
3.0 CONCLUSION

While the financial analysis shows returns across some of the scenarios as modelled, consideration should be given to the following factors that will influence the direction of the return.

- **Measuring Returns –** While some scenarios demonstrate a 'return' on the initial homeowners' equity, the amount of return and length of time should be considered. A return of 2.0% or under in Year 1 may not be enough to attract a homeowner to put forward their equity into an accessory dwelling unit, however, if this return becomes 5.0% in Year 5, then the grant option may become more of an incentive. On the other hand, if there is no return in Year 1, and an increase to 8.0% return in Year 5, this may not be attractive enough for a homeowner due to the opportunity loss on their equity in their first few years. The decision comes down to the risk tolerance and return goals of each individual homeowner.
- **Setting Rent Levels –** The financial analysis shows that the maximum rents, if set at the higher levels (e.g., Rental Affordability Limits), will enable homeowners to see a return across more scenarios. This means that this set of rents will likely encourage more housing supply across the SGIs and SSI. However, if the lower set of rents is required (e.g., Below Market Rents for SGI and SSI), the impact is not as far-reaching than the higher set of rents, as fewer scenarios show a return, which translates to fewer ADUs units being built.
- **Tenant Changeover and Market Rents** – The timing of tenant changeover within the first five years impacts the rent that can be charged, which impacts the returns a landlord might expect. These are risks that each individual homeowner will need to weigh when considering the overall attractiveness of a grant program for building accessory dwelling units. After the five year period ends, the ability to 'reset' the rents to a market-supportable rent is important for landlords so that they do not take on any losses that might offset their returns gained.
    - Further, the analysis finds that units set at the Rent Affordability Limit will reach the SSI and SGI 'market rents' after 5 years. Since these units are new, a landlord may decide to charge a higher rent than the 'market rents' after 5 years. However, true market rents are dictated by a household's ability to pay for the rents. If renter household incomes across the SGI and SSI cannot support a higher rent, landlords may find they cannot increase the rent in Year 6 beyond the 'market rent' tested here. In this instance, those units would become a new supply of market rental units for SGI and SSI renters, while maintaining a reasonable return for the landlords (under the assumptions modelled in this analysis).
- **Building Costs** – The analysis is based on traditional forms of building housing. However, there are housing innovations and opportunities emerging that will lower the building costs which will allow owners to achieve a higher return on their investment. Some of these options include using pre-fabricated materials, modular housing, leveraging economies of scale when building multiple accessory dwelling units, and accessing pre-approved designs. A lower building cost will provide a greater incentive for homeowners to build accessory dwelling units.

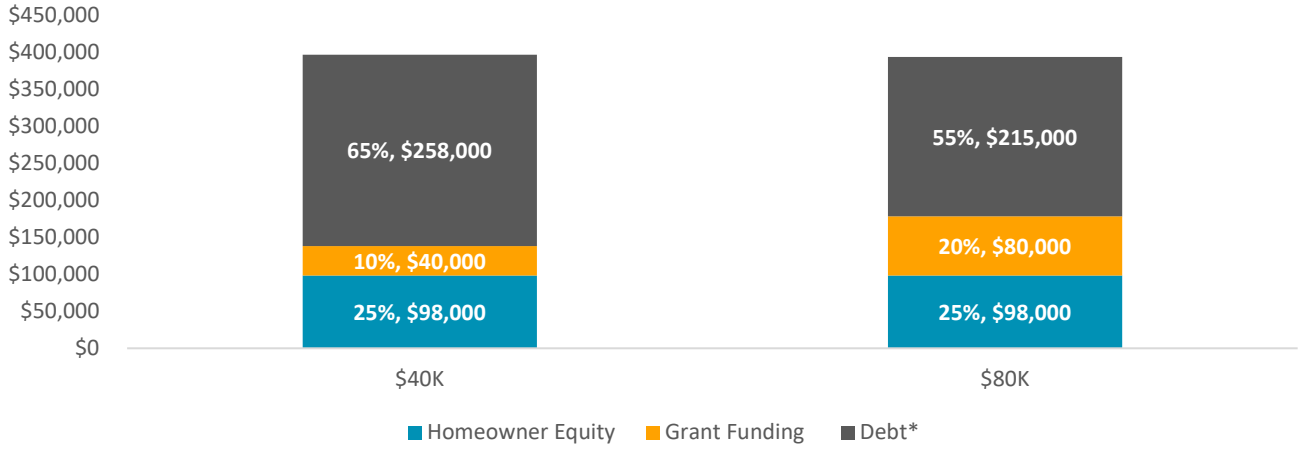
- **Grant Size** – The stacking of grants to $80,000 enable a larger number of scenarios to achieve a notable return, when compared to just a $40,000 grant alone. Cottages are still challenging due to the higher capital costs, but if construction innovation can be used to lower the costs, then the returns could be increased. The graphs below show the impact of the grant size on the debt carried in the secondary suite renovation scenario (1-bedroom) and in the cottage scenario (1-bedroom).

Figure 1: 1-Bedroom Secondary Suite Renovation, Comparison of a $40k Grant vs. $80k Grant



**Includes financing fees and interest accumulated during construction.*

Figure 2: 1-Bedroom Cottage, Comparison of a $40k Grant vs. $80k Grant



**Includes financing fees and interest accumulated during construction.*

In summary, the financial analysis demonstrates the following trends based on the data assumed:

1-bedroom unit

- **$40k grant**
  - A unit with capital costs more than $393k (modelled as a new cottage) will have negative returns in Year 1 through Year 5 at both sets of rents tested, $1,400 and $1,000, unless the project costs are decreased.
  - A unit with capital cost of $277k (such as a new secondary suite) shows a **notable return of 4.9% to 6.7%** from Year 1 to Year 5 when rents are set at $1,400.
    - On the other hand, a unit with a capital cost of $277k (such as a new secondary suite) with rents set at $1,000 show a negative return of -2.1% to -0.6% in Year 1 and Year 5, respectively.
  - A unit with capital cost of $220k (such as a secondary suite renovation) shows a **notable return of 11.3% to 13.4%** from Year 1 to Year 5 when rents are set at $1,400; and returns of **2.6% to 4.2%** from Year 1 to Year 5 when rents are set deeper at $1,000.
- **$80k grant**
  - A unit with a capital cost of $220k (such as a secondary suite renovation) shows a return of **16.4%** when rents are set at $1,400 and a return of **7.7%** $1,000 in Year 1.
  - A unit with a capital cost of $277k (such as a new secondary suite) shows a return of **8.9%** when rents are set at $1,400 in Year 1, and a return of **2.0%** when rents are set at $1,000 in Year 1.

2-bedroom unit

- **$40k grant**
  - A unit with capital cost of $357k (such as a secondary suite renovation) shows a notable return of **4.2% to 6.1%** when rents are set at $1,760 from Year 1 to Year 5.
- **$80k grant**
  - A unit with a capital cost of $357k (in this analysis, a renovated 2-bedroom secondary suite) return **7.3%** when rents are set at $1,760. On the other hand, if the rents were set at $1,250, there is a negligible return in Year 1 (0.4%).
  - A unit with capital cost of $448k (in this analysis, a new 2-bedroom secondary suite) starts showing a promising return of **1.7%** when the rents are set at $1,760 at Year 1. This return will increase if the project costs are lowered.

Cottages:

- **$40k grant**
  - A 1-bedroom unit with a capital cost of $393k does not generate any returns when the rents are set at $1,400 or $1,000 in Year 1 (-2.5% and -7.4%, respectively) or in Year 5 (-0.9% and -6.1%, respectively).

- A 2-bedroom unit with a capital cost of $614k does not generate any returns when the rents are set at $1,760 or $1,250 in Year 1 (-6.0% and -10.0%, respectively) or in Year 5 (-4.5% and -8.7%, respectively).

- **$80k grant**
  - A 1-bedroom unit with a capital cost of $393k generates a small return when the rents are set at $1,400 in Year 1 (0.3%). The return could be increased if the project costs are lowered.
  - A 2-bedroom unit with a capital cost of $614k does not generate a return when rents are set at $1,760 or $1,250 in Year 1 (-4.2% and -8.2%, respectively). The returns could be increased if the project costs are lowered.

Sincerely,

URBAN MATTERS CCC LTD.



Jodee Ng, RPP, MCIP
Land Economics Consultant

cc: Matt Thomson, Community Housing Advisor, Urban Matters CCC

Appendix C







What We Heard

Rural Housing Program Pilot Project

Capital Regional District | January 2025



Making a difference...together

What We Heard

Rural Housing Pilot Program Community Engagement

Capital Regional District | January 2025

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What We Heard

Rural Housing Pilot Program Community Engagement

Capital Regional District | January 2025

Project Overview

The Capital Regional District (CRD) is developing a Rural Housing Program (RHP) as a pilot project for the Southern Gulf Islands (SGI) and Salt Spring Island (SSI) Electoral Areas (EAs) in 2025-2026. The Rural Housing Program will enable the CRD to respond to the housing crisis in its rural communities and to pilot solutions more suited to the rural context. The project aims to provide:

1. Accessory Dwelling Unit Incentives
    - Support the development of new non-market units in the secondary housing market by providing financial incentives to build secondary suites and cottages in the pilot area.
2. Pre-development Funding for Affordable Housing
    - Support pre-development costs for technical studies and on-site infrastructure in the development of purpose built, multi-unit affordable housing in the Pilot Area.
3. Coordination, Information, Navigation, Advocacy
    - Coordinate on-going stakeholder engagement and guidance/support for non-profit housing proponents, inter-agency coordination, inter-divisional coordination at CRD, and outreach to other levels of government.

Community Engagement was conducted in 2024 by way of an online survey, polls, workshops, presentations, and delegations. Background and information have been posted on the CRD Get Involved project page: https://getinvolved.crd.bc.ca/crd-rural-housing-program.

As part of this engagement, an anonymous survey was conducted between September 16 and December 16 2024, for property owners in the SGI and SSI Electoral Areas, including those who expect to own property within those areas in the next 6-18 months. The goal of the survey was to better understand landowners' interest and capacity for building secondary suites, as well as their compatibility with the Provincial Secondary Suites Incentive Program eligibility criteria.

Engagement by the Numbers

While the engagement site was active, it had over 3,600 visitors. Two hundred seventy-four people responded to the polls, and 573 property owners responded to the survey. The engagement tools were promoted using social media, posters, and articles in community newspapers.
The Rural Housing Program Pilot proposal was presented for discussion at 11 local meetings and workshops, online and in person across the five islands of the Pilot Area.

Summary of Community Engagement Results

- Stakeholder engagement demonstrated a high level of interest in the CRD creating a housing program targeting its rural island communities.
- Workshops and consultation with the non-profit housing sector in both the SSI and SGI EAs offered better understanding of the needs of the sector overall, and the individual needs of each housing project.
- The pre-development funding program is long awaited and will see rapid uptake. There are 10 active projects proposed as affordable housing projects across the pilot area, in various phases of advancement. Together, these projects represent at least 188 units.
- The Property Owners Survey indicated interest in participation in the Accessory Dwelling Unit Incentive Program:
    - Eighty percent of respondents were year-round residents of the islands.
    - Thirty-seven per cent of survey participants have zoning that would allow a secondary suite or cottage, however a further 26% were unsure of their zoning permissions.
    - Workers received the highest ranking as a preferred tenant; however family members were the second highest preference.
    - Forty-one per cent responded that a $40,000 funding incentive would make the difference in their ability to proceed with building an ADU.
    - An additional 70 participants responded that $80,000 would be an incentive.
    - Thirty-eight per cent of respondents would not build an ADU even with an $80,000 financial incentive.
    - The cost of construction was cited as the main obstacle to building an ADU, with prohibitive regulatory environment and the desire to preserve privacy also ranking highly. The Residential Tenancy Act was cited as a deterrent to being a landlord.
    - The majority of respondents (74%) indicated that their income was below the maximum income for eligibility for the Provincial program ($209,420).

Key Takeaways

There is a high level of interest in the CRD creating a housing program to support housing solutions in its rural island communities. The non-profit housing sector in the island communities have a high need for capital funding, and a CRD pre-development funding program will support project success. Despite some challenges with zoning and the building permit process, and concerns about privacy and the responsibility of being a landlord, there appears to be appetite for the Accessory Dwelling Unit Incentive Program by property owners who live year-round on the islands. Many residents confirmed that they meet the proposed eligibility criteria. Based on this, it is likely that both funding streams of the Rural Housing Program will see considerable uptake in the initial launch.

What We Did:

A. Stakeholder Engagement

The CRD Rural Housing Project team met with housing groups throughout 2024 to present the proposed framework of the RHP pilot.

Engagement events included:

1. Salt Spring Island Local Community Commission, May 22, 2024, Meaden Hall, Salt Spring Island
   Attendees represented the following organizations:
   1) CRD SSI Local Community Commission
   2) Islands Trust/Salt Spring Local Trust Committee
   3) Salt Spring and Southern Gulf Islands Community Services
   4) Lady Minto Hospital Foundation
   5) North Salt Spring Waterworks District
   6) JG Consulting
   7) Islanders Working Against Violence (IWAV)
   8) Salt Spring Solutions
   9) Gulf Islands Seniors Association (GISRA)
   10) Housing Now
   11) Salt Spring Foundation
   12) SSI Chamber of Commerce
   13) Chuan Society
   14) Lookout Society
   15) Transition Salt Spring
   16) Salt Spring Community Marketplace
   (Country Grocer, Country Grocer Pharmacy, Upper Ganges Liquor Store and Harvest Moon Cannabis Store)
   17) Umbrella Society
   18) SGI Community Resource Centre (CRC)
   19) Positively Forward
   20) Other individual community members

2. Ask Salt Spring – August 16, 2024 – Presentation on Rural Housing Program to 19 participants at the "Ask Salt Spring" monthly speaker's event.

3. Southern Gulf Islands Electoral Area - Housing Sector Engagement, September 10, 2024, online. Attendees:
    1) Galiano Affordable Living Initiative
    2) Mayne Island Housing Association
    3) Pender Island Housing Association
    4) Galiano Cottage Co-op
    5) Galiano Island Housing Association
    6) Housing Now
    7) Galiano Film School Housing Project
    8) Wiser Projects

4. Salt Spring Island Foundation Funders Table – September 13, 2024 – Presentation focused on key points for a collaborative funding framework for rural housing solutions in the islands. There was a group of 12 participants including board members of the Salt Spring Island Foundation.

5. Salt Spring Local Community Commission – Housing Strategy Workshop – October 17, 2024. The workshop included LCC members with housing experts from Salt Spring Island and focused on the need for an updated Salt Spring Island housing strategy.

6. Information about the proposed Rural Housing Program Pilot Project was presented to Islands Trust in a series of delegations to Local Trust Committees as well as to Islands Trust Council, which represents the federation of Islands Trust.

    1) Galiano Island Local Trust Committee, October 8, 2024
    2) Salt Spring Island Local Trust Committee, October 10, 2024
    3) Mayne Island Local Trust Committee, October 28, 2024
    4) North Pender Island Special Advisory Planning Commission on Housing – November 1, 2024
    5) North Pender Island Local Trust Committee – November 29, 2024
    6) Islands Trust Council – December 3, 2024

B. Property Owner's Survey

The Property Owner's Survey was open from September 16 to December 16, 2024. The survey was aimed at property owners to gauge uptake and seek feedback on the proposed criteria for the Accessory Dwelling Unit Incentive Program. It was supported by the CRD Get Involved website, which provided background materials and quick poll questions. A social media campaign drove interest in the page and in the survey and has ensured the island communities are well informed about the goals of the Rural Housing Program.

The online survey received a total of 573 responses. Respondents were asked about the following topics:

- Their property's infrastructure, improvements and zoning
- Whether they currently operate a rental unit and their preferences regarding tenants
- Whether a financial incentive would encourage them to build a secondary suite or cottage.

See Appendix A for the full results of the Rural Housing Program Property Owner's Survey.

C. Polls

Community members were able to participate in a series of polls to indicate their thoughts about building an ADU or Secondary Suite.

Responses to these polls are shown in Appendix B.



Appendix A:

Rural Housing Program Property Owner's Survey Results

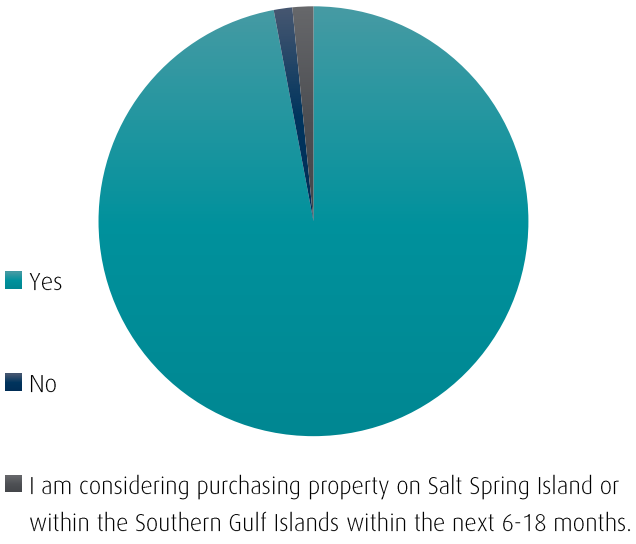
Who We Heard From

The online survey included several demographic questions to allow the project team to better understand who participated. The following results are specific to the online survey only and do not reflect the demographics of the participants who used the other tools.

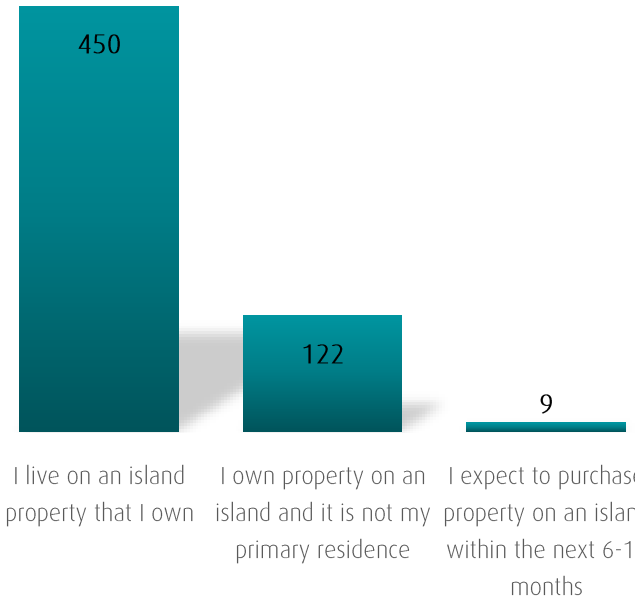
Geographic Representation

Respondents were asked the following question: "Do you own property on Salt Spring Island or the Southern Gulf Islands?" Figure 1 shows their responses. The vast majority of respondents (97%, or 556 out of 573) own property on an island. Four hundred fifty respondents out of 560 (80%) live on an island property that they own; 122 (22%) own property on an island that is not their primary residence; nine (2%) expect to purchase property on an island within the next 6-18 months (see figure 2).

Land Ownership (figure 1)

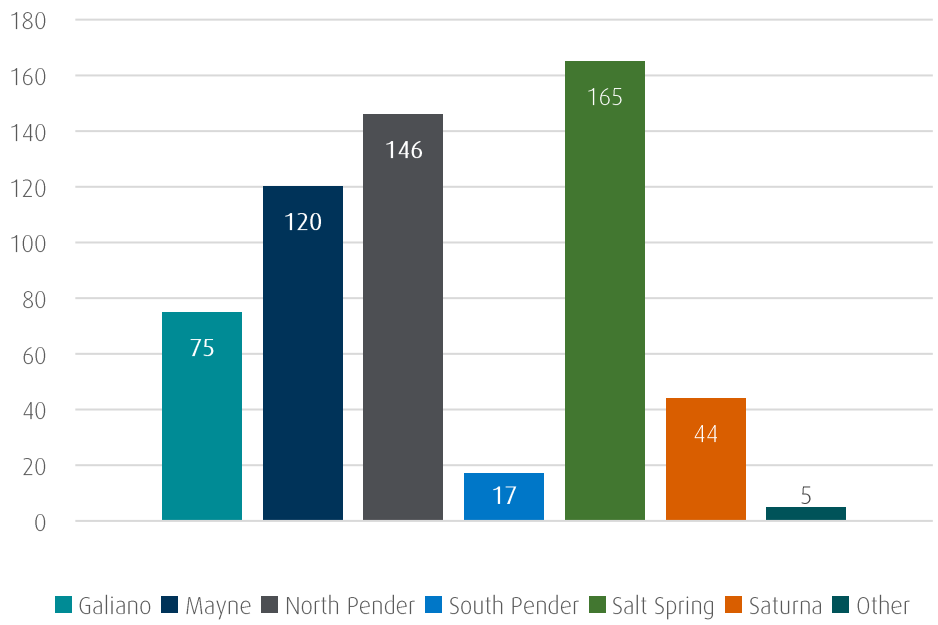


Island Connection (figure 2)



Respondents were also asked: "On which island do you own property? (Select all that apply)?". As shown in figure 3, Salt Spring Island had the most responses (165); followed by North Pender (146); Mayne (120) and Galiano (75). Saturna and South Pender had the fewest responses at 44 and 17, respectively. Comparing participation against the population of each island, participation for the Southern Gulf Islands ranges from 5% to 9% of island population, indicating a fairly equitable involvement. Salt Spring Island, which has a much higher population, had a lower response rate (1%).[1]

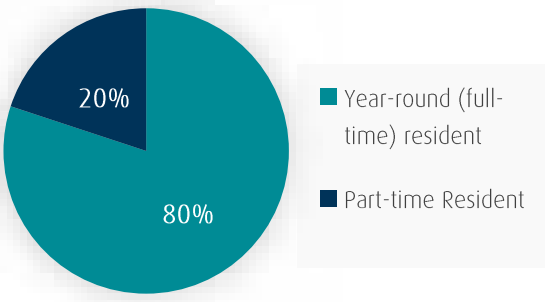
On which island do you own property? (figure 3)



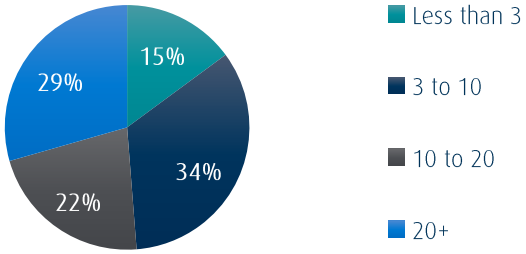
Residential Status

Respondents who indicated that they live on an island were asked if they were a year-round or seasonal resident. Eighty per cent, or 450 out of 562 were year-round residents (see figure 4). They were also asked how long they have owned property in SSI or SGI. As shown in figure 5, 34% of participants (191 out of 564) have owned their properties for at least three years, 22% (123 out of 564) for 11-20 years, and 29% (166 out of 564) for longer than 20 years. Fifteen per cent (or 84 out of 564) of respondents have lived in the community for three years or less.

Residential Status (figure 4)



Years of Ownership (figure 5)

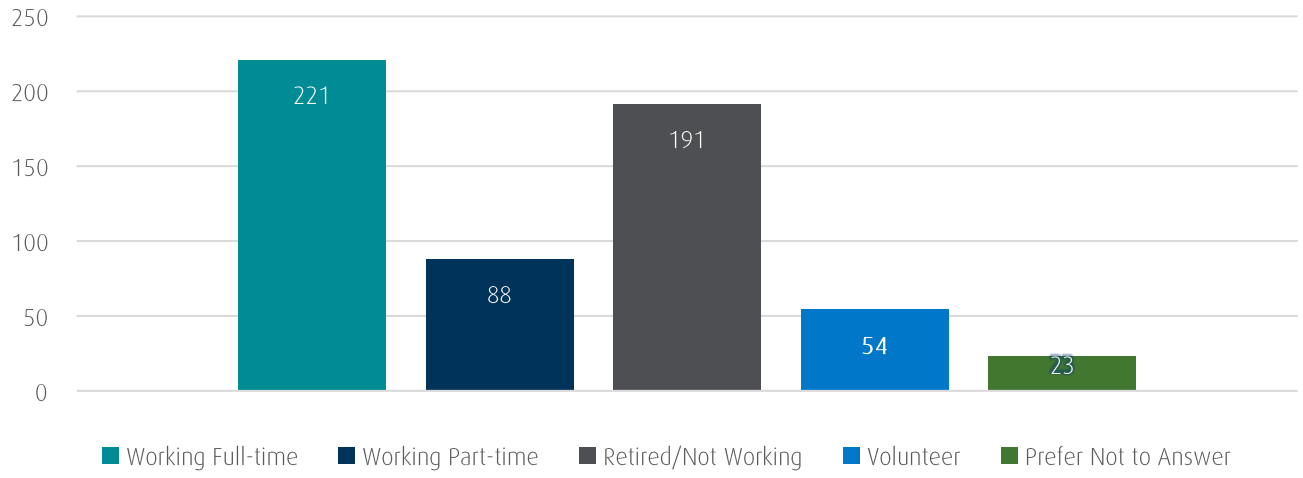


[1] 2021 Census Profile Populations: Salt Spring Island 11,635; Pender Islands 2,470; Mayne Island 1,310; Galiano Island 1,395; Saturna Island, 465.

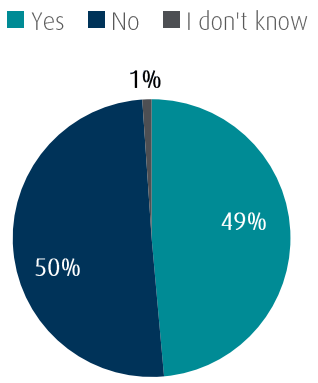
Employment Status

Respondents were asked "What is your employment status? (Select all that apply)". Two hundred twenty-one out of 514 (43%) said they were working full-time; 99 (19%) said they were working part time; 191 (37%) said they were retired/not working; and 54 (11%) said they were volunteering. Twenty-three (4%) indicated they preferred not to answer (see figure 6).

Employment Status (figure 6)



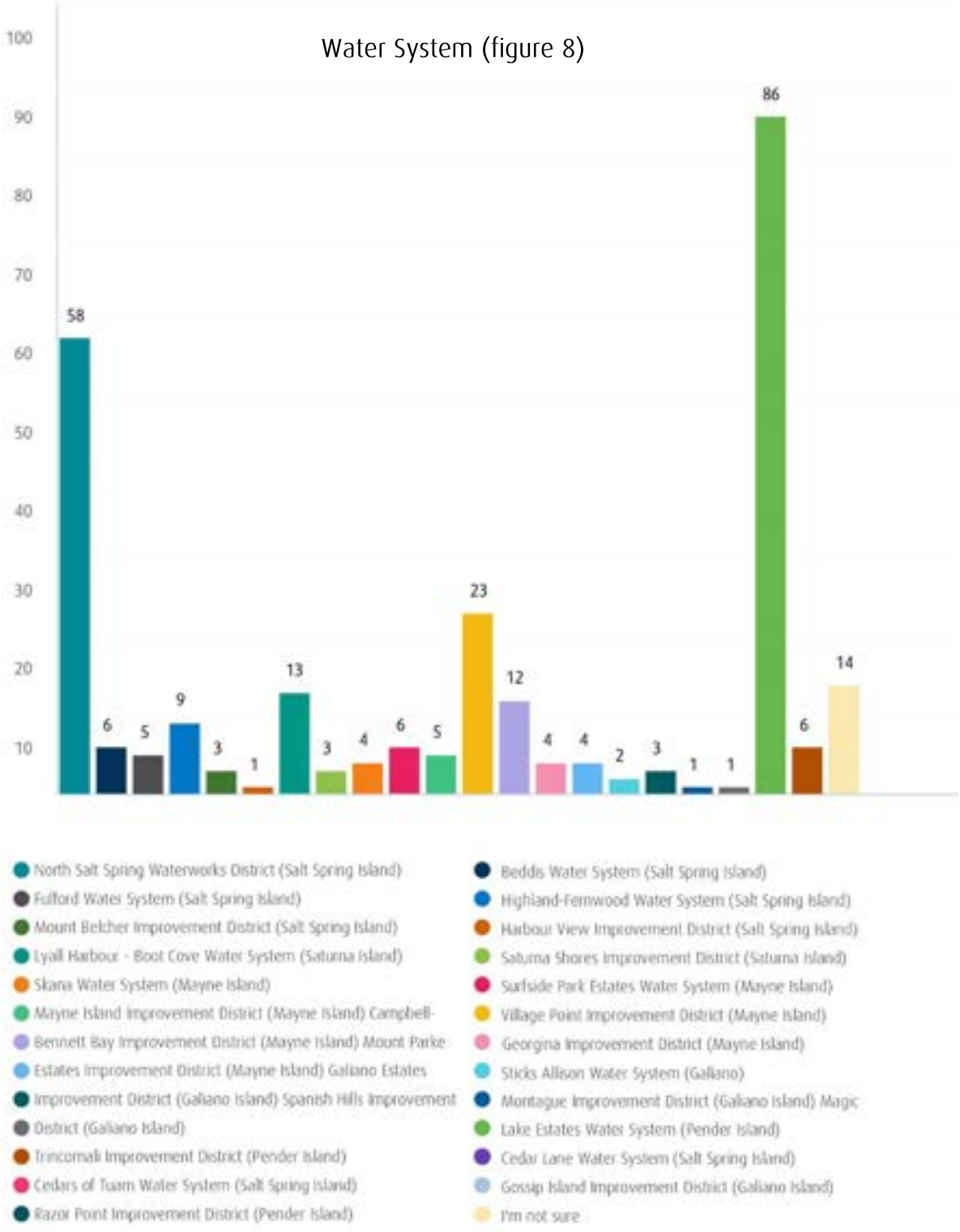
Water System (figure 7)



Water Service Areas Represented

Respondents were asked whether their "property [is] serviced by a water system operated by either the CRD, an improvement district, or another community water purveyor" (see figure 7). Forty-nine per cent (or 272 out of 560) indicated yes; 50% (282 out of 560) indicated no; and 1% (6 out of 560) didn't know. The Magic Lake Estates Water System on Pender Island had the most respondents (86), followed by North Salt Spring Waterworks District on Salt Spring Island (58). See figure 8 for the distribution across other water systems.

Water System (figure 8)



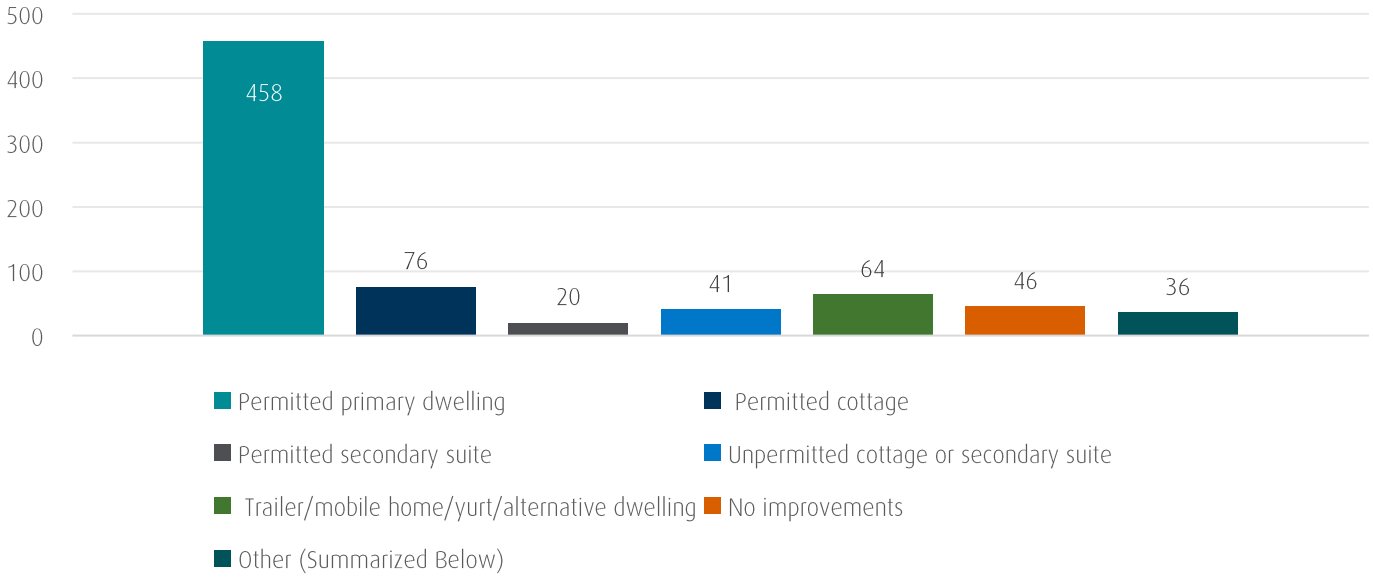
Optional question (268 response(s), 305 skipped)

Improvements

Respondents were asked "Which of the following improvements does your property currently have? (Select all that apply)". As shown in figure 9, most responses have a permitted primary dwelling (458 out of 557). Some respondents have a permitted cottage or secondary suite: 76 and 20, respectively. A further 41 have an unpermitted cottage or secondary suite. 64 respondents have a trailer/mobile home/yurt or alternative dwelling. Thirty-six respondents reported 'other' and reported a mix of structures and features, some of which are functional while others are underutilized or restricted by zoning regulations:

- Responses about common assets included garages, workshops, artist studios and accessory buildings. Other assets included patios, porches, new septic fields and metal roofs. These assets were a mixture of permitted and non-conforming.
- Some respondents have outbuildings, studios, garages or unfinished suites that could be converted into ADUs. Also mentioned were undeveloped lots with features like wells, hydro or driveways, but no structures or septic.
- Concerns about zoning restrictions, a challenging regulatory environment, and permitting are barriers to ADU conversion.

Property Improvements Already In Place (figure 9)



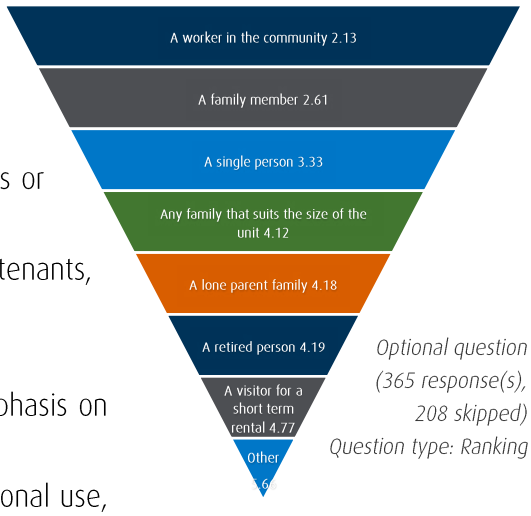
Renting

Respondents were asked, "are you currently renting any of these residential spaces to a long-term tenant(s)?" Most respondents said no (490 out of 555).

Respondents were also asked "If you are currently or are considering renting out a unit on your property, please rank your preference for tenants (with 1 being the most preferred)." As shown in figure 10, most respondents expressed a preference for a worker in the community or a family member. A retired person or a visitor for a short-term rental was the least preferred of the options provided. A small number of respondents indicated a preference for 'other' and elaborated.

- Preferences for tenants who could fill local needs (eg. hospital staff, tradespeople), and long-term tenants who were respectful and reliable. Responses also favoured tenants with limited income who are in need of housing.
- Some owners preferred to keep their properties for family members or want to build units for personal or familial use.
- There is reluctance to rent due to past negative experiences with tenants, legal disputes, or stress associated with being landlords.
- Comments about legal or zoning restrictions preventing rentals.
- Opposition to government interference in property rentals, and emphasis on self-reliance, innovative housing solutions, and minimal regulation.
- Some indicated a disinterest in renting to preserve property for personal use, or neighborhood concerns (e.g., overburdened infrastructure).

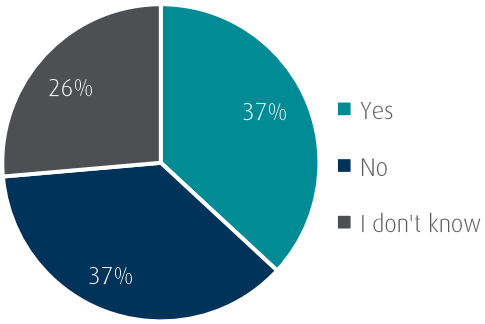
Preferred Tenant (figure 10)



Optional question (365 response(s), 208 skipped)
Question type: Ranking

Zoning

Does your zoning allow more density? (fig 11)

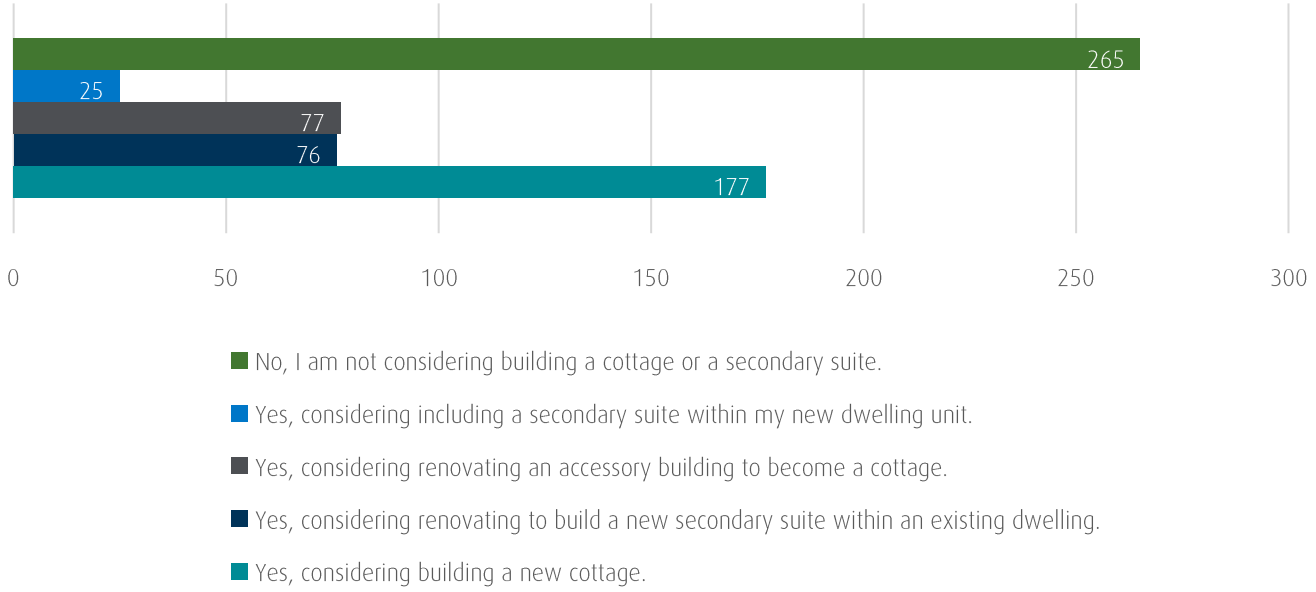


Respondents were asked "According to the zoning rules for your property, are you allowed to build either a new cottage or secondary suite on your property?" The responses were split between 'Yes' (37%, or 207 out of 561), 'No' (37%, or 206 out of 561) and 'I don't know' (26%, or 148 out of 561) (see figure 11).

Building an Addition

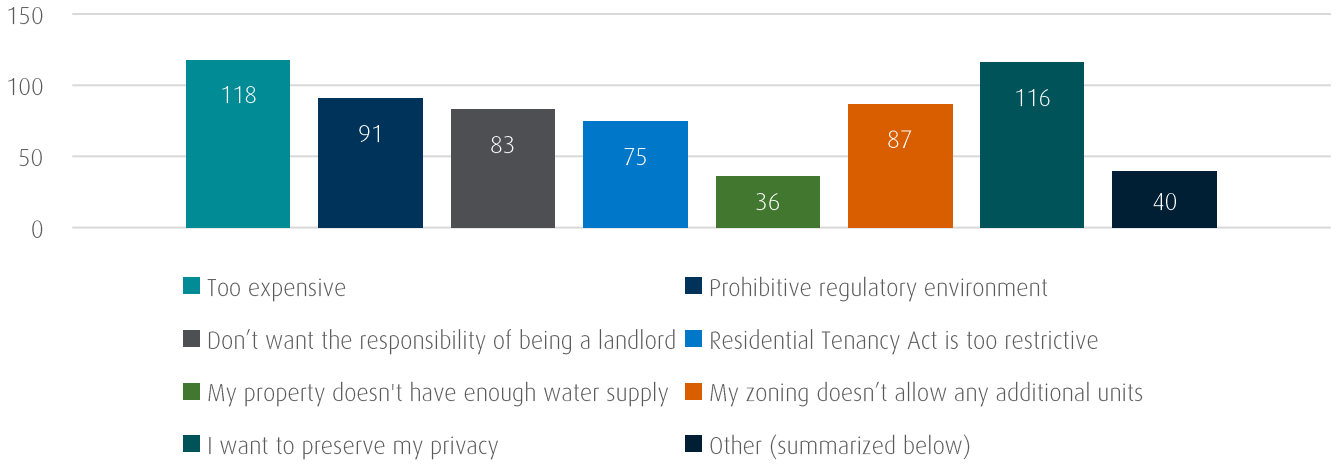
Respondents were asked "Are you currently considering building a cottage or secondary suite on your property? (Select all that apply)". The majority of respondents said 'No,' they were not considering building (265 out of 554), see figure 12.

Are you considering building an ADU? (figure 12)



The remaining were considering building, with 177 considering building a new cottage; 77 considering renovating an accessory building to become a cottage; and 25 considering including a secondary suite within a new dwelling unit. Of those that were not considering building, the reasons given are shown in figure 13.

I am not considering building an ADU because... (figure 13)

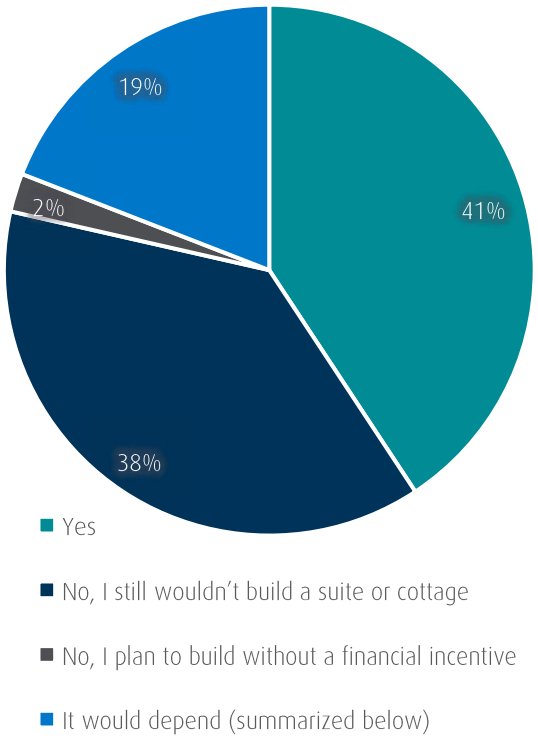


Comments covered the following perspectives:

- Comments about excessive regulations, restrictive building codes, and zoning limitations, including restrictions on secondary dwellings, seasonal use only, or minimum lot sizes.
- Concerns about the environment; like limited water resources and overpopulation, as well as impacts to the communities' rural character.
- Concerns about limited infrastructure like healthcare, schools, transportation, septic and water supply. Access to contractors was also an issue.
- Remarks about a lack of space or suitable locations for additional structures.
- Concerns about the responsibility of managing tenants or wanting to keep properties for personal or family use.
- Statements about financial barriers, including high building costs and septic upgrades. Remarks that some properties already include secondary units, cottages, or other accommodations.
- Distrust in government and regulatory bodies, with calls for more flexible or innovative housing solutions.

a. Respondents were also asked "With consideration of your mortgage and other financial constraints, would a financial incentive of $40,000 be likely to encourage you to build a cottage or a secondary suite on your property?" As shown in figure 14, most respondents said yes (41%, or 226 out of 555). Some respondents indicated that a financial incentive wouldn't encourage them to build an addition (38%, or 210 out of 555) while some indicated that they planned to build without a financial incentive (2%, or 13 out of 555).

Would up to $40K motivate you to build? (figure 14)



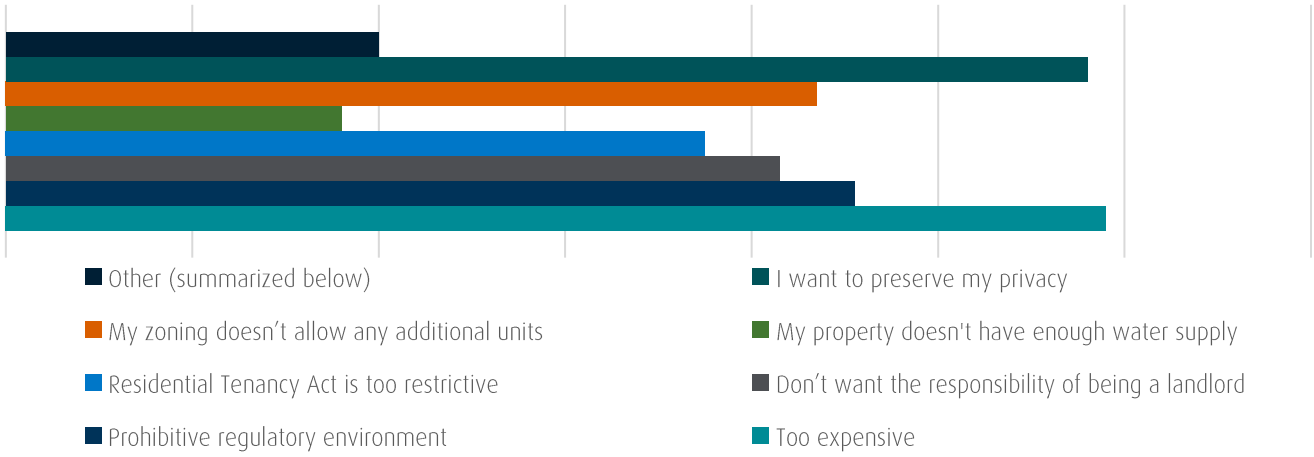
b. Some respondents (19%, or 106 out of 555) indicated that whether a financial incentive would encourage them to build an addition would depend. The "it depends" responses reveal a variety of factors influencing property owners' decisions to build secondary suites and cottages, reflecting a mix of practical, financial, regulatory, and personal considerations:

- Comments about restrictive zoning, building codes, permit processes, and limits on secondary suite size as significant barriers. Needs for support navigating the regulatory environment.
- Views that the $40,000 incentive is insufficient to cover building or renovation costs.

- Observations on limited availability of skilled trades, as well as the high cost of construction, building materials, and infrastructure upgrades like septic, hydro and water. Some willingness to be owner-builders to reduce costs.
- Some respondents would only consider the incentive if it were a forgivable grant rather than a loan, as they are unwilling to take on additional debt.
- Observations that the long-term return on investment (ROI) and the ability to recoup costs through rental income are critical considerations. Concerns about obligations to rent units at below-market value, caps on rental rates, and the duration and rigidity of rental agreements.
- Perceptions that the Residential Tenancy Act is unfavorable to landlords. Preferences for renting to family members, trusted individuals, or short-term tenants to minimize risks, or using the units for personal use or vacation rentals rather than long-term tenants.
- Suggestions that prefabricated units, modular homes, tiny homes or renovations of existing structures are more viable alternatives to traditional construction. Concerns about water availability, septic capacity, and riparian restrictions in rural island settings.
- Statements that age, health, and time constraints influence decisions to build. Comments about considering the incentive if it aligned with long-term plans, such as downsizing or creating housing for family members.
- Remarks about already owning secondary dwellings and that additional incentives are unnecessary.

c. Those that responded that a financial incentive wouldn't encourage them to build an addition were asked why not. See figure 15 for responses. The options most selected were 'still too expensive' (148 out of 315) and 'prohibitive regulatory environment' (138 out of 315); followed by 'I want to preserve my privacy' and 'Residential Tenancy Act is too restrictive' (118 and 112 out of 315, respectively). The responses least selected was 'Don't want the responsibility of being a landlord' (95 out of 315). Participants could also select 'other'. The "other" responses highlight numerous reasons why financial incentives alone are insufficient to encourage property owners to develop secondary suites:

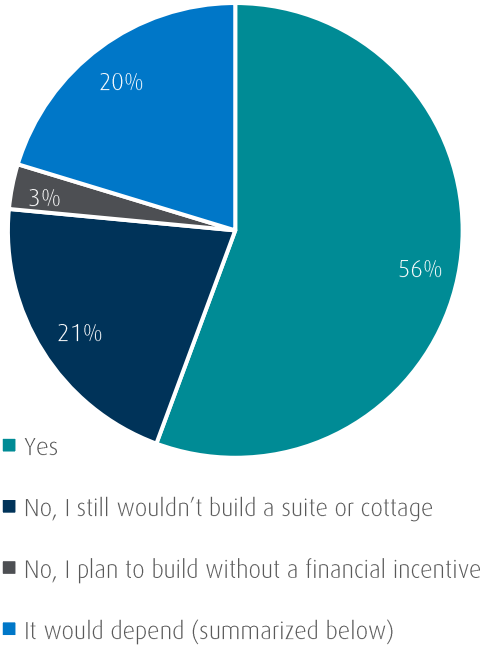
If no, why not? (figure 15)



- Challenges with properties not having zoning or suitability for secondary suites and ADUs. Watershed protections, water board restrictions, and other land-use regulations also barriers.
- Concerns about water shortages, aquifer impacts, and damage to local ecosystems.
- Comments that inadequate infrastructure, such as roads, public transportation, water, and access to services, make the islands unsuitable for additional housing. A few suggested centralized housing solutions closer to amenities is preferable to increasing density in rural or remote areas.
- Observations that a$40,000 grant is insufficient to cover construction costs, particularly with rising building expenses and requirements for septic, plumbing and water upgrades.
- Comments on how the return on investment (ROI) from renting, after taxes and associated costs, is too low to justify the expense.
- Concerns about taking on the responsibilities of being a landlord, previous negative experience with renters and potential property damage. Openness to seasonal or short-term rentals but wary of long-term tenancy.
- Beliefs that property owners should not be expected to address systemic housing issues caused by long-term policy failures. Assertions that taxpayer dollars should directly support affordable housing projects rather than private property improvements.
- Perception that they'd already addressed rental needs by owning a cottage or a legal suite.

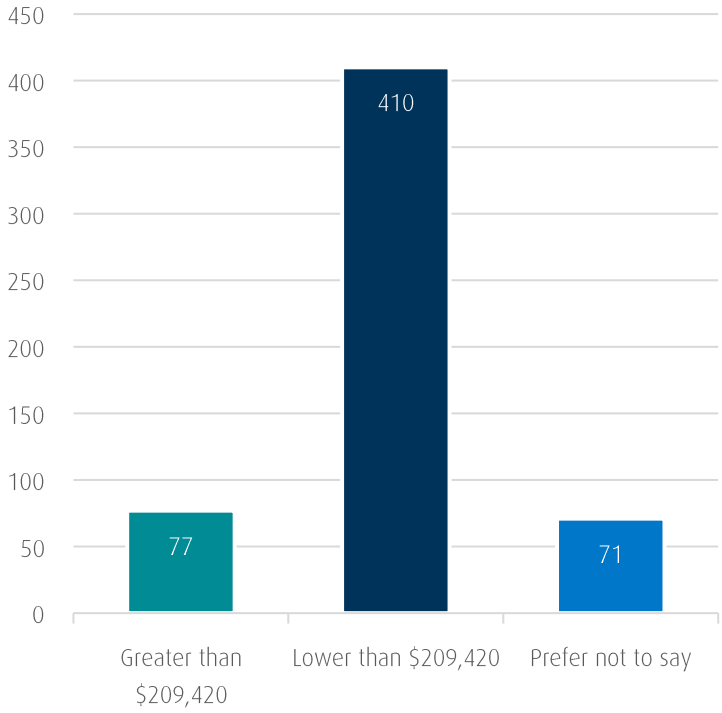
d. Respondents were asked "The Provincial government is offering a secondary suite incentive program, of up to $40,000. There may be opportunities for stacking incentives. Would a total incentive of $80,000 be likely to encourage you to build a cottage or a secondary suite on your property?" As shown in figure 16, 296 out of 532 respondents indicated that yes, a $40,000 incentive would likely encourage them to build an addition. The balance of respondents was split between those who indicated they still wouldn't be able to afford to build an addition (111 out of 532) and those who said it would depend (108 out of 532). The remaining respondents (17 out of 532) indicated they plan to build without a financial incentive. Those that responded 'it would depend' elaborated with nuanced perspectives:

Would up to $80K financial incentive motivate you to build a rental? (figure 16)



- Zoning restrictions and regulations are barriers to building secondary suites.
- Calls for reforming zoning laws to allow for accessory dwellings, tiny homes, modular homes, trailers, or other flexible options that might be more affordable or feasible.
- Beliefs that addressing systemic housing challenges should be the government's responsibility rather than that of individual property owners.
- Concerns that $40,000 would be inadequate to cover construction costs and infrastructure upgrades.
- Assertions that $80,000 grant or other financial supports, such as tax rebates, would be more appealing.
- Concerns about the cost of infrastructure, such as roadwork, parking, and landscaping.
- Requests for clear terms and conditions for receiving incentives particularly regarding long-term rental obligations and rent controls.
- Expressions of distrust of government programs and skepticism about the strings attached to financial incentives, such as rent restrictions or increased property taxes.
- Comments on valuing privacy, and disinterest in building rental units regardless of financial incentives.
- Preference for housing family members or caretakers rather than renting to the general market.
- Expressions of conditional interest, contingent on revised zoning, simplified permitting, reasonable grant terms, personal considerations like age and health.

Gross Annual Income (figure 17)



e. Respondents were asked "The Provincial Secondary Suites Incentive Program has a maximum income requirement for eligibility. The CRD's criteria is still under development. Do you have a combined gross annual income of homeowners on title that is higher or lower than annual income of homeowners on title that is higher or lower than $209,420 (in the previous tax year)?" As shown in figure 17, the majority of respondents (74%, or 410 out of 558) indicated that their income was below the maximum income for eligibility for the Provincial program. A minority of participants (14%, or 55 out of 558) indicated their incomes were too high to qualify for the Provincial program, while 13% (or 71 out of 558) preferred not to answer.

Additional Comments

Respondents were invited to share additional comments:

- Support for changes to zoning bylaws to permit secondary suites or detached accessory buildings, particularly to address the housing needs of local workers (e.g., healthcare professionals, seasonal workers).
- Concerns that secondary suites or cottages might be used for short-term vacation rentals (STVRs) rather than long-term affordable housing. Calls for purpose-built rental housing and co-operative housing models to address affordability.
- Challenges with current bylaws, the building permit process, enforcement practices, and infrastructure issues (e.g., accessing BC Hydro or water supply concerns). Many called for streamlined processes and better communication.
- Imbalances in land use regulations, where current policies restrict housing options to the wealthy and privileged while limiting opportunities for more equitable housing solutions.
- Doubts that private property owners would rent out secondary units at reasonable rates, suggesting that subsidies and incentives should focus on non-profit housing initiatives.
- Challenges such as financial costs, lack of incentives, and stress associated with providing rental housing.

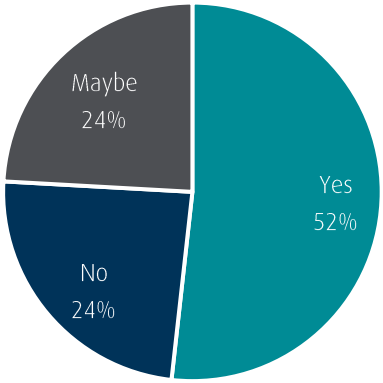


Appendix B:

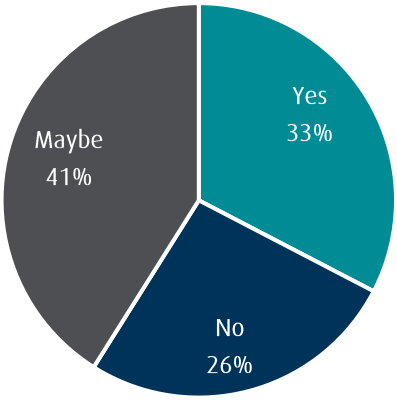
Poll Questions

These following poll questions were promoted on social media and were posted on the CRD Get Involved project page: http://getinvolved.crd.bc.ca/crd-rural-housing-program.

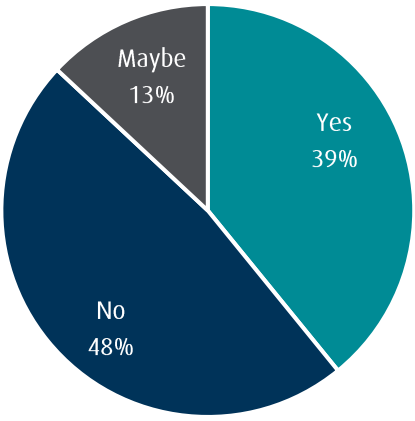
If you could get a grant, would you build a secondary suite or cottage on your property?

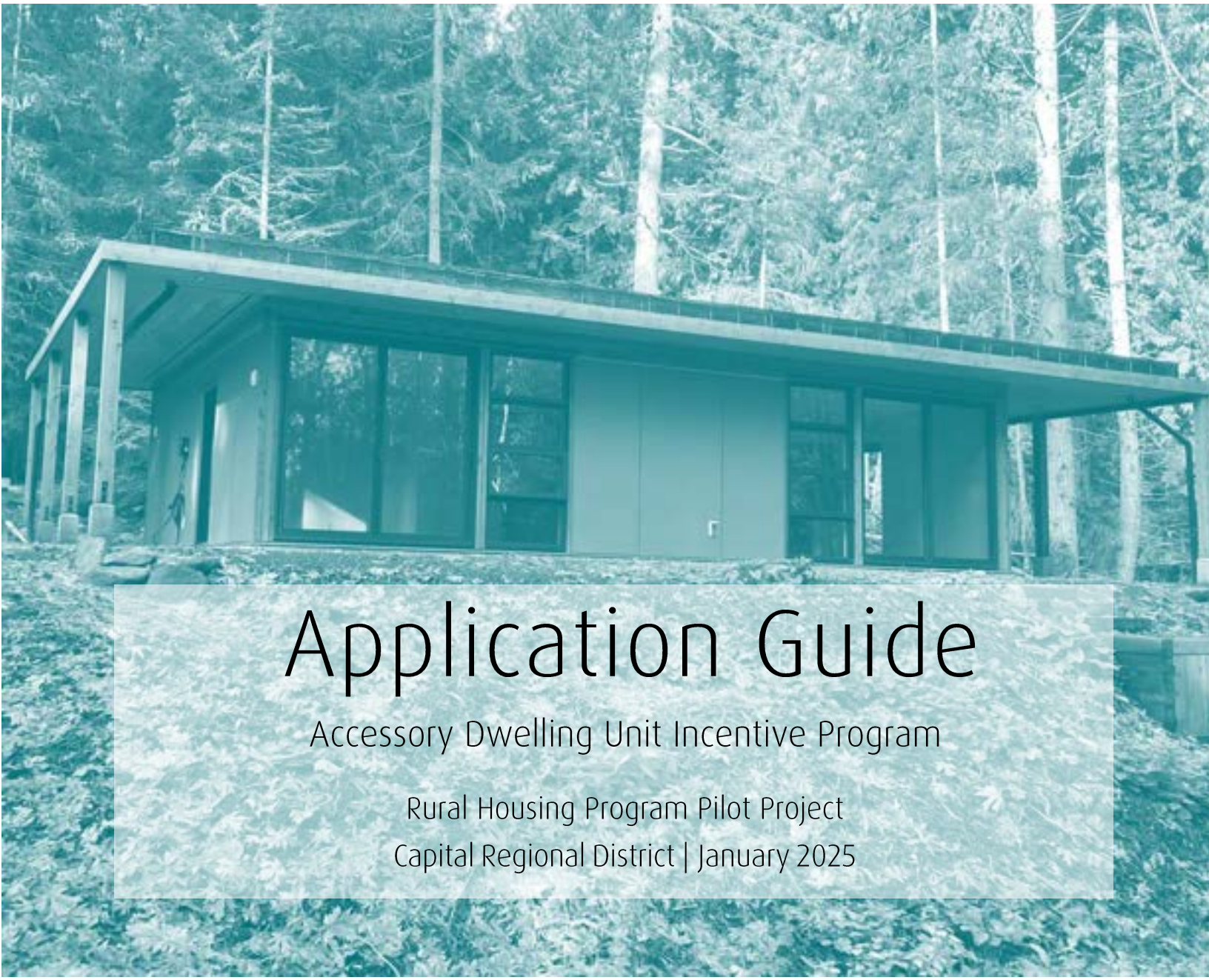


Are you considering building a rental unit?



Would you benefit from having a homecare worker or other support worker living on your property?





Application Guide

Accessory Dwelling Unit Incentive Program

Rural Housing Program Pilot Project

Capital Regional District | January 2025

Making a difference...together

Rural Housing Program

Application Guide

Accessory Dwelling Unit Incentive Program | January 2025

About the Program

The Capital Regional District Accessory Dwelling Unit (ADU) Incentive Program is part of the new Rural Housing Program, a pilot project for the Southern Gulf Islands (SGI) and Salt Spring Island (SSI) Electoral Areas. Throughout 2025 and 2026, the Program will provide eligible homeowners with 50% of the cost to build an ADU (suite or cottage), up to a maximum of $40,000.

In exchange for receiving the grant, for a five-year period, the owner will be required to rent the new ADU at rents that are feasible at today's building costs, and aligned with the Provincial Rental Income Limits[1]:

- Bachelor/1 Bedroom: $1,400
- Two bedroom: $1,760

The grant recipient will be asked to enter into a housing agreement or covenant with the CRD to ensure the program requirements are upheld. Notice of the agreement is registered on the title of the property and runs with the land if the property is sold.

How Does it Work?

- Grants of $40,000 up to a total of 50% of construction costs are available for new Accessory Dwelling Units.
- Applications will be accepted as of April 01, 2025, for preliminary approvals. Final approval is not granted until the owner secures a building permit. As a pilot project, there are limits on the number of incentives available, applications will be reviewed based on eligibility and available remaining funds.
- From the time of final application approval, owners have one year for the ADU to be built and to receive an occupancy permit. Extensions may be granted on a case-by-case basis.
- The funding is released at the time of occupancy permit.
- Owner must enter into a section 219 covenant or housing agreement to meet program requirements.
- Rents must be limited to the Provincial Rental Income Limits for 5 years, even with tenant changeover.
- Rents can increase according to the Residential Tenancy Act.
- Unit must have a rental agreement under the Residential Tenancy Act.
- Unit cannot be rented to a family member, left vacant, used non-residentially, or used as a short-term rental.
- The owner is responsible for submitting documents that prove program compliance to CRD.
- The CRD funding can be stacked with the Provincial Secondary Suites Incentive Program for a total incentive of $80,000, (and other applicable Federal programs), however, applicants are responsible for ensuring compliance with each program's eligibility criteria.
- Once the unit is complete, applicants will receive the grant. The amount will be based on the costs of construction, up to a maximum of $40,000. An occupancy permit will be required prior to receiving the funding.

[1] May be updated for the current year in which the application is made.

Application Guide

Accessory Dwelling Unit Incentive Program | January 2025

Eligibility:

- Applicant must be the registered owner of the property or their authorized delegate.
- Applicant must be a Canadian Citizen
- Combined gross annual income of all homeowners on title of less than $209,420 (for the previous year).
- The assessed value of the property must be below $2.2 Million (for the previous year).
- The ADU must be permitted by Islands Trust zoning and meet the definitions of each island's land use bylaw.
- The ADU must be an independent, legal unit with its own kitchen and bathroom. It can be a stand-alone unit (cottage), a renovation to install a new secondary suite in an existing building, or a secondary suite included in the construction of a new building.
- Upgrades to existing, vacant ADUs to make them habitable and eligible for a building permit will be considered on a case-by-case basis, subject to CRD issuing building permits and occupancy permits.
- Tiny homes on wheels (THOWS) and RVs are not eligible unless building and occupancy permits are issued.
- Building permit issuance date cannot be earlier than January 01, 2024.

Eligible Costs:

Costs to be reimbursed must be directly related to the creation of the secondary suite or cottage and include:

- Architectural and design fees
- Structural modification
- Electrical work
- Fixtures
- Appliances (50% of actual cost to a maximum of $2,500)
- Building and trade permit fees
- Costs to obtain certificates, drawings and specifications directly related to eligible scope of work
- Materials related to the approved construction
- Contractor labour (not including work done by Applicant or any member of the Household)
- PST and GST

The following costs will not be eligible:

- Extensions, conversions, repair or replacement of buildings and areas of buildings outside the ADU.
- Labour costs for work completed by the homeowner
- Tools purchased or rented by the homeowner

For more information contact:

CRD Rural Housing <ruralhousing@crd.bc.ca>

Making a difference...together

REPORT TO THE JUAN DE FUCA LAND USE COMMITTEE
MEETING OF TUESDAY, FEBRUARY 18, 2025

SUBJECT **Temporary Use Permit Application for Lot A, Section 74, Renfrew District, Plan VIP71883 – 11237 West Coast Road; PID: 024-937-207; and That Part of Section 74, Renfrew District Lying to the North of the Northerly Boundary of Plan 109RW; PID: 009-590-412**

ISSUE SUMMARY

To consider referral of a temporary use permit application TP000013 to authorize a *gathering space* use in conjunction with a proposed campground being considered under application RZ000280 and Bylaw No. 4518.

BACKGROUND

The 78.11 ha subject area is comprised of two parcels including a 7.7 ha waterfront parcel and a 70.4 ha upland parcel, currently classified as Private Managed Forest Land (PMFL). The subject properties are located on the north and south sides of West Coast Road, adjacent to the eastern boundary of Jordan River Regional Park – Sandcut Beach (Appendix A). The parcels are zoned Forestry (AF) under the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, and lie adjacent to AF zoned lands to the east and west, and Resource Land (RL) zoned land to the north. The subject lands are designated Coastal Upland (CU) in the Shirley-Jordan River Official Community Plan (OCP), Bylaw No. 4001. Portions of the property are located in Steep Slopes, Sensitive Ecosystem, and Riparian development permit areas.

The landowner has submitted an application for a temporary use permit (TUP), to authorize *gathering space* as a permitted use to provide a venue for outdoor events within the commercial campground proposed under Bylaw No. 4518. The Bylaw originally proposed to rezone the subject properties from AF to Rural Commercial Recreation (Campground) (CR-2) with additional permitted uses including *assembly use* to allow outdoor commercial events. At the January 17, 2023, Juan de Fuca land Use Committee (LUC) meeting, the LUC recommended referral of Bylaw No. 4518 to various agencies, including the Shirley-Jordan River Advisory Planning Commission (APC), for comment. The APC considered the proposed development on February 7, 2023, and recommended that the proposed *assembly use* should be more clearly specified and address community concerns such as the scale of events, parking availability and noise.

In response to APC and community feedback, the landowner revised the proposal to remove *assembly use* from Bylaw No. 4518 and propose a *gathering space* under a temporary use permit (Appendix B). At its meeting of August 20, 2024, the LUC recommended first and second readings of the amended Bylaw, as well as referral of the proposed temporary use permit to the Shirley-Jordan River APC, appropriate CRD departments, Pacheedaht First Nation, T'Sou-Ke First Nation, Island Health, Ministry of Transportation & Transit (formerly Infrastructure), and RCMP. The Committee further recommended that all comments received be returned to the LUC in advance of consideration of permit approval by the Capital Regional District (CRD) Board.

As a result of the most recent APC and community comments, the landowner has revised the proposed temporary use permit conditions to specify that events of more than 80 people be limited to a total of 15 days per year and not more than three consecutive days per month. The landowner has also specified that there would be no amplified music between the hours of 11:00 pm to 7:00 am, in keeping with the JdF EA Noise Bylaw, and decreased the number of event-only guests from 150 to 75 people. Staff have prepared temporary use permit TP000013 for LUC consideration to temporarily authorize a commercial gathering space in two potential locations (Appendix C).

ALTERNATIVES

Alternative 1:

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

1. That the referral of Temporary Use Permit TP000013 to the Shirley-Jordan River Advisory Planning Commission, Pacheedaht T'Sou-ke First Nations, Island Health, Ministry of Transportation & Infrastructure, RCMP, and appropriate CRD departments be approved and comments be received; and
2. That Temporary Use Permit TP000013 be approved.

Alternative 2:

That Temporary Use Permit TP000013 be denied.

IMPLICATIONS

Legislative

Section 492 of the *Local Government Act* (*LGA*) enables a local government to designate areas where temporary uses may be allowed and to specify general conditions regarding the issuance of temporary use permits (TUPs) in those areas. In accordance with Sections 493 of the *LGA*, Section 711 of the OCP designates land within all land use designations as an area in which TUPs may be issued.

Public Consultation

The APCs were established to make recommendations to the LUC on land use planning matters referred to them related to Part 14 of the *LGA*. The Shirley-Jordan River APC considered the application at its meeting on October 22, 2024.

A public notice of intent to issue TP000013 will be published in the Sooke News Mirror prior to the CRD Board meeting at which the resolution to issue the permit will be considered.

First Nations Implications

The sub ect property is located within the traditional territory of the Pacheedaht and T'Sou-ke First Nations. Each Nation was invited to participate in the land use review and referral process to inform the Nations of proposed development activity within their territory and seek meaningful dialogue and comment with respect to the proposal.

Referral Comments

Referrals were sent to three agencies, Pacheedaht and T'Sou-ke Nations, appropriate CRD departments, and the Shirley – Jordan River APC. Comments received are summarized below and included in Appendix D.

The Pacheedaht and T'Sou-ke First Nations advised that they have no comments regarding proposal.

CRD Protective Services stated that the Shirley Fire Department does not have any concerns regarding the proposal provided that fire regulations are adhered to.

The Shirley – Jordan River APC met on October 22, 2024, to consider the application with approximately 44 members of the public in attendance and made the following motion:

MOVED by Melody Kimmel, **SECONDED** by Vivi Curutchet that the Shirley – Jordan River Advisory Planning Commission recommends to the Juan de Fuca Land Use Committee that proposed Temporary Use Permit TP000013 be amended to specify that:

1. Ticketed events be limited to 2 in a calendar year;
2. Ticketed events be limited to a duration of 3 days;
3. Ticketed events must only occupy the upland portion of the property (Area A);
4. Unticketed events be limited to 5 in a calendar year;
5. Unticketed events be limited to a duration of 2 days;
6. Events may occur entirely within the hours of 12:00 pm to 10:00 pm; and
7. The Temporary Use must not service more than 50 persons of the general public that are visiting the Land for less than a 24-hour period.

Land Use Implications

The landowner has submitted an application requesting a temporary use permit to authorize a *gathering space* to allow for events at a campground being considered through rezoning application RZ000282 (proposed Bylaw No. 4518). The proposed *gathering space* use is described as use of land, buildings, or a portion thereof, for the presentation and display of artistic and cultural endeavours for commercial purposes with for food and beverage services.

The Shirley-Jordan River OCP designates the subject properties as Coastal Upland. The intent of the Coastal Upland land use designation is to support the continued use of those such lands for forestry; however, if lands are removed from the PMFL program, then uses such as low-impact recreation and low-impact tourism are supported. Community parks, single-family residential, and agriculture are also supported in this designation. In addition to land use designation policy, the OCP provides policies for considering temporary use permit applications. Both the Coastal Uplands designation and the TUP policies allow for consideration of low-impact tourism that considers the impact and compatibility with the zone, adjacent uses and the natural environment (Appendix E).

The permitted uses proposed in the CR-2 zone include residential, campground and tourist cabin uses as principal uses, and convenience store, outdoor recreation facilities, and a caretaker dwelling uses as accessory uses. *Assembly use*, which is a broadly defined term in Bylaw No. 2040, is no longer proposed as part of the CR-2 zone. Instead, the applicant has requested a temporary use permit to authorize a *gathering space* conditional to the lands being zoned to permit a commercial campground.

During the referral period, public feedback on the initial application included a range of concerns and support. Concerns generally centered around the frequency of events along with potential impacts to the local economy, parks, services, and the natural environment. Furthermore, there are concerns that the temporary use will generate nuisances and safety issues affecting the general well-being of the local community. However, public comment also supported up to 16 events per year and the potential economic enhancement to local business. It was recognized that regulated events are preferred over the unregulated events observed in the area.

In response to comments received through the referral process, the landowner has revised the proposal. The proposal continues to permit a *gathering space* use in one of two cleared outdoor areas no greater than 2,000 m^2, that are separate from other uses, and that are sited at least 30 m from all parcel boundaries and 200 m from parks and Residential, Rural Residential, or Rural zones. The proposal has been revised by reducing the total number of days on which an event may held from 16 “separate days” to a total of 15 days per calendar year, no more than 3 consecutive days per event and a two-week period between events; replacing the permitted hours of operation with a regulation prohibiting outdoor amplified music that disturbs neighbouring residents between 11:00 pm and 7:00 am; and decreasing the number of event-only visitors (i.e. people not staying at the campground

or tourist cabins) from 150 to 75 people and the minimum number of visitor parking spaces from 75 to 40. The proposal was also revised to allow 80 or fewer people staying at the campground to hold smaller events such as weddings, seminars, and club or recreational meetings on a more regular basis. The reports provided by the applicant in support of the rezoning application (RZ000280) and future development permits also address the environmental and design-related temporary use permit policies of the OCP.

Staff recommend that the referral of temporary use permit application TP000013 to the Shirley–Jordan River APC, CRD departments, and external agencies be approved; that comments be received; and that the permit proceed to the CRD Board for approval. Upon receipt of the security deposit and registration of a covenant and indemnity, the permit would be issued by the Corporate Officer.

CONCLUSION

An application has been submitted for a temporary use permit to authorize *gathering space* as permitted use on land that is proposed to be zoned for a commercial campground. Staff recommend that all comments be received, and that temporary use permit TP000013 be forwarded to the CRD Board for approval.

RECOMMENDATION

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

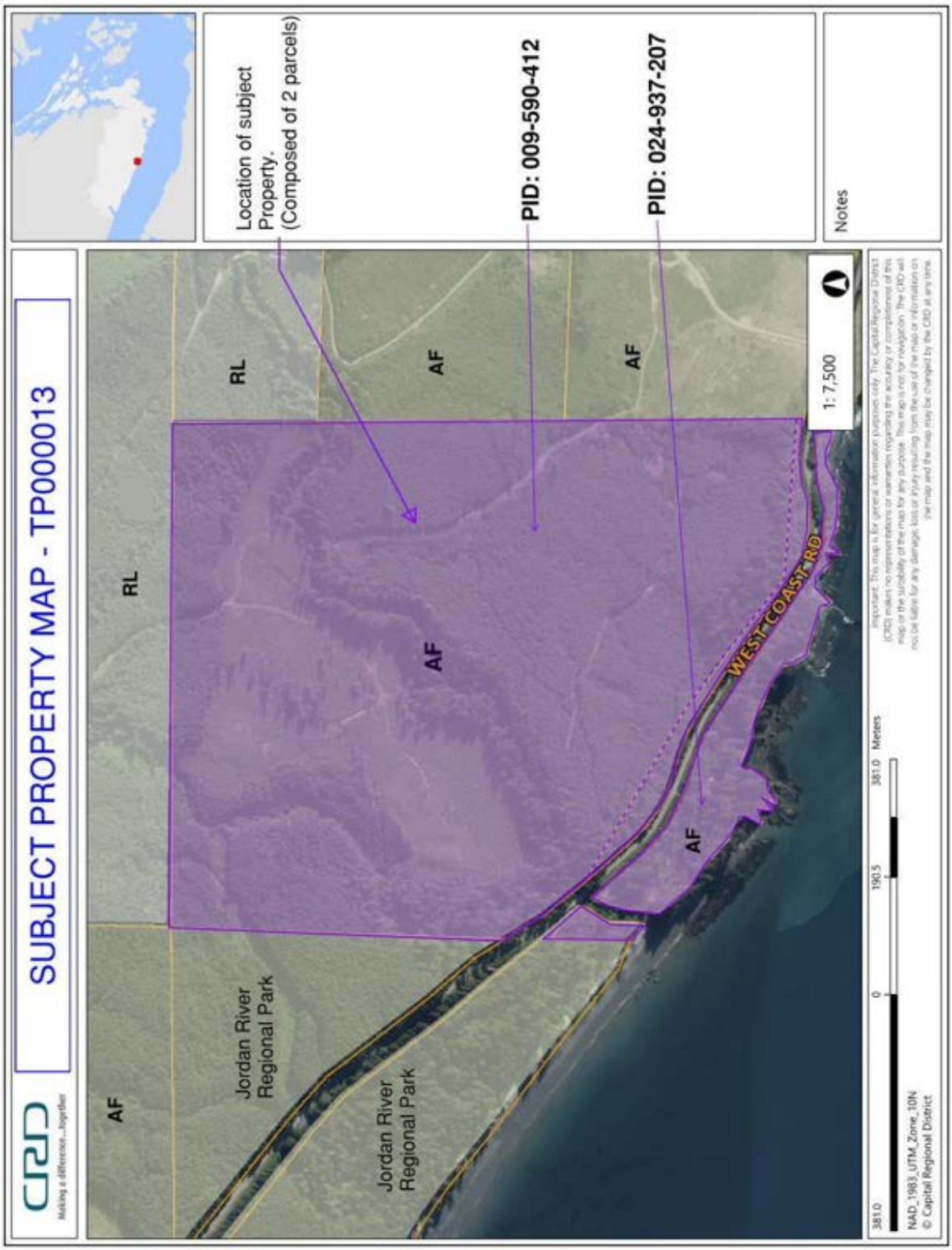
1. That the referral of Temporary Use Permit TP000013 to the Shirley-Jordan River Advisory Planning Commission, Pacheedaht T'Sou-ke First Nations, Island Health, Ministry of Transportation & Infrastructure, RCMP, and appropriate CRD departments be approved and comments be received; and
2. That the Temporary Use Permit TP000013 be approved.

Submitted by:	Iain Lawrence, MCIP, RPP, Senior Manager, JdF Local Area Services
Concurrence:	Don Elliott, MUP, Acting General Manager, Housing, Planning & Protective Services
Concurrence	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS:

Appendix A: Subject Property Map
Appendix B: Temporary Use Permit TP000013 for Referral
Appendix C: Temporary Use Permit TP000013
Appendix D: Referral Comments
Appendix E: Shirley-Jordan River OCP Temporary Use Permit Policies

Appendix A: Subject Property Map



Appendix B: Temporary Use Permit TP000013 for Referral

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CAPITAL REGIONAL DISTRICT

TEMPORARY USE PERMIT NO. TP000013

1. This Permit is issued under the authority of Section 493 of the *Local Government Act* and subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically authorized by this Permit.

2. This Permit applies to and only to those lands within the Regional District described below (legal description), and to any and all buildings, structures, and other development thereon:

PID: **024-937-207**
Legal Description: **Lot A Section 74 Renfrew District Plan VIP71883 -11237 West Coast Road**

AND

PID: **009-590-412**
Legal Description: **That Part of Section 74, Renfrew District lysing to the North of the Northerly Boundary of Plan 109RW**

Together herein referred to as the "Land"

3. This Permit authorizes a *Gathering Space* use, which is the use of land, buildings, or a portion thereof, for an event such as the presentation and display of artistic and cultural endeavours for commercial purposes with food and beverage services (the "Temporary Use"), on the Land, in accordance with the Site Plan submitted to the CRD and subjectto the conditions set out in this Permit.

4. This Permit is only authorized on the condition that proposed Bylaw No. 4518, Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 158, 2022, is adopted by the Capital Regional District Board.

5. The terms and conditions under which the Temporary Use referred to in Section 3 must be carried out are as follows:

   a) The components of the temporary use must be in general conformity with the Site Plan attached to this Permit as Appendix A;
   b) The impacts to adjacent land uses are kept to a minimum whereby nothing must be done which is or will become an annoyance or nuisance to the surrounding areas by reason of unsightliness, the emission of odours, dust, fumes, vibration, noise glare or illumination; nor must anything be done which creates or causes a health, fire or explosion hazard, electrical or navigational interference; and
   c) The Temporary Use must only occur:
      i. On not more than 16 separate days in a calendar year; and
      ii. Entirely within the hours of 12:00 to 24:00 (noon to midnight) Pacific Standard Time.
   d) The Temporary Use permit must only occupy:
      i. One physically contiguous land area at a time that is visually and physically separated from other active uses on the Land through the implementation of a clearly defined perimeter delineated by a wall, fence, gate, berm, natural vegetation and or landscaping; and
      ii. A total land area that must not exceed 2,000 m2, where the total land area is measured from the outermost surface of the clearly delineated perimeter.

e) The Temporary Use must only serve:
   i. Patrons that are actively staying at the campground or tourist cabins for a 24-hour period or more;
   ii. Not more than 150 persons of the general public that are visiting the Land for less than a 24-hour period;
   iii. At any given time, the total number of persons must not exceed the maximum number of persons that is determined as safe by the governing body responsible or by a qualified professional that is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under that association's code of ethics and subject to disciplinary action by that association;

f) The Temporary Use must provide:
   i. A minimum of 75 parking spaces on the Land in addition to all other parking requirements.
   ii. Traffic controlling where required by a provincial agency.

6. Notice of this Permit shall be filed in the Land Title Office at Victoria as required by Section 503 of the *Local Government Act*, and the terms of this Permit (TP000013) or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
7. 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. The following plans and specifications are attached:
   Appendix A: Site Plan
9. That an irrevocable Letter of Credit in the amount of $10,000.00 be provided to the CRD held for the period of the permit to ensure compliance with the permit conditions.
10. In default of compliance with any of the provisions of this Permit, the Permit shall lapse.
11. The owner agrees to indemnify and save harmless the CRD against all costs and expenses incurred by the CRD, in default by the owner, in the conversion, demolition or removal of the temporary use, and/or legal costs incurred in pursuing such legal remedies as the CRD sees fit.
12. This Permit is NOT a Building Permit.
13. This Permit shall expire 3 years after the date of issuance of the permit.

RESOLUTION PASSED BY THE BOARD, THE ___ day of _____, 2024

ISSUED this ___ day of _____, 2024

_____
Corporate Officer

Appendix A: Site Plan



Appendix C: Temporary Use Permit TP000013

Making a difference...together

CAPITAL REGIONAL DISTRICT

TEMPORARY USE PERMIT NO. TP000013

1. This Permit is issued under the authority of Section 493 of the *Local Government Act* and subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically authorized by this Permit.

2. This Permit applies to and only to those lands within the Regional District described below (legal description), and to any and all buildings, structures, and other development thereon:

   Legal Description: **Lot A Section 74 Renfrew District Plan VIP71883 – 11237 West Coast Road (PID: 024-937-207); and**
   That Part of Section 74, Renfrew District lysing to the North of the Northerly Boundary of Plan 109RW (PID: 009-590-412)

   Together herein referred to as the "Land"

3. This temporary use permit authorizes a *Gathering Space* use (the "Temporary Use") accessory to the operation of a commercial campground on the Land, located within temporary use permit area established under the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, Section 711 (Designation of Temporary Use Permit Areas), 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 Temporary Use referred to in Section 3 may be carried out are as follows:

   a) **Definition:** The Temporary Use means:
      i. The use of land, buildings, or a portion thereof, for events such as the presentation of and participation in artistic and cultural endeavours for commercial purposes with or without food and beverage services.

   b) **Prohibitions:** The Temporary Use must not:
      i. Create a noise by means of amplified music that disturbs or tends to disturb other people at a point of reception outside the Land between the hours of 11:00 pm and 7:00 am;
      ii. Create a nuisance to the surrounding areas by reason of unsightliness, the emission of odours, dust, fumes, vibration, noise, glare or illumination; or
      iii. Cause a health, fire or explosion hazard, electrical or navigational interference.

   c) **Siting and Setbacks:** The Temporary Use must be:
      i. Sited in general conformity with the Gathering Space and Parking Area Locations plan (the "Site Plan");
      ii. Visually and physically separated from other uses through the implementation of a clearly defined perimeter delineated by a wall, fence, gate, berm, natural vegetation and or landscaping;
      iii. Located at least 30 meters from all property lines and 200 meters from the property lines of a public park or residential, rural residential, or rural zone; and

iv. Not occupy an area of land greater than 2,000 m^2, where the total land area is measured from the outermost edge of the clearly delineated perimeter.

d) **Parking and Traffic Control:** The landowner must provide:
   i. A minimum of 40 off-street parking spaces setback a minimum distance of 30 m from a front parcel line; and
   ii. Traffic control where required by a provincial agency.

e) **Duration and Frequency:** The Temporary Use may occur for not more than:
   i. 1 event per 2-week period between the start of each event;
   ii. 3 consecutive days per event; and
   iii. A total of 15 days per calendar year.

f) **Event Attendees:** Attendees of events held under this Permit may only include:
   i. Any registered, overnight guests of the campground or tourist cabins; and
   ii. Not more than 75 non-registered, day-use guests.

g) **Maximum Number of Attendees:** At any given time, the total number of event attendees must not exceed the maximum number of persons prescribed by the authority having jurisdiction.

5. Events serving a maximum number of 80 registered, overnight guests of the campground or tourist cabins are excluded from condition 4(e).

6. 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.

7. 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 (TP000013) or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.

8. The following plans and specifications are attached:

   Appendix A: Site Plan

9. That an irrevocable Letter of Credit in the amount of $10,000.00 be provided to the CRD held for the period of the Permit to ensure compliance with the permit conditions.

10. In default of compliance with any of the provisions of this Permit, the Permit shall lapse.

11. The owner agrees to indemnify and save harmless the CRD against all costs and expenses incurred by the CRD, in default by the owner, in the conversion, demolition or removal of the temporary use, and/or legal costs incurred in pursuing such legal remedies as the CRD sees fit.

12. This Permit is NOT a Building Permit.

13. This Permit shall expire 2 years after the date of issuance of the permit.

APPROVED BY RESOLUTION PASSED BY THE BOARD, THE ___ day of _____, 2025

ISSUED this ___ day of _____, 2025

_____
Corporate Officer

Appendix A: Site Plan



Appendix D: Referral Comments

T'SOU-KE NATION

PO Box 307, Sooke B.C., V9Z 1G1
Ph.: 250 642-3957 Fax: 250 642-7808

29 November 2024

RE: Temporary Use Permit Application TP000013 - CRD Referral (Gathering Space - Proposed Campground - 11237 West Coast Road/Shirley)

File: **TP000013**

Dear Darren Lucas,

Thank you for providing the opportunity to review the application. T'Sou-ke Nation has no comments at this time.

Should you have any comments or questions following this review please correspond with the Lands Governance Director at landsmanager@tsoukenation.com or at 250-642-3957 ext. 227.

Sincerely,

BonnieHill

Bonnie Hill
Lands Governance Director, T'Sou-ke First Nation
250-642-3957; landsmanager@tsoukenation.com

Cc:
Michelle Thut, Administrator, T'Sou-ke First Nation

From: Chris J Vrabel
To: Wendy Miller
Cc: fireadmin
Subject: FW: Temporary Use Permit
Date: Thursday, September 19, 2024 8:58:17 AM

Hi Wendy,
Please see below from the Shirley Fire Chief.
Sincerely,
Chris

From: Leah Hill <shirleychief2@gmail.com>
Sent: Wednesday, September 18, 2024 12:04 AM
To: Chris J Vrabel <CVrabel@crd.bc.ca>
Cc: Brian E <westcoasticelander@gmail.com>; Shirley Assistant Chief <ma.davidson@hotmail.com>
Subject: Re: Temporary Use Permit

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Hi Chris,
The Shirley Fire Department doesn't have any concerns regarding the proposal for a Gathering Place as long as they are following whatever current fire regulations and bylaws are in effect.

Leah Hill
Shirley Fire Chief
shirleychief2@gmail.com
250-646-2107

On Tue, Sept 17, 2024, 19:17 Chris J Vrabel <CVrabel@crd.bc.ca> wrote:

> Hi, does Shirley Fire have any concerns regarding ability to deliver services related to the attached Temporary Use Permit for a "Gathering Space?" It appears there will be a maximum allowable 16 events per calendar year between the hours of noon and midnight. This is associated to the proposed campground located at 11237 West Coast Road.
>
> I don't see any immediate concerns however I defer to you as to what "comment" might be added from the perspective of the Shirley Volunteer Fire Department.
>
> Thanks,
> Chris
>
> Chris Vrabel

CRD
Making a difference...together

Minutes of a Meeting of the Shirley-Jordan River Advisory Planning Commission Held October 22, 2024, at the Shirley Community Hall, 2795 Sheringham Point Road, Shirley, BC

PRESENT: Fiona McDannold (Chair), Emily Anderson, Vivi Curutchet, Melody Kimmel
Staff: Iain Lawrence, Senior Manager, Juan de Fuca Local Area Services; Darren Lucas, Planner; Wendy Miller, Recorder
PUBLIC: Approximately 44

The meeting was called to order at 7:00 pm.

1. **Approval of the Agenda**

   MOVED by Vivi Curutchet, **SECONDED** by Melody Kimmel that the agenda be approved.
   CARRIED

2. **Adoption of the Minutes of July 9, 2024**

   MOVED by Melody Kimmel, **SECONDED** by Emily Anderson that the minutes from the meeting of July 9, 2024, be adopted.
   CARRIED

3. **Planner's Report**
   No report.

4. **Temporary Use Permit Application**
   a) **TP000013 – Lot A Section 74 Renfrew District Plan VIP71883 (11237 West Coast Road) and That Part of Section 74, Renfrew District Lying to the North of the Northerly Boundary of Plan 109RW**
   Darren Lucas spoke to the application for a temporary use permit to authorize a gathering space as a permitted use to provide a venue for outdoor events associated with a proposed campground being considered under zoning amendment application RZ000280 and Bylaw No. 4518.

   It was advised that zoning amendment application RZ000280 was considered by the Advisory Planning Commission (APC) at its meeting of February 7, 2023. At that meeting, the APC recommended that the assembly use proposed by Bylaw No. 4518 be more clearly specified. In response to that recommendation, the applicant removed assembly use from Bylaw No. 4518 to allow gathering space use to be considered under a temporary use permit. At its meeting of August 20, 2024, the Land Use Committee recommended that temporary use permit TP000013 be referred to the APC for comment.

   Darren Lucas outlined the conditions of temporary use permit TP000013, confirming that the permit cannot be authorized until such time that Bylaw No. 4518 is adopted. It was further confirmed that the *Local Government Act* allows a temporary use permit to be issued for up to three years and that the holder of the permit can apply to have the permit renewed once. The subject property would have to be rezoned to allow gathering space use as a permanent permitted use.

The Chair confirmed that the applicant was present.

Applicant and application representative comments included:
- the temporary use permit specifies that gathering space use would be limited to 16 separate days in a calendar year
- events are anticipated to be 2 to 4 days in length and would be dispersed throughout the year
- the property would be utilized as a venue for a variety of events including music, dance, food, and fitness events
- security and medical teams would be on-site during events
- event planning would include on-site staged parking and sound system testing
- landscaping/hardscaping is also planned to further support sound mitigation measures
- event management would address garbage, recycling, compost, evacuation protocols and participant conduct
- event participants would not be permitted to leave and then re-enter
- events would benefit the local economy by attracting new visitors to the community, boosting the local food, arts and music scene
- events would connect participants to the natural environment
- event organizers are professionals who are vested in ensuring event success
- sales from ticketed events can be used to support fundraising causes
- the event scale proposed is not large
- main focus of the property would remain a campground

The Chair opened the floor to public comments. Approximately 25 members of the public spoke to the proposal.

Public comment on noise included:
- visitors to the community come to enjoy the quiet of nature
- amplified noise travels and the gathering space could impact nearby commercial accommodations
- there would be event noise every weekend in the summer
- events would also increase traffic noise
- noise has a negative impact on wildlife

Public comment on community safety included:
- event use would result in increased risk of impaired driving
- event use would result in increased risk of wildfire
- CRD enforcement resources are limited
- complaint driven enforcement is ineffective
- Shirley Volunteer Fire Department resources are limited
- RCMP presence in the community is limited
- event organizers cannot enforce the law

Public comment on the natural environment included:
- housing starts and current visitor volume are already having a negative impact on local parks
- promoting the community as an event destination would result in more unregulated gatherings being held on forestry lands
- the applicant has an interest in keeping the land intact to attract visitors to the campground

Public comment on economic impact included:
- event venue proposal is not in keeping with economic activities/economic scale supported by the Official Community Plan
- economic benefit would be limited to the event venue/event organizers
- the campground would be in competition with other accommodations

Public comment on permit conditions included:
- the proposed permit would support an event every weekend in the summer
- midnight is too late for an event to operate

Public comment in favour of the proposal included:
- support for a regulated event venue as opposed to unregulated events being held on forestry lands
- support for an alternative to further residential development
- 16 is an acceptable number of events in a calendar year
- the community already supports a growing tourism industry through the promotion of various venues, accommodations and events such as the Sheringham Point Lighthouse, numerous Bed and Breakfasts and Shirley Days

The APC considered the proposal and passed the following resolution.

MOVED by Melody Kimmel, **SECONDED** by Vivi Curutchet that the Shirley-Jordan River Advisory Planning Commission recommends to the Juan de Fuca Land Use Committee that proposed Temporary Use Permit TP000013 be amended to specify that:
1. ticketed events be limited to 2 in a calendar year;
2. ticketed events be limited to a duration of 3 days;
3. ticketed events must only occupy the upland portion of the property (Area A);
4. unticketed events be limited to 5 in a calendar year;
5. unticketed events be limited to a duration of 2 days;
6. events must occur entirely within the hours of 12:00 pm to 10:00 pm; and
7. the Temporary Use must only service not more than 50 persons of the general public that are visiting the Land for less than a 24-hour period.

Opposed: Emily Anderson
CARRIED

5. Adjournment

The meeting adjourned at 10:26 pm.

_____
Chair

Appendix E: Shirley-Jordan River OCP Temporary Use Permit Policies

Section 712 of the OCP provides guidelines when considering TUP authorization:

A. TUPs may be issued by the CRD throughout the Shirley – Jordan River Plan area subject to the policies of this Plan.

B. No public health, public safety or negative environmental impacts can result from the proposed activity.

C. In evaluating a TUP application, the CRD will consider the following:
i. Whether the use is clearly temporary or seasonal in nature;
ii. Whether the use is compatible with adjacent uses;
iii. The impact of the proposed use on the natural environment;
iv. The intensity of the proposed use; and
v. The opportunity to conduct the proposed use on other land in the Plan area.

D. In issuing a TUP, the CRD may specify conditions including, but not limited to:
i. The buildings to be used;
ii. Siting;
iii. Environmental protection, remediation and mitigation measures to address any impact to the natural environment;
iv. Hours of operation;
v. Parking and traffic management;
vi. On-site storage, buffers and screening;
vii. External lighting;
viii. Nuisance, dust and noise abatement;
ix. Waste management; and
x. A post-use site restoration plan and implementation strategy.

E. An applicant may be required to indemnify the CRD and post security to ensure compliance with the conditions of a permit.

Making a difference...together

CAPITAL REGIONAL DISTRICT

TEMPORARY USE PERMIT NO. TP000013

1. This Permit is issued under the authority of Section 493 of the *Local Government Act* and subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically authorized by this Permit.

2. This Permit applies to and only to those lands within the Regional District described below (legal description), and to any and all buildings, structures, and other development thereon:

   Legal Description: **Lot A Section 74 Renfrew District Plan VIP71883 – 11237 West Coast Road (PID: 024-937-207); and**
   That Part of Section 74, Renfrew District lysing to the North of the Northerly Boundary of Plan 109RW (PID: 009-590-412)

   Together herein referred to as the "Land"

3. This temporary use permit authorizes a *Gathering Space* use (the "Temporary Use") accessory to the operation of a commercial campground on the Land, located within temporary use permit area established under the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, Section 711 (Designation of Temporary Use Permit Areas), 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 Temporary Use referred to in Section 3 may be carried out are as follows:

   a) **Definition:** The Temporary Use means:

      i. The use of land, buildings, or a portion thereof, for events such as the presentation of and participation in artistic and cultural endeavours for commercial purposes with or without food and beverage services.

   b) **Prohibitions:** The Temporary Use must not:

      i. Create a noise by means of amplified music that disturbs or tends to disturb other people at a point of reception outside the Land between the hours of 11:00 pm and 7:00 am;

      ii. Create a nuisance to the surrounding areas by reason of unsightliness, the emission of odours, dust, fumes, vibration, noise, glare or illumination; or

      iii. Cause a health, fire or explosion hazard, electrical or navigational interference.

   c) **Siting and Setbacks:** The Temporary Use must be:

      i. Sited in general conformity with the Gathering Space and Parking Area Locations plan (the "Site Plan");

      ii. Visually and physically separated from other uses through the implementation of a clearly defined perimeter delineated by a wall, fence, gate, berm, natural vegetation and or landscaping;

      iii. Located at least 30 meters from all property lines and 200 meters from the property lines of a public park or residential, rural residential, or rural zone;

      iv. Located in the area labeled on the Site Plan as Area A; and

      v. Not occupy an area of land greater than 2,000 m^2, where the total land area is measured from the outermost edge of the clearly delineated perimeter.

d) **Parking and Traffic Control:** The landowner must provide:
   i. A minimum of 40 off-street parking spaces setback a minimum distance of 30 m from a front parcel line; and
   ii. Traffic control where required by a provincial agency.

e) **Duration and Frequency:** The Temporary Use may occur for not more than:
   i. 1 event per 2-week period between the start of each event;
   ii. 3 consecutive days per event;
   iii. A total of 15 days per calendar year; and
   iv. A total of 8 events per calendar year.

f) **Event Attendees:** Attendees of events held under this Permit may only include:
   i. Any registered, overnight guests of the campground or tourist cabins;
   ii. Not more than 50 non-registered, day-use guests; and
   iii. A total maximum of 510 guests.

g) **Maximum Number of Attendees:** At any given time, the total number of event attendees must not exceed the maximum number of persons prescribed by the authority having jurisdiction.

5. Events serving a maximum number of 80 registered, overnight guests of the campground or tourist cabins are excluded from condition 4(e).

6. 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.

7. 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 (TP000013) or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.

8. The following plans and specifications are attached:

   Appendix A: Site Plan

9. That an irrevocable Letter of Credit in the amount of $10,000.00 be provided to the CRD held for the period of the Permit to ensure compliance with the permit conditions.

10. In default of compliance with any of the provisions of this Permit, the Permit shall lapse.

11. The owner agrees to indemnify and save harmless the CRD against all costs and expenses incurred by the CRD, in default by the owner, in the conversion, demolition or removal of the temporary use, and/or legal costs incurred in pursuing such legal remedies as the CRD sees fit.

12. This Permit is NOT a Building Permit.

13. This Permit shall expire 2 years after the date of issuance of the permit.

APPROVED BY RESOLUTION PASSED BY THE BOARD, THE ___ day of _____, 2025

ISSUED this ___ day of _____, 2025

_____
Corporate Officer

Appendix A: Site Plan



Making a difference...together

REPORT TO PENINSULA RECREATION COMMISSION
MEETING OF THURSDAY, FEBRUARY 27, 2025

SUBJECT **Energy Recovery Project Update**

ISSUE SUMMARY

To provide a project update on the energy recovery project and to seek direction regarding next steps.

BACKGROUND

In 2019, the Capital Regional District (CRD) Board identified Climate Action & Environmental Stewardship as a priority for the region and approved a motion to declare a climate emergency, committing to limit global warming to 1.5°C above pre-industrial levels. This declaration was followed by the approval of the renewed Climate Action Strategy (the strategy) in October 2021. A key commitment of this strategy is the reduction of corporate greenhouse gas (GHG) emissions of 45% by 2030, from a 2007 baseline.

The strategy identified the installation of an energy recovery system at Panorama Recreation (Panorama) as a critical action (4-4) under Goal 4: Low-Carbon and Resilient Buildings and Infrastructure.

Panorama is the largest GHG emitter in the CRD portfolio, accounting for 33% of total CRD facility emissions, and is the second-largest energy user, accounting for 15% of all energy used for CRD facilities. The CRD is committed to taking a leadership role by reducing the carbon emission and energy usage of its buildings to achieve the CRD's GHG reduction targets.

In January 2023, the Peninsula Recreation Commission (the Commission) recommended "That the 2023 Capital Plan be amended to allow $2.4 million for the Heat Recovery Plant project to be debt financed."

Project Update

The energy recovery project consists of two phases: phase one being the replacement of the arena dehumidifier and phase two being the design, installation and integration of a heat recovery plant that will provide low-cost heat to drive much of the dehumidification process.

Phase one was completed in the summer of 2024 and the dehumidifier is currently running solely on electricity while we await phase two of the project.

Polar Engineering has completed detailed design of phase two. The design includes the installation of a site-specific heat pump to take waste heat from the ammonia plant and use it to run the dehumidifier, run a new make-up air handler for the pool changerooms, preheat domestic hot water, heat the tennis facility, provide heat to the pool heating loop and air conditioning to the arenas and pool in the summer. An invitation to tender was issued for the supply and installation

of the fully designed system, which closed November 29, 2024. Two bids were received, but both were over budget.

ALTERNATIVES

Alternative 1
The Peninsula Recreation Commission recommends to the Capital Regional District Board:
That the Saanich Peninsula Recreation Services Capital Plan be amended to include additional funding of $1,700,000 for Project 19-15 Heat Recovery Plant, funded by grants $800,000 and capital reserves $900,000.

Alternative 2
That staff be directed to work with CRD Engineering and the project consultants to rescope the project to determine priority components and/or to develop further phasing of the project to complete what can be done within the existing approved budget.

IMPLICATIONS

Alignment with Board & Corporate Priorities

Reducing GHG emissions is embedded in the Climate Action & Environment Board and Corporate Priorities and aligns with the climate emergency declared by the CRD board in 2019.

Alignment with Existing Plans & Strategies

An integral goal of the 2021 Climate Action Strategy is the reduction of the CRD's corporate GHG emissions, with a target of 45% reduction by 2030, and achieving net-zero by 2050. The energy recovery project at Panorama is identified in the strategy as a critical action of the defined pathway towards the GHG reduction goals, slated for 2024. The project is also listed as sub-action (4-4d) of the strategy: "Install an Energy Recovery System at Panorama Recreation".

Environmental & Climate Action

The energy recovery project will mark a significant step towards reducing the CRD's use of fossil fuels and mitigating GHG emissions. The project demonstrates the CRD's leadership and commitment to environmental stewardship and will help contribute to the overall well-being of our surroundings and community.

Financial Implications

The current $2.4 million budget previously approved by the Commission is debt financed. An increase to budget in the amount of $1.7 million will be required to complete the whole project, for a total project budget of $4.1 million. Approximately $900,000 could come from the reserve fund, and $800,000 to $900,000 from grants is available if the whole project is completed. CRD Engineering and Climate Action have supported Panorama by applying for and administering external grants for this project. The current 2025 reserve balance is $4.1 million, with $1.5 million projected expenditures for the year. Within the current five-year budget plan, and prior to the requirement for additional funding for this project, the reserve balance is projected to be $1.7 million. Should the Commission choose to proceed with Alternative 1, the reserve balance at the end of the current five-year budget will be approximately $800,000 to $900,000. This project

will address lifecycle replacement of several components of the system but is generally focused on improving the overall efficiency of the system to reduce emissions and energy usage.

Staff are currently analyzing and will continue to seek options to mitigate the overall impact on the reserve budget. This may include savings from current projects and/or recently completed projects, seeking further grant opportunities for this project and/or for other upcoming projects, rescoping upcoming projects and/or deferring projects to outside of the current five-year capital budget.

Specific examples of mitigation efforts currently under review include:

- Approximately $120,000 of remaining funds from several recently completed and closed capital projects, such as the arena A dressing room heating, building exhaust system upgrades and electric vehicle charging units.
- Approximately $60,000 in projects that have been planned and budgeted for but will be addressed through the completion of the whole energy recovery project, such as the funding allocated toward the pool changeroom HVAC unit replacement.
- Grant funding for arena LED lighting upgrades may equate to approximately 50% grant funding for this $130,000 project for both arenas.
- Analysis and rescoping of the leisure pool filter room flooring replacement project scheduled for Spring 2025 may result in approximately $50,000 in savings.

Although not confirmed at the time of the development of this report, the above-listed examples provide approximately $290,000 in funding back to reserves. Staff are confident that further mitigation strategies can be found with a realistic goal of minimizing the overall impact on the reserve balance at the end of five years by 50% to realize a balance of approximately $1,200,000 to $1,300,000 in the reserve budget.

The completion of this project, in whole or in part, will generate operational budget savings due to the reductions in usage of electricity and natural gas. The heat recovery process and improved efficiency of the system will reduce annual utility usage and thus costs. Following information from the engineering consultants, Polar Engineering, it is estimated that completion of the whole project will lead to annual utility cost savings of approximately $125,000. With respect to Alternative 2, completion of part of the project at this time, which would necessitate the inclusion of a site-specific heat pump, will lead to annual utility savings of approximately $110,000. The annual utility savings from the remaining components then equates to approximately $15,000 annually.

Service Delivery Implications

The energy recovery project is scheduled to be completed during off seasons to minimize disruptions to users.

CONCLUSION

The Panorama Recreation Centre, a significant contributor to greenhouse gas (GHG) emissions and energy usage in the CRD portfolio, is undergoing an energy recovery project to reduce its carbon footprint. Phase one involved replacing the arena dehumidifier, while phase two focuses on designing and installing the heat recovery plant. The project aligns with the CRD's Climate Action Strategy, aiming to reduce corporate greenhouse gas emissions by 45% by 2030, and is a defined action in the strategy. The project requires an increase in funding to fully complete.

RECOMMENDATION

The Peninsula Recreation Commission recommends to the Capital Regional District Board:
That the Saanich Peninsula Recreation Services Capital Plan be amended to include additional funding of $1,700,000 for Project 19-15 Heat Recovery Plant, funded by grants $800,000 and capital reserves $900,000.

Submitted by:	Liz Gregg, Manager of Facilities and Operations
Concurrence:	Steve Meikle, Senior Manager, Panorama Recreation
Concurrence:	Glenn Harris, Ph.D., R.P.Bio., Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

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REPORT TO REGIONAL PARKS COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 26, 2025

SUBJECT **2025 Regional Parks Committee Terms of Reference**

ISSUE SUMMARY

To provide the 2025 Regional Parks Committee Terms of Reference for information.

BACKGROUND

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

On January 8, 2025 the CRD Board approved the 2025 Terms of Reference for standing committees. Terms of Reference (TOR) serve to clarify the mandate, responsibilities and procedures of standing committees and provide a point of reference and guidance for the committees and members.

The Regional Parks Committee TOR was updated to remove the overly prescriptive timing for the schedule of committee meetings by removing the words "except August and December". In addition, the General Manager title has been updated to reflect recent changes with CRD Evolves.

The approved 2025 Regional Parks Committee TOR is attached as Appendix A, and a redlined copy is attached as Appendix B.

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

CONCLUSION

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

RECOMMENDATION

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

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Luisa Jones, General Manager, Recreation, Parks & 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: 2025 Regional Parks Committee Terms of Reference - Approved
Appendix B: 2025 Regional Parks Committee Terms of Reference - Redlined

Appendix A

Terms of Reference

REGIONAL PARKS COMMITTEE

PREAMBLE

The Capital Regional District (CRD) Regional Parks Committee is a standing committee established by the CRD Board and will oversee and make recommendations to the Board regarding regional parks.

The Committee's official name is to be:

Regional Parks Committee

1.0 PURPOSE

a) The mandate of the Committee includes overseeing and making recommendations to the Board regarding the following functions:

i. Regional parks, including land acquisition, management, operations and programs
ii. Regional Parks Strategic Plan, Land Acquisition Strategy

2.0 ESTABLISHMENT AND AUTHORITY

a) The Committee will make recommendations to the Board for consideration; and

b) The Board Chair will appoint the Committee Chair, Vice Chair and Committee members annually.

3.0 COMPOSITION

a) Committee members will be appointed CRD Board Members;

b) All Board members are permitted to participate in standing committee meetings, but not vote, in accordance with the CRD Board Procedures Bylaw; and

c) First Nation members are permitted to participate in standing committee meetings at their pleasure, in accordance with the CRD Procedures Bylaw, where the Nation has an interest in matters being considered by the committee.

4.0 PROCEDURES

a) The Committee shall meet on a monthly basis and have special meetings, as required;

b) The agenda will be finalized in consultation between staff and the Committee Chair and any Committee member may make a request to the Chair to place a matter on the agenda through the Notice of Motion process;

c) With the approval of the Committee Chair and the Board Chair, Committee matters of an urgent or time sensitive nature may be forwarded directly to the Board for consideration; and

d) A quorum is a majority of the Committee membership and is required to conduct Committee business.

5.0 RESOURCES AND SUPPORT

a) The General Manager of Parks, Recreation and Environmental Services will act as liaison to the committee; and

b) Minutes and agendas are prepared and distributed by the Corporate Services Department.

Approved by CRD Board January 8, 2025

Terms of Reference

REGIONAL PARKS COMMITTEE

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5.0 RESOURCES AND SUPPORT

a) The General Manager of Parks, Recreation and~~&~~ Environmental Services will act as liaison to the committee; and

b) Minutes and agendas are prepared and distributed by the Corporate Services Department.

Approved by CRD Board _____

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REPORT TO REGIONAL PARKS COMMITTEE
MEETING OF WEDNESDAY, FEBRUARY 26, 2025

SUBJECT **Species at Risk Ecological Monitoring Report**

ISSUE SUMMARY

To update the Regional Parks Committee on the Capital Regional District's (CRD) Regional Parks and Trails Species at Risk Monitoring Program.

BACKGROUND

The CRD's regional parks and trails play an important role in protecting ecologically important values within their land base, and to enhance and better preserve these values, the CRD's Regional Parks Division provides a Species at Risk Monitoring Program.

The Species at Risk Act (SARA) federally protects threatened and endangered species to prevent their extinction and helps them recover from human-related threats. SARA identifies critical habitats essential for the survival or recovery of these species. While SARA mainly applies to federal lands, the CRD is responsible for protecting species at risk within its regional parks and trails. The BC Ministry of Environment's Conservation Data Centre also conducts assessments to support recovery efforts. Protecting these species in regional parks and trails requires understanding their locations and what threats they face to ensure compliance with relevant laws. In 2023, CRD Regional Parks expanded its team by adding two conservation technicians to monitor ecological values in regional parks and trails. They launched a Species at Risk Monitoring Program to prioritize and track species most at risk of extinction or other threats. The program aims to:

- Compile a comprehensive inventory of priority species.
- Identify and mitigate known threats.
- Increase awareness and foster stewardship for species recovery.

Additionally, the program supports and informs provincial and federal species assessments and recovery efforts.

The first two years of the program prioritized rare plants and the threatened pacific coast population of western painted turtles (*Chrysemys picta bellii*) as a pilot study. Surveys were conducted for 33 plant species within 18 regional parks, and 17 of those species were observed and inventoried. The main threats to these plants include invasive species and trampling. To protect them, recommended actions are invasive plant management, fencing and educational signage. In 2023 and 2024, staff implemented 20 actions to protect 11 species at risk within 11 regional parks. The ongoing monitoring and coordinated efforts to mitigate threats will continue.

In 2023, staff conducted surveys for western painted turtles at Matheson Lake Regional Park and in 2024 at Elk/Beaver Lake Regional Park and the former Royal Oak Golf Course property. The project aimed to increase the understanding of habitat use, nesting activity and the relative

abundance of native western painted turtles and non-native pond sliders. Staff used visual observation and remote wildlife cameras in suitable habitats and nesting areas.
Native turtles were observed in all three parks, and threats such as recreational disturbance, predation and invasive species were identified. Staff and volunteers removed invasive species from three known nesting sites in two regional parks. Turtle nesting activity was confirmed at Matheson Lake Regional Park and in October 2024, fencing and educational signage were installed to reduce recreational impacts on nesting habitat. Ongoing monitoring and maintenance of nesting areas are planned to continue in future years.

IMPLICATIONS

Alignment with Existing Plans & Strategies

The CRD's Species at Risk Monitoring Program aligns with the CRD Board priorities and the Regional Parks and Trails Strategic Plan 2022-2032. The program aims to enhance environmental stewardship, protect ecological values, improve visitor experiences and support First Nations reconciliation. A key success indicator in the Strategic Plan is increased protection of at-risk species and ecosystems in regional parks.

Climate Implications

The program is currently being expanded by staff to monitor broader ecological values. This includes identifying key indicators of climate change and assessing climate change impacts in regional parks and trails.

Financial Implications

In the first two years of the program, several recommended actions have been implemented in regional parks to mitigate threats and enhance habitats for the recovery of species at risk. These efforts are funded by the core operational budget and annual contributions from Environment and Climate Change Canada's Priority Places for Species at Risk funding ($60,000 annually). Staff will continue to implement mitigation actions as resources allow and seek external funding for future priorities.

First Nations Implications

In the first two years, the program focused on species at risk, identified by federal and provincial guidelines, using Western scientific methods. Staff are now working with Indigenous partners to inventory species of cultural importance and aim to expand the program to protect these values as well. The program currently does not include Traditional Ecological Knowledge (TEK). Understanding both TEK and Western scientific knowledge and integrating them into the monitoring program is an important next step.

Intergovernmental Implications

Sharing data with intergovernmental partners is an important component of this program. The program contributes to improved assessment of the status of species at risk and supports provincial and federal recovery efforts.

Service Delivery Implications

The program is mainly supported by staff who monitor ecological values in regional parks and trails. It will continue to expand to monitor more priority species and ecosystems, support the environmental impact assessment program and assess the overall ecological health of parks and trails. To better understand species at risk, staff started a volunteer-based eco-monitoring program in collaboration with the Ministry of Water, Land and Resource Stewardship. Continued strategic monitoring of ecological values will support management decisions and actions in regional parks.

Social Implications

Visitors to regional parks may notice new signs and fencing that may change their experience in some areas. These improvements include better conservation fencing at Island View Beach Regional Park to protect the endangered contorted-pod evening-primrose (Camissonia contorta) and new fencing at Matheson Lake Regional Park to protect critical nesting areas for western painted turtles. Staff greatly appreciate the public's cooperation in protecting these important areas and welcome reports of unique and rare species in regional parks and trails.

CONCLUSION

The *Federal Species at Risk Act* obligates the CRD to protect species at risk within its regional parks and trails. In 2023, the Regional Parks Division started the Species at Risk Monitoring Program to inventory priority species, identify threats and support their recovery. After two years, staff surveyed 33 plant species across 18 regional parks and western painted turtles in three parks, and actions were taken to mitigate threats. The program will continue to expand to identify more species and locations, including culturally important species identified by Indigenous partners.

RECOMMENDATION

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

Submitted by:	Mike MacIntyre, Senior Manager, Regional Parks
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

CRD TRAFFIC SAFETY COMMISSION
MINUTES OF MEETING
Tuesday, November 12, 2024

Members: Douglas Baer, Capital Bike
Ron Cronk, Vancouver Island Safety Council
Dr. Frederick Grouzet, Collaborative for Youth and Society, UVic
Natalia Heilke, RoadSafetyBC
Steve Martin, Community Member (Chair)
Dean Murdock, CRD Board (Vice-Chair)
Sean Powell, School District 61
Colleen Woodger, ICBC Road Safety and Community Involvement

Associates: S/Sgt. Doug Cripps, Saanich Police
Adam Defrane, MADD
Jay Douillard, CRD

Regrets: Neil Arason, Island Health
Hailey Bergstrom-Parker, Child Passenger Safety Program, BCAA Community Impact
Dr. Murray Fyfe, Island Health
Myke Labelle, Commercial Vehicle Safety and Enforcement
Sgt. Jereme Leslie, CRD Integrated Road Safety Unit
Todd Litman, Walk On, Victoria
Owen Page, Ministry of Transportation and Infrastructure
Dr. Paweena Sukhawathanakul, Institute on Aging and Lifelong Health, UVic
Keith Vass, Media

Recording Secretary: Arlene Bowker

The meeting was called to order at 1:12 pm.

1. **Territorial Acknowledgement**

   Chair Martin provided a territorial acknowledgement.

2. **Approval of Agenda**

   MOVED by Doug Baer, **SECONDED** by Dean Murdock, that the agenda be approved with the following amendment:
   - Add Annual Presentation to the Transportation Committee

   CARRIED

3. **Approval of Minutes – October 8, 2024**

   MOVED by Colleen Woodger, **SECONDED** by Ron Cronk, that the minutes of the meeting held on October 8, 2024 be approved. **CARRIED**

4. **Chair's Remarks**
   Chair Martin welcomed Sean Powell, who will be the new Commission member representing School Districts. As this position has been vacant for some time, we are pleased to have Sean join the Commission.

5. **Business Arising from Previous Minutes**

   - **Briefing note re Malahat Highway Bus Improvement to Promote Traffic Safety (Todd Litman)**
     Deferred until December meeting

   - **Annual Presentation to the Transportation Committee**
     Chair Martin reviewed the Traffic Safety Commission annual update which he will be presenting to the Transportation Committee on November 20. This is a good opportunity annually to reset with the Transportation Committee and talk about our mandate, i.e., to review road safety problems and make recommendations to the Committee, and plan and operate traffic safety programs within the CRD. The complete presentation can be viewed here: Annual TSC Presentation Nov 2024.pdf

     Chair Martin thanked Commission members who contributed to the presentation and commented that he is looking forward to dialogue and questions from the Transportation Committee next week.

He is also planning on mentioning to the Committee that as the new transportation service is developed, we are looking forward to participating and seeing how we can offer support.

- **Update on Transportation Working Group**
  This next meeting will be held on Monday, November 18, and transportation governance will be a discussion item.

6. **Priority Business**

- **Budget Update**
  Overall, we are doing pretty well this year. We authorized some expenditures for third party money at last month's meeting. We do have some over expenditure for our meeting expenses due to the way the budget was set up this year, but we will correct that for next year. Our overall budget is ok, which is what ultimately matters. There is some money left in advertising.

  Chair Martin asked members to start thinking about any ideas they would like to bring forward in 2025 that fit within our strategic priorities and address speed, distraction and impaired driving.

- **BCACP Calendar**
  - March – Distracted Drivers Campaign/Occupant Restraint Campaign`
  - May – High Risk Driving Campaign
  - July – Summer Impaired Driving Campaign (Alcohol/Drug)
  - September – Distracted Drivers Campaign/Occupant Restraint Campaign
  - October – Drive Relative to Conditions Campaign
  - December – Winter Impaired Driving Campaign

  The purpose of putting the BCACP calendar initiatives on our agenda is to act as a reminder for the Commission re the focus of our partners and to try and frame our advertising to support them. We could do the advertising ourselves or support any of our partners with additional funding to expand their campaigns.

  Sgt. Doug Cripps gave an update on the winter impaired driving campaign in December. Approval has been received from the province for funding for CounterAttack. The Light Up the Highway impaired driving campaign will take place on December 6 in the CRD and December 7 in the rest of the province. Currently there are 11 Saanich spots, but that will probably increase.

  Sgt. Cripps also noted that there have been a lot of crashes in Saanich, including some serious ones. Although some are weather related, generally the cause is bad driving behaviours.

7. **Other Business**

- **Proposal for Public Awareness Initiative on Traffic Related Changes (Neil Arason)**
  Deferred to December meeting

- **November 2025 Meeting Date**
  As the November 2025 Commission meeting date falls on November 11, members were asked what their preference would be for a revised date. After a brief discussion, it was agreed to move the meeting to Tuesday, November 18.

- **Chek TV Advertising (Jay Douillard)**
  We have received a new proposal from CHEK Media for our 2025 advertising. They are offering us the same rates as we received in 2024, which would be $21,140 for one year. CHEK would give us three different creative packages for the year and transfer ownership to us, so we are able to post the ads on social media.

  MOVED by Colleen Woodger, **SECONDED** by Natalia Heilke, that approval be given for renewal of our advertising with CHEK Media for 2025 in the amount of $21,140. **CARRIED**

During discussion of the advertising budget, Commission members made suggestions for possible advertising campaigns in 2025.

- Sgt. Doug Cripps – With the number of bike lanes and faster bikes on the road, they are seeing a lot of vehicles turning right in front of bikes, failing to yield so something with reminders about that would be a good idea.
  Also, some reminders about pedestrians, cyclists and speed on the Galloping Goose, and sharing the trail.
- Ron Cronk – April is motorcycle awareness month, and it would be good to do some kind of advertising as the season starts up to remind motorists that motorcycles are out there. Ron and Frederick Grouzet will touch base in March next year to work together around shooting a video.

8. **Member Updates**

- **RoadSafetyBC - Natalia Heilke**
  - BC is now partnering with the Centre for Addiction and Mental Health to provide delivery of the Responsible Driver Program. People who had been registered with the previous provider, Stroh Health Care, prior to June 15 will have a year to complete the program. Also, as of September 13, there is a new no barriers financial assistance plan in place to ease the financial burden for up to 5% of program participants each month.

- **ICBC – Colleen Woodger**
  - ICBC will be partnering with McDonald's again this year and distributing coupons during Light up the Highway. Colleen will be working with the BC Highway Patrol.
  - ICBC has partnered with the BC hockey league across the province related to hockey events and alcohol.
  - Colleen has done quite a bit of work with the CRD's Ready Step Roll program. There will be a walkabout tomorrow morning at the Lau WelnewTribal School and the Think of Me program has also been done there. Also, some work with schools on Mayne and Pender Islands.
  - Numbers from the previous year have been exceeded for the speaker's tour. Working on trying to get a speaker in every high school on the island to talk about speed, distraction and impaired driving as it is the last opportunity to have the attention of the high-risk audience together in a room. That rolls out in April/May.
  - Talked to Metchosin seniors and hooked them up with BC Transit around bus safety.
  - Partnering with the P.A.R.T.Y. Program to take the program to students on Salt Spring Island.
  - All the Speed Watch groups are recruiting and looking for more volunteers. Volunteers go out on the roads with speed reader boards, and to schools and playgrounds giving drivers feedback and collecting data.
  - The pedestrian campaign ends this week. About 10,000 reflectors have been given out in the past three weeks.
  - Doing more reflector distribution at transit stations in the Westshore. Reflectors were distributed through the four First Nations groups on the Peninsula along with getting the message out to make eye contact and share the road.
  - Special event kits are available for the impaired campaign coming up in December. They can be used for staff parties, etc., to remind people to use a designated driver or other options to get home safely.

- **Youth and Children – Hailey Bergstrom-Parker**
  No update

- **Institute on Aging and Lifelong Health – Dr. Paweena Sukhawathanakul**
  No update

- **CRD – Jay Douillard**
  No update

- **Integrated Road Safety Unit – Sgt. Jereme Leslie**
  No update

- **Commercial Vehicle Safety Enforcement – Myke Labelle**
  No update

- **Vancouver Island Safety Council – Ron Cronk**
  No update. They are down for the season and will be starting up again on March 1.

- **Capital Bike – Doug Baer**
  - They will continue to advocate for better cycling infrastructure and are currently focusing on safety issues with crosswalks and phased signal intersections.

- **Walk On, Victoria – Todd Litman**
  No update

- **Municipal Police Forces/RCMP – S/Sgt. Doug Cripps**
  No update

- **BC Transit – Dallas Perry**
  No update

- **Ministry of Transportation and Infrastructure - Owen Page**
  No update

- **Island Health – Neil Arason**
  No update

- **Working Group for UVic Collaborative for Youth and Society Joint Project – Dr. Frederick Grouzet**
  - Currently working on a new video focusing on intersections but it has been difficult to find the right intersection and to get the necessary permissions for filming. It was decided to try a different approach and re-create intersection situations and behaviours by using kids and toy cars and bikes in a big gymnasium. The video will show how to behave in an intersection.

- **Adam Defrane, MADD Canada**
  - BC is the only province that doesn't have a MADD monument honouring victims of impaired driving so Adam is working on bringing that to the island.

- **Sean Powell, School Districts**
  - Sean is an Associate Superintendent with School District 61 (Greater Victoria), but he is also very connected with the Saanich and Sooke School Districts, the French School District and independent schools. He is looking forward to sitting on the Commission and working with other members.

9. **Next Meeting**

The next meeting will be held on December 10 at 1:00 pm. On motion, the meeting adjourned at 2:04 pm.

CRD TRAFFIC SAFETY COMMISSION
MINUTES OF MEETING
Tuesday, December 10, 2024

Members: Neil Arason, Island Health
Douglas Baer, Capital Bike
Natalia Heilke, RoadSafetyBC
Sgt. Jereme Leslie, CRD Integrated Road Safety Unit
Todd Litman, Walk On, Victoria
Steve Martin, Community Member (Chair)
Dean Murdock, CRD Board (Vice-Chair)
Dr. Paweena Sukhawathanakul, Institute on Aging and Lifelong Health, UVic

Associates: Jay Douillard, CRD

Regrets: Hailey Bergstrom-Parker, Child Passenger Safety Program, BCAA Community Impact
Ron Cronk, Vancouver Island Safety Council
Dr. Frederick Grouzet, Collaborative for Youth and Society, UVic
Dr. Murray Fyfe, Island Health
Myke Labelle, Commercial Vehicle Safety and Enforcement
Owen Page, Ministry of Transportation and Infrastructure
Sean Powell, School District 61
Keith Vass, Media
Colleen Woodger, ICBC Road Safety and Community Involvement

Recording Secretary: Arlene Bowker

The meeting was called to order at 1:12 pm.

1. **Territorial Acknowledgement**

   Chair Martin provided a territorial acknowledgement.

2. **Approval of Agenda**

   MOVED by Doug Baer, **SECONDED** by Natalia Heilke, that the agenda be approved as distributed.
   CARRIED

3. **Approval of Minutes – November 12, 2024**

   MOVED by Jereme Leslie, **SECONDED** by Neil Arason, that the minutes of the meeting held on November 12, 2024 be approved. **CARRIED**

4. **Chair's Remarks**
   Chair Martin acknowledged the importance of the Commission's work. There have been ongoing tragedies on our roads and people getting seriously injured. It seems to be never ending and is a bit surprising sometimes. He is looking forward to the new year and continuing to reinforce progress on our strategic priorities.

5. **Business Arising from Previous Minutes**

   - **Debrief from Annual Presentation to the Transportation Committee**
     Chair Martin provided a summary on the Commission annual update he presented to the Transportation Committee in November. At the beginning of his presentation he spent a few minutes acknowledging the new transportation service and the update to the new regional plan and expressed that we would like to participate in any way that the Committee sees fit. Topics he touched on in his presentation are as follows.
     - We follow the safe systems approach – education, enforcement and engineering.
     - We are pleased to now have a member from MADD joining us; also the vacancy for a school district representative has been filled. A Committee member recommended that the school district representative share information on the Commission work with the other school districts.
     - The Commission's strategic priorities.
     - Automated speed enforcement, including advising that we would be sending the Committee a report with implementation recommendations and how we would move this forward in terms of advocacy.

Vice-Chair Murdock commented there was a very strong interest on the part of the Committee to do some advocacy for the return of automated speed enforcement and noted there are Committee members who will champion this.

Other topics covered by Chair Martin in his update were our junior hockey engagement and our support for the P.A.R.T.Y. Program, as well as the 2024 Sarah Beckett Memorial Scholarship.

Vice-Chair Murdock noted that the presentation was very well received. There is a lot of interest in the work of this Commission and that was clearly expressed; also, there is interest in continuing to be the beneficiaries of the research that takes place through the Commission. The Committee also has an awareness that the Commission has an important role to play as the work to advance a regional transportation service continues.

- **Update on Transportation Working Group**
  The Working Group meeting was divided into two main topics. The first was looking at transportation governance options for the region, presenting to the working group and getting feedback. Reporting structures are being reviewed in terms of committees and the Commission and looking at the Commission within the transportation service.

  The second topic was looking at how the Working Group functions. The group has always been chaired by a CRD staff member, however, their terms of reference did highlight that there would be the potential for a rotating chair. This was opened up for discussion and the decision was made to elect a chair. An engineer from Saanich will be the chair for the next year, and the vice-chair will be an engineer from Langford. After having been more CRD led, they are now changing tack, and this is an opportunity for that group to function truly as a working group. In January, the meeting dates will be set for the year.

- **Briefing note: Malahat Bus Improvement (Todd Litman)**
  Todd distributed copies of his briefing note recommending that the Commission advocate for increased bus service on the Malahat as a safety strategy.

  Chair Martin commented that he had asked Jay Douillard to review this issue with respect to alignment with our mandate. Jay commented that it is easy to agree that transit is a safer option and so is in alignment with the Commission mandate. However, there are a couple of other concerns, one of which is that are other commissions, namely the Victoria Regional Transit Commission, which really focus on this particular issue and decide on service levels. The recommendation in the briefing note does diverge into discussion on levels of service, not just that transit is a safer option. The VRTC has seen this item already. The Transportation Committee also saw this item in April and did not move it forward. As we would not be bringing new information to the Committee, this may not be the most appropriate path forward for us. Additionally, we have outlined three strategic priorities that we are currently focusing on, along with our advocacy for automated speed enforcement. The Commission will need to determine if they believe this is in alignment with their priorities.

  Discussion followed and is summarized below.
  - There are parts of the recommendation that the Transportation Committee wouldn't be surprised to see the Commission offer support for, i.e., recognizing public transit improvements as a traffic safety strategy, and developing incentives that encourage travellers to use public transit when possible. However, the Committee would not expect the Commission to offer support to parts of the recommendation around transit schedules and fares and where transit funding should be allocated.
  - The CRD regional transportation plan already highlights improving transit as a safety strategy and developing incentives that encourage travellers to use public transit when possible.
  - As there are other committees and organizations that are involved in this, is there a way we could align it and still provide recommendations and offer support?
  - The VRTC is not part of the CRD Board, but it may still be appropriate for the CRD Board to express an opinion about what it thinks about general transit development.
  - It would be appropriate for the Commission to make a recommendation to the Committee and Board and the Board could do advocacy to the Transit Commission, however, this same request went to the Committee in April and was not moved forward.

- Although a date hasn't been set, BC Transit will be presenting to the Transportation Committee which will be an opportunity for Committee members to ask BC Transit about inter regional transit service as a priority. That would be an opportunity to continue some advocacy which still allows this Commission to not be specifically weighing in on transit priorities, but there is representation at that table who could ask those questions.
- A fan of public transit and the safety benefits are there. As an organization, we need to have a smaller number of priorities. Before we spend time on projects, we should make sure they align with our priorities.
- Our strategic plan tells us what we emphasize, not that we can't look at other issues.
- The Commission advocated to the province for point-to-point speed cameras on the Malahat to support a particular traffic safety strategy over the Malahat so it is clear that safety over the Malahat is within our scope. The Province has budgeted over $160 million to widen the highway through Goldstream Park so there is quite a bit of work planned for increasing safety over the Malahat. There is still not a multi modal approach, i.e., currently the Ministry does not consider public transportation as part of their safety plan. Respectfully disagree that this is not within the scope of the Commission.
- Based on Jay's comments and the fact there are other avenues to move this forward, is this something that we want to use our platform with the Transportation Committee for. We don't want to use up our capital with the Committee.
- We do report to the CRD Board, and it makes less sense that we would make a recommendation that would go to the Transit Commission. We do have a mandate to recommend safety strategies.
- What are we asking the CRD Board to do and who are we asking them to ask? There is some complexity because the buses go over the Malahat, so it is not just the VRTC's jurisdiction.
- The briefing note could be revised if Commission members think it is worthwhile. There is a special message for the Commission to point out that frequent and affordable transit service is a road safety strategy.
- Agree that frequent and affordable transit service is something that the Commission could advocate for as a road safety strategy. The concern is effective use of the limited dollars to get people around safely. What's the maximum way we can make the system safer for users? Concern about the Commission putting an oar in the water recommending prioritizing transit service on the Malahat vs saying that we know transit is a safer way for people to travel.
- There is a gap in the system. In working with regional councils and the province, they are both waiting for the other to take the lead. Region has to come up with 50% of subsidy cost. Think there is an important message to go to the province and considering that the Ministry is ready to spend $160 million on 1.5 km of safety improvement, there is a very strong argument that money could be better spent. The Commission does have a bit of a role to point that out.
- The question the VRTC would be asking is whether this is safer than investing locally.
- Would be more supportive of something that is more generic, e.g., let's recognize that the absence of public transportation is connected to safety and recommend to the province that they provide funding specifically for inter urban public transportation.

In the absence of consensus about the next steps, the following motion was made.

MOVED by Doug Baer, **SECONDED** by Paweena Sukhawathanakul, that this issue be deferred to the next meeting. **DEFEATED**

Discussion continued and Jay offered some wording for a possible motion: That the Traffic Safety Commission recommends that the Transportation Committee recommend that the CRD Board advocate to the province to (list request).

It was suggested that a straw poll be taken to determine if members were generally supportive or not of moving forward prior to spending any additional time on wording for a recommendation to the Transportation Committee. Vice-Chair Murdock commented it would be better to get the motion/recommendation properly worded and bring it back to the January meeting.

MOVED by Doug Baer, **SECONDED** by Dean Murdock, that consideration of this issue be postponed to the January meeting. **CARRIED**

Chair Martin asked that a very specific motion be brought forward to the January meeting, with discussion of no more than 10 minutes, followed by a vote.

6. **Priority Business**

- **Budget Update**
  Our budget is in good shape, and we will level out the year close to zero. We have done a good job of spending our money.

- **BCACP Calendar**
  - March – Distracted Drivers Campaign/Occupant Restraint Campaign`
  - May – High Risk Driving Campaign
  - July – Summer Impaired Driving Campaign (Alcohol/Drug)
  - September – Distracted Drivers Campaign/Occupant Restraint Campaign
  - October – Drive Relative to Conditions Campaign
  - December – Winter Impaired Driving Campaign

  The purpose of putting the BCACP calendar initiatives on our agenda is to act as a reminder for the Commission re the focus of our partners and to try and frame our advertising to support them. We could do the advertising ourselves or support any of our partners with additional funding to expand their campaigns.

  Sgt. Jereme Leslie noted that in December the winter impaired driving campaign takes place and the kickoff in the CRD was on December 6. There were approximately 50 officers out doing counterattack roadblocks. There were not as many impaired drivers as expected. December 7 was the provincial kickoff for impaired driving. The CRD Integrated Road Safety Unit met the Cowichan road safety group on the Malahat and conducted road checks. There will be extra enforcement out for the month of December through to January 1.

  There has been an overall increase in impaired driving. There is a shift in the demographics from older people to the younger generation in their 20's to early 30's and is mostly alcohol related. From a communications perspective, the Commission could possibly look at meeting some of the different generations on their platform.

  Paweena referred to a recent study done in conjunction with the Ministry of Public Safety and Solicitor General looking at cannabis and co-use of both cannabis and alcohol. Often the way people determine their level of impairment with cannabis is based on alcohol and that comparison is hard for people to gauge so messaging could be about how to balance the two. The study showed that both the younger and older generation are using at high levels but regulate themselves in different ways. High regulators may be more receptive to public health messaging that appeals to their awareness. The study will be circulated to Commission members.

  Jereme Leslie will reach out to the analyst in Saanich who can crunch the numbers around demographics.

7. **Other Business**

- **Proposal for Public Awareness Initiative on Traffic Related Changes (Neil Arason)**
  Neil met with Frederick Grouzet about the proposed public awareness initiative. Frederick is very interested and could work with students on this project. He has lots of ideas on how a campaign could work and be effective, e.g., consistent use of a character and someone people could identify with. It is tied to the work Frederick already does with students but would be more about infrastructure. Some funding would be needed but it wouldn't be a large amount. They will have a proposal ready to present to the January meeting around timelines, topics, funding, media reach, etc. Chair Martin suggested bringing enforcement into it and Jereme Leslie agreed to participate.

  Action: Detailed proposal to be brought to the January meeting

8. **Member Updates**

- **RoadSafetyBC - Natalia Heilke**
  - Brianna Fougere will be the new Deputy Superintendent at RoadSafetyBC. She is currently working in the office of the Premier.

- Funding has been received through the Transport Canada Enhanced Road Safety Transfer Payment Program for doing the 2030 road safety strategy. The links to the complete list of projects that received funding, as well as the Transport Canada news release follow: https://tc.canada.ca/en/programs/funding-programs/enhanced-road-safety-transfer-payment-program/projects-funded-enhanced-road-safety-transfer-payment-program-2024-2026

  https://www.canada.ca/en/transport-canada/news/2024/12/government-of-canada-invests-in-building-safer-communities.html

- **ICBC – Colleen Woodger**
  No update

- **Youth and Children – Hailey Bergstrom-Parker**
  No update

- **Institute on Aging and Lifelong Health – Dr. Paweena Sukhawathanakul**
  - Met with Todd Litman, Doug Baer and Jay Douillard to consult with them on developing bikeability and walkability indices that would be representative of the CRD. The purpose is related to a longitudinal study being conducted looking at the relationship between transportation infrastructure and changes in rider and pedestrian cognition, physical and mental health.
  - Have just finished up the fall data collection for the P.A.R.T.Y. Program. Generally, have received some great feedback from the students on how we can continue this conversation on substances and road safety. Students would like an extended conversation on this and are interested in a continued conversation with enforcement and others. They are interested in information on what they can do if they find themselves in a risky situation. It is hoped to have some preliminary findings by early next year.
  - An extension of the study done with the Ministry of Public Safety and Solicitor General re cannabis and driving will look at product type. There are a lot of different modes of consumption for cannabis and will be looking at how the product type influences impaired driving.

- **CRD – Jay Douillard**
  - A Let's Get Visible campaign was conducted this morning in Langford and approximately 160 lights and reflectors were distributed courtesy of the Commission. It was very successful and reached different groups of people than in other locations.

- **Integrated Road Safety Unit – Sgt. Jereme Leslie**
  - This month they are working with Commercial Vehicle Safety and Enforcement looking at illegal ride share, or ride share operators that aren't complying with regulations.
  - Starting to get organized for speaking to high school students about traffic safety, etc., at the Greater Victoria Police Camp in the spring.

- **Commercial Vehicle Safety Enforcement – Myke Labelle**
  No update

- **Vancouver Island Safety Council – Ron Cronk**
  No update

- **Capital Bike – Doug Baer**
  They will be looking at the following from a safety perspective.
  - Identifying dangerous right turn lanes.
  - Phased intersection signals are often not well identified for what a cyclist should be doing, and they will be lobbying municipalities to either install separate cyclist signals or put up a sign telling cyclists to use pedestrian signals.
  - They are looking to see where crosswalks are suitable for cyclists but don't have elephant ears, etc., to indicate cyclists can use them. They want to see that buttons are accessible to cyclists and add a cyclist icon.

- Cyclist rules for bus lanes. If there is an HOV lane, cyclists are permitted to use it, but they are not permitted to use a bus lane. In some areas, this is a major safety issue, e.g., on Douglas north of Tolmie.

- **Walk On, Victoria – Todd Litman**
  - Thanks to Paweena for organizing the research project. The research project is currently defined in terms of seniors, and they are hoping that can be leveraged to address the needs of all ages.
  - The City of Victoria Council passed a bylaw saying that 30 and 40 km/h speed limits will be implemented. This is an important pedestrian and cyclist safety action.

- **Municipal Police Forces/RCMP – S/Sgt. Doug Cripps**
  No update

- **BC Transit – Dallas Perry**
  No update

- **Ministry of Transportation and Infrastructure - Owen Page**
  No update

- **Island Health – Neil Arason**
  No update

- **Working Group for UVic Collaborative for Youth and Society Joint Project – Dr. Frederick Grouzet**
  No update

- **Adam Defrane, MADD Canada**
  No update

- **Sean Powell, School Districts**
  No update

9. **Next Meeting**

The next meeting will be held on January 14, 2025 at 1:00 pm. On motion, the meeting adjourned at 2:34 pm.

AMENDED

CRD TRAFFIC SAFETY COMMISSION
MINUTES OF MEETING
Tuesday, January 14, 2025

Members: Neil Arason, Island Health
Douglas Baer, Capital Bike
Ron Cronk, Vancouver Island Safety Council
Dr. Murray Fyfe, Island Health
Dr. Frederick Grouzet, Collaborative for Youth and Society, UVic
Natalia Heilke, RoadSafetyBC
Sgt. Jereme Leslie, CRD Integrated Road Safety Unit
Todd Litman, Walk On, Victoria
Steve Martin, Community Member (Chair)
Owen Page, Ministry of Transportation and Infrastructure
Dr. Paweena Sukhawathanakul, Institute on Aging and Lifelong Health, UVic

Associates: S/Sgt. Doug Cripps, Saanich Police
Adam Defrane, MADD
Jay Douillard, CRD

Regrets: Hailey Bergstrom-Parker, Child Passenger Safety Program, BCAA Community Impact
Myke Labelle, Commercial Vehicle Safety and Enforcement
Dean Murdock, CRD Board (Vice-Chair)
Sean Powell, School District 61
Keith Vass, Media
Colleen Woodger, ICBC Road Safety and Community Involvement

Guests: Dr. Tribesty Nguyen, Medical Resident working with Island Health

Recording Secretary: Arlene Bowker

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

1. **Election of Chair and Vice-Chair**

   Nominations were called for the position of Chair for a one-year period. Ron Cronk nominated Steve Martin, seconded by Murray Fyfe. As no other nominations or expressions of interest were received, Steve Martin was acclaimed as Chair for 2025.

   Nominations were called for the position of Vice-Chair for a one-year period. Steve Martin nominated Dean Murdock, seconded by Jereme Leslie. As no other nominations or expressions of interest were received, Dean Murdock was acclaimed as Vice-Chair for 2025.

2. **Territorial Acknowledgement**

   Chair Martin provided a territorial acknowledgement.

3. **Approval of Agenda**

   MOVED by Frederick Grouzet, **SECONDED** by Murray Fyfe, that the agenda be approved as distributed.
   CARRIED

4. **Approval of Minutes – December 10, 2024**

   MOVED by Neil Arason, **SECONDED** by Jereme Leslie, that the minutes of the meeting held on December 10, 2024 be approved. **CARRIED**

5. **Chair's Remarks**

   We have a very full meeting today. Frederick Grouzet will be making a presentation, and we want to leave a good amount of time for that.

6. **Business Arising from Previous Minutes**

   - **Update on Transportation Working Group**
     There has been no meeting of this group since our last Commission meeting. Their next meeting is scheduled for February 11.

- **Malahat Bus Improvement – Recommendation (Todd Litman)**
  As agreed at the last meeting, Todd has brought forward a one-page summary and recommendations for improvement to bus service over the Malahat. The proposed recommendations are as follows:

  The Traffic Safety Commission recommends that the CRD Transportation Committee request the Province to:
  1. Recognize public transit improvements and incentives as traffic safety strategies.
  2. Provide frequent and affordable BC Transit service between the CRD and the CVRD, with at least hourly departures and interregional fares no more than two local fares.
  3. Apply the Province's enhanced funding model to this and other interregional routes that have significant unmet public transit travel demands.

  Issues raised during discussion follow:
  - This is a big ask. One of the points that isn't in here is whether we are aligned with the Cowichan traffic safety committee. Like the idea of recognizing this as a safety strategy but it is out of our lane to dictate when the buses should leave. Also, it is not our issue to figure out funding. That is a government issue.
  - Supportive of this as it is important from a public health perspective. In terms of actual recommendations, suggest we say that we are supportive of increasing the frequency of transit without dictating what that should be. It needs to be affordable, comfortable and frequent enough, but we shouldn't get into the specifics. Are we able to find out about the utilization, i.e., how many people are on the buses?
  - There are about 25 people per bus, with four buses a day over the Malahat. There are no trips from the Capital Regional District to the Cowichan Valley Regional District because the buses originate in the CVRD, and they manage the bus system.
  - In terms of safety, people believe it is safer to be on a bus. Adding that this would also take drivers off the road is something that would convey multiple layers of safety.

  Chair Martin noted he had discussed this with Vice-Chair Murdock and there was alignment with some of the comments made here. Chair Martin suggested the following motion that we could make to the Transportation Committee: That the Traffic Safety Commission recommends to the CRD Board that the CRD Board advocate to the Province for improved interregional bus service in recognition that affordable transit improvements and their frequency play a role in traffic safety.

  It was suggested that the word "improvements" be deleted and the wording changed to "its frequency."

  Todd commented that there is a structural gap. Local transit authorities are being asked to fund half of the cost of interregional transit services. It would be useful for the Commission to make it clear that there is significant safety potential for improving affordable and frequent transit service on interregional corridors and the funding is a critical factor.

  It was agreed to vote on the two motions and determine which of the motions, if any, we would like to pass.

  MOVED by Todd Litman, **SECONDED** by Doug Baer, that the Traffic Safety Commission recommends that the CRD Transportation Committee request the Province to:
  1. Recognize public transit improvements and incentives as traffic safety strategies.
  2. Provide frequent and affordable BC Transit service between the CRD and the CVRD, with at least hourly departures and interregional fares no more than two local fares.
  3. Apply the Province's enhanced funding model to this and other interregional routes that have significant unmet public transit travel demands.

  DEFEATED

  Amendment to Motion:
  MOVED by Steve Martin, **SECONDED** by Ron Cronk, that the Traffic Safety Commission recommends to the CRD Board that the CRD Board advocate to the Province for improved interregional bus service in recognition that affordable transit and its frequency play a role in traffic safety. **CARRIED**

  Abstained: Natalia Heilke; Owen Page

- **Update on Working Group re Automated Speed Enforcement Implementation Recommendations (Steve Martin)**
  The working group consisting of Chair Martin, Jereme Leslie, Doug Baer, Ron Cronk, Neil Arason and Paweena Sukhawathanakul have been working to prepare implementation recommendations for automated speed enforcement. Chair Martin will circulate the draft recommendations to members within the next week. The draft consists of a half-page background, a recommendation and five principles for implementation. It is hoped this will ultimately be used as a blueprint for the Transportation Committee, the CRD and us to advocate for automated speed enforcement.

The five principles are public education; evidence-based deployment; transparency; dedicated revenue; and start small and build support. Trying to set the table for success is the concept behind these principles. A recommendation will be brought to our next meeting as follows: The Traffic Safety Commission recommends the Transportation Committee and CRD advocate for automated speed enforcement and request that the provincial government develop enabling legislation that would permit regional governments the ability to decide, fund and implement automated speed enforcement (both fixed cameras and point to point cameras). According to a September 2024 report by the Traffic Injury Research Foundation eight other jurisdictions in Canada have designated cities or regional governments as their lead agencies to operate automated speed enforcement. Chair Martin noted that Alberta is pulling back on automated speed enforcement camera zones because of local governments using it as a revenue grab.

Comments made during discussion follow:

- Is there any additional benefit in advocating for the CRD to take it to the Union of BC Municipalities Convention? This could be used as a presentation point to the Board suggesting UBCM as a potential point of advocacy.
- Three different organizations have conducted public opinion polls, and they all show that most people in BC support automated speed enforcement. Hopefully, we can get that message out to the Committee.
- If there is any data on why it would be advantageous for municipalities to have that level of control it would be good to include it.
  Lobby groups have effectively rallied against this sort of thing by targeting the provincial government and convincing them that it is a bad idea. There is a much better chance of implementation at a regional level than a provincial level.

Chair Martin asked Neil to send out the information on the public opinion polls and Alberta automated speed enforcement and Paweena to circulate her original report so that everyone has all the information on hand for a discussion in February.

Action: Add Automated Speed Enforcement Implementation Recommendations to the February meeting agenda

7. **Priority Business**

- **Budget Update**
  The goal for the year is that we spend some of our third-party money sooner in the year, rather than trying to spend it out at the end of the year. There will be a small surplus from last year and an update on this will be provided at the next meeting.

- **BCACP Calendar**
  - March – Distracted Drivers Campaign/Occupant Restraint Campaign`
  - May – High Risk Driving Campaign
  - July – Summer Impaired Driving Campaign (Alcohol/Drug)
  - September – Distracted Drivers Campaign/Occupant Restraint Campaign
  - October – Drive Relative to Conditions Campaign
  - December – Winter Impaired Driving Campaign

  The purpose of putting the BCACP calendar initiatives on our agenda is to act as a reminder for the Commission re the focus of our partners and to try and frame our advertising to support them. We could do the advertising ourselves or support any of our partners with additional funding to expand their campaigns.

  Jereme Leslie said that the winter impaired driving campaign has finished. There were a number of impaired drivers taken off the road in December and it has been a record-breaking year overall for impaired driving. In a few short hours into the new year, the Integrated Road Safety Unit had already taken nine impaired drivers off the road by 7:00 am. Jereme has just received some information from a Saanich traffic analyst which showed that most impaired drivers are age 39 and younger, and 30% of impaired drivers are from novice to age 29.

  As discussed at a previous meeting, Chair Martin commented that we should think about doing some public information outreach on the consequences of impaired driving and have it in place before the summer.

8. **Other Business**

- **Proposal for Public Awareness Initiative on Traffic Related Changes (Neil Arason/Frederick Grouzet)**
  Frederick Grouzet gave a presentation on a proposal for a public awareness initiative on traffic related changes. A summary follows.

The origin of the proposal is the observation that people are frustrated about a lot of things they are asked to do and don't understand why. People don't like doing things that don't make sense and don't like being told what to do. People need autonomy and self-determination.

Some rules have never been explained or have been forgotten and there are new and complex rules around new infrastructure, increased considerations for multi-users, etc. Some of the things that need to be explained are: reduced urban speed limits; traffic calming measures; elimination of right-turn bay (slip lane) at intersections; decreased lane widths; dedicated bicycle lanes; leading pedestrian intervals that give pedestrians a head start of 4-12 seconds at intersections; pedestrian scramble intersections (PSI); ban on right turn red; curb extensions and centre median pedestrian islands; "elephant's feet" at crosswalk locations.

Explain the rules to people in a positive way and incorporate humor. Besides using videos, other media can be used, e.g., comic strips. An advantage of using comic strips is that you can create a character which people will remember. Identify a central character that can be followed in different situations and conditions.

The potential impact of using this approach would be social media coverage; partnerships with local journals; a way to target all age groups and future road users; and possibly a mascot for the Commission which could be used to educate and explain different things.

This can be achieved through research, character builder and tests (January-February), comic strip design and tests (March-April), dissemination (May-December – 1 every month) and evaluation (June and December – report to/presentation at Commission meeting).

The cost for this project would be $16,800 (research assistants, graphic design, material).

Issues raised during discussion follow:

- Concerned that by seeking to explain some things, you can problematize something that people would just adapt to anyways.
- One metre passing rule for vulnerable road users needs to be added.
- There is a difference between telling and explaining. It's the way that things are explained. There are some elements that would be much easier than others. We need a group of advisors to work on this list.
- The list is just to get us started. There are lots of examples and they can be looked at one by one.
- Differentiate and treat differently things we are seeking public support for, and things where we are seeking compliance behaviours.
- Humor is difficult and it can fall flat. Equally important to humor is fairness which can evoke an emotional response so another approach would be communicating a message about fairness.
- Messages will be positive, in contrast to those that are negative or fear based and will be tested before using.
- When the characters are being developed and thinking about our priorities, would those characters work for broader priorities? May need two different characters. Also, keep in mind when developing the characters, there are real life victims.
- Testing and research are important. When representing the Commission, need to be careful of what you do and how you do it.
- Take some of the perspectives mentioned today and channel them to the students.

MOVED by Neil Arason, **SECONDED** by Jereme Leslie, that the Traffic Safety Commission approve funding in the amount of $16,800 for Dr. Frederick Grouzet and his students to develop a public awareness campaign on traffic-related changes. **CARRIED**

Abstained: Frederick Grouzet

9. **Member Updates**

- **RoadSafetyBC - Natalia Heilke**
  - No ADM currently

- **ICBC – Colleen Woodger**
  No update

- **Youth and Children – Hailey Bergstrom-Parker**
  - Training in both regular child car seats and special needs car seats will be taking place in February at Queen Alexandra Centre for a group of Victoria General nurses, occupational therapists and physiotherapists.

- **Institute on Aging and Lifelong Health – Dr. Paweena Sukhawathanakul**
  No update

- **CRD – Jay Douillard**
  No update

- **Integrated Road Safety Unit – Sgt. Jereme Leslie**
  No update

- **Commercial Vehicle Safety Enforcement – Myke Labelle**
  No update

- **Vancouver Island Safety Council – Ron Cronk**
  No update

- **Capital Bike – Doug Baer**
  - Possible agenda item for next meeting would be to get a motion to recommend to the Province that they add bicycles to the regulations under 153 of the Motor Vehicle Act so cyclists can travel on the right side of the bus lanes, rather than the left side.

- **Walk On, Victoria – Todd Litman**
  - Interested in the new technologies that allow municipal governments to inventory their sidewalks. In the past, determining where the sidewalks are has been expensive but the costs have come way down. Is it appropriate for us to ask the status of inventorying sidewalks and developing a sidewalk completion plan where the CRD would set the standards?
    Jay Douillard replied that kind of policy and inventory would be at the municipal level.

- **Municipal Police Forces/RCMP – S/Sgt. Doug Cripps**
  - The hockey program is starting to roll out and will have an update next month.

- **BC Transit – Dallas Perry**
  No update

- **Ministry of Transportation and Infrastructure - Owen Page**
  No update

- **Island Health – Murray Fyfe**
  - Introduced Dr. Tribesty Nguyen who is a physician in training currently working with Island Health.

- **Working Group for UVic Collaborative for Youth and Society Joint Project – Dr. Frederick Grouzet**
  No update

- **Adam Defrane, MADD Canada**
  No update

- **Sean Powell, School Districts**
  No update

10. **Next Meeting**

The next meeting will be held on February 11, 2025 at 1:00 pm. On motion, the meeting adjourned at 2:30 pm.

Making a difference...together

Notes of a Meeting of the Regional Transportation Working Group
Held Tuesday, November 19, 2024, at Esquimalt Gorge Park Pavilion

PRESENT: Staff:

P. Klassen, Senior Manager, Regional Planning; G. Tokgoz, Manager Regional Trails and Trestles Renewal, Facilities Management and Engineering Services; N. Bandringa, Research Planner, Regional Planning; K. Webber, Parks Planner, Regional Parks; D. Pagani, Administrative Clerk, Regional Planning (recorder).

Also present:

K. Balzer, City of Langford; C. Davie, Township of Esquimalt; B. DeMaere, Town of Sidney; R. Ding, District of Oak Bay; J. Hicks, City of Victoria; I. Leung, Town of View Royal; T. McKay, District of Saanich; C. Mossey, BC Transit; D. Penney, District of North Saanich; M. Storzer, District of North Saanich.

Consultant, CRD Transportation Governance:

D. Bracewell, Principal, Mobility Foresight.

REGRETS:

J. Douillard, Transportation Planner, Regional Planning.

The meeting was called to order at 10:07 am.

1. Welcome and Introductions

P. Klassen welcomed members of the Regional Transportation Working Group (working group) and provided a Territorial Acknowledgement.

2. Roundtable Updates

The working group members provided updates on projects taking place within their jurisdictions. Updates were provided by the Capital Regional District (CRD), BC Transit and each local government represented by a member at this meeting.

Discussion ensued on the future of the E&N Regional Trail, given ongoing visioning work with First Nations and the Island Corridor Foundation, and how this might impact projects along this corridor.

The topic of regional connectivity arose during a discussion of speed limit changes, particularly regarding signage when crossing between local government boundaries. This topic was flagged for future discussion.

Regarding the CRD Growth and Mobility Study, staff communicated that it is intended to be a dynamic tool, taking a static look at the current situation (in terms of data), while still being able to be updated and supplemented with new data.

3. Update on Transportation Governance

D. Bracewell provided an update on transportation governance as it relates to the forthcoming Regional Transportation Service (RTS), including potential models that can deliver the RTS and others currently outside of the CRD's legislative abilities. CRD staff noted this was for information and feedback, recognizing no current recommendation for any particular governance model was being presented.

Regarding the scope of changes related to the RTS, the working group members discussed ways to clarify the information, both in terms of the impact these changes will have on their work as well as how the information itself will be presented to the CRD Board, anticipated to be after the electoral approval process. Similar questions were raised during the presentation on the short list of potential governance model options.

- **Action**: CRD staff to consider revisiting how to bring back the governance model options prior to their presentation to the CRD Board, with particular attention to how the staff report at that time may incorporate commentary / thoughts from the working group.

4. Strategic Discussion on Moving Forward as a Working Group

The working group members discussed the future of the working group, particularly as it relates to the development of the RTS and the anticipated update to the Regional Transportation Plan (RTP). Topics included confirming the frequency of meetings, preference for online or in-person meetings, formalizing a rotating chair and brainstorming desired content and format for future meetings.

Given time constraints during this meeting, these items were not discussed in detail; however, the decision was made to nominate T. McKay as Chair and K. Balzer as Vice Chair.

- **Action**: CRD staff to work with the Chair and Vice Chair to schedule the meeting dates for 2025.
- **Action**: CRD staff to ensure a call for agenda items goes out before the next meeting.

5. Adjournment

The working group meeting was adjourned at 12:19 pm.

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EIS 25-05

REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MARCH 12, 2025

SUBJECT **Short-term Biosolids Management Plan – March Update**

To provide a monthly update to the Capital Regional District (CRD) Board on short-term 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 the contingency. 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 then began supplying biosolids to an industrial land reclamation project at a quarry near Cassidy, BC.

Short-term Biosolids Management Plan Implementation

Cement Kiln in Richmond, BC: In early February, 75 tonnes of biosolids were shipped for use as alternative fuel. The facility closed for planned maintenance in mid-February and is expected to re-open in mid-March.

Land Reclamation in Cassidy, BC: The Cassidy quarry continued to receive biosolids in February. All biosolids not shipped to the cement kiln were mixed with sand at Hartland Landfill and shipped to the Cassidy quarry.

Landfilling at Hartland Landfill: There was no landfilling of biosolids in February. 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 formal response.

A Request for Proposals (RFP) was issued in August 2024 to seek biosolids management options, identifying the use of biosolids in potted cedar plants as a viable out-of-region project. The initial capacity of this option is 25 tonnes/month, and preparation is underway with the first shipment of biosolids planned for mid- March 2025. To add further resilience to the CRD's portfolio for beneficial use of biosolids, staff have posted another RFP to identify additional non-agricultural, out of region options, which will be open until December 31, 2025.

CONCLUSION

The Capital Regional District continues to implement the Short-term Biosolids Management Plan while awaiting the regulator's response for a Long-term Biosolids Management Strategy. Additional options are required to ensure the continued beneficial use of biosolids in 2025. Staff have identified an additional small-scale contingency option and will continue to identify and procure non-agricultural, out-of-region options 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:	Rory Tooke, PhD, Senior Manager, Environmental Innovation
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Service
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

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REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MARCH 12, 2025

SUBJECT **AAP Requirements for Bylaw No. 4630 – Regional Transportation 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. 4630, *"Regional Transportation Service Establishment Bylaw No. 1, 2024"* (Appendix A).

Bylaw No. 4630 would establish a new regional transportation service for the purpose of addressing transportation needs within the Capital Regional District. This includes but is not limited to the development of transportation policies, plans, programs, projects, and studies. This service will also include management of regional trails that serve a regional transportation purpose along with other services and support to municipal participants and other public authorities.

The maximum amount that can be requisitioned annually for the service is twenty million dollars ($20,000,000) or an amount equal to the amount that could be raised by a property value tax rate of $0.10834 per one thousand dollars ($1,000) of the net taxable value of the land and improvements within the service area.

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. 4630 (Appendix B)
- Notice of AAP for Bylaw No. 4630 (Appendix C)
- Elector Response Form for Bylaw No. 4630 (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 proposed Regional Transportation Service (i.e. Capital Regional District) is determined to be 331,273 of which 10% is 33,127 electors. The AAP Elector Response Form will be available when the statutory Notice

of AAP is published on April 3, 2025 and the response period will close at 4:30 pm on May 16, 2025.

ALTERNATIVES

Alternative 1
1. That in accordance with section 86(3) of the *Community Charter*, the date of May 16, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4630, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;
2. That the attached Synopsis of Bylaw No. 4630 (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 331,273 and that 10% of that number is 33,127 electors.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Alignment with Board & Corporate Priorities
The 2023-2026 Board Priority on transportation is to ensure residents have access to convenient, green and affordable multi-modal transportation systems that enhance livability. CRD Corporate Plan initiative 4a-1 is to develop governance options, including consideration of a new transportation service or authority.

Alignment with Existing Plans & Strategies
Bylaw No. 4630 aligns with the overall visions, objectives, and actions of CRD's existing plans which includes the Regional Growth Strategy (RGS), the Regional Transportation Plan, the Regional Parks and Trails Strategic Plan, the Regional Trails Management Plan, the Climate Action Strategy, and the Intergovernmental Relations Policy.

Financial & Service Delivery Implications
The maximum amount that can be requisitioned for the service is $20 million (or an amount equal to the amount that could be raised by a property value tax rate of $0.10834 per $1,000 to the net taxable value of the land and improvements within the service area). The service is anticipated to be implemented over several years and there are no plans to reach maximum requisition.

For additional information, please refer to the previous staff report dated September 11, 2024 (Appendix E).

Communication Channels
The AAP notification for Bylaw No. 4630 will launch on April 3, 2025. The purpose of the communication approach following the March Board meeting is to inform residents in the region about the Regional Transportation Service Establishment bylaw and AAP, provide electors information regarding the opportunity to submit response forms to the bylaw prior to the deadline, provide information regarding the purpose and intent of the service, and address questions that

may arise during the process. The AAP communication channels plan is attached as Appendix F. In addition, electors and residents will have the opportunity receive more information about Bylaw No. 4630 and the AAP process through a virtual information session that will be held prior to the official launch of the AAP.

CONCLUSION

The CRD Board had previously approved obtaining participating area approval for the entire service area by regional alternative approval process for Bylaw No. 4630, *"Regional Transportation Service Establishment Bylaw No. 1, 2024"*. Prior to conducting the alternative approval process, the Board must confirm the deadline to receive elector responses as May 16, 2025, establish the number of eligible electors, and approve the synopsis of Bylaw No. 4630 (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 May 16, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4630, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;
2. That the attached Synopsis of Bylaw No. 4630 (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 331,273 and that 10% of that number is 33,127 electors.

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, 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. 4630 at Third Reading
Appendix B: Synopsis of Bylaw No. 4630
Appendix C: Notice of AAP for Bylaw No. 4630
Appendix D: Elector Response Form for Bylaw No. 4630
Appendix E: Previous Staff Report dated September 11, 2024
Appendix F: AAP Communication Channels for Bylaw No. 4630

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4630

****

A BYLAW TO ESTABLISH A REGIONAL TRANSPORTATION SERVICE

****

WHEREAS:

A. Under section 332 of the *Local Government Act* a regional district may, by bylaw, establish and operate any service the Board considers necessary or desirable for all or the part of the regional district;

B. The Board of the Capital Regional District wishes to establish a service for the purpose of addressing transportation needs within the Capital Regional District;

C. 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

D. The approval of the Inspector of Municipalities has been obtained under section 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. (a) The service being established and to be operated is a regional transportation service (the "**Transportation Service**") for the purpose of providing services in relation to transportation, including, without the limiting the foregoing:

    i. Development of transportation policies, plans, programs, projects, and studies, including but not limited to public transit, active transportation, mobility hubs, transportation demand management, and road and trail safety;

    ii. Provision of transportation information and data services;

    iii. Management of regional trails that serve a regional transportation purpose, as determined by the Capital Regional District Board, including regional trail planning, policy development, constructing, operating and maintaining regional trail infrastructure, capital planning, and management of land tenure;

    iv. Acquiring and holding land and interests in land required for the purpose of providing transportation services, including for the establishment and operation of transportation corridors and regional trails;

    v. Acquiring, receiving, holding, distributing, and granting funding for transportation infrastructure and programs, including by entering into funding agreements, grant agreements, and partnering agreements with other public authorities;

    vi. Construction, operation, and management of capital works and facilities that

support transportation, including but not limited to active transportation, mobility hubs, and other transportation infrastructure;

vii. Providing services and support to municipal participants and other public authorities relating to transportation services, including but not limited to public transit, active transportation, mobility hubs, transportation demand management, and road and trail safety;

viii. Managing, operating, and maintaining other transportation systems that serve a regional transportation purpose and are within the jurisdiction of the Capital Regional District.

(b) Subsection (a) is not intended to alter or affect the dedication as regional trail of any designated regional trail nor to impair the use of the designated regional trails for the purpose of public recreation and enjoyment and ancillary nature conservation.

(c) Subsection (a) is not intended to alter or affect the statutory powers of the Province of British Columbia or of any municipal participant in respect of a public highway within their respective jurisdictions.

Boundaries

2. The boundaries of the Transportation Service are 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.

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. The annual costs for the service, net of grants and other revenues, shall be apportioned among the participating areas on the basis of the converted value of land and improvements in the participating areas.

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) Twenty Million ($20,000,000); or

   (b) An amount equal to the amount that could be raised by a property value tax rate of $0.10834 per ONE THOUSAND DOLLARS ($1,000.00) 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.

Citation

7. This Bylaw may be cited as “Regional Transportation Service Establishment Bylaw No. 1, 2024”.

READ A FIRST TIME THIS	11th	day of	September,	2024
READ A SECOND TIME THIS	11th	day of	September,	2024
READ A THIRD TIME THIS	11th	day of	September,	2024
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	5th	day of	February,	2025
RECEIVED PARTICIPATING AREA APPROVAL UNDER SECTION 342(4) OF THE *LOCAL GOVERNMENT ACT* THIS		day of	,	2025
ADOPTED THIS		day of	,	2025

CHAIR

CORPORATE OFFICER

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS day of

Appendix B

Synopsis of Bylaw No. 4630, "*Regional Transportation Service Establishment Bylaw No. 1, 2024*"

Bylaw No. 4630 would establish a new regional transportation service for the purpose of addressing transportation needs within the Capital Regional District. This includes but is not limited to the development of transportation policies, plans, programs, projects, and studies. This service will also include management of regional trails that serve a regional transportation purpose along with other services and support to municipal participants and other public authorities.

The maximum amount that can be requisitioned annually for the service is twenty million dollars ($20,000,000) or an amount equal to the amount that could be raised by a property value tax rate of $0.10834 per one thousand dollars ($1,000) of 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 approval will be obtained by conducting a region wide Alternative Approval Process.

Please note that this synopsis of Bylaw No. 4630 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 offices 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.ca/transportation-aap.

NOTICE TO ELECTORS
WITHIN THE CAPITAL REGIONAL DISTRICT

Alternative approval process for Bylaw No. 4630 to authorize the establishment of a new regional service for the purpose of addressing transportation needs within the Capital Regional District (CRD)

Notice is hereby given that the Board of Directors of the Capital Regional District ("CRD") proposes to adopt Bylaw No. 4630, *"Regional Transportation Service Establishment Bylaw No. 1, 2024"*. The service area applies to all municipalities and electoral areas of the CRD.

Bylaw No. 4630 would establish a new regional transportation service for the purpose of addressing transportation needs within the Capital Regional District. This includes but is not limited to the development of transportation policies, plans, programs, projects, and studies. This service will also include management of regional trails that serve a regional transportation purpose along with other services and support to municipal participants and other public authorities.

The maximum amount that can be requisitioned annually for the service is twenty million dollars ($20,000,000) or an amount equal to the amount that could be raised by a property value tax rate of $0.10834 per one thousand dollars ($1,000) of 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 approval will be obtained by conducting a region wide Alternative Approval Process.

Please note that this synopsis of Bylaw No. 4630 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.ca/transportation-aap.

Take further notice that the CRD may proceed with Bylaw No. 4630 unless at least 33,127 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. 4630.

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.ca/transportation-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. 4630, to the CRD is **4:30 pm on Friday, May 16, 2025**. Forms must be received by the deadline to be counted.

A copy of the elector response form may be downloaded from: www.crd.ca/transportation-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. 4630 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 May 16, 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. 4630, 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 Friday, May 16, 2025** at the following CRD locations:

- CRD headquarters, 625 Fisgard Street, Victoria
- on the CRD website: www.crd.ca/transportation-aap

Given under my hand at Victoria, BC this 3rd day of April 2025.

Kristen Morley
Corporate Officer

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ELECTOR RESPONSE FORM

Appendix D

Alternative Approval Process for Bylaw No. 4630

By completing this elector response form **I oppose** the Capital Regional District's intention to adopt **Bylaw No. 4630, *"Regional Transportation Service Establishment Bylaw No. 1, 2024,"*** to authorize the establishment of a new regional service for the purpose of addressing transportation needs within the Capital Regional District (CRD), unless a vote is held.

Please print using BLOCK LETTERS

Full name of elector: _____
(one form per person)

Choose one (see next page for eligibility requirements):

☐ **I am a resident elector**

Residential Address: _____
Street Name Municipality/Electoral Area Postal Code

☐ 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*:

_____
Street Name Municipality/Electoral Area Postal Code

Signature: _____
****A person must not sign more than one elector response form****

The deadline for submitting this elector response form to the **Capital Regional District** is: **4:30 p.m. on Friday, May 16, 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. 4630, *"Regional Transportation Service Establishment Bylaw No. 1, 2024,"* unless at least 33,127 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.*

Personal information collected by this form is authorized under the *Freedom of Information and Protection of Privacy Act* sections 26(a) and 26(c) and will be used only for the purpose of conducting an alternative approval process pursuant to Section 86 of the *Community Charter*. If you have any questions about the collection and use of this information, please contact Marlene Lagoa, Deputy Corporate Officer, Capital Regional District, 625 Fisgard Street, Victoria, 250.360.3127 OR LegServ@crd.bc.ca.

Bylaw No. 4630 – AAP Information Sheet

Bylaw No. 4630 would establish a new regional transportation service for the purpose of addressing transportation needs within the Capital Regional District. This includes but is not limited to the development of transportation policies, plans, programs, projects, and studies. This service will also include management of regional trails that serve a regional transportation purpose along with other services and support to municipal participants and other public authorities.

The maximum amount that can be requisitioned annually for the service is twenty million dollars ($20,000,000) or an amount equal to the amount that could be raised by a property value tax rate of $0.10834 per one thousand dollars ($1,000) of 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 approval will be obtained by conducting a region wide Alternative Approval Process.

Please note that this synopsis of Bylaw No. 4630 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 http://www.crd.ca/transportation-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.

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Appendix E

REPORT TO TRANSPORTATION COMMITTEE
MEETING OF WEDNESDAY, SEPTEMBER 11, 2024

SUBJECT **Bylaw No. 4630: Regional Transportation Service**

ISSUE SUMMARY

To approve the establishment of the Regional Transportation Service (RTS) for the purpose of providing transportation-related services within the Capital Regional District (CRD).

BACKGROUND

Transportation is a priority for residents and the CRD Board. The region has three transportation goals: reduce carbon pollution; support higher rates of walking, cycling and transit use; and address congestion. A 2023-2026 CRD Board strategic priority is to present options for transportation governance change so residents can access convenient, green and affordable multi-modal transportation systems to enhance livability.

On July 10, 2024, the CRD Board unanimously directed staff to draft an establishment bylaw for a RTS that allows for the implementation of all eight service categories, to be brought back for readings by Q4 2024.

Establishing a Regional Transportation Service

The proposed RTS aims to provide more tools to advance regional connectivity and integrated mobility. CRD's existing transportation functions are focused on a coordinating and monitoring role, limited to planning, data collection and analysis, and policy support, and collaboratively working with local governments, the Province and partner agencies to advance actions in the 2014 Regional Transportation Plan (RTP).

This new service would grant the CRD expanded authority to create programs, develop project offerings, and provide funding opportunities to drive transformative changes in transportation behaviour and advance the development of a robust Regional Multi-modal Network (RMN). Unlocking new functions through establishing a regional transportation service will lead to better and more reliable services, unified advocacy and messaging, enhanced regional consistency, better integration between land use and transportation and efficient service delivery through economies of scale and removal of repetition.

A successful service will demonstrate to the Province of British Columbia that the CRD is ready to take on the additional responsibilities necessary to achieve the regional vision for transportation. The RTS will provide resources for a greater range of tools to support and complement both regional and local government-led initiatives.

Local Government Engagement

In the summer and fall of 2023, the CRD engaged with member local governments, electoral areas and partner agencies to solicit feedback on regional transportation governance. The feedback provided the CRD with a baseline understanding of the aspects of transportation governance that local governments are interested in exploring further.

On December 13, 2023, the CRD Board directed staff to initiate concept development and analysis work on an inclusive list of potential transportation service categories. The CRD Board also directed staff to plan for engagement activities and schedule a workshop for Q2 2024.

Staff from each of the local governments, electoral areas, BC Transit, Ministry of Transportation and Infrastructure (MoTI), BC Ferries, Victoria Airport Authority, and Island Corridor Foundation continue to participate in ongoing discussions related to this work through the Transportation Working Group (TWG) and/or one-on-one meetings.

Transportation Governance Workshop

Mayors, councillors, electoral area directors, First Nations, and senior local government staff provided feedback at a transportation workshop hosted by the CRD on May 24, 2024, supported by senior staff from BC Transit, MoTI and Island Health. Workshop participants gained clarity and discussed the benefits and concerns of potential new functions related to establishing an RTS. Roundtable discussions covered eight potential service categories:

- Active Transportation and Road Safety
- New Mobility Services
- Behaviour Change
- Transit and Mobility Hubs
- Multi-modal Network and Connectivity
- Data Management and Traffic Analysis
- Grants and Funding
- Transportation Plans

Feedback received at the workshop indicated that participants generally supported the eight categories. Participants recognized the significant dependencies between each category. As such, all eight categories play a vital role in meeting the region's integrated transportation aspirations. Based on the feedback from the workshop and direct stakeholder engagement, the RTS establishment bylaw (Appendix A) has been written with a broad scope to allow for policy, plans, administration, programming, projects and studies to be developed.

Transportation Service Priorities

In the first two years of the RTS, the top priority will be to update the 2014 RTP including the vision, goals and priorities guiding long-term transportation planning and direct the integrated actions and programs undertaken by the RTS. Local government partners, the Province, BC Transit, BC Ferries, Victoria Airport Authority, Island Corridor Foundation, Island Health, First Nations, other stakeholders and the general public will be engaged to ensure a wide range of perspectives and interests are represented. Existing programs currently delivered by the CRD will be expanded to support the needs of an updated integrated RTP, including data collection, monitoring, behaviour change and transportation demand management (TDM) programs.

Concurrent with the RTP update, new programs that align with regional priorities can be developed, including feedback from the TWG. All new programs will be approved through the standard CRD service planning and financial planning processes, where CRD Board members provide input, refine program design, and ensure alignment with regional priorities.

With an updated and integrated RTP with other relevant transportation and transit plans, the CRD will have provided an opportunity to create a unified and consistent long-term vision for transportation, transit, and complete communities across the region. Through the ongoing implementation of the RTS, the CRD will be well-positioned to support local governments in developing transit-oriented communities and to work with BC Transit, the Province, and the federal government to pursue expressions of higher-order transit for the region, including working collaboratively as a regional partner in pursuing Canada Public Transit Fund investment opportunities.

As a growing number of commuters shift to active transportation modes, continual improvement of the portion of the regional trail network being consolidated into the RTS will be an ongoing strategic consideration. Balancing the increasing use of the three regional trails as transportation corridors with continuing recreational uses will remain important, such as through the infrastructure improvements approved through the Regional Trail Widening and Lighting Project.

Supporting Local Projects of Regional Significance

In addition to developing new programs and projects run by the CRD, the RTS will seek to partner with local governments to provide capital project cost-shared grant funding for local government infrastructure investments of regional importance. These capital projects primarily focus on advancing multi-modal infrastructure projects on the RMN yet will also consider improved connectivity to regional trails, mobility hubs, and facilities at mobility hubs. Through the RTP update, assessment criteria will be developed to guide the prioritization of RMN and connectivity projects for regional funding support. This program intends to provide supportive funds to local governments, ideally with additional partner support funding from senior-level governments for high-priority capital projects of regional significance.

The proposed maximum requisition for the service includes $5 million (M) of requisition space that would allow for either direct grant support for capital projects or for annual debt servicing costs that would enable approximately up to $80.0M of borrowing based on current rates from the Municipal Finance Authority (MFA). It should be noted that regional districts can only take out loans to support capital projects and assets for which they have ownership of or use agreement for. For capital projects in which the CRD does not have a controlling interest, such as local bike lanes or transit facilities, supporting grants can only come from requisition or other revenue sources.

Governance and Service Design Study

A service design and feasibility study is underway to provide potential governance for best delivering the CRD's current services and expanded functions.

Until otherwise directed, a new RTS would report to the CRD Board through the Transportation Committee, supported by the TWG and Traffic Safety Commission, with consideration for updated Terms of Reference to best support the expanded RTS mandate. A separate bylaw would be passed if subsequent governance change is desired, to be informed by the final recommendation from the governance and service design study.

In the future, it may be determined that additional transportation functions beyond the current legislative ability of the CRD would be beneficial. Establishing and implementing the RTS prepares the region to lead discussions with the Province to create this type of new regional scale entity (e.g., provincial authority or crown corporation). At that time, the CRD, local governments and affected agencies will be able to assess what governance model beyond what the CRD is able to implement itself would best deliver on the regional transportation goals.

ALTERNATIVES

Alternative 1
The Transportation Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4630, “Regional Transportation Service Establishment 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;
3. That Bylaw No. 4630, be forwarded to the Inspector of Municipalities for approval; and
4. That staff be directed to continue to consider governance options and report back in Q1, 2025.

Alternative 2
That this report be referred back to staff for additional information based on Transportation Committee direction.

IMPLICATIONS

Alignment with Board & Corporate Priorities

A 2023-2026 CRD Board strategic priority is to present options for transportation governance change so residents can access convenient, green and affordable multi-modal transportation systems to enhance livability. This priority shifts focus from goal setting to implementation through a new CRD transportation service. Initiative 4a-1 in the CRD Corporate Plan is to develop governance options, including consideration of a new transportation service or authority.

Alignment with Existing Plans & Strategies

CRD plans and strategies have informed concept development and analysis for service design. Relevant plans are the Regional Growth Strategy (RGS), the RTP, the Regional Parks and Trails Strategic Plan, the Regional Trails Management Plan, the Climate Action Strategy, and the Intergovernmental Relations Policy. The service establishment bylaw will align with the overall visions, objectives, and actions of CRD's existing plans.

Climate Implications

The CRD Board has declared a climate emergency. In 2022, on-road transportation accounted for 42% of all carbon pollution in the region. Encouraging new travel behaviours is among the solutions to get more people to take transit, walk and cycle, which will reduce carbon pollution. A significant aspect of the new service is enabling the CRD to offer an expanded regional role to support behaviour change and TDM with new tools and programs.

By better coordinating transportation and housing development, the goal is to align future plans to efficiently locate services and guide growth. From an environmental and climate perspective, focusing growth in areas well served by transit and active transportation can significantly reduce greenhouse gas emissions from travel.

Equity, Diversity & Inclusion Implications

Actions taken through the RTS will consider the needs of equity-seeking groups through concept development and analysis. Ensuring equitable access to transportation will be an important lens through which the new service will analyze and propose solutions to improve travel for all residents of the region.

Financial Implications

The proposed service bylaw includes a 2025 maximum requisition equaling $20.0M, inclusive of a 10% long-term contingency. The components that have informed this threshold are:

	Current / Baseline	Increase	RTS Max Requisition
Operating Expenses	$1.3M	$1.3M	$2.6M
Staffing Resources	$2.1M	$1.1M	$3.2M
Debt Servicing Costs (Trails Widening and Lighting Project and E&N Trail loan servicing)	$5.6M	-	$5.6M
Reserve Transfers	$1.3M	$0.5M	$1.8M
Cost Sharing Regional Significant Projects	-	$5.0M	$5.0M
Contingency for Long-Term Growth	-	$1.8M	$1.8M
Total	***$10.3M***	***$9.7M***	***$20.0M***

Table 1: Draft Financial Model

The future maximum requisition amounts will be adjusted based on the net taxable value of the land and improvements within the Service Area.

The "Current / Baseline" costs represent the combined CRD expenditures for existing transportation functions from both the Regional Planning and Parks divisions. This includes planning, data management, and behaviour change programs, as well as regional trails management, operation, and maintenance.

The "Increase" column represents the projected budget required to expand on existing programs, develop new programs and undertake capital investments to accomplish the region's transportation goals. This includes increases in operating expenses of $1.3M, staffing resources to increase service capacity of $1.1M, and a $1.8M contingency for long-term growth of the service. The financial model was developed by analyzing the expected increase in effort for each of the proposed activities and programs across the eight transportation categories and was informed by KPMG's work which is summarized in appendix C.

Also included in the "Increase" column is a $5.0M allocation to provide cost-sharing grants through requisition or debt servicing to support local transportation projects of regional significance. This granting or borrowing will be guided by the prioritization criteria that will be developed through an updated RTP, which will be a top priority for the RTS in the early years of the service.

Cost control for new and expanded programs will be accomplished through the annual service planning process. Larger capital investments beyond simple grant support will also require a loan authorization bylaw for each project. Regarding operating expenses and staffing resources, the values provided in Table 1 are the best possible budget estimates, supported by Appendix C. Before service commences, validating these estimates with Parks Services to determine an operational model for the RTS will be essential. In particular, the operational management of regional trails shifting from Parks to the RTS will be a complex process and more details will be provided when staff reports back in Q1 2025.

It should be noted that the baseline debt servicing costs for the Regional Trails Widening and Lighting Project and the E&N Trail loan are accounted for in the maximum requisition, as the intent of the RTS is to service the loan for these projects. These loans will continue to be held by the Regional Parks service and are expected to remain with them for the duration of the loans, with the RTS transferring funds for loan repayment.

The "RTS Max Requisition" column provides a breakdown of the maximum requisition for the service. This maximum does not represent the initial budget allocation for the service, intended to grow over time from the "Current / Baseline" as programs are expanded or added. Expansion of the service is expected to occur over approximately a minimum of five years (i.e., 2030 or later), with updating the RTP being a critical early step to reconfirm and update strategic priorities and to develop an approach for prioritization of new programs and capital investments.

Given that the CRD is always the title owner of regional trails, asset transfer resulting from the shift of regional trails from Parks to the RTS can be considered at a future date as a final operating model for delivering the RTS is informed by validated budget estimates, inclusive of the proportion of Parks services serving regional trails as compared to the balance of the trail system. In the short term, regional trail assets will be held by the Parks division where the loan authorization needs to remain until the RTS is ready to take over the responsibility of the asset, including renewal of leasehold agreements. From the perspective of continuing to serve the public, it is important to maintain the current level of service and ensure there is no disruption to the management and operations of the regional trails during the interim period where the RTS is being established.

Regarding the cost apportionment model, staff recommend that the costs for the RTS be apportioned based on converted assessment for the participating partners. This apportionment is consistent with that of existing Regional Planning and Regional Parks services. The proposed cost apportionment for participants for 2025 is presented in Appendix B.

Wherever possible, the CRD will take a leadership role in seeking to secure funding streams from senior levels of government on behalf of the region to further leverage local government and/or CRD funding in achieving RTP goals. Speaking with a unified regional voice on transportation will strengthen the case for permanent funding streams and bring essential resources to the region.

First Nations Implications

Staff will continue to inform and engage with First Nations through government-to-government meetings and will be considering additional outreach later in 2024 or early 2025.

Intergovernmental Implications

Local governments, the CRD, BC Transit and MoTI each have different areas of responsibility for planning, regulating, operating and maintaining roads and pedestrian and cycling infrastructure. The responsibilities and authorities included in the RTS establishing bylaw are not intended to alter or take on responsibility for authorities currently held by local governments, BC Transit, or the Province.

The RTS will act only within CRD areas of responsibility and staff will work closely with partners to implement policies and programs. In some cases, such as standardizing wayfinding signage across the region, the RTS could lead the development of these standards or model bylaws, which local governments would adopt and implement. In other initiatives, such as education and awareness programs, the RTS could engage local government staff to develop the materials and then be responsible for running the program regionally.

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: 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 transportation is most effective if all municipalities and electoral areas participate, a regional AAP is recommended. This approach 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 communications plan will be developed to inform the public about the proposed new service prior to the AAP process.

An alternative is the municipal consent process, which requires unanimous approval of all local governments and electoral areas (EA). This approval process was not recommended as any one municipality or EA can effectively and indefinitely veto the creation of the service. Finally, while a referendum would give voters a direct say on the service, it is significantly more costly than an AAP and has a longer timeline than the other options.

From a timing perspective, following third reading, the bylaw is referred to the Inspector of Municipalities for approval. Once approval is received, then it is expected the AAP process would begin in Q1 2025.

Governance Implications

When the RTS commences, the Transportation Standing Committee will be the single governance body that advises the CRD Board on decisions related to transportation, from planning to programs, to capital infrastructure and operation and maintenance. Regional trail active

transportation-related matters were previously reported to both the Regional Parks Standing Committee and the Transportation Standing Committee. In the RTS governance model, the Regional Parks Standing Committee will no longer be responsible for reporting on the active transportation use of regional trails; instead, it will focus on trails and parks for recreation.

A specific governance and operational model for how the RTS will function is being developed; staff recommends reporting back to the Board in Q1 2025 with greater clarity on more operating details on the continuation of the existing Transportation Standing Committee governance model as well as other potential governance options. Another governance model being explored within the legislative abilities of the CRD is that of a delegated commission, which could be empowered with decision-making authority and could include non-elected membership. These governance model considerations will be addressed in a staff report to be considered by the Board in Q1 2025.

Regional Growth Strategy Implications

The RGS is the key expression of the region's long-term vision for guiding growth. Objective #4 of the RGS is focused on transportation and improving multi-modal connectivity and mobility.

Through the creation of the RTS, existing transportation functions within the Regional Planning and Regional Parks divisions will be consolidated and expanded upon, and new programs will be developed. The service will offer new tools to better deliver on the transportation objectives of the RGS.

With a mandate to integrate transportation and land use planning, the service will be well-positioned to support the alignment of regional transportation options with the development plans of local governments. With the future need to update the RGS in addition to the RTP, the RTS will strengthen the region's capacity to integrate transportation and land-use planning.

Service Delivery Implications

CRD's Legislative Services, Legal, Finance and Regional Parks divisions are working together to create the service and ensure all aspects are considered and addressed efficiently. This is a significant interdepartmental effort that will help set up the service for long term success. The project timeline assumes that the implementation of a new RTS will begin in the second half of 2025.

Regional Trails will continue to operate its current mandate under CRD Regional Parks until a transportation service is established and a transition process has been finalized. This approach includes all capital projects such as CRD Regional Trail Widening and Lighting.

By growing incrementally and delivering tangible benefits to the region, local governments will have the time and opportunity to see how the service has benefitted their community and to consider their support of further expansion of programs or potential capital investments, including new RMN and regional connectivity cost-sharing funding programs with the CRD. This incremental approach would not limit the CRD's ability to continuously study and plan for future programs and investments and new service offerings as the RTS would still follow the normal service and financial planning and Board approval process.

CONCLUSION

The CRD is seeking approval for the establishment of the RTS for the purpose of providing transportation related services within the capital region, and that participating area approval be obtained by the regional alternative approval process.

The goal of creating a RTS is to create more tools to advance regional connectivity and integrated mobility. CRD's existing transportation functions are focused on a coordinating and monitoring role, limited to planning, data collection and analysis, and policy support, collaboratively working with local governments, the Province and partner agencies. A new transportation service would

consolidate existing CRD transportation functions, with additional scope to develop new programs in approved service categories that the CRD can deliver without requiring legislative change. The draft RTS establishment bylaw (Appendix A) has been written with a broad scope to allow for policy, plans, administration, programming, projects, and studies to be developed.

RECOMMENDATION

The Transportation Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4630, "Regional Transportation Service Establishment 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;
3. That Bylaw No. 4630, be forwarded to the Inspector of Municipalities for approval; and
4. That staff be directed to continue to consider governance options and report back in Q1, 2025.

Submitted by:	Noah Brotman, Research Planner, Regional Planning
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
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. 4630, "Regional Transportation Service Establishment Bylaw No. 1, 2024." (draft)
Appendix B: Participant Cost Apportionment Simulation
Appendix C: KPMG Base Governance and Operating Model for a Regional Transportation Service

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4630

****

A BYLAW TO ESTABLISH A REGIONAL TRANSPORTATION SERVICE

****

WHEREAS:

A. Under section 332 of the *Local Government Act* a regional district may, by bylaw, establish and operate any service the Board considers necessary or desirable for all or the part of the regional district;

B. The Board of the Capital Regional District wishes to establish a service for the purpose of addressing transportation needs within the Capital Regional District;

C. 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

D. The approval of the Inspector of Municipalities has been obtained under section 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. (a) The service being established and to be operated is a regional transportation service (the "**Transportation Service**") for the purpose of providing services in relation to transportation, including, without the limiting the foregoing:

    i. Development of transportation policies, plans, programs, projects, and studies, including but not limited to public transit, active transportation, mobility hubs, transportation demand management, and road and trail safety;

    ii. Provision of transportation information and data services;

    iii. Management of regional trails that serve a regional transportation purpose, as determined by the Capital Regional District Board, including regional trail planning, policy development, constructing, operating and maintaining regional trail infrastructure, capital planning, and management of land tenure;

    iv. Acquiring and holding land and interests in land required for the purpose of providing transportation services, including for the establishment and operation of transportation corridors and regional trails;

    v. Acquiring, receiving, holding, distributing, and granting funding for transportation infrastructure and programs, including by entering into funding agreements, grant agreements, and partnering agreements with other public authorities;

    vi. Construction, operation, and management of capital works and facilities that

support transportation, including but not limited to active transportation, mobility hubs, and other transportation infrastructure;

vii. Providing services and support to municipal participants and other public authorities relating to transportation services, including but not limited to public transit, active transportation, mobility hubs, transportation demand management, and road and trail safety;

viii. Managing, operating, and maintaining other transportation systems that serve a regional transportation purpose and are within the jurisdiction of the Capital Regional District.

(b) Subsection (a) is not intended to alter or affect the dedication as regional trail of any designated regional trail nor to impair the use of the designated regional trails for the purpose of public recreation and enjoyment and ancillary nature conservation.

(c) Subsection (a) is not intended to alter or affect the statutory powers of the Province of British Columbia or of any municipal participant in respect of a public highway within their respective jurisdictions.

Boundaries

2. The boundaries of the Transportation Service are 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.

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. The annual costs for the service, net of grants and other revenues, shall be apportioned among the participating areas on the basis of the converted value of land and improvements in the participating areas.

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) Twenty Million ($20,000,000); or

   (b) An amount equal to the amount that could be raised by a property value tax rate of $0.10834 per ONE THOUSAND DOLLARS ($1,000.00) 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.

Citation

7. This Bylaw may be cited as “Regional Transportation Service Establishment Bylaw No. 1, 2024”.

READ A FIRST TIME THIS	day of	, 2024
READ A SECOND TIME THIS	day of	, 2024
READ A THIRD TIME THIS	day of	, 2024
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	day of	, 2024
RECEIVED PARTICIPATING AREA APPROVAL UNDER SECTION 342(4) OF THE *LOCAL GOVERNMENT ACT* THIS	day of	, 2025
ADOPTED THIS	day of	, 2025

CHAIR CORPORATE OFFICER

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS day of

Appendix B

Participant Cost Apportionment Simulation

Service Participants	Converted Assessments 2024	Percent of Total	Current Requisition ($)	Current Cost per Avg. Residential Assessment *	Maximum Requisition ($)	Maximum Cost per Avg. Residential Assessment *
Municipalities						
Central Saanich	940,613,176	4.5%	458,615	$55.17	890,514	$107.12
Colwood	826,945,685	3.9%	403,194	$48.84	782,900	$94.83
Esquimalt	687,695,262	3.3%	335,299	$51.48	651,067	$99.97
Highlands	133,874,982	0.6%	65,273	$63.31	126,744	$122.93
Langford	2,186,331,024	10.3%	1,065,989	$46.35	2,069,881	$90.00
Metchosin	228,180,080	1.1%	111,254	$64.47	216,027	$125.19
North Saanich	928,795,732	4.4%	452,853	$77.78	879,326	$151.04
Oak Bay	1,262,567,858	6.0%	615,590	$90.54	1,195,320	$175.81
Saanich	5,433,968,140	25.7%	2,649,438	$57.56	5,144,540	$111.77
Sidney	769,254,206	3.6%	375,065	$45.14	728,282	$87.65
Sooke	582,186,138	2.8%	283,856	$39.10	551,177	$75.91
Victoria	5,022,381,103	23.8%	2,448,761	$51.81	4,754,876	$100.60
View Royal	506,524,168	2.4%	246,966	$52.18	479,545	$101.32
	19,509,317,554	**92.4%**	**9,512,152**		**18,470,199**	
Electoral Areas						
Juan de Fuca	369,767,091	1.8%	180,287	$44.41	350,072	$86.24
Salt Spring Island	695,133,309	3.3%	338,926	$51.12	658,109	$99.27
Southern Gulf Islands	550,966,010	2.6%	268,634	$39.11	521,620	$75.94
	1,615,866,410	**7.6%**	**787,848**		**1,529,801**	
Total	**21,125,183,964**	**100.0%**	**10,300,000**		**20,000,000**	

Prepared September 2024
Assessment 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'*

Appendix C

Base Governance and Operating Model For a Regional Transportation Service

Capital Regional District

KPMG LLP

September 2024

Background & purpose:

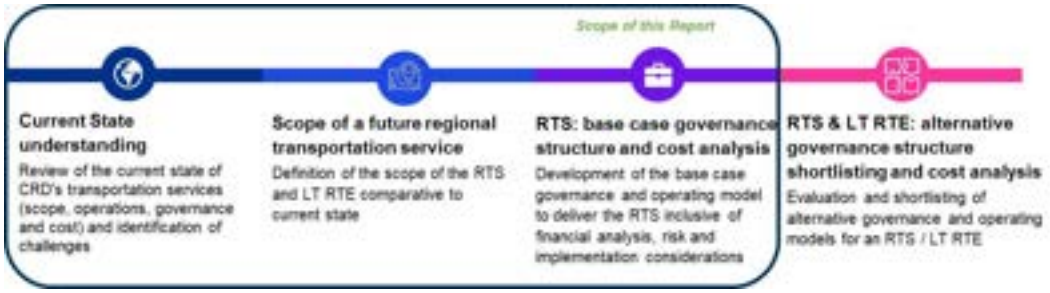
KPMG has been engaged to support the Capital Regional District ("CRD") in developing governance and operating models to deliver a transportation service for the Region (the "Project"). The service is intended to accelerate the adoption of, and enhance coordination, among the member jurisdictions towards the outcomes and objectives of the Regional Transportation Plan ("RTP"). This includes the development of:

1. A base case governance and operating model to deliver the scope of a Regional Transportation Service ("RTS"), intended to be a first step towards formalizing delivery of a coordinated regional service. The RTS expands the depth and breadth of the existing transportation service, delivered by the CRD, within the bounds of the existing CRD legislation. Not all outcomes of the RTP will be delivered through the scope of the RTS.
2. A concept operating and governance model for RTS and alternate models to deliver the scope of a Long-Term Regional Transportation Entity ("LT RTE"). The scope of services delivered by the LT RTE will require legislative change and cannot be delivered within the existing CRD authorities. All outcomes of the RTP can be achieved through the scope of an LT RTE.

The overview of the Project is shown in Figure 1 below, with the scope of this Report outlined. This Report provides an overview of the scope of the RTS, the required base case governance and operating model for delivery of the RTS and the cost analysis undertaken to estimate the steady state operational cost of the service and the maximum requisition. It has been estimated to support the RTS Establishment Bylaw submission to the Board in September.

Further analysis is ongoing to shortlist and evaluate the alternative governance and operating models for the scope of an RTS and LT RTE and will be submitted for Board consideration at a future date.

Figure 1: Overview of the Project



RTS: scope and base case governance structure

The RTS consolidates the existing transportation activities performed through both the Regional Parks and Regional Planning Services whilst increasing the breadth and depth of these activities. Expansion of activities is limited by the bounds of existing legislation (i.e., CRD's current authorities). Whilst not all outcomes of the RTP can be fully realized through the scope of an RTS, the increased scope and focus on regional transportation activities will enable greater ability to deliver on multi-modal priorities. Implementing the RTS does not require legislative change and can be delivered within a similar design to the current governance and operating model.

Scope

The scope of the RTS was defined by the CRD to span eight transportation service categories. These categories expand the breadth and depth CRD's transportation activities within current legislation and forms the foundation for achieving the multi-modal priorities within the RTP. An illustrative summary of the expansion of activities across each transportation category, from current state to the RTS, is shown in Table 1.

Table 1: Summary of the expansion of breadth and depth of activities in RTS across the pre-established transportation categories *

Standard transportation activities \ Transportation categories	Active Transportation & Road Safety	New Mobility	Behaviour Change	Transit & Mobility Hubs	Multi-modal Network & Connectivity	Transportation Plans
Develop Regional Strategy						
Define standards and levels of service						
Coordinate policy / bylaws						
Develop multi-modal bylaws						
Develop and monitor policy						
Prioritize & agree on priorities						
Design & execute projects						
Operate & maintain assets						

Current State | RTS | Not within the bounds of the CRD legislation

** The current state transportation activities are also to be performed in the RTS.*

The additional transportation categories of Data Management & Traffic Analysis, and Funding & Grants, are enabling categories to deliver the other six categories noted. Data Management & Traffic Analysis predominantly increases in depth through the expansion of the existing activities performed such as increased data collection and accessibility, whilst Funding & Grants is envisioned to support new activities such as funding partnerships and joint procurement.

Governance model to deliver the proposed RTS

The proposed RTS governance model leverages existing transportation-related committees (e.g., Transportation Standing Committee) and supporting structures from the current state governance model. For the purposes of this Project's base case definition, the RTS is established as a new division reporting to the existing Transportation Standing Committee.

The consolidation of the existing CRD transportation activities into one division with a single governance body will support the CRD to achieve the goals of the RTP. The Transportation Standing Committee will provide transportation recommendations to the Board based on a single, coordinated transportation vision for the Region.

Operating model to deliver the proposed RTS

The proposed RTS expands the depth and breadth of the existing transportation service delivered by the CRD. Through discussions and working sessions with the CRD, it was estimated that the additional support required to deliver the RTS scope equates to approximately a 40% uplift in the number of full-time equivalents ("FTEs"), when compared to current state resources. An increase in funding is also required for the provision of goods and services to implement and run the expanded breadth and depth of transportation activities. This is captured in the cost analysis below.

The uplift of 40% was determined in consultation with the CRD and through analyzing the expected increase in effort for each of the proposed activities and programs across the eight transportation categories. This uplift reflects the steady state FTE requirement to sustain the RTS.

Cost analysis of the RTS

An indicative and directional exercise was conducted with CRD inputs and guidance to develop a high-level cost analysis that estimates a range for the:

- approximate steady state cost of the RTS operating under the base case operating and governance model; and
- maximum requisition* of the RTS for the purposes of CRD creating a new service establishment bylaw, with a contingency included.

** Maximum requisition represents the legal upper limit amount the CRD can levy in taxes from member jurisdictions each year.*

The basis of the RTS cost comprises four broad segments of cost categories (see **Error! Reference source not found.** for details):

1. operating expenditures;
2. growth contingencies;
3. capital expenditures; and
4. one-time implementation costs to manage the process of establishing the service.

RTS Maximum Requisition
RTS operating expenditure
Salaries and benefits
O&M (excluding labour)
Provision of Goods & Services
Other operating costs
Future governance costs
Reserve funds: ORF, CRF, ERF
Debt servicing costs
Cost-sharing regional significant projects
RTS Growth contingency

Reference costs for RTS
Capital expenditure – not considered in the RTS maximum requisition. *Funded through a combination of capital reserve funds, equipment reserve funds, and debt servicing*
One-time implementation cost – not considered in the RTS maximum requisition. *Amount captured by the 'growth contingency' in the maximum requisition calculation.*

Figure 2: Overview of RTS cost categories

Note: Only #1 operating expenditures (includes reserve funds and debt servicing costs) and #2 growth contingency contribute to the maximum requisition calculation. The #4 one-time implementation cost is assumed to be captured under the #2 growth contingency amount. #3 Capital expenditures are funded through #1 operating expenditures, either through capital reserve funds ("CRF"), equipment replacement funds ("ERF") or debt servicing costs. As such, #3 capital expenditures and #4 one-time implementation costs are not separately accounted for in the RTS maximum requisition calculation; instead, their costs are captured under #1 operating expenditures and #2 growth contingency, respectively.

Estimations developed for this Project are illustrative in nature and relied on cost information provided and assumptions validated by the CRD. Summary values are presented in ranges to reflect the illustrative nature of estimates presented as an order-of-magnitude reference for the purposes of this Project. Variability of actual costs incurred within each year reflect fluctuations of these cost items over the past five years of cost information reviewed.

Limitations of this analysis

All information and data used in the development of this cost analysis was either provided by the CRD finance team, developed iteratively in conjunction with the CRD finance team and other key staff, or gathered from publicly available resources. The information was continuously reviewed, refined, and validated with relevant CRD staff throughout the analysis. As such, inputs gathered and used for this Project represent a point-in-time assessment of the cost estimations. The reader is advised that variability will exist year-to-year, and will change subject to macro- and micro-economic shifts in the political, commercial, and public realms.

KPMG did not independently verify information provided by the CRD for this analysis, and, accordingly, the analysis and results presented herein do not constitute auditable results or forecasts. KPMG expresses no opinion regarding the accuracy of the cost and operational information provided by the CRD. CRD management has been responsible for directing KPMG on inputs used and adjustments applied for this analysis.

Methodology

Three methodologies were used to derive the cost inputs for the RTS, where applicable.

1 **Use CRD's historical averages as the base, apply a factor of current state to scale up.**

This methodology is applicable to cost categories where historical financial data is considered sufficiently representative to serve as a basis for future projections. Therefore, the 5-year historical averages between 2019 and 2023 are used as the starting point, and the RTS cost input is determined based on the effort required to deliver services in comparison to the current state.

2 **Use CRD's planned future cost, or industry benchmarking price.**

In certain instances, planned future costs were available and provided by the CRD, which was deemed to serve as a more accurate benchmark for the RTS cost input. Hence, a 5-year average cost between 2024 and 2028 was taken to estimate a steady state annual cost for the RTS. For staff paygrades, benchmarking rates from the Canadian Union of Public Employees ("CUPE") were applied.

3 **Use CRD's directional input.**

For cost items where neither of the first two approaches (i.e., method #1 or method #2) were applicable or deemed representative for the RTS projection, the CRD's directional input was used to generate a more realistic estimate.

Analysis

As presented in Figure 2, eight (8) cost items make up the total estimated operating costs for the RTS. These eight items plus growth contingency make up the total estimated maximum requisition to be considered for establishing the RTS. Below, a description of input sources, adjustment factors, and rationales for adjustments applied for each of the cost categories are described.

Salaries and benefits

This cost item includes salaries and wages, including benefits paid to staff. The annual costs for the RTS have been derived using the *2024 Staffing Cost Estimate for High Level IBC's*, based on the 2025 rates for managers and CUPE rates for non-management staff. Non-management staff costs are divided into CUPE paygrades J13-17, and J18-21 to reflect the pay difference between lower-level staff responsible for operations and maintenance related work for trails, and senior-level non-management staff responsible for planning and strategy related activities.

From the current state, an estimated 40% uplift in total FTE is required to deliver the expanded breadth and depth of activities of the RTS. To support the 40% increase in the number of FTE required, a 55%* uplift in salaries and benefits is required to support this. Refer to notes above on how the uplift amounts were estimated and validated with CRD.

Salaries and benefits	# FTE	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Management staff	3	$483	⬆ 55%
Non-management staff CUPE J13-17	13	$1,326	
Non-management staff CUPE J18-21	10	$1,316	
Seasonal staff	2	$85	
Total salaries and benefits	**28**	**$3,210**	⬆ 55%

** 55% increase due to hiring more senior level staff. As well, average paygrades calculated using industry benchmark, which are slightly higher than current CRD pay rates.*

Operations and Maintenance ("O&M") (excluding labour)

O&M encompasses costs related to vehicles & equipment, maintenance & repairs, excluding labour-related costs (captured under *Salaries and benefits*). Historically, O&M spending has been operating at a deficit due to constrained funding, as indicated by CRD staff (i.e., actual annual O&M for the service exceeds annual budget). Hence, a 20% uplift has been applied in the RTS, at CRD's directional input, to reflect both the historic deficit and increase in O&M required to support the shift of trails from recreational to active transportation corridors.

O&M (excluding labour)	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
O&M (excluding labour)	$209	⬆ 20%

Provision of goods and services

The provision of goods and services is comprised of contracts for services, program development costs, and the Traffic Safety Commission. Consistent with the estimated 40% uplift in FTE required to support the increased breadth and depth of activities, a 40% uplift is also applied to contract for services for the RTS.

Program development costs encompass costs for existing and new programs to be delivered. The CRD finance and regional planning teams have constructed a bottom-up plan that outlines the uplift for program development cost based on the eight transportation categories.

Provision of goods and services	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Contract for services	$213	⬆ 40%
Traffic Safety Commission cost	$75	-*
Program development cost	$1,024	⬆ 445%
Total provision of goods and services	**$1,312**	⬆ 216%

**The Traffic Safety Commission has no additional uplift in cost as the additional breadth and depth of its scope in the RTS is captured in the bottom-up planning for program development costs.*

Other operating costs

Other operating costs consists of all other operating costs, including allocations, insurance, utilities & disposal, operating supplies, legal, and more. Similar to FTEs and contract for services, a 40% uplift has also been applied to capture the increase in cost required to deliver the increased breadth and depth of new activities in the RTS.

Other operating costs	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Other operating costs	$1,014	⬆ 40%

Future governance costs

In consultation with the CRD and consistent with the current state, members of existing advisory committees, commissions and working groups are not compensated separately as related costs are captured in their salaries. As the current state governance is adopted for the RTS governance model, no additional f*uture governance costs* are estimated to be incurred in the RTS.

Future governance costs	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Future governance costs	-	n/a

Reserve funds

There are three categories of reserve funds: Operating Reserve Fund ("ORF"), CRF and ERF. The ORF is designed to build up a reserve to fund future one-time initiatives, cyclical and unexpected program costs, and leverage cost-share grant opportunities for non-capital projects and programs. The CRF and the ERF, along with debt servicing costs, will fund the RTS capital expenditures.

The ORF for the RTS has been based on the *CRD Operating Reserve Guidelines*. For the CRF, the CRD's Regional Parks Service provided planned figures for 2024-2028 and the 5-year average, with additional contingency to build up a long-term reserve as the projection for the RTS.

Similar to the CRF, the ERF also uses a 5-year average of the planned 2024-2028 expenditures provided by the Regional Parks Service, plus the 5-year historical average from 2019-2023 provided by the Regional Planning Service. An additional contingency has also been added to the ERF for the RTS. The magnitude of contingency defined with guidance by the CRD.

Costs are indicative only and based on historical planning with no major trail or leasehold improvements included. Future reserve transfers will be determined based on future capital and program planning activities.

Reserve funds	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
ORF	$100	-*
CRF	$1,500	⬆ 44%
ERF	$250	⬆ 63%
Total reserve funds	**$1,850**	⬆ 32%

**For comparison purposes, the Current State indicates no budgeted ORF transfers due to sufficient Regional Planning ORF balance. Past transfers from 2019-2023, comprising of surplus budget and grant funds, are inconsistent and unreliable for future planning.*

Debt servicing costs

Debt servicing costs are dedicated to capital costs of leasehold improvements, specifically the expansion and widening of regional trails for active transportation. The average annual cost for debt servicing in the current state is $5.6 million and this is expected to remain consistent in the RTS, as directed by the CRD finance team.

Debt servicing costs	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Debt servicing costs – trails	$5,600	-

Cost-sharing regional significant projects

This is a new cost category, identified by the CRD, to leverage future capital cost-sharing projects or initiatives for regionally significant projects as identified in the RTP. The CRD has advised that $5 million should be set aside annually to contribute to cost-sharing initiatives.

Cost-sharing regional significant projects	RTS estimated annual cost ('000s and rounded to nearest thousand)	Compared to Current State
Cost-sharing regional significant projects	$5,000	↑ new cost category

Summary

The annual steady state expenditure for the RTS in 2030 and onwards ranges between $18.0 million and $18.4 million. For the purposes of this summary, the average annual steady state operating cost of RTS is assumed to be approximately $18.2 million.

Cost categories	RTS ('000s and rounded to nearest thousand)
Annual expenditure at steady state (annual operating expenditure)	
Salaries and benefits	$3,210
O&M (excluding labour)	$209
Provision of goods and services	$1,312
Other operating costs	$1,014
Future Governance costs	-
Reserve funds	$1,850
Debt servicing costs	$5,600
Cost-sharing regional significant projects	$5,000
TOTAL annual operating expenditure	**$18,195** *($17,953 - $18,418)*

The maximum requisition is calculated as the highest value from the annual steady state RTS cost range (i.e., total annual operational expenditure cost range), plus additional costs allocated for *growth contingency*. *Growth contingency* is incorporated into the calculation of the maximum requisition to accommodate for any unforeseen capital or operating expenses and ensure there is room for future growth of the new RTS. A 5 – 10% amount of the annual operating expenditure was recommended by the CRD for the *Growth contingency* to round the maximum requisition to the nearest million.

Makeup of maximum requisition	RTS ('000s and rounded to nearest thousand)
Maximum steady state annual expenditures	$18,418
Growth contingency*	$1,582
Maximum requisition	**$20,000**

**In practice, the growth contingency could range between $1.6 million and $2 million, depending on the actual steady-state annual expenditures within the projected range (i.e., range of $18.0 - $18.4 million).*

Limitations to the RTS

This Report focuses on the estimated financial implications to deliver the RTS. The figures presented in this Report reflect the approximate, associated steady-state operating costs for the purposes of understanding a potential maximum requisition for CRD's service establishment bylaw. Whilst the RTS is expected to drive an integrated and consolidated transportation service for the region, it is limited by existing legislation and is unable to deliver on all the outcomes of the RTP. Further analysis is being conducted to explore longer-term governance and operating models to support the delivery of the scope of an LT RTE, which will require legislative change. Analysis on options of governance and operating models for an LT RTE will be submitted for Board consideration at a future date.

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AAP Communication Channels for Bylaw No. 4630

Table 1: Virtual Information Session Communication Channels

Publisher	Channel	Area	Cost	Publish Date
Times Colonist	Print	Regional	$1,000	March 25th
Black Press	Print Saanich, PNR, Victoria, Oak Bay, Goldstream, Sooke	Regional (weekly)	$679	March 26 / 27
Meta, LinkedIN	FB, LinkedIN	Regional	$300	March 24-March 31
CRD	Email Subscribers	Regional	n/a	March 25th
Total			**$1,979**	

Table 2: AAP Launch Communication Channels

Publisher	Channel	Area	Cost	Publish Date
Times Colonist	Print	Regional	$5,400	**April 3**, 19, 30, May 10
Black Press	Print (Saanich, PNR, Victoria, Oak Bay, Goldstream, Sooke)	Regional (weekly)	$5,800	April 15/16, 29/30, May 7/8
Black Press	Corresponding Websites	Regional		April 15/16, 29/30, May 7/8
Salt Spring Exhange	Digital Website	SSI, SGI	$60	April 15-May15th
Driftwood	Print	SSI Weekly	$1,200	April 30th
CRD	CRD Website	Regional		**April 3rd**

Publisher	Channel	Area	Cost	Publish Date
Meta, LinkedIN	FB, LinkedIN	Regional	$550	April 11th
CRD	Notice Board	Fisgard - Front Lobby		**April 3rd**
CRD	Notice Board	SSI - SIMS Community Centre		Week of April 7th
CRD	Notice Board	SSI - Rainbow Recreation Centre		Week of April 7th
CRD	Notice Board	Galiano-South Galianao Community Hall		Week of April 7th
CRD	Notice Board	Galiano- Corner Store, 61 Georgeson Bay		Week of April 7th
CRD	Notice Board	Galiano- Isalnds Trust/CRD office notice board		Week of April 7th
CRD	Notice Board	Pender - Community Hall 4418 Bedwell Harbour Road		Week of April 7th
CRD	Notice Board	Pender - Medicine Beach - 5827 Schooner Way		Week of April 7th
CRD	Notice Board	Saturna - The Point Store Complex - 100 East Point Road		Week of April 7th
CRD	Notice Board	Saturna - The General Store complex - 101 Narvaez Bay Road		Week of April 7th
CRD	Notice Board	Juan de Fuca: East Sooke Community Hall, Port Renfrew Community Hall, Willis Point Community Hall		Week of April 7th
CRD	Notice Board	Mayne - Mayne Island Community Centre - 493 Felix Jack Road		Week of April 7th
CRD	Email Subscribers	regional		April 4th
Total			**$13,010**	

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REPORT TO THE CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MARCH 12, 2025

SUBJECT **Bylaw No. 4674: 2024 to 2028 Financial Plan Bylaw, 2024, Amendment No. 6, 2024**

ISSUE SUMMARY

The 2024 to 2028 Financial Plan was adopted on March 13, 2024, then amended on May 8, July 10, September 11, October 9 and November 13, 2024. Amendments to the Plan 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, 4645 on May 8, July 10, September 11, October 9 and November 13, 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
Facilities	Building Densification	Capital	Reserve Fund	$217,000	Staff Directed

The proposed Financial Plan amendment Bylaw No. 4674 incorporates these changes, and is attached as Appendix A, inclusive of an updated Schedule B.

ALTERNATIVES

Alternative 1
1. That Bylaw No. 4674, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 6, 2024", be introduced and read a first, second and third time; and
2. That Bylaw No. 4674 be adopted.

Alternative 2
That Bylaw No. 4674 be deferred pending further analysis by Capital Regional District staff.

IMPLICATIONS

Financial Implications

Due to expanding scope of the densification project at 625 Fisgard Street, 2024 expenditures exceeded the approved budget by $217,000. Increased costs were the result of additional office space on the first and third floors, conversion of a meeting room to workstations and general materials and labour. 2024 concludes the four-year office space densification project, entrance/reception area renovation, CRHC and tenant services space modifications, and first floor lease space conversion (former Starbucks space) where the total project cost was approximately $4,885,000.

It is recommended the 2024 overage be funded by the facilities capital reserve fund which has a balance of approximately $5,000,000.

CONCLUSION

In compliance with the *LGA*, the proposed amending Bylaw No. 4674 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, October 9, and November 13, 2024.

RECOMMENDATION

1. That Bylaw No. 4674, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 6, 2024", be introduced and read a first, second and third time; and
2. That Bylaw No. 4674 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:	Luisa Jones, MBA, 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. 4674, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 6, 2024" with Schedule B

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4674

****

A BYLAW TO AMEND THE FIVE-YEAR FINANCIAL PLAN FOR THE YEARS 2024 – 2028 (BYLAW NO. 4603)

****

WHEREAS:

A. Under Bylaw No.4603, “2024 to 2028 Financial Plan Bylaw, 2024”, pursuant to Section 374 of the *Local Government Act*, the Regional District must adopt a five-year financial plan for the years 2024 to 2028, by bylaw, by the 31 of March;

B. Amendments are required in accordance with Section 374(2) of the *Local Government Act*, which states that the financial plan may be amended at any time by bylaw to incorporate changes in budget, for certainty. As new information becomes available, and pursuant with Section 374 of the *Local Government Act*, the Regional District Board may approve revisions to the financial plan; and

C. The Board wishes to amend Bylaw No. 4603 to incorporate the changes outlined in Schedule B.

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

1. Bylaw No. 4674, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 6, 2024", is hereby amended by replacing Schedule B with the attached schedule hereto.

2. This Bylaw may be cited as “2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 6, 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

SCHEDULE B

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CAPITAL REGIONAL DISTRICT

CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

EXPENDITURE / FUNDING SUMMARY (ALL SERVICES)	2024	2025	2026	2027	2028	TOTAL
EXPENDITURE						
Buildings	32,263,581	30,892,500	4,086,500	1,237,000	4,749,500	73,229,081
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
	267,217,145	**180,843,581**	**123,857,234**	**101,122,320**	**97,243,636**	**770,283,916**
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, Provincial)	22,724,902	10,856,701	5,479,117	4,610,278	9,065,000	52,735,998
Reserve Fund	50,957,984	19,152,968	15,763,500	9,753,400	10,759,380	106,387,232
Other	6,621,000	3,015,000	200,000	-	-	9,836,000
	267,217,145	**180,843,581**	**123,857,234**	**101,122,320**	**97,243,636**	**770,283,916**

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2024 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital Reserves	TOTAL
1.011	Board Expenditures	764,500					764,500			764,500				764,500
1.014	CAO / Corporate Services	14,796					14,796			14,796				14,796
1.015	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			1,307,000	25,000		1,332,000	825,000					507,000	1,332,000
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				375,000	2,605,000	3,595,000
1.235	SGI Small Craft Harbour Facilities				482,000		482,000	247,000				20,000	215,000	482,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				70,000		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				351,551			324,551			27,000	351,551
1.358	Port Renfrew Fire	51,000		30,000	5,000		86,000			51,000			35,000	86,000
1.359	North Galiano Fire	-					-			-				-
1.360	Shirley Fire Department	10,000					10,000			10,000				10,000
1.371	SSI Emergency Program	20,000					20,000						20,000	20,000
1.372	Emergency Planning Coordination	2,500	-				2,500			2,500				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					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

Making a difference...together

2024 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital 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**	**32,263,581**	**179,263,717**	**11,212,000**	**267,142,145**	**89,086,512**	**84,414,500**	**13,412,247**	**22,649,902**	**6,621,000**	**50,957,984**	**267,142,145**

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2025 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital Reserves	TOTAL
1.011	Board Expenditures	91,500					91,500			91,500				91,500
1.014	CAO / Corporate Services	3,288					3,288			3,288				3,288
1.015	Real Estate	-					-			-				-
1.016	Human Resources	6,765					6,765			6,765			-	6,765
1.017	Finance	228,994		4,250,000			4,478,994	200,000	3,000,000	28,994			1,250,000	4,478,994
1.018	Health & Capital Planning Strategies	-					-			-				-
1.022	Information Technology	1,876,551	100,000	-			1,976,551	1,824,551		152,000				1,976,551
1.024	GM - Planning & Protective Services	-					-			-				-
1.025	Corporate Emergency	6,000					6,000			6,000				6,000
1.027	First Nations Relations	-					-			-				-
1.105	Facilities Management	10,000	150,000				160,000			160,000				160,000
1.106	Facilities and Risk			265,000	-		265,000	-					265,000	265,000
1.107	Corporate Satellite Facilities			-			-						-	-
1.109	JDF Admin. Expenditures	-					-			-				-
1.110	SGI Admin. Expenditures	-					-			-				-
1.111	SSI Admin. Expenditures	4,900	65,000				69,900			69,900				69,900
1.118	Corporate Communications	4,932					4,932			4,932			-	4,932
1.123	Family Court Building			10,000			10,000	-				-	10,000	10,000
1.137	Galiano Island Community Use Building			-			-						-	-
1.141	SSI Public Library			-			-				-		-	-
1.226	Health Facilities - VIHA	-		955,000	75,000		1,030,000	-				660,000	370,000	1,030,000
1.235	SGI Small Craft Harbour Facilities				304,000		304,000	179,000				-	125,000	304,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				130,000		130,000				75,000		55,000	130,000
1.238A	Community Transit (SSI)				60,000		60,000	-			50,000		10,000	60,000
1.238B	Community Transportation (SSI)	-			1,327,000		1,327,000	-	320,000		840,000		167,000	1,327,000
1.280	Regional Parks	68,400	350,000	585,000	10,720,015	5,000,000	16,723,415	-	13,067,515	418,400	270,000	-	2,967,500	16,723,415
1.290	Royal Theatre	462,000		2,337,000			2,799,000	112,000			680,000	1,055,000	952,000	2,799,000
1.295	McPherson Theatre	15,000		300,000			315,000						315,000	315,000
1.297	Arts Grants and Development	-					-			-				-
1.309	Climate Action and Adaptation	792,961					792,961	211,483			581,478			792,961
1.310	Land Banking and Housing	5,000		16,100,000		-	16,105,000		16,100,000	5,000	-			16,105,000
1.313	Animal Care Services	5,000	25,000	-	-		30,000	-		30,000				30,000
1.318	Building Inspection	4,500	-				4,500			4,500				4,500
1.323	ByLaw Services	2,500	25,000				27,500			27,500				27,500
1.324	Regional Planning Services	4,000					4,000			4,000				4,000
1.325	Community Planning	3,290			-		3,290			3,290	-			3,290
1.335	Geo-Spatial Referencing	60,000					60,000			60,000				60,000
1.350	Willis Point Fire	44,750		-			44,750	12,280		7,500	-		24,970	44,750
1.352	South Galiano Fire	45,200	85,000				130,200			95,200			35,000	130,200
1.353	Otter Point Fire	15,000	-	40,000			55,000			15,000			40,000	55,000
1.356	Pender Island Fire	5,000	-	-			5,000	-		5,000			-	5,000
1.357	East Sooke Fire	19,512	-				19,512			19,512			-	19,512
1.358	Port Renfrew Fire	16,000		10,000	-		26,000			16,000			10,000	26,000
1.359	North Galiano Fire	150,000					150,000			150,000				150,000
1.360	Shirley Fire Department	-					-			-				-
1.371	SSI Emergency Program	-					-						-	-
1.372	Emergency Planning Coordination	-	-				-			-				-
1.373	SGI Emergency Program	-					-						-	-
1.375	Hazardous Material Incident Response	-	-				-			-				-
1.377	JDF Search and Rescue	-					-			-				-
1.405	JDF EA Community Parks & Recreation		-		-	100,000	100,000	-		-	100,000			100,000
1.40X	SEAPARC	417,150		710,500	-	500,000	1,627,650	-	700,000	171,650	-		756,000	1,627,650
1.44x	Panorama Recreation	486,612	-	400,000	70,000		956,612	-	-	411,612	-		545,000	956,612
1.455	SSI Community Parks	60,000	-		70,000		130,000	-		30,000	40,000		60,000	130,000
1.458	SSI Community Recreation	10,000			2,500	-	12,500			5,000	-		7,500	12,500
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	1,635,000
1.465	Saturna Island Community Parks				35,225		35,225	727					34,498	35,225
1.475	Mayne Island Community Parks	-		-	25,000		25,000	-			-		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	1,112,500
1.495	Galiano Community Parks	1,000			11,000		12,000	-		1,000			11,000	12,000
1.521	Environmental Resource Management	355,000		-	14,475,000		14,830,000	225,000	7,650,000	355,000			6,600,000	14,830,000
1.523	Port Renfrew Refuse Disposal				30,000		30,000				-		30,000	30,000
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
1.577	IW - Environmental Operations	125,000	683,500				808,500			808,500	-			808,500
1.578	Environmental Protection	145,600	180,000				325,600	-		325,600				325,600
1.911	911 Call Answer	1,000,000					1,000,000			1,000,000				1,000,000
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

Making a difference...together

2025 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital 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**

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2026 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital Reserves	TOTAL
1.011	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
1.018	Health & Capital Planning Strategies	3,000					3,000			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	JDF Admin. Expenditures	2,000					2,000			2,000				2,000
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	-					-			-				-
1.405	JDF EA Community Parks & Recreation		-		-	-	-	-		-	-			-
1.40X	SEAPARC	1,671,500		2,223,000	-	-	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
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
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

Making a difference...together

2026 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital 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**

Making a difference...together

2027 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital 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			-			-						-	-
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
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	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				600,850			600,850			-	600,850
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	-	70,000				70,000			70,000				70,000
1.373	SGI Emergency Program	-					-						-	-
1.375	Hazardous Material Incident Response	-	300,000				300,000			300,000				300,000
1.377	JDF Search and Rescue	-					-			-				-
1.405	JDF EA Community Parks & Recreation		-		-	-	-	-		-	-			-
1.40X	SEAPARC	139,850		232,000	27,000	-	398,850	-	-	118,850	-		280,000	398,850
1.44x	Panorama Recreation	304,000	-	-	385,000		689,000	-	-	304,000	-		385,000	689,000
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
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				-		-	-					-	-
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	-			5,900		5,900	-		-			5,900	5,900
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	-					-			-				-
2.610	Saanich Peninsula Water Supply	100,000			1,000,000		1,100,000		600,000	200,000			300,000	1,100,000

Making a difference...together

2027 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital Reserves	TOTAL
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)				2,750,000		2,750,000	-	2,665,000		40,000		45,000	2,750,000
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		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			-	-		-	-	-		-		-	-
3.718	Saanich Peninsula Wastewater	250,000			800,000		1,050,000		400,000	200,000			450,000	1,050,000
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	-					-			-				-
Total		**4,352,920**	**3,802,000**	**1,237,000**	**86,460,400**	**5,270,000**	**101,122,320**	**28,368,745**	**51,910,000**	**6,479,897**	**4,610,278**	**-**	**9,753,400**	**101,122,320**

Making a difference...together

2028 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital Reserves	TOTAL
1.011	Board Expenditures	-					-			-				-
1.014	CAO / Corporate Services	14,796					14,796			14,796				14,796
1.015	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	38,549		-			38,549	-	-	38,549			-	38,549
1.018	Health & Capital Planning Strategies	1,500					1,500			1,500				1,500
1.022	Information Technology	94,000	-	-			94,000	45,000		49,000				94,000
1.024	GM - Planning & Protective Services	1,644					1,644			1,644				1,644
1.025	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				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)	-			1,570,000		1,570,000	-	410,000		1,015,000		145,000	1,570,000
1.280	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
1.290	Royal Theatre	16,500		-			16,500	-			-	-	16,500	16,500
1.295	McPherson Theatre	16,500		-			16,500						16,500	16,500
1.297	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	-			-		-			-	-			-
1.335	Geo-Spatial Referencing	10,000					10,000			10,000				10,000
1.350	Willis Point Fire	11,500		-			11,500	-		11,500	-		-	11,500
1.352	South Galiano Fire	10,000	-				10,000			10,000			-	10,000
1.353	Otter Point Fire	20,000	800,000	-			820,000			820,000			-	820,000
1.356	Pender Island Fire	-	-	15,000			15,000	120		-			14,880	15,000
1.357	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	-	-				-			-				-
1.373	SGI Emergency Program	-					-						-	-
1.375	Hazardous Material Incident Response	-	-				-			-				-
1.377	JDF Search and Rescue	-					-			-				-
1.405	JDF EA Community Parks & Recreation		-		-	-	-	-		-	-			-
1.40X	SEAPARC	176,300		189,500	-	-	365,800	-	-	109,800	-		256,000	365,800
1.44x	Panorama Recreation	520,239	-	3,560,000	-		4,080,239	-	-	520,239	-		3,560,000	4,080,239
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
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				-		-	-					-	-
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	911 Call Answer	-					-			-				-
2.610	Saanich Peninsula Water Supply	-			850,000		850,000		300,000	200,000			350,000	850,000

Making a difference...together

2028 - CAPITAL EXPENDITURE PLAN

Schedule B

		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Other	Capital 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**