Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda
Capital Regional District Board

Wednesday, May 13, 2026 | **12:00 PM** | **6th Floor Boardroom, 625 Fisgard Street, Victoria, BC**

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

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

3. ADOPTION OF MINUTES

3.1. 26-0466 Minutes of the Capital Regional District Board meetings of April 8, 2026, and April 29, 2026

Recommendation: That the minutes of the Capital Regional District Board meetings of April 8, 2026, and April 29, 2026 be adopted as circulated.

Attachments: Minutes - April 8, 2026
Minutes - April 29, 2026

3.2. 26-0465 Minutes of the Committee of the Whole meetings of October 29, 2025, and April 29, 2026

Recommendation: That the minutes of the of the Committee of the Whole meetings of October 29, 2025, and April 29, 2026 be adopted as circulated.

Attachments: Minutes - October 29, 2025
Minutes - April 29, 2026

4. REPORT OF THE CHAIR

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

6. PRESENTATIONS/DELEGATIONS

6.1. Presentations

6.1.1. 26-0507 Presentation: Don Krusel (Interim CEO) and Mark Mawhinney (Chair), Greater Victoria Harbour Authority; Re: Member Agency Report

Attachments: Presentation: GVHA Member Update

6.2. 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.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.

7. CONSENT AGENDA

7.1. 26-0342 Wrap-Up Activities of the Wildlife Attractants Working Group

Recommendation: [At the April 15, 2026 Environmental Services Committee meeting, this report was received for information, with a recommendation for referral to the Electoral Areas Committee.]
The Environmental Services Committee recommends to the Capital Regional District Board:
That the agenda item be referred to the Electoral Areas Committee to provide their direction and comments.
(NWA)

Attachments: Staff Report: Wrap-up Activities of the Wildlife Attractants Working Group

Appendix A: Wildlife Attractants Staff Report (Mar 19, 2025)

7.2. 26-0372 Solid Waste Management Plan - 2025 Progress Report

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

Attachments: Staff Report: Solid Waste Management Plan - 2025 Progress Report

Appendix A: 2025 Solid Waste Management Plan Progress Report

Presentation: 2025 Solid Waste Management Plan Progress Report

7.3. 26-0373 Climate Action Strategy - 2025 Progress Report

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

Attachments: Staff Report: Climate Action Strategy - 2025 Progress Report

Appendix A: 2025 Climate Progress Report

Presentation: 2025 Climate Action Progress Report

7.4. 26-0371 Board Advocacy for a New Invasive Species Legislative Framework

Recommendation: The Environmental Services Committee recommends to the Capital Regional District Board:
That the CRD Board Chair write a letter to the Province of BC (Ministry of Forests) requesting a review and update to the existing invasive species management regulatory framework in BC, including a ban on the sale, barter, gifting and transport of priority invasive species in British Columbia.
(NWA)

Attachments:
- Staff Report: Invasive Species Legislative Framework
- Appendix A: Invasive Species Legislation (BC – Federal & Provincial)

7.5. 26-0293 Capital Regional District 2025 Audit Findings Report and Statement of Financial Information

Recommendation: [At the May 6, 2026 Finance Committee meeting, the 2025 Statement of Financial Information was recommended for adoption. Following the meeting, typographical corrections in the accompanying presentation were identified and a REVISED copy is attached. Specifically, slide 5 was corrected to revise the proportion attributed to sale of services revenue from 46% to 39%; slide 6 was corrected to revise the 2026-2030 5-year financial plan tangible capital asset additions from $883 million to $918 million; and slide 7 was corrected to align the narrative with the graphic that shows principal payments account for 57% of total CRD debt servicing costs, while interest accounts for 43%.]
The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2025 Statement of Financial Information be approved.
(NWA)

Attachments:
- Staff Report: CRD 2025 Audit Findings Report SOFI
- Appendix A: 2025 SOFI
- Appendix B: Audit Findings Report & Mgmt Letter
- Appendix C: 2025 Financial Highlights
- Appendix D: Financial Indicators
- Appendix E: Unaudited Financial Stmts
- Presentation: (Revised) 2025 SOFI
- Presentation: 2025 SOFI

7.6. 26-0316 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

7.7. 26-0292 Capital Regional District External Grants 2025 Annual Report

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

Attachments:
- Staff Report: CRD External Grants Annual Report 2025
- Appendix A: CRD External Grants Activity 2025
- Appendix B: Update on Status Grant-Funded Projects
- Appendix C: Growing Communities Fund Financial Summary
- Appendix D: Grant Alignment Community Needs

7.8. 26-0134 Updates to the Capital Regional District Investment Policy

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
That the revised Investment Policy (BRD07) be approved.
(NWA)

Attachments:
- Staff Report: Updates to the CRD Investment Policy
- Appendix A: Investment Policy-Approved 9 Mar 2022
- Appendix B: Investment Policy-Redlined
- Appendix C: Investment Policy-Revised Mar 2026
- Appendix D: Summary Investment Policy Changes

7.9. 26-0381 Julia O'Quinn, Associate Executive Director, Aboriginal Coalition to End Homelessness; Re: Annual Update

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

Attachments:
- Presentation: ACEH Annual Update

7.10. 26-0414 Regional Parks and Trails Strategic Plan - 2025 Progress Report

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

Attachments:
- Staff Report: RP&T Strategic Plan – 2025 Progress Report
- Appendix A: 2025 RP&T Strategic Plan Progress Report
- Presentation: 2025 RP&T Strategic Plan Progress Report

7.11. 26-0438 Strategic Wildfire Risk Reduction in Regional Parks

Recommendation: The Regional Parks Committee recommends to the Capital Regional District Board:
That in 2027, staff dedicate core operating funds to initiate a Request for Proposals process, valued at up to $75,000, to retain a qualified consultant to assist in developing a Strategic Forest Management Plan framework guiding future wildfire risk reduction and forest resilience efforts.
(NWA)

Attachments:
- Staff Report: Wildfire Risk Reduction In Regional Parks

7.12. 26-0407 Field Operations Centre Project Capital Plan Amendment and Contract Change Order

Recommendation: The Regional Water Supply Commission recommends to the Capital Regional District Board:
1. That the project budget for the New Field Operations Centre Building (16-06), as included in the 2026 Regional Water Supply Capital Plan, be increased by $995,000, funded through a grant from the City of Langford;
2. That the 2026 Regional Water Supply Capital Budget be amended to reallocate $2,000,000 from the Land and Site Works (23-31) to the New Field Operations Centre Building (16-06); and
3. That a change order be authorized under the existing Design-Build contract with Kinetic Design-Build Ltd. for the construction of a sanitary line extension in the amount of $1,242,612 (excluding GST).
(WP - All except SGI & SSI)

Attachments:
Staff Report: Capital Plan Amendment and Contract Change Order
Appendix A: Report to Commission - September 17, 2025
Appendix B: Change Order 2 - Agreement 25.11.06

7.13. 26-0405 Municipal Finance Authority of British Columbia Equipment Financing Program Borrowing Resolution for Sooke and Electoral Area Recreation and Facilities Service

Recommendation: The Sooke & Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board:
1. That the Board of the Capital Regional District authorize borrowing of up to $60,000 under section 403 of the Local Government Act, which applies section 175 of the Community Charter to regional districts, through the MFABC Equipment Financing Program for the purchase of a golf course turf aerator for the Sooke and Electoral Area Recreation and Facilities Service; and
2. That the loan be repaid within five (5) years, with no right of renewal.
(WA)

Attachments:
Staff Report: MFABC Equipment Financing Pgm. for SEAPARC
Appendix A: Borrowing Resolution with MFA

8. ADMINISTRATION REPORTS

8.1. 26-0473 2027-2030 Board Remuneration and Travel Expense Reimbursement Review

Recommendation: That the CRD Board approve, with the information and recommendations as provided by the consultants at the meeting of May 13, 2026, that staff be directed to update the CRD Board Remuneration and Travel Expense Policy for CRD Board consideration.
(NWA)

Attachments:
Staff Report: 2027-2030 Board Remun/Travel Expense Reimbursement Review
Appendix A: Board Remuneration and Travel Expense Reimbursement Policy
Appendix B: WCBC Conclusion To Board
Presentation: CRD Board Remuneration Philosophy Conclusions

8.2. 26-0445 Biochar Project - Public Engagement Update

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

Attachments: Staff Report: Biochar Project - Public Engagement Update

Appendix A: Tavola Biosolids to Biochar Consultation Summary - April 2026

Presentation: Biochar Project Public Engagement Update

8.3. 26-0444 Biosolids Beneficial Use Management - April Update

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

Attachments: Staff Report: Biosoids Beneficial Use Management April Update

8.4. 26-0487 Capital Regional District 2025 Annual Report

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

Attachments: Staff Report: Capital Regional District 2025 Annual Report

Appendix A: Capital Regional District 2025 Annual Report

8.5. 26-0492 Capital Region Housing Corporation Annual General Meeting

Recommendation: That the unanimous shareholder's resolution attached as Appendix A to the Capital Region Housing Corporation Annual General Meeting report be approved, and the Chair and Corporate Officer execute it on behalf of the Capital Regional District. (NWA)

Attachments: Staff Report: CRHC Annual General Meeting

Appendix A: Unanimous Resolution of Shareholders of CRHC

Appendix B: CRHC 2025 Audited Financial Statements

Appendix C: CRHC 2025 Annual Report

9. REPORTS OF COMMITTEES

Electoral Areas Committee

9.1. 26-0456 Bylaw No. 4757 - Amendment to Expand Shirley Fire Protection Local Service Area to Include a Section of Highway 14

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4757, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 4, 2026", be introduced and read a first, second, and a third time;
(NWA)
2. That Bylaw No. 4757 proceed to obtain participating area approval by way of Electoral Area Director consent on behalf; and
3. That Bylaw No. 4757 be submitted to the Inspector of Municipalities for approval.
(NWA)

Attachments: Staff Report: Bylaw No. 4757 - Amendment to Bylaw No. 1927

Appendix A: Map of Proposed Shirley Fire Prot'n Svc Area Amendment

Appendix B: Bylaw No. 4757

9.2. 26-0434 Bylaw No. 4749: Fulford Water Service Loan Authorization Bylaw for Water Treatment Plant Capital Upgrades

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That the attached Certification of Results of Petition for Borrowing - Fulford Water Treatment Plant be received;
(NWA)
2. That Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026" be introduced and read a first, second and third time; and
(WA)
3. That Bylaw No. 4749 be forwarded to the Inspector of Municipalities for approval.
(NWA)

Attachments: Staff Report: Bylaw No. 4749: Fulford Water Service Loan Auth. Bylaw

Appendix A: Certificate of Results - Fulford Petition for Borrowing

Appendix B: Bylaw No. 4749 Bylaw Update

Environmental Services Committee

9.3. 26-0275 Bylaw No. 4765 - Exemption of Salt Spring Island Composting Facility from Bylaw No. 2736 - A Bylaw to Regulate the Operations of Composting Facilities in the Capital Regional District

Recommendation: The Environmental Services Committee recommends to the Capital Regional District Board that:
1. That Bylaw No. 4765, "Capital Regional District Composting Facilities Regulation Bylaw No. 1, Amendment Bylaw No. 1, 2026", be read a first, second and third time;
(WA)
2. That staff conduct an online consultation on the exemption of the Salt Spring Island Composting Facility from the application of Bylaw No. 2736 for a minimum of one month;
3. That, pending the outcome of this consultation process, staff refer Bylaw No. 4765 to the Minister of Environment and Parks for written approval; and
4. That staff incorporate a repeal of Bylaw No. 2736 into the CRD's next Solid Waste Management Plan that is scheduled to be updated by 2030, including a public engagement process, and, subject to the completion of these tasks, prepare a bylaw for the CRD Board's approval to repeal Bylaw No. 2736.
(NWA)

Attachments: Staff Report: Bylaw 4765 – SSI Compost Facility Exemption (Bylaw 2736)

Appendix A: Composting Reg Bylaw Amendment – Exemption (No. 2736)

Appendix B: Bylaw 2736 – Composting Facilities Regulation (Redline)

Finance Committee

9.4. 26-0382 Bylaw No. 4768: 2026-2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 1, 2026

Recommendation: The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4768, "2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 1, 2026", be introduced and read a first, second and third time;
(WA)
2. That Bylaw No. 4768 be adopted; and
(WA, 2/3 on adoption)
3. That the revised Staff Establishment Chart as attached as Appendix B be approved.
(WA)

Attachments: Staff Report: Bylaw No. 4768, 2026-2030 Financial Plan Amend No. 1

Appendix A: Bylaw No. 4768

Appendix B: Revised Staff Establishment Chart 2026-2030

Juan de Fuca Land Use Committee

9.5. 26-0460 Public Hearing Report on Bylaw No. 4705, “Shirley-Jordan River Official Community Plan Bylaw No. 5., 2018, Amendment Bylaw No. 3, 2025” and Bylaw No. 4706, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 168, 2025”

Recommendation:

1. That the minutes that form the Report of Public Hearing for Bylaw No. 4705, "Shirley-Jordan River Official Community Plan Bylaw No. 5., 2018, Amendment Bylaw No. 3, 2025", and Bylaw No. 4706, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 168, 2025", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on March 31, 2026, be received;
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
2. That Bylaw No. 4705, "Shirley-Jordan River Official Community Plan Bylaw No. 5., 2018, Amendment Bylaw No. 3, 2025" be read a third time;
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
3. That Bylaw No. 4705 be adopted;
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
4. That Bylaw No. 4706, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 168, 2025" 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. 4706, the landowner provide an amenity contribution in the form of 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. 4705 and 4706

Appendix A: Proposed Bylaw No. 4705

Appendix B: Proposed Bylaw No. 4706

Appendix C: Report of Public Hearing

10. BYLAWS

10.1. 26-0566 Bylaws 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 - Amendment and Adoption

Recommendation: 1. That third reading of Bylaw No. 4672, "CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 83, 2025", be rescinded.
2. That Bylaw No. 4672 be amended:
a. Under section 1(a), by replacing the words "Juan de Fuca Soil Removal or Deposit Bylaw, 2021, Bylaw No. 4435" with the words "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025, Bylaw No. 4435";
b. Under section 2, by replacing the word "2024" with "2025";
c. In Appendix A, by replacing the word "2024" with "2025" in the citation of "Juan de Fuca Soil Removal or Deposit Bylaw No. 2" immediately proceeding the table of offences;
d. In Appendix A, in the table of offences, item 2, by replacing the word "20,000" with "4,000";
3. That Bylaw No. 4672, be read a third time as amended.
4. That Bylaw No. 4672 be adopted.

Attachments: Staff Report: Bylaw No. 4672 Amendment and Adoption

Appendix A: BylawNo.4672 (Redlined)

Appendix B: February 12, 2025 Staff Report

10.2. 26-0519 Adoption of Bylaw No. 4435, “Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025”

Recommendation: That Bylaw No. 4435, "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025" be adopted.
(NWA)

Attachments: Bylaw No. 4435

10.3. 26-0520 Adoption of Bylaw No. 4678, “Lyall Harbour/Boot Cove Water Loan Authorization Bylaw No. 1, 2025”

Recommendation: That Bylaw No. 4678, "Lyall Harbour/Boot Cove Water Loan Authorization Bylaw No. 1, 2025" be adopted.
(NWA)

Attachments: Bylaw No. 4678

11. NOTICE(S) OF MOTION

12. NEW BUSINESS

13. MOTION TO CLOSE THE MEETING

13.1. 26-0497 Motion to Close the Meeting

Recommendation: 1. That the meeting be closed for appointments and personal information in accordance with Section 90(1)(a) of the Community Charter. [1 item]
2. That the meeting be closed for labour relations in accordance with Section (90)(1)(c) of the Community Charter. [1 item]
3. That the meeting be closed for first nations or indigenous entity negotiations in accordance with Section 90(2)(b)(iii) of the Community Charter. [1 item]

14. RISE AND REPORT

15. 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, April 8, 2026 | **12:10 PM** | **6th Floor Boardroom**
625 Fisgard Street
Victoria, BC

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

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer/General Manager, Finance and Technology; A. Fraser, General Manager, Infrastructure and Water Services; S. Henderson, General Manager, Electoral Area Services; L. Jones, General Manager, Parks, Recreation and Environmental Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, Corporate Officer/General Manager, Corporate Services; D. Elliott, Senior Manager, Regional Housing; P. Klassen, Senior Manager, Regional Planning; M. MacIntyre, Senior Manager, Regional Parks (EP); S. Miekle, Senior Manager, Panorama Recreation (EP); D. Ovington, Senior Manager, SSI Administration; R. Tooke, Senior Manager, Environmental Innovation; C. Gilpin, Manager, Arts & Culture; M. Sexsmith, Manager, FOI and Privacy; V. Somosan, Senior Manager/Deputy Chief Financial Officer, Finance and Technology; M. Lagoa, Deputy Corporate Officer/Senior Manager, Legislative Services; T. Pillipow, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director S. Brice

The meeting was called to order at 12:09 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Little, SECONDED by Director Murdoch,
That the agenda for the Capital Regional District Board meeting of April 8, 2026 be approved as amended with the addition of the following items to the Consent Agenda:
6.17. Motion with Notice: Noise and Nuisance Bylaw Motions from Salt Spring Island Local Community Commission (Director Holman)
6.18. Model Demolition Waste and Deconstruction Bylaw
CARRIED

3. ADOPTION OF MINUTES

3.1. 26-0393 Minutes of the Capital Regional District Board meetings of February 11, 2026 and March 11, 2026

MOVED by Director Little, SECONDED by Director Murdoch,
That the previously adopted minutes of the Capital Regional District Board meeting of February 11, 2026 be rescinded.
CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,
That the minutes of the Capital Regional District Board meetings of February 11, 2026, and March 11, 2026 be adopted as circulated.
CARRIED

4. REPORT OF THE CHAIR

Good afternoon again,

I hope everyone was able to enjoy some extra personal time and family time during both the Easter weekend and the recent school break.

I want to take a moment on behalf of the Board to give a warm welcome back to our esteemed GM & CFO Nelson Chan. We appreciated CAO Robbins' efforts to channel CFO Chan during our final budget deliberations last month. In all seriousness, the board is grateful to your team, Mr. Chan, for their remarkable work in the department and across the organization during the entire budget cycle, both leading up to the provisional budget last fall and then in the months leading up to final budget approval last month. I also want to express our board's appreciation to Deputy CFO Varinia Somosan for her great work as Acting CFO.

It's not merely coincidence, but rather the local government elections this fall that we are starting the next service and financial planning cycle with a staff report on our agenda today to be introduced by CFO Chan.

We have a busy April underway with a full slate of Standing Committee meetings that started last week. In addition to today's Board meetings, we will meet again, 3 weeks from today, on April 29th as Committee of the Whole, for our final check-in on the 2023-2026 Board Strategic Priorities and the Corporate Plan.

This will include an update on the status of the 135 initiatives in the Corporate Plan, and Directors will have the opportunity to reflect on our accomplishments and challenges to date. We'll look to use the benefit of our experience to identify any recommended topics for the next Board and its strategic planning process.

Those are my brief Chair's remarks and now let's turn to our agenda business for today.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

MOVED by Director Coleman, SECONDED by Director Caradonna,
That consent agenda items 6.1. through 6.9. and 6.11. through 6.18. be approved.
CARRIED

6.1. 26-0333 2025 Annual Compliance Summary - McLoughlin Point Wastewater Treatment Plant

This report was received for information.

6.2. 26-0350 November 2025 Core Area Residual Solids Conveyance Line Blockage

This report was received for information.

6.3. 26-0135 2025 Community Works Fund Annual Report

This report was received for information.

6.4. 26-0290 2025 Grants-In-Aid Annual Report

This report was received for information.

6.5. 26-0361 Union of British Columbia Municipalities - Community Emergency Preparedness Fund for the Emergency Operations Centre Equipment and Training Grant - 2026

That an application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for the Emergency Operations Centre Equipment and Training Grant 2026 be supported and that staff be directed to provide overall grant management.
CARRIED

6.6. 26-0386 Freedom of Information and Protection of Privacy Act (FOIPPA) Overview 2025

This report was received for information.

6.7. 26-0369 Regional District Service Reviews - Update

This report was received for information.

6.8. 26-0385 Non-Disclosure/Confidentiality Agreement for CRD Committees & Commissions Policy

That the amended Non-Disclosure/Confidentiality Agreement for CRD Committees & Commissions Policy (BRD12), attached as Appendix A, be approved.
CARRIED

6.9. 26-0346 Presentation: Dr. Réka Gustafson, Vice President, Population and Public Health and Chief Medical Health Officer, Island Health
Re: Clean Air Bylaw Enforcement Update

This presentation was received for information.

6.10. 26-0138 Regional Equity Investments

Item 6.10. was removed from the consent agenda to be considered under Reports of Committees as item 8.6.

6.11. 26-0228 Development Variance Permit for Lot 16, Section 10, Otter District, Plan VIP77477 - 2196 Otter Ridge Drive

That Development Variance Permit VA000167 for Lot 16, Section 10, Otter District, Plan VIP77477 to vary the Juan de Fuca Land Use Bylaw, Bylaw No. 2040, Part 1, Section 3.10(4)(a), by reducing the minimum frontage requirement from 10% to 3.8% for proposed Lot B, as shown on the Proposed Subdivision plan, prepared by West Coast Design and Development Services, dated December 7, 2022, for the purpose of permitting a two-lot subdivision, be approved.
CARRIED

6.12. 26-0246 Waive the Daily Additional Vehicle Fee at Regional Parks Campgrounds for Persons with Disabilities

1. That staff report back with amendments to Bylaw No. 3675, "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010" to eliminate the additional vehicle charge for people with disabilities at CRD Regional Park campgrounds; and
2. That staff collaborate with the T'Sou-ke First Nation to identify feasible options for implementing the program at Spring Salmon Place Campground in Sooke Potholes Regional Park
CARRIED

6.13. 26-0281 Enhanced Visitor Information by using the Google Maps Street View Platform

This report was received for information.

6.14. 26-0340 Saanich Peninsula Liquid Waste Management Plan - Technical Advisory Committee and Review Update

1. That staff defer review and renewal of the Saanich Peninsula Liquid Waste Management Plan pending completion of provincial, regional and municipal planning documents; and
2. That staff include financial planning for the Saanich Peninsula Liquid Waste Management Plan Update in the 2027 business planning process for consideration in the 2027-2031 Financial Plan.
CARRIED

6.15. 26-0344 Presentation: Martin Stewart, Chief Executive Officer, Future Marine Inc. Re: Electric Ferry Network

This presentation was received for information.

6.16. 26-0357 CRD Evolves 2024-2025 Organizational Plan Update

This report was received for information.

6.17. 26-0247 Motion with Notice: Noise and Nuisance Bylaw Motions from Salt Spring Island Local Community Commission (Director Holman)

1. That as part of the bylaw review process already underway, staff report on the rationale for including animal noise in both Bylaw 1465 and 3384, and the process and implications for exempting Salt Spring Island from Section 26 of Bylaw 1465.
2. That staff clarify and revise as required exemptions in the bylaws and their legal basis, particularly regarding agriculture taking into account Provincial legislation, in Bylaws 1465 and 3384.
3. That staff report on the implications of including a formal mediation process as part of the new CRD bylaw adjudication process.
CARRIED

6.18. 26-0113 Model Demolition Waste and Deconstruction Bylaw

That staff prepare a report on the cost and Building Code implications of applying a Demolition Bylaw, or equivalent, to Electoral Areas.
CARRIED

7. ADMINISTRATION REPORTS

7.1. 26-0374 CAO Quarterly Progress Report No. 1, 2026

T. Robbins presented Item 7.1. for information

Director de Vries left the meeting electronically at 12:27 pm.
Director de Vries re-joined the meeting in person at 12:28 pm.

Discussion ensued regarding including additional columns for action dates on the advocacy dashboard.

This report was received for information.

7.2. 26-0278 2027 Service and Financial Planning Guidelines

N. Chan spoke to Item 7.2.

MOVED by Director Caradonna, SECONDED by Director Wickheim,
That the service and financial planning guidelines be approved, and that staff be directed to prepare the draft financial plan review based on the timeline presented.
CARRIED

7.3. 26-0359 Biosolids Beneficial Use Management - March Update

L. Jones presented Item 7.3. for information.

This report was received for information.

7.4. 26-0395 AAP Results & Adoption for Bylaw No. 4704 - Performing Arts Facilities Service Establishing Bylaw No. 1, 2025

K. Morley spoke to Item 7.4.

MOVED by Director Alto, SECONDED by Director Plant,
1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4704 (Appendix A) be received; and
CARRIED

MOVED by Director Alto, SECONDED by Director Plant,
2. That Bylaw No. 4704, "Performing Arts Facilities Service Establishing Bylaw No. 1, 2025" be adopted.
CARRIED

8. REPORTS OF COMMITTEES

Electoral Areas Committee

8.1. 26-0330 Bylaw No. 4747: Cedar Lane Loan Authorization Bylaw for Water Treatment Plant Capital Upgrades

Director Murdock left the meeting at 12:43 pm.

MOVED by Director Holman, SECONDED by Director Wickheim,
1. That the attached Certification of Results of Petition for Borrowing - Cedar Lane Water Treatment Plant be received;
CARRIED

MOVED by Director Holman, SECONDED by Director Wickheim,
2. That Bylaw No. 4747, “Cedar Lane Water Service Loan Authorization Bylaw No. 1, 2026” be introduced and read a first, second and third time; and
CARRIED

MOVED by Director Holman, SECONDED by Director Wickheim,
3. That Bylaw No. 4747 be forwarded to the Inspector of Municipalities for approval.
CARRIED

Juan De Fuca Land Use Committee

8.2. 26-0252 Zoning Amendment Application for That Part of Section 90, Renfrew District, Shown Outlined in Red on Plan 913R Lying to the North of the Southerly Boundary of Plan 503RW - 9260 Invermuir Road

Directors Desjardins and Tobias left the meeting at 12:44 pm.

MOVED by Director Wickheim, SECONDED by Director Little,
1. That the referral of proposed Bylaw No. 4716, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 169, 2025", to the Shirley-Jordan Advisory Planning Commission, First Nations, CRD departments and external agencies be approved and the comments received.
CARRIED

Director Desjardins rejoined the meeting in person at 12.45 pm.

MOVED by Director Wickheim, SECONDED by Director Little,
2. That proposed Bylaw No. 4716, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 169, 2025", be introduced and read a first, second and third time; and
CARRIED

MOVED by Director Wickheim, SECONDED by Director Little,
3. That proposed Bylaw No. 4716 be adopted.
CARRIED

Peninsula Recreation Commission

8.3. 26-0402 Bylaw No. 4761 Saanich Peninsula Recreation Services (DCS Recreation Facility) Loan Authorization Bylaw No. 1, 2026

Director Murdock rejoined the meeting in person at 12:46 pm.
Director Murdoch left the meeting at 12:46 pm.

MOVED by Director Windsor, SECONDED by Director Wickheim,
1. That Bylaw No. 4761, "Saanich Peninsula Recreation Services (DCS Recreation Facility) Loan Authorization Bylaw No. 1, 2026", be introduced and read a first, second and third time;
CARRIED

Director Tobias rejoined the meeting at 12:47 pm.

MOVED by Director Windsor, SECONDED by Director Plant,
2. That participating area approval for Bylaw No. 4761 be obtained by way of the municipal consent on behalf of electors for Central Saanich, North Saanich, and Sidney, and if successful, be referred to the Inspector of Municipalities for approval; and
3. That prior to the Capital Regional District Board adopting Bylaw No. 4761, "Saanich Peninsula Recreation Services (DCS Recreation Facility) Loan Authorization Bylaw No. 1, 2026", the CRD through the Peninsula Recreation Commission enter into a Memorandum of Understanding with the District of Central Saanich to establish mutually agreed-upon conditions for the planning, construction and long-term use of the DCS Recreation Facility.
CARRIED

Regional Water Supply Commission

8.4. 26-0331 Bylaw No. 4754, Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026 and Revised of Terms of Reference

MOVED by Director Coleman, SECONDED by Director Szpak,
1. That Bylaw No. 4754, "Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026," be introduced and read a first, second and third time;
CARRIED

MOVED by Director Coleman, SECONDED by Director Szpak,
2. That Bylaw No. 4754 be adopted; and
CARRIED

MOVED by Director Coleman, SECONDED by Director Szpak,
3. That the revised Water Advisory Committee Terms of Reference be approved.
CARRIED

Transportation Committee

8.5. 26-0345 Capital Regional District Regional Transportation Plan Update

K. Lorette presented Item 8.5. for information.

Discussion ensued regarding:
- the changing timeline of the feasibility study and Reconciliation Corridor Initiative and its potential impact to the Victoria Regional Transit Plan
- confirmation that the gulf islands regional trail network is within scope
- next steps in the engagement process

Director Murdoch rejoined the meeting in person at 12:53 pm.

This report was received for information.

8.6. 26-0138 Regional Equity Investments

Discussion ensued regarding clarification of how and/or where regional equity is applied when developing policies and frameworks.

Motion Arising
MOVED by Director Holman, SECONDED by Director Wickheim,
That consideration of the regional equity issue be included in the April 29 Board Priorities check-in at the Committee of the Whole.
CARRIED

9. BYLAWS

There were no bylaws for consideration.

10. NOTICE(S) OF MOTION

There were no notice(s) of motion.

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

12.1. 26-0396 Motion to Close the Meeting

MOVED by Director Desjardins, SECONDED by Director Murdoch,
1. That the meeting be closed for appointments and personal information in accordance with Section 90(1)(a) of the Community Charter. [2 items]
2. That the meeting be closed for labour relations in accordance with Section (90)(1)(c) of the Community Charter [1 item]
3. That the meeting be closed for a legal update in accordance with Section 90(1)(i) of the Community Charter. [1 item]
4. That the meeting be closed for Provincial Government negotiations in accordance with Section 90(2)(b)(i) of the Community Charter. [1 item]
5. That the meeting be closed for first nations or indigenous entity negotiations in accordance with Section 90(2)(b)(iii) of the Community Charter. [2 items]
CARRIED

The Capital Regional District Board moved to the closed session at 1:15 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from the closed session at 1:35 pm, and reported on the following:

In accordance with Terms of Reference, the following be appointed to the Regional Transportation Advisory Committee for a term expiring December 31, 2028: Emma McWalter

In accordance with Bylaw No. 3133, that the following be appointed to the Skana Water Service Committee for a term expiring December 31, 2027: Robert Percival

In accordance with Bylaw No. 3749, that the following be appointed to the Southern Gulf Islands Electoral Area Emergency Advisory Commission for a term expiring December 31, 2027: Stephen Cropper, Robert Fenton, Adrian Hanson, Ian Hayward, Triana Newton, Scott Sugden

In accordance with Bylaw No. 3749, that the following be appointed to the Southern Gulf Islands Electoral Area Emergency Advisory Commission for a term expiring December 31, 2026: Kerry Keats, Wayne Quinn

That Ashley Fernandes, representing environmental groups, be reappointed to the Water Advisory Committee for a two-year term ending December 31, 2027; and
That the following individuals be appointed to the Water Advisory Committee for a two-year term ending December 31, 2027:
i. Michael Engelsjord, representing groups concerned with the protection of fish habitats; and
ii. Heinz Unger, representing ratepayers and residents' associations.
That Heike Lettrari, representing the scientific community, be appointed to the Water Advisory Committee for a two-year term ending December 31, 2027.

That the Finance Committee be permitted to meet in closed session on May 6, 2026 for intergovernmental negotiations with first nations in accordance with Section 90(2)(b)(iii) of the Community Charter. [1 Item]

14. ADJOURNMENT

MOVED by Director Plant, SECONDED by Director Szpak,
That the Capital Regional District Board meeting of April 8, 2026 be adjourned at 1:35 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Capital Regional District Board

Wednesday, April 29, 2026 | **12:05 PM** | **6th Floor Boardroom**
625 Fisgard Street
Victoria, BC

Special Meeting - Following Committee of the Whole

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

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer/General Manager, Finance and Technology; A. Fraser, General Manager, Infrastructure and Water Services; S. Henderson, General Manager, Electoral Area Services; L. Jones, General Manager, Parks, Recreation and Environmental Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, Corporate Officer/General Manager, Corporate Services; M. Miklea, Deputy Corporate Officer/Manager, Legislative Services; T. Pillipow, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors P. Brent, P. Jones, K. Murdoch, L. Szpak, M. Tait, S. Tobias, R. Windsor

The meeting was called to order at 3:13 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in the preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Coleman, SECONDED by Director Brice,
That the agenda for the Capital Regional District Board meeting of April 29, 2026 be approved.
CARRIED

3. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

4. SPECIAL MEETING MATTERS

4.1. 26-0362 Board Priorities Annual Check In

MOVED by Director Desjardins, SECONDED by Director Little,
1. That the current level of effort on Board Priorities be maintained;
2. That staff include the Reconciliation Corridor Initiative in the service and financial planning process going forward; and
3. That this direction further inform the service and financial planning for 2027 based on service direction this term and in preparation for the 2027-2030 Board term.
CARRIED

MOVED by Director Plant, SECONDED by Director Little,
That the topic of developing an enhanced Advocacy Strategy be advanced to the next Board's Strategic Priorities setting meetings.
CARRIED

MOVED by Director Desjardins, SECONDED by Director Murdock,
That the Reconciliation Corridor Initiative be included in the Strategic Priorities planning process for the next Board.
CARRIED

MOVED by Director Holman, SECONDED by Director Wickheim,
That regional equity considerations be included as part of the next Board's Strategic Priorities planning process.
CARRIED

5. ADJOURNMENT

MOVED by Director Coleman, SECONDED by Director Plant,
That the Capital Regional District Board meeting of April 29, 2026 be adjourned at 3:15 pm.
CARRIED

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Committee of the Whole

Wednesday, October 29, 2025 | **12:05 PM** | **6th Floor Boardroom**
625 Fisgard Street
Victoria, BC V8W 1R7

Provisional Budget

PRESENT
DIRECTORS: C. McNeil-Smith (Chair), M. Little (Vice Chair), J. Bateman (for M. Tait), P. Brent, S. Brice, J. Brownoff (EP), J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins, S. Goodmanson, G. Holman, P. Jones, S. Kim (for M. Alto) (EP), D. Kobayashi (12:55 pm), K. Murdoch, D. Murdock, C. Plant, L. Szpak, D. Thompson, A. Wickheim, K. Williams

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer/General Manager, Finance and Technology; A. Fraser, General Manager, Infrastructure and Water Services; S. Henderson, General Manager, Electoral Area Services; L. Jones, General Manager, Parks, Recreation and Environmental Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, Corporate Officer/General Manager, Corporate Services; V. Somosan, Senior Manager/ Deputy CFO, Financial Services; F. Delgadillo Lopez, Manager, Strategic Planning; B. Semmens, Manager, Financial Planning & Performance; L. Xu, Manager, Local Services and Corporate Grants; A. Linwood, Controller, Financial Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors M. Alto, M. Tait, S. Tobias, R. Windsor

The meeting was called to order at 12:53 pm.

1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

2. Approval of Agenda

MOVED by Director Little, SECONDED by Director Coleman,
That the agenda for the Committee of the Whole meeting of October 29, 2025 be approved.
CARRIED

3. Presentations/Delegations

5.1. Presentations

There were no presentations.

5.2. Delegations

MOVED by Director Brent, SECONDED by Director Little,
That a late delegation, Gord Baird, be permitted to speak.
CARRIED

Director Kobayashi joined the meeting in person at 12:55 pm.

5.2.1. 25-1172 Delegation - Gord Baird; Chair, Regional Water Supply Commission: Re: Agenda Item 4.2.: Capital Regional District Provisional 2026-2030 Financial Plan Approval

G. Baird spoke to Item 4.2.

4. Special Meeting Matters

4.1. 25-0970 Service Planning 2026 - Community Need Summaries

T. Robbins presented Item 4.1. for information.

Discussion ensued regarding potential implications to initiatives that extend beyond this board term.

4.2. 25-0943 Capital Regional District Provisional 2026-2030 Financial Plan Approval

N. Chan spoke to Item 4.2.

Discussion ensued regarding:
- the provincial requirement that municipal long-term capital debt flow through a regional district
- clarification that the percentage increase or decrease to municipal requisitions refers to year-over-year
- a breakdown of costs between core and non-core services
- an update on staffing outlined in the report
- additional context for, and potential implications of the reduction of reserves
- clarification of the advocacy expenditures
- separating arts and recreation community needs in future plans and reporting
- options to improve the presentation of a consolidated requisition
- delegated authority of water local services in relation to the budget
- reconsideration of implementing additional parking fees ahead of the final budget approval
- presentation of the financial health indicators analysis

Director Murdock left the meeting at 2:28 pm.

MOVED by Director Williams, SECONDED by Director de Vries,
The Committee of the Whole recommends to the Capital Regional District Board:
1. That the Capital Regional District Provisional 2026-2030 Financial Plan be approved as presented;

MOVED by Director Brice, SECONDED by Director Murdoch,
That Part 1 of the recommendation be tabled to consider a motion arising.
CARRIED
Opposed: Caradonna, Thompson

Director Murdock rejoined the meeting at 2:48 pm.

Motion Arising:
MOVED by Director Brice, SECONDED by Director Plant,
That options be provided to defer non-critical projects across all service areas.

Discussion ensued regarding:
- the potential pressure deferrals would have on the future budgets
- clarification of the increase to the average cost to household

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

Discussion continued regarding the total requisition increase for the Regional Transportation Service.

The question was called on the Motion Arising:
That options be provided to defer non-critical projects across all service areas.
DEFEATED

Opposed: Bateman, Brent, Brownoff, Caradonna, Coleman, de Vries, Goodmanson, Holman, Jones, Kim, Kobayashi, Little, McNeil-Smith, Murdoch, Murdock, Szpak, Thompson, Wickheim, Wiliams

The question was called on Part 1:
The Committee of the Whole recommends to the Capital Regional District Board:
1. That the Capital Regional District Provisional 2026-2030 Financial Plan be approved as presented;
CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,
The Committee of the Whole recommends to the Capital Regional District Board:
2. That the Committee/Commission directed and Board endorsed initiatives be approved and incorporated into the final budget, subject to successful service establishment where required;
CARRIED

MOVED by Director Brent, SECONDED by Director Murdoch,
The Committee of the Whole recommends to the Capital Regional District Board:
3. That the new initiatives and capital identified in Appendix H for January 1, 2026, implementation be approved and staff be directed to amend the 2025 to 2029 Financial Plan (Bylaw No. 4665, "2025 to 2029 Financial Plan Bylaw, 2025");
CARRIED

MOVED by Director Kobayashi, SECONDED by Director Murdoch,
The Committee of the Whole recommends to the Capital Regional District Board:
4. That the 2026 Community Need Summaries be approved as presented; and
CARRIED

MOVED by Director Goodmanson, SECONDED by Director Caradonna,
The Committee of the Whole recommends to the Capital Regional District Board:
5. That the Staff Establishment Chart as attached in Appendix K be approved.
CARRIED

5. Motion to Report to the Board

5.1. 25-1145 Motion to Report to the Board

MOVED by Director de Vries, SECONDED by Director Little,
That the Committee of the Whole report to the Capital Regional District Board at the October 29, 2025 special meeting regarding Items 4.1. and 4.2.
CARRIED

6. Adjournment

MOVED by Director Brent, SECONDED by Director de Vries,
That the Committee of the Whole meeting of October 29, 2025 be adjourned at 3:52 pm.
CARRIED

_____
CHAIR

CERTIFIED CORRECT:

_____
CORPORATE OFFICER

Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Committee of the Whole

Wednesday, April 29, 2026 | **12:00 PM** | **6th Floor Boardroom**
625 Fisgard Street
Victoria, BC V8W 1R7

Strategic Planning

PRESENT
DIRECTORS: C. McNeil-Smith (Chair), M. Little (Vice Chair), M. Alto, J. Bateman (for M. Tait) (EP), R. Fawcett (for P. Brent), S. Brice, J. Brownoff, J. Caradonna, C. Coleman, Z. de Vries (12:06 pm) (EP), B. Desjardins, S. Goodmanson (12:10 pm), G. Holman, D. Kobayashi (EP), D. Murdock (12:06 pm), C. Plant, S. Shrivastava (for P. Jones), L. Szpak, D. Thompson, S. Tobias, A. Wickheim, K. Williams

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer/General Manager, Finance and Technology; A. Fraser, General Manager, Infrastructure and Water Services; S. Henderson, General Manager, Electoral Area Services; L. Jones, General Manager, Parks, Recreation and Environmental Services; K. Lorette, General Manager, Housing, Planning and Protective Services; K. Morley, Corporate Officer/General Manager, Corporate Services; D. Elliott, Senior Manager, Regional Housing; P. Klassen, Senior Manager, Regional Planning; M. MacIntyre, Senior Manager, Regional Parks (EP); R. Smith, Senior Manager, Environmental Resource Management; F. Delgadillo Lopez, Manager, Strategic Planning; A. Prisniak, Manager, Strategic Initiatives, First Nations Relations; M. Miklea, Deputy Corporate Officer/Manager, Legislative Services; T. Pillipow, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors P. Brent, P. Jones, K. Murdoch, M. Tait, R. Windsor

The meeting was called to order at 12:03 pm.

1. Territorial Acknowledgement

Vice Chair Little provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Brice, SECONDED by Director Desjardins,
That the agenda for the Committee of the Whole meeting of April 29, 2026 be approved.
CARRIED

3. Presentations/Delegations

There were no presentations or delegations.

4. Special Meeting Matters

MOVED by Director Caradonna, SECONDED by Director Desjardins,
That the rules of the Capital Regional District Board Procedures Bylaw be suspended to allow a roundtable discussion.
CARRIED

Director de Vries joined the meeting electronically at 12:06.
Director Murdock joined the meeting in person at 12:06 pm.
Director Goodmanson joined the meeting in person at 12:10 pm.

4.1. 26-0362 Board Priorities Annual Check In

T. Robbins, K. Lorette, L. Jones, and K. Morley spoke to Item 4.1.

Discussion ensued regarding:
- improving coordination efforts with key transportation partners
- regional trail governance in relation to the Gulf Islands Regional Trail Plan
- potential implications of the changes to the federal grant application
- potential impact of provincial funding stream freezes to housing programs
- strategies to provide affordable housing in a competitive market
- confirmation that there are sufficient options in place for safe disposal of batteries
- opportunities to reduce greenhouse gas emissions
- current and developing initiatives to encourage proper disposal of refuse throughout the region
- inclusion of the UNESCO Urban Biosphere Reserve application in the 2027 service planning

An informal roundtable discussion ensued regarding current progress and additional efforts related to the Board Priorities:
- streamlining some processes to avoid delays
- increasing the efforts in reducing greenhouse gas emissions
- gratitude to staff for the incredible work accomplished thus far
- that the current trajectory of expansion is not sustainable
- including a Life Cycle Assessment on the dashboard
- including a timeline of expected reduction of fees when proposing an alternative approval process
- shifting to open source software for operations
- moving the advocacy strategy beyond letter writing

MOVED by Director Brice, SECONDED by Director Little,
The Committee of the Whole recommends to the Capital Regional District Board:
1. That the current level of effort on Board Priorities be maintained; and
2. That this direction further inform the service and financial planning for 2027 based on service direction this term and in preparation for the 2027-2030 Board term.

Amending Motion:
MOVED by Director Desjardins, SECONDED by Director Tobias,
That the main motion be amended by inserting as part 2, "That staff include the Reconciliation Corridor Initiative in the service and financial planning process going forward," and renumbering the list.
CARRIED

The question was called on the main motion as amended.
The Committee of the Whole recommends to the Capital Regional District Board:
1. That the current level of effort on Board Priorities be maintained;
2. That staff include the Reconciliation Corridor Initiative in the service and financial planning process going forward; and
3. That this direction further inform the service and financial planning for 2027 based on service direction this term and in preparation for the 2027-2030 Board term.
CARRIED

Director Szpak left the meeting at 2:26 pm.
Director Alto left the meeting at 2:33 pm.

Motion Arising:
MOVED by Director Plant, SECONDED by Director Desjardins,
The Committee of the Whole recommends to the Capital Regional District Board:
That the topic of developing an enhanced Advocacy Strategy be advanced to the next Board's Strategic Priorities setting meetings.
CARRIED

Motion Arising:
MOVED by Director Tobias, SECONDED by Director Desjardins,
The Committee of the Whole recommends to the Capital Regional District Board:
That the Reconciliation Corridor Initiative be included in the Strategic Priorities planning process for the next Board.
CARRIED

Motion Arising:
The Committee of the Whole recommends to the Capital Regional District Board:
MOVED by Director Holman, SECONDED by Director Fawcett,
That regional equity considerations be included as part of the next Board's Strategic Priorities planning process.
CARRIED
Opposed: Plant

Director Alto rejoined the meeting in person at 2:57 pm.

5. Motion to Report to the Board

5.1. 26-0443 Motion to Report to the Board

MOVED by Director Desjardins, SECONDED by Director Tobias,
That the Committee of the Whole report to the Capital Regional District Board at the April 29, 2026 special meeting regarding Item 4.1.
CARRIED

6. Adjournment

MOVED by Director Little, SECONDED by Director Goodmanson,
That the Committee of the Whole meeting of April 29, 2026 be adjourned at 3:03 pm.
CARRIED

_____
CHAIR

CERTIFIED CORRECT:

_____
CORPORATE OFFICER

Capital Regional District (CRD)

Member Agency Update

May 13, 2026

GREATER VICTORIA HARBOUR AUTHORITY

Acknowledging the Traditional Territory of the lək̓ʷəŋən People

GVHA Vision

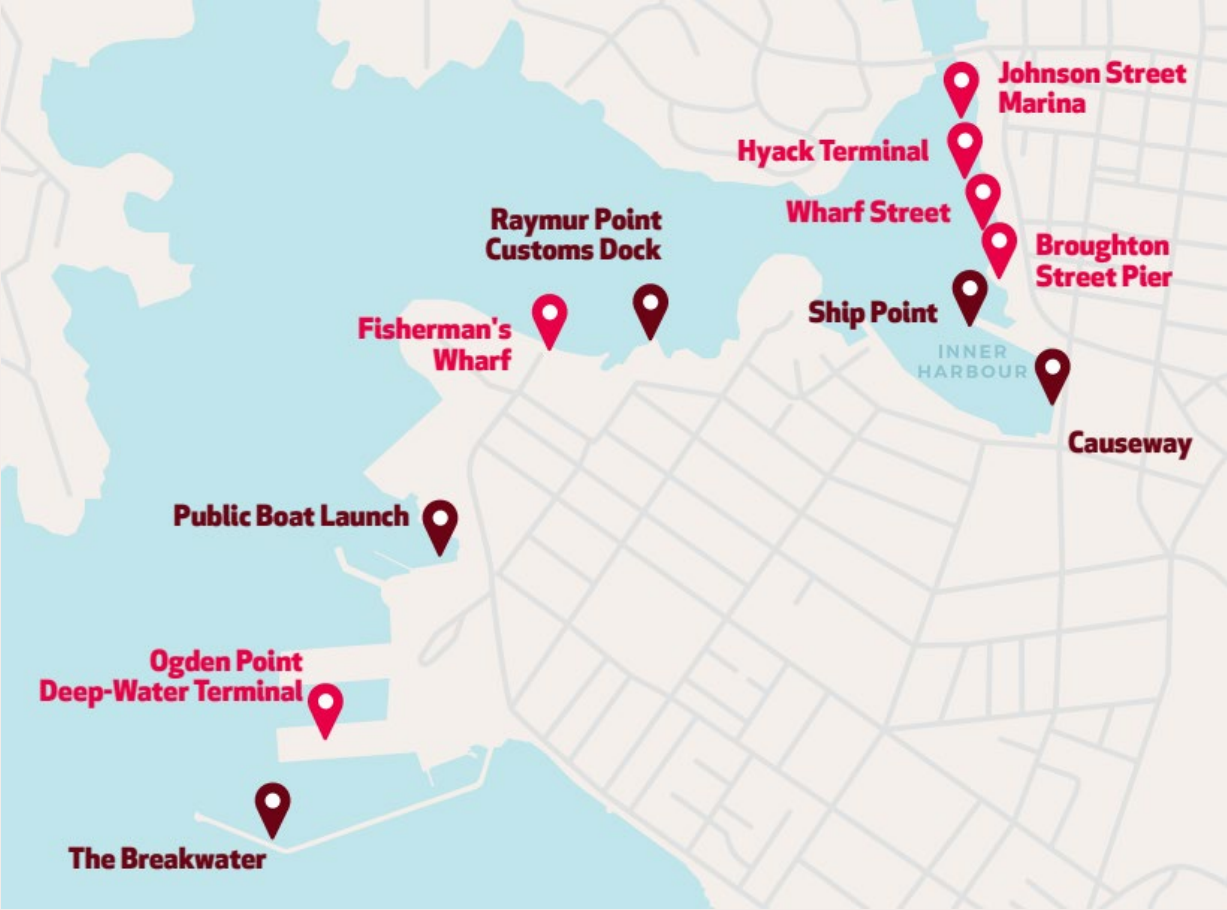
Canada’s Most Ḱʷamḱʷəm (Vibrant) & Xʷčičtəs (Harmonious) Harbour

CEO Recruitment Update

- **Don Krusel** appointed Interim CEO in December
- Former President & CEO of Prince Rupert Port Authority with 35+ years of port and maritime experience
- Interviews with shortlisted candidates for permanent CEO position underway
- Announcement anticipated mid-summer

GVHA Governance

- Accountable to **8 member agencies**:
  1. xʷsepsəm Nation
  2. Songhees Nation
  3. Capital Regional District
  4. City of Victoria
  5. Greater Victoria Chamber of Commerce
  6. Destination Greater Victoria
  7. Township of Esquimalt
  8. Victoria Esquimalt Harbour Society
- Oversee **11 waterfront properties**

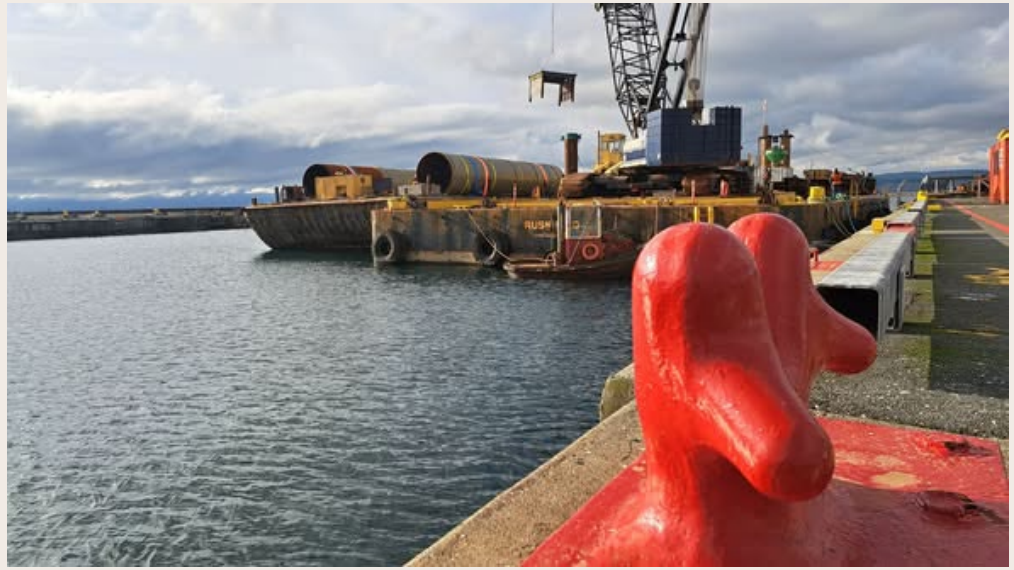


GVHA by the Numbers

Audited Results Year ending Mar 31, 2025	**Forecasted Results** Year ending Mar 31, 2026
$33.4M Revenue	+7% YoY $35.8M
$22.8M Expenses	+18% YoY $26.9M Expenses
$10.6M Net Income	-16% YoY $8.9M Net Income
$2.4M Capital Spend	$8.0M Capital Spend

Major Capital Investments

- Completed **shoreline restoration** at Camel Point (**$1.8M**) and upgraded Hyack Marina (**$0.9M**)
- **Deep-water terminal upgrades** (up to **$13M**) include a second new breasting dolphin, corner fender and bollard replacements, lighting upgrades, new lift station, warehouse roof safety/access improvements, structural pier repairs, and new sewer lift stations



New Commercial Activity

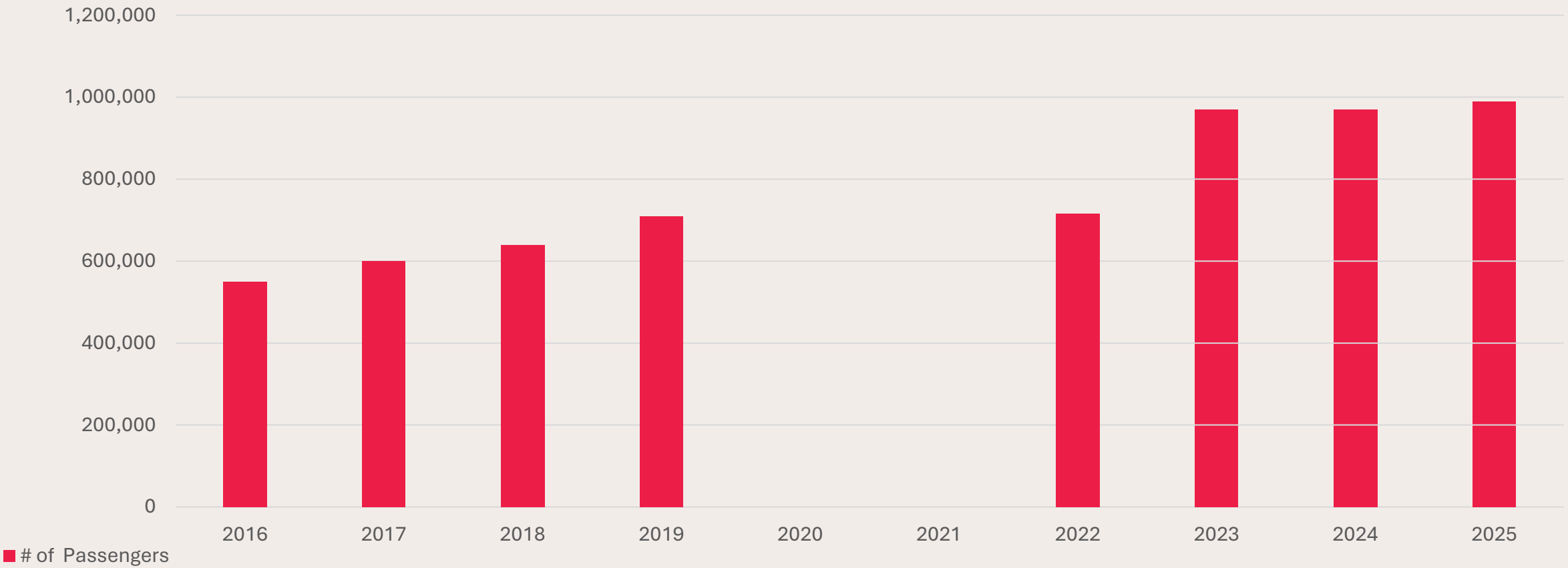
- Refurbished docks at Hyack Terminal
- Welcomed Seair in October – up to 10 new daily flights between Victoria and Vancouver

- Acquired fuel dock and completed first full year of operation

New Sustainability Plan

- Five-year sustainability plan (2026-2030) approved by the Board last month.
- Aligns environmental leadership, economic resilience, and responsible growth in 6 key areas:
    1. Climate action
    2. Ecosystems, wildlife, and biodiversity
    3. Sustainable and resilient infrastructure
    4. Waste management and circular economy
    5. Education, outreach, and engagement
    6. Organizational culture and decision-making

Cruise Passenger Volume



- 310 calls and 989,950 passengers in 2025
- 73% of total passengers disembarked

Cruise Impact

- Cruise represents **60% of total revenue**
- **Profits reinvested** to maintain community assets
- Cruise passengers spend an estimated **$214M annually**
- Cruise supports **1,390 jobs** and contributes $209M in GDP
- 84.1% of residents surveyed said cruise had a **positive impact** on Victoria

2026 Cruise Season

- First call arrived April 10
- 335 scheduled calls (8% increase); 1 million passengers anticipated
- Six new vessels; two new cruise lines (Virgin & MSC)
- GVHA/DGV attended Seatrade together last month
- Market on the Pier has returned – high demand from vendors
- Welcomed new cruise director, Carmen Ortega from VFPA

kʷamkʷəm (vibrant) Harbour

- In 2025, GVHA hosted more than 30 community and corporate events
- 60,000 people attended 2-day Symphony Splash
- Symphony Splash generated $6.6M in economic impact.

Classic Boat Festival

Lək̓ʷəŋən Placemaking

- Enhancing lək̓ʷəŋən presence in the harbour
- New **xwsəyq’əm** storytelling site
- Supported **xʷsepsəm Hands, Strong Future** carving mentorship program; new pole planned for corner of Belleville & Government Street

GVHA Strategic Framework 2026-2031

Vision

Canada's most **ḰʷamḰʷəm** (vibrant) and **Xʷčičtəs** (harmonious) harbour.

Mission

Ensure the long-term stewardship of lək̓ʷəŋən territory by creating Canada's first co-managed port.
Galvanize support and investment in land, sea and people.

Ensure a productive and inclusive working harbour leading in regional sustainability.

Guiding Principles

First Nations Relationships, Triple Bottom Line, Financial Self-Sustainability, Working Harbour, and Accountability

Financial Prosperity

Prioritize financial well-being.

Governance Alignment

Pursue the right governance structure to fit our purpose.

Asset Optimization

Develop properties into inspirational legacies that create lasting economic and social value

Workforce Engaged

Cultivate top talent and a purpose-driven culture that values, supports, and empowers our people.

An Integrated Plan for the Harbour

- 6-month initiative to shape a cohesive, long-term vision for the harbour (economic, cultural, environmental, community).
- Global expert Worley Consulting is leading the project
- Outreach will include rights-holders, harbour users, partners, clients, and the broader community

Thank you. Questions?

Making a difference...together

ERM 26-12

REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 15, 2026

SUBJECT **Wrap-Up Activities of the Wildlife Attractants Working Group**

ISSUE SUMMARY

To report on recent work with municipalities to develop consistent policies and bylaws that limit bear attractants and initiate an awareness campaign to reduce bear-human interactions across the region.

BACKGROUND

On May 8, 2024, the Capital Regional District (CRD) Board directed staff, through a Motion with Notice, to work with municipalities to develop consistent policies and bylaws that limit wildlife attractants and prevent bear-human interactions.

In a staff report presented to the Environmental Services Committee in March 2025 titled 'Wildlife Attractants in the Capital Region' (Appendix A), staff provided an update on addressing the Board motion. The update included progress on establishing a working group focused on limiting wildlife attractants and identified key resource documents that could be used for guidance.

These resources included the *Wildlife Attractant Bylaw Toolkit* produced by the Get Bear Smart Society which outlines a stand-alone model bylaw and options for incorporating wildlife attractant considerations into existing bylaws, including solid waste bylaws. Staff also highlighted the "Bear Smart" Community Program Background Report, which describes steps and procedures local governments can take to reduce the frequency of human-bear conflicts. The first Wildlife Attractants Working Group was scheduled for April 2025.

During the presentation of the March 2025 staff report, a subsequent motion arose recommending that "staff be directed to explore creating a public awareness campaign regarding reducing wildlife attractant and interaction in the Capital Region. And that this work be done in coordination with other organizations involved in this work." Staff incorporated this direction into 2025 work plans.

Wildlife Attractants Working Group

Eight municipalities and one electoral area responded to the invitation seeking working group members and participated in meetings. The CRD hosted five Wildlife Attractants Working Group meetings between April and October 2025. An average of four municipalities attended each meeting.

Meetings involved sharing knowledge and resources, identifying potential solutions and exploring bylaw options for reducing human-bear interactions due to improper management of waste. Subject matter experts, including representatives from the BC Conservation Officer Service and Wild Wise Society, were asked to present to the working group to provide information and recommendations based on their work and experience.

Key takeaways from working group meetings included:

- The primary concern for working group members was limiting bear attractants in residential solid waste, rather than wildlife attractants as a whole (e.g., fruit trees, backyard apiaries).
- There are existing model bylaws and active bylaws in place for interested municipalities to adopt.
- Education and awareness should be a primary focus.
- Local governments have limited resources and capacity to implement and enforce additional bylaws.
- Local governments have a range of options for education and outreach supports from no-cost volunteer organizations such as Wild Wise Society to paid positions such as WildSafeBC Community Coordinators.
- A regional bylaw would not be appropriate as the CRD does not have authority over municipal garbage and organics collection.

Given that model bylaws already exist and have been shared with the working group, staff will transition the bear attractant topic from the Wildlife Attractants Working Group to the Local Government Waste Reduction Working Group (LGWRWG) as a seasonal agenda item for meetings.

The LGWRWG is made up of representatives from all thirteen municipalities and meets monthly. To ensure the continuation of knowledge sharing and coordination related to limiting bear attractants, CRD staff will include the topic on meeting agendas at least three times a year. Additionally, staff will regularly encourage municipal representatives to bring forward any related programs or initiatives to the meetings to share with the broader group.

Awareness Campaign

In accordance with the Board motion to create a public awareness campaign, the CRD implemented a social media campaign from July to September 2025 to amplify messaging from expert organizations whose primary focus is educating the public about limiting bear attractants. The CRD shared and reposted content that highlighted how improper management of household curbside garbage can lead to human–bear conflicts, including tips for securing and storing household waste bins.

Staff will continue to monitor, share and repost wildlife attractant-related content from local expert organizations on a seasonal basis through a variety of CRD communications channels.

CONCLUSION

Capital Regional District staff were directed to work with municipalities to develop consistent policies and bylaws to limit wildlife attractants and to implement a public awareness campaign. Through the working group process, several tools and resources were shared with interested municipalities—including existing model bylaws and education-focused approaches. A social media campaign encouraging proper management of curbside garbage was also implemented. Moving forward, staff will conclude the dedicated Wildlife Attractants Working Group and integrate the bear attractants topic as a seasonal agenda item for the Local Government Waste Reduction Working Group meetings.

RECOMMENDATION

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

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
Concurrence:	Andy Orr, Senior Manager, Corporate Communications and Engagement
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Staff Report: Wildlife Attractants in the Capital Region (March 19, 2025)

Making a difference...together

APPENDIX A

ERM 25-09

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

SUBJECT **Wildlife Attractants in the Capital Region**

ISSUE SUMMARY

To report on activities related to working with municipalities to develop consistent policies and bylaws to limit wildlife attractants.

BACKGROUND

On May 8, 2024, the Capital Regional District (CRD) Board directed staff, through a Motion with Notice, to work with municipalities to develop consistent policies and bylaws to limit wildlife attractants and prevent bear-human interactions.

CRD staff are in the process of reaching out to municipalities and electoral areas in the region to gauge interest in and create a participant list for the establishment of a wildlife attractants working group. The working group will provide opportunities for local governments to collaborate, share knowledge and develop policies for limiting wildlife attractants due to improperly managed waste. Working group goals would include identifying current issues, outlining potential steps to resolve issues, identifying and promoting policy development and exploring bylaw options in relation to waste management practices causing human-wildlife conflicts.

The creation of a proposed working group, focused on discussing limiting bear attractants, was brought to the Local Government Waste Reduction Working Group (LGWRWG). The LGWRWG membership includes representatives from 12 municipalities. Limiting wildlife attractants has been a topic of regular discussion at subsequent LGWRWG meetings where discussions focused on challenges faced by different municipalities, sharing of resources and updates on initiatives. Two municipalities have already expressed interest in participating in a wildlife attractants working group, namely District of Saanich and the Town of View Royal. The Town of View Royal has been a key contributor and has provided valuable insights into their process for implementing initiatives focused on limiting wildlife attractants in their municipality.

The Wildlife Attractant Bylaw Toolkit produced for Get Bear Smart Society (Appendix A) will be proposed as one of the main guidance documents brought forward to the working group for consideration. The toolkit provides insights into creating a stand-alone wildlife bylaw as well as options for incorporating wildlife attractant considerations into existing bylaws such as solid waste bylaws. Further guidance will come from the Ministry of Environment and Parks' "Bear Smart" Community Program. The program outlines a series of criteria for communities to follow to address root causes of human-bear interactions. The "Bear Smart" Community Program Background Report (Appendix B) outlines a series of steps and procedures to reduce the frequency of human-bear conflicts and requires a shift from reactive management of bears to a proactive management of attractants, such as solid waste.

CONCLUSION

Capital Regional District (CRD) staff were directed to work with municipalities to develop consistent policies and bylaws to limit wildlife attractants across the region. Staff will invite municipalities and electoral areas to participate in a wildlife attractants working group. The working group will consider tools, including the Wildlife Attractant Bylaw Toolkit and the Bear Smart Community Program to identify and address root causes of human-bear interactions and consider corresponding policy or bylaw development. If established, staff will share updates on wildlife attractants working group findings with the Local Government Waste Reduction Working Group, Environmental Services Committee and the CRD Board.

RECOMMENDATION

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

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

ATTACHMENTS

Appendix A: Get Bear Smart Society - Wildlife Attractant Bylaw Toolkit (2022)
Appendix B: “Bear Smart” Community Program: Background Report (March 2002)

APPENDIX A

2022

WILDLIFE ATTRACTANT BYLAW TOOLKIT

Prepared for:
Get Bear Smart Society

Prepared by:
Serratus Wildlife Services

This *Sample* Bylaw and guideline is for reference purposes only. It is recommended that prior to using the *Sample* Bylaw, or any portions, that legal review and advice is obtained.

Acknowledgment: The main template for this *Sample* Bylaw is from the District of Squamish Wildlife Attractant Bylaw No. 2781, 2020.

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Background

Bylaws reflect a community's overall principles and values and are meant to evolve as the community's standards and norms shift.

Local government councils, or boards, create policy through bylaw adoption and can provide direction to enforcement staff in relation to enforcement priorities. Bylaw enforcement actions can range between compliance-focused (gaining voluntary compliance through education, warnings, mediation) and enforcement-focused (by issuing bylaw offense notices/tickets, seeking injunctions). Bylaws must have a degree of fairness and reasonableness and be designed with the unique needs of the community in mind and updated as these needs change (Office of the Ombudsperson, Province of British Columbia, 2021).

This toolkit provides insights into the process for creating a stand-alone wildlife attractant bylaw as well as the option for incorporating wildlife attractant considerations into an existing bylaw. In addition to the Wildlife Attractant *Sample* Bylaw is a guide with a step-by-step approach to understanding the various sections of the *Sample* Bylaw.

Why wildlife attractant bylaws are necessary

While the management of wildlife is a provincial responsibility, the regulation and management of refuse and other wildlife attractants that bring wildlife into communities is the responsibility of local government. This can be accomplished by (1) educating residents and visitors; and (2) by adopting bylaws that assist with minimizing, to the greatest extent possible, the availability of anthropogenic (human) foods and other substances.

Local government, whether a municipality or regional district, is responsible for providing a comprehensive range of services that enhance many aspects of life for its citizens and play a key role in ensuring the overall health, safety and well-being of their community. Creating a wildlife attractant bylaw is inherently within the scope of this local government responsibility as it improves public health and safety.

It is worth noting that local government elected officials/councils can direct enforcement staff to prioritize specific bylaws and can also provide direction on the enforcement process, such as when to provide more warnings than tickets and vice versa. Currently, wildlife is being killed in direct relation to being fed, whether intentionally or unintentionally. Local governments must place a higher priority on the creation and enforcement of these wildlife attractant bylaws to reduce the potential for human injury, injury to pets/livestock, agricultural losses, or property damage; and to reduce, and potentially eliminate, the needless and preventable human-caused loss of local wildlife.

Methods for reducing human-bear interactions

In British Columbia, the Ministry of Environment and Climate Change Strategy administers the official Bear Smart Community Program and supports those communities that choose to participate. This program is a proactive, conservation strategy that outlines the necessary steps a local government can take to reduce the potential for human interactions with wildlife. Other provinces or states can use this program as a foundation or framework for their own program.

The BC Bear Smart Community Program contains six criteria for a community to pursue in order to reduce the potential for human-bear interactions, including: (1) an assessment of the current situation and identifying potential issues; (2) a management plan outlining the necessary steps to resolve any issues identified; (3) revision of the community's planning and decision-making documents; (4) implementing continuing education and outreach; (5) developing and maintaining a bear-resistant waste management system; and lastly, but very importantly, (6) creating and enforcing bylaws that prohibit providing bears with anthropogenic food sources due to careless storage and management of wildlife attractants, whether intentional or unintentional. This also requires implementing an enforcement strategy to ensure full compliance.

A community doesn't need to be pursuing Bear Smart Community status to implement any or all of the Bear Smart criteria, including implementing a wildlife attractant bylaw or inserting wildlife attractant management criteria into an existing bylaw. Having said that, encouraging local government to pursue Bear Smart Community status can be an effective way to reduce interactions with bears, increase awareness in the community and reduce access to anthropogenic sources of food. This will lead to increased public safety and the reduction in the needless injury and loss of bears. These best practices will also benefit other wildlife species. Some communities may choose to start the process of managing wildlife attractants by way of implementing a bylaw along with a communication plan and/or educational outreach program.

A thorough review of all existing pertinent bylaws is recommended as there may be an opportunity to amend an existing bylaw, such as a solid waste bylaw, by adding wildlife attractant management criteria. Amending an existing bylaw is less time consumptive for staff and may be a more manageable first step for local government. However, creating a stand-alone wildlife attractant bylaw is preferred as it is easier for the public to reference and becomes more relevant when incorporated into wildlife conflict reduction messaging and communication.

The Wildlife Attractant *Sample* Bylaw contains sections that can be cut and pasted into existing bylaws, or it can be used as a stand-alone document including all or just the applicable sections.

First Nation bylaw considerations

First Nation communities can create a stand-alone wildlife attractant bylaw or insert wildlife attractant management criteria into an existing bylaw. Similar to the process taken by a municipality or regional district, any bylaw would require approval from the appointed officials; in this case, a First Nation council. The bylaw would then apply to all persons on the reserve irrespective of whether they are residents of the reserve or are band members (Government of Canada, 2022).

The Indian Act Amendment and Replacement Act (2014), which amended and repealed various sections of the Indian Act, provides the regulations necessary for enacting and enforcing band bylaws.

To be enforceable, a bylaw must comply with the Indian Act and any provisions set out within the Act. Two sections within the act that relate to bylaws are Section 73 which provides parameters on what type of regulations can be included within a bylaw, e.g., Section 73(1) (a) for the protection and preservation of fur-bearing animals, fish and other game on reserves; and Section 81 which outlines the powers of council.

Similar to a municipal or regional bylaw, the Indian Act provides the ability of a First Nation council to enact bylaws specific to the concerns of a reserve. As each municipality or regional district has its own unique challenges, which can be addressed through the creation of a specific bylaw, First Nation reserves can also address their own unique challenges through the creation of a specific bylaw, such as a wildlife attractant bylaw.

Wildlife utilizes the landscape irrespective of jurisdictions. A collective community and jurisdiction-wide approach to minimizing human-wildlife interactions, through the adoption and enforcement of wildlife attractant bylaws, will result in increased public safety and conservation of local wildlife.

Considerations for presenting a bylaw to council/board:

- Ensure council/board is aware that creating a bylaw, or amending one, can typically be accommodated within the existing operational budget.
- Ensure council/board is aware of other communities that have already implemented wildlife attractant bylaws or have included wildlife attractant management criteria within existing bylaws. Refer to the list of Bear Smart community bylaws on pg. 31. Please note that this list is not exhaustive, and communities update their bylaws on an ongoing basis.
- Address the organizational impacts: who will be affected by this bylaw, e.g., the Bylaw Enforcement Office, Communications Department (getting the message out/awareness/educational outreach campaign), Animal Control, Building Department (inspecting wildlife-proof enclosures), Parks [and Protected Areas] Department, and Solid Waste Department. Outside organizational impacts could

include the Conservation Officer Service, police force, and independent waste management contractors.

- List additional bylaws that parallel the wildlife attractant bylaw and look for opportunities to make connections. A good place to start is by reviewing the Official Community Plan (OCP) which is a community's over-arching guiding policy document, to gauge whether there are any references to wildlife, protection of the environment, zero waste strategies, waste management, climate change impacts, public safety, etc. New bylaws should align with the vision and spirit of the OCP.
- List policies or environmental protection initiatives that might support this bylaw such as regional growth strategy priorities.
- Connect to any council goals for climate change, environment, community safety, green spaces, and solid waste management. Find out what the council priorities are and make connections between the bylaw and how it supports council's priorities. Research a community's Business Plan, Regional Growth Strategy, Official Community Plan, Climate Action Report/Plan, and Solid Waste Management Plan. These documents can be found throughout various departments, and local governments are required to post them on their websites.
- Solicit support from outside agencies such as the Conservation Officer Service and police force. Collaborating with these enforcement agencies (which can be delegated by council to issue bylaw tickets) and having agency members attend a presentation showcases the importance of implementing the bylaw and highlights the partnerships and shared responsibilities that are required to reduce the potential for human-wildlife interactions.
- To aid in the enforcement process, ensure the bylaw has consequences, such as fines for contravention. While enforcement staff typically seek voluntary compliance through education or warnings, fines are a necessary tool for gaining compliance.

Please note: For information on the differences between municipal councils and regional district boards, their responsibilities and procedures and the implications for the bylaw process, please refer to this link.

Wildlife Attractant *Sample* Bylaw

[DISTRICT, CITY, TOWN OR VILLAGE OF NAME]

WILDLIFE ATTRACTANT BYLAW NO. XXXX, 20XX

WHEREAS Council for the [District, City, Town or Village of NAME] deems it advisable to enact a bylaw to store and secure wildlife attractants securely to discourage and prevent wildlife from accessing food sources generated or controlled by human activity in order to minimize human-wildlife interactions, to the greatest extent possible, and help wildlife populations thrive in the wild.

NOW THEREFORE Council for the [District, City, Town or Village of NAME] enacts as follows:

CITATION

1. This bylaw may be cited as the "[District, City, Town or Village of NAME] Wildlife Attractant Bylaw No. XXXX, 20XX".

INTERPRETATION

2. In this bylaw:

"Bear-Resistant Container" means a fully enclosed plastic, wheeled Refuse container meant for individual household or business use, that is sufficient to accommodate normal uses of the property, is designed to discourage and prevent access by bears, has a sturdy cover capable of being completely closed and secured with a locking device, and is Interagency Grizzly Bear Committee certified;

"**Bear-Resistant Enclosure**" means a fully enclosed structure having four enclosed sides, a roof, doors and a locking device, designed to discourage and prevent access by bears, and for clarity, includes a garage, shed, or other structure that is inaccessible to bears and that is designed and constructed in accordance with the specifications set out in Schedules B & C;

"Bear-Resistant Pedestrian Container" means a fully enclosed metal Refuse container that is sufficient to accommodate normal uses of the property, is designed to discourage and prevent access by bears, has a sturdy lid capable of being completely closed and locked with a self-latching locking device, and is Interagency Grizzly Bear Committee certified;

"**Bees**" mean any insect of the species Apis mellifera;

"**Beehive**" means a structure which houses a colony of worker bees with a queen and drones;

"Bylaw Enforcement Officer" means a person appointed by the Council to enforce the bylaws of the [District, City, Town or Village];

"**Commercial Refuse Container**" means a metal receptacle that is designed or intended to dispose of waste by automated means, is bear-resistant, and meets the criteria established in Schedule A;

"**Coop**" means a covered enclosed structure to shelter Hens or other fowl (pigeons, peacocks etc.);

"Feed" means providing, leaving or placing in, on or about land or premises, food, food waste or any other substance that could be considered a Wildlife Attractant;

"**Hen**" means a domesticated female chicken that is at least four months old;

"Large Carnivore" means a bear, cougar, coyote, or wolf;

"Pen" means a fully or partially enclosed outdoor space for the keeping of hens or animals;

"**Refuse**" means any discarded or abandoned food, substance, recycling, material, or object, whether from domestic, commercial, industrial, institutional, or other use;

"**Remedial Action"** may include, but is not limited to, removal of any Wildlife Attractant, Refuse, bird feeder, fruit, nuts, pet food, cooking grills or any other real or potential Wildlife Attractant;

"**Special Event**" means a temporary, outdoor gathering; a sporting event; a wedding; or a convention, parade, public display, festival or similar gathering;

"Waste Contractor" means the Person who collects and disposes of Municipal Solid Waste as part of the Residential Curbside Collection Service (as defined within the *[District, City, Town or Village of NAME] Solid Waste Utility and Regulation Bylaw No. XXXX, 20XX* as amended from time to time);

"Wildlife" means all birds (*Aves*), mammals and without limitation, Large Carnivores;

"**Wildlife Attractant**" means any substance, material or animal, with or without an odour, which attracts or is likely to attract Wildlife; and without limitation includes Refuse, recycling, food or other edible products, whether intended for humans**,** animals, or birds, grease, oil, antifreeze, paint, petroleum products, and compost other than grass clippings, leaves or branches.

TREATMENT OF REFUSE

3. Except as permitted in this bylaw, a person must not cause or allow any Refuse that is a Wildlife Attractant to be stored, deposited or placed on any parcel or highway within the [District, City, Town or Village] in such a manner that it is accessible to Wildlife.

4. Without limiting Section 3, a person must not store, deposit or place outdoors any Refuse that is a Wildlife Attractant except:

(a) in a Bear-Resistant Container;
(b) in a Bear-Resistant Pedestrian Container;
(c) in a Commercial Refuse Container; or
(d) in a container enclosed within a Bear-Resistant Enclosure.

4.2 Without limiting any other provisions of this bylaw, any person responsible for a site that is used for a Special Event, filming, a catered event, or a construction site must ensure that any Wildlife Attractant is disposed of in a designated Bear-Resistant Container, Bear-Resistant Pedestrian Container, Commercial Refuse Container or Bear-Resistant Enclosure.

5. Every owner or occupier of real property must ensure that a Bear-Resistant Container be:

(a) set out for collection only on the designated day of collection between 5:00 am and 7:00 pm;
(b) unlocked only on the designated day of collection between 5:00 am and 7:00 pm;
(c) removed from the collection location by 7:00 pm on the designated day of collection; and
(d) kept locked at all times, except as described in paragraph (b).

5.2 Every owner or occupier of real property must ensure that any non bear-resistant Refuse container be:

(a) set out for collection only on the designated day of collection between 5:00 am and 7:00 pm;
(b) removed from the collection location by 7:00 pm on the designated day of collection; and
(c) stored within a Bear-Resistant Enclosure in between collection days.

5.3 Every owner or occupier of real property must ensure that any Refuse container not emptied or collected on a scheduled collection day be:

(a) removed from the collection area by 7:00 pm, on the same day; and
(b) stored in a manner inaccessible to bears until the next collection day or as otherwise directed.

6. Every owner or occupier of real property must ensure that any non bear-resistant Refuse container, Bear-Resistant Container, Bear-Resistant Pedestrian Container, Commercial Refuse Container, or Bear-Resistant Enclosure located on the property is of a size that is suitable for the amount of Refuse generated and is kept and maintained:

(a) in a closed and locked manner when Refuse is not being deposited or emptied; and
(b) in a good, workable condition and in good repair.

7. If a Bear-Resistant Container is damaged or defective, the owner or occupier of the real property on which it is located must immediately, upon noticing any damage or defects, arrange for a repair.

8. If a Commercial Refuse Container or Bear-Resistant Enclosure is damaged, the owner or occupier of the real property on which it is located must ensure that it is repaired within 24 hours of the damage occurring or within one business day of being notified.

9. Every commercial, industrial, institutional and tourist accommodation building, and every multiple family residential development having three or more dwelling units, shall be required to store all Refuse within a Bear-Resistant Enclosure of a size that is suitable for amount of Refuse reasonably expected to be generated.

GENERAL REQUIREMENTS

10. A person must not:

(a) feed Wildlife; or
(b) feed, attempt to feed, or permit to feed animals in a manner that is likely to attract Large Carnivores.

11. Every owner or occupier of real property must ensure that:

(a) any fruit or nuts from a tree, bush or shrub on a parcel is maintained and stored in such a manner so as not to attract Wildlife;

(b) any food production on a parcel is maintained and stored in such a manner so as to not attract Wildlife;

(c) any bird feeder containing bird feed, seeds, suet, or nectar is suspended on a cable or other device in such a manner that it is inaccessible to Wildlife, other than birds; and the area below any bird feeding devices or activity is kept free of accumulations of seeds and similar other Wildlife Attractants;

(d) notwithstanding Section (c) the placement of outdoor bird feeders containing bird feed, seeds, suet, nectar, or similar other Wildlife Attractants is not permitted between March 1st and November 30th of each year.

(e) any composting activity is carried out and any composting device or equipment is maintained in such a manner so as not to attract Wildlife;

(f) barbecue equipment and tools that remain out of doors must be clean and free of residual food or grease;

(g) any refrigerator, freezer, storage container or similar appliance, device or apparatus that contains Wildlife Attractants of any type, if placed or located outdoors, is located and equipped in such a manner that it is inaccessible to Wildlife;

(h) any grease, antifreeze, paint, or petroleum product is stored in such a manner that it is inaccessible to Wildlife;

(i) Bees and Beehives are kept in such a manner so as not to attract Wildlife;

(j) Bees and Beehives are kept in such a manner so that they are reasonably inaccessible to Wildlife;

(k) Beehives are enclosed by electric fencing in accordance with the criteria established in Schedule D;

(l) Hens are kept in such a manner so as not to attract Wildlife;

(m) Hens, Coops, and Pens are kept in such a manner so that they are reasonably inaccessible to Wildlife;

(n) Coops and Pens are enclosed by electric fencing in accordance with the criteria established in Schedule D;

(o) any animals kept on a property are kept in such a manner as to not attract Wildlife;

(p) any animals kept on a property are kept in such a manner so they are reasonably inaccessible to Wildlife;

(q) any home food delivery items that are left outdoors are stored in such a manner that they are inaccessible to Wildlife; and

(r) any camping activity is carried out or any Wildlife Attractant generated by camping activity is managed in such a manner as to not attract Wildlife.

ENTRY & INSPECTION

12. A Bylaw Enforcement Officer for the [District, City, Town or Village] may enter onto any property in accordance with section 16 of the *Community Charter*, S.B.C. c. 26.

    Where a Bylaw Enforcement Officer believes that, as a result of a breach of this bylaw, a Large Carnivore is located on or near the property and has endangered or harmed a person or presents an imminent threat to the safety of any person, the officer may take steps to prevent, avert, reduce or mitigate the harm or threat or provide assistance. In so doing, the officer may seek the assistance of a conservation officer appointed under the *Wildlife Act*, R.S.B.C. 1996, c. 488, a police officer or RCMP, as may be reasonable or necessary in the circumstances.

13. A person must not obstruct or interfere with a Bylaw Enforcement Officer or other person assisting the officer.

OFFENCE, PENALTY & ENFORCEMENT

14. Any person who contravenes or violates any provision of this bylaw, who fails or omits to do anything required under this bylaw, or who permits, suffers or allows any act or thing to be done or omitted to be done in contravention or violation of this bylaw, commits an offence; and where the offence is a continuing one, each day that the violation is continued shall constitute a separate and distinct offence against this bylaw.

15. No person shall fail to take immediate or Remedial Action to avoid contact or conflict with Wildlife after being advised that such action is necessary.

16. Upon being convicted of an offence under this bylaw, a person shall be liable to pay a fine of not less than $5,000 and not more than $50,000.

17. This bylaw may be enforced by means of a ticket issued under the "[District, City, Town or Village of NAME] Notice Enforcement Bylaw No. xxxx, 20xx or Municipal Ticket Information Bylaw No. xxxx, 20xx", as amended or replaced from time to time.

SCHEDULES

18. Schedules A, B, C, D and E are attached hereto and form part of this bylaw.

SEVERABILITY

19. If any provision of this bylaw is held to be invalid by a court of competent jurisdiction, the invalid provision may be severed, and such invalidity shall not affect the validity of the remaining provisions of this bylaw.

REPEAL

20. This bylaw repeals and replaces the "[District, City, Town or Village of NAME] Wildlife Attractant Bylaw No. XXXX 20XX".

READ A FIRST TIME this day of , 20XX.

READ A SECOND TIME this day of , 20XX.

READ A THIRD TIME this day of , 20XX.

ADOPTED this day of 20XX.

Schedule A

Commercial Refuse Container

The following criteria applies to a Commercial Refuse Container:

1. The lid or lids, and any man doors, must close tightly to prevent access by bears.

2. The lid or lids, and any man doors, must be:

    a) self-closing; or
    b) self-latching; or
    c) capable of being completely closed and secured with a latching device.

3. The latches for the lid or lids and bag removal must be such that an adult bear using its claws will be unlikely to reach the latch trigger mechanism.

4. Hinges and latches for lids must be sufficiently strong, and sufficiently affixed to the container, that they cannot be pried open by an adult bear using its claws. As a guideline, a lid that can be dismantled using a crowbar is not sufficient.

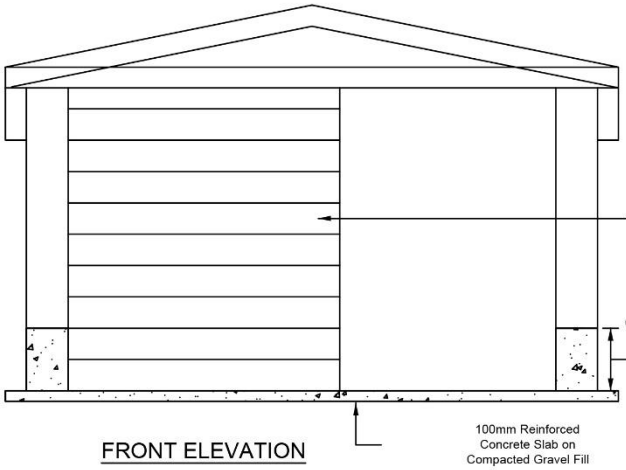
5. The container must be sufficiently stable or capable of being so anchored as to prevent tipping or being dragged away by an adult bear.

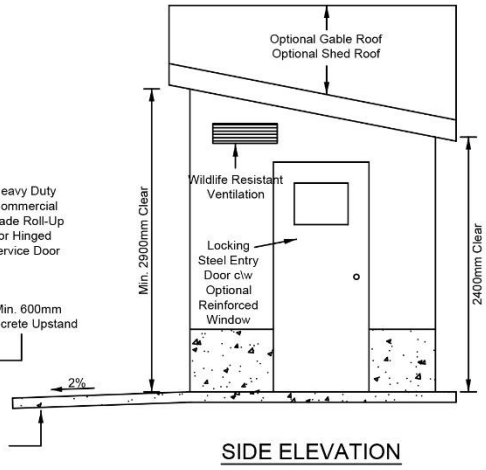
6. Container and lid material must be metal and of sufficient strength to prevent bears from chewing, battering or crushing the container.

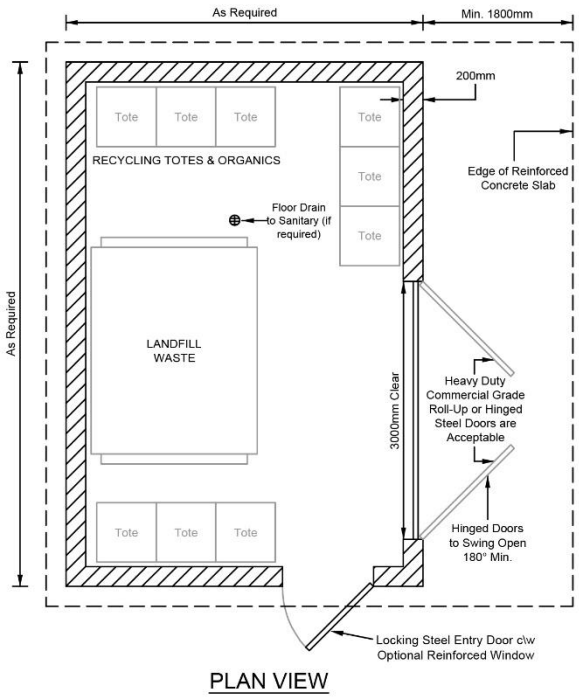
7. Container must meet the standards developed by the Interagency Grizzly Bear Committee for Technical Evaluations of Metal Products IGBC Testing.

Schedule B

Bear-Resistant Enclosure Specifications







NOTES:

1. Enclosure architecture (materials, etc) is to conform to Municipal Building and Development Permit requirements (as required).

2. Design concept only. Alternative designs meeting the intent of these requirements are invited.

3. Structures are to be constructed in accordance with the BC Building Code. Enclosures are to be designed to withstand snow loading, vehicular damage, operational damage, and bears.

4. Roofs should be designed to avoid snow shed in front of service and entry doors.

5. Service door(s) are to have dual locking mechanisms. Hinged doors require a heavy-duty cane bolt at the bottom and a slide bolt at the top of the stationary door. Roll-up doors require slide bolt locking mechanisms on the bottom of the door, each side. All locking mechanisms to be located on the interior; no hardware should be located on the service door(s) exterior.

6. Steel entry door is to be 36" wide (915mm) and be equipped with a self-closing mechanism. Door may have a round turning knob complete with a covered keyed knob guard on the exterior for access and panic hardware on interior for egress. Alternatively a push button lock with a turning knob is acceptable.

7. Adequate motion activated interior and exterior lighting is to be provided (if required).

8. Bear-resistant vent and steel entry door window openings should be sized such that a bear could not gain access in the case of breakage.

9. Units in mm unless otherwise noted.

10. Roll-up doors are preferable in areas that may have ice and snow build up but hinged doors are acceptable.

11. Separate enclosures for Commercial & Residential uses on the same property are strongly recommended.

All structures must comply with applicable Municipal Bylaws

Dimensions shown serve as a guideline only, the ultimate size and configuration of the garbage enclosure will be dependant on the owners preference and services being provided.

[Insert Municipal or District Logo here]	SOLID WASTE BEAR-RESISTANT ENCLOSURE	
	District, City, Town or Village of NAME	
	DRAWN BY: BL	DATE: Month, 20XX
	SCALE: N.T.S.	DWG. NO.: G11

Schedule C
Bear-Resistant Enclosure Criteria

The following criteria apply to a Bear-Resistant Enclosure:

1. The structure must be of sufficient size to allow for placement of containers for refuse, composting and recycling and for removal and emptying of those containers.

2. The foundation must be a concrete up stand of at least 600 mm with a 100 mm reinforced concrete slab on compacted gravel fill.

3. The structure must contain a floor drain to sanitary in accordance with the British Columbia Building Code.

4. The exterior of the structure must be made of split face block or hardy plank nailed to 3 ¼ inch plywood backing with 3 ¼ inch nails with a minimum gap between door and foundation.

5. The structure must include two separate entrances, one for personnel to enter and exit, and one service door.

6. Both doors must be installed with a minimum gap on tracks and latches on both side and must close tightly to prevent access by bears.

7. The service door must be constructed of heavy-duty commercial grade steel.

8. Personnel doors must be constructed of 18-gauge steel, open outwards and the exterior doorknob must be of such design that is accessible to persons with disabilities, in accordance with the British Columbia Building Code, and resistant to interference by bears.

9. Enclosure must have bear-resistant venting located either on the roof or in the top of the wall near the roof.

10. Bumpers may be placed on door opening to prevent damage to the building when the doors are opened.

A structure that is of substantially similar design and being of equivalent or superior strength, and whose design plans have been pre-approved and receive final inspection approval from the building inspector/official, may be used as an alternative to the criteria set out above.

Schedule D
Electric Fencing Requirements

The following criteria apply for electric fences:

1. Electric fencing must be designed and maintained in accordance with the electric fencing guidelines of the WildSafeBC Electric Fencing Program.

2. Must display unobstructed warning signage that clearly indicates the risk of electric shock.

3. May not involve the electrification of barbed or razor wire.

4. Must only use fence energizers that meet the requirements of any applicable Canadian [or other] Standards Association standard.

5. Regular inspections, maintenance and voltage meter testing will be required to ensure proper functioning.

Schedule E
Designated Bylaw Contraventions and Penalties

Section	Description	Penalty
3	Refuse accessible	$300
4 (a)	Failure to store refuse in required container	$300
4 (b)	Failure to store refuse in required container (pedestrian)	$300
4 (c)	Failure to store refuse in required container – Schedule A	$300
4 (d)	Failure to store refuse in required enclosure – Schedule B	$300
4.2	Failure to store refuse in required container or enclosure- Special Event, filming, catered event, construction site	$300
5 (a)	Container set out for collection outside designated times	$300
5 (b)	Container unlocked outside designated times	$300
5 (c)	Failure to remove container	$300
5 (d)	Failure to lock container	$300
5.2 (a)	Container set out for collection outside designated times	$300
5.2 (b)	Failure to remove container	$300
5.2 (c)	Container not stored in a bear-resistant enclosure	$300
5.3 (a)	Failure to remove container	$300
5.3 (b)	Container accessible	$300
6 (a)	Failure to close and lock container or enclosure	$300
6 (b)	Failure to maintain container or enclosure	$300
7	Failure to repair container after damage	$300
8	Failure to repair commercial container or enclosure after damage	$300

9	Failure to store refuse in required enclosure – Schedule B	$300
10 (a)	Feeding wildlife	$300
10 (b)	Attracting large carnivores	$300
11 (a)	Fruit/nuts attracting wildlife	$300
11 (b)	Food production attracting wildlife	$300
11 (c)	Birdfeeder or bird feed accessible	$300
11 (d)	Birdfeeder in use outside designated times	$300
11 (e)	Composting activity attracting wildlife	$300
11 (f)	Improperly maintained barbeque equipment	$300
11 (g)	Outdoor food container accessible	$300
11 (h)	Grease, antifreeze, paint or petroleum product accessible	$300
11 (i)	Bees or beehives attracting wildlife	$300
11 (j)	Bees or beehives accessible	$300
11 (k)	Beehives not enclosed by electric fencing	$300
11 (l)	Hens attracting wildlife	$300
11 (m)	Hens, coops or pens accessible	$300
11 (n)	Coops and pens not enclosed by electric fencing	$300
11 (o)	Animals attracting wildlife	$300
11 (p)	Animals accessible to wildlife	$300
11 (q)	Home food delivery items accessible	$300
11 (r)	Camping activity attracting wildlife	$300

The following is a guide to reading and interpreting the Wildlife Attractant *Sample* Bylaw. The guide provides explanations for each section of the *Sample* Bylaw and provides information on the key elements required for a comprehensive bylaw.

Guide to: Wildlife Attractant Sample Bylaw

Title

Title and number of the bylaw, using official corporate title of the district, city, town or village along with the year the bylaw was adopted.

Whereas (Purpose)

Provides the reasoning behind the bylaw. A few sentences to describe what the bylaw is regulating and why this regulation is needed. This provides clarity for the requirements set out in the content of the bylaw; should the reader not understand the reasoning for a particular criterion, this section should provide clarity on the intent of the requirement(s).

Citation

Provides the name of the bylaw and how it can be referenced

Interpretation (Definitions)

Bylaws are educational tools and should be written with the general public in mind. The intent of the bylaw should be apparent and the content readable and understandable. Definitions remove uncertainty and subjectivity and leave the bylaw less vulnerable to legal challenges which assists enforcement staff with the enforcement process.

"Bear-Resistant Container": provides clarity on what is considered bear-resistant for plastic, wheeled containers for use in individual household or business purposes.

Note: The Wildlife Attractant *Sample* Bylaw refers to bear-resistant containers as an option for the storage of wildlife attractants. Best practices are to use *certified* bear-resistant products, and a requirement or wording to this effect can be included within a bylaw. The Interagency Grizzly Bear Committee (IGBC), provides testing and certification for various models of bear-resistant refuse containers and other products.

"Bear-Resistant Enclosure": provides clarity on what is considered bear-resistant. Schedules B & C contain the requirements for these types of buildings.

Please note: In 2019, the BC Ministry of Municipal Affairs and Housing (Building and Safety Standards Branch) revised the Building Act to allow municipalities the ability to build waste storage structures that may supersede the requirements of the BC Building Code. Section 2.3 of the Building Act Regulation, Collection of municipal solid waste and recyclable states: 2) The following matters are unrestricted as they relate to the storage and collection of specified waste: (e) any matter as it relates to the prevention of animals being attracted to or accessing specified waste. A key element to writing a

bylaw is ensuring any requirements are in line with existing provincial or state bylaws/ordinances.

"Bear-Resistant Pedestrian Containers": refers to metal, self-latching containers that are installed at trailheads, within retail and business parking lots and in community fields and recreational areas. These too need to be IGBC certified.

"Bees" & "Beehives": many communities/districts are supportive of local food security activities and allow bee keeping in urban areas. Including bees and beehives within the interpretations identifies bee keeping as a potential wildlife attractant that requires regulation.

"Bylaw Enforcement Officer": identifies who will be enforcing this bylaw as referenced in Section 12 Entry and Inspection. Any other enforcement staff should be identified.

"Commercial Refuse Container": identifies the type of container required for larger volumes of waste generated by the industrial/commercial/institutional (ICI) sector or multi-unit residential dwellings. Schedule A of the *Sample* Bylaw addresses the requirements for commercial containers. If adopted, this would then require all collection contractors to provide bear-resistant commercial containers and would assist with eliminating dumpsters that are easily accessed by bears and other wildlife, such as plastic lid dumpsters/containers. Once a local government adopts the bylaw, waste contractors would be required to provide the necessary waste infrastructure to comply with the bylaw.

"Coop", "Hen" & "Pen": the local food sustainability and security movement that many communities are supporting has increased the prevalence of backyard hens which in turn has contributed to increases in rodent issues and interactions with wildlife in relation to depredation. Including these terms within the interpretation section identifies how the keeping of hens is a wildlife attractant concern and as such, must be regulated and managed.

Please note: It is possible to include additional animal species within the bylaw interpretations or to define 'livestock'. Sections 11 (p) & (q) of the *Sample* bylaw address 'animals' being attracted or being accessible to wildlife without providing an actual interpretation for what constitutes an 'animal'. This allows for more enforcement staff discretion versus listing the different species and limiting the enforcement to just those species listed. Care must be taken to ensure the bylaw isn't too prescriptive and limiting; at the same time, it should address all potential species that may attract wildlife and large carnivores. Some enforcement staff have been challenged with residents who keep chickens as pets and not necessarily for eggs/food, blurring the line between domestic animal or livestock. While not as prevalent as urban hens, the keeping of teacup pigs, pygmy goats, pigeons and ducks is becoming popular; it would be difficult to list all potential species within the bylaw. The *Sample* Bylaw uses 'animal' to encompass any species being kept on a property as well as providing requirements for the keeping of hens.

"Feed": provides clarity for instances where people are free-feeding wildlife, e.g., leaving birdseed or nuts on a deck, or leaving pet/livestock food accessible.

"Large Carnivore": encompasses the four species (bear, cougar, coyote and wolf) as defined in the Ministry of Environment's Wildlife Management Procedure: Preventing and Responding to Conflicts with Large Carnivores.

"Refuse": in broad terms, provides clarity on what refuse is, providing opportunity for enforcement staff discretion. Refuse is also included within the interpretation for wildlife attractant, making it abundantly clear that refuse is an attractant.

"Remedial Action": in keeping with Sections 72 & 73 of the Community Charter where council may impose remedial action requirements. Section 14 of the *Sample* Bylaw requires immediate action or remedial action to remove the attractant to avoid contact or conflict with wildlife, which is deemed as a potentially hazardous situation. This provides enforcement staff the ability and discretion to have the attractant removed either through immediate action or by way of remedial action.

"Special Event": ensures special event organizers are aware of local regulations which must be adhered to. These events can generate substantial refuse and including requirements for special events provides local government the ability to oversee the management and regulation of the waste generated. It also allows local government the opportunity to include compliance wording within the application form event organizers must complete and a requirement for organizers to provide a waste management plan that complies with the bylaw.

"Waste Contractor": identifies the person/party responsible for removing waste. Each community will have its own system of waste removal whether through an internal municipal service for residential waste removal, a municipal contract with a waste contractor for a residential waste removal service, or a private contract between residents and a collection contractor. A Waste Contractor would also remove waste for the ICI sectors and multi-unit residential dwellings through a contract service.

Please note: In the *Sample* Bylaw, the solid waste and utility regulation bylaw is referenced within the definition for Waste Contractor because this is typically where the regulations related to refuse removal for the community are contained (and this is the type of bylaw that is typically amended to include wildlife attractant considerations if a stand-alone wildlife attractant bylaw isn't an option). When writing a bylaw, it is recommended to research and connect any other pertinent bylaws that may impact the management of refuse or wildlife attractants. Adding "as amended from time to time" provides acknowledgment that the bylaw being referred to may be amended and updated from time to time resulting in a different bylaw number and date than what is being referenced.

"Wildlife": defines the multitude of species potentially impacted by this bylaw; notably, Large Carnivores, but also including other mammals and birds, as often people who feed birds inadvertently attract other wildlife, e.g., raccoons or rodents (who then attract predators).

Note: For further clarity, communities can include specific conflict species relevant to their area in addition to a more general classification of birds and mammals. For example, communities experiencing high urban deer interactions may want to specify this by adding ungulates within the general definition for wildlife.

"Wildlife Attractant": provides a broad definition of what an attractant is which enables enforcement staff to use discretion. Animals are included as attractants in relation to Section 11 (p). No animal can be kept in a manner that might attract wildlife which could include the keeping of livestock or domestic pets, such as rabbits or guinea pigs.

Treatment of Refuse

(3) Provides a fundamental requirement to not allow refuse to be accessible to wildlife within the district/city/town/village boundaries. This broad requirement allows for enforcement staff discretion.

(4) Provides provisions for four options for storing wildlife attractants outdoors: only in a bear-resistant container, a bear-resistant pedestrian container, a commercial refuse container (Schedule A) or a bear-resistant enclosure (Schedules B & C). No other options are allowed. All refuse containers stored outdoors must be inaccessible to wildlife using one or more of these four options.

(4.2) Addresses special events, filming, catering and construction sites and the need for these activities to comply with the bylaw by ensuring all wildlife attractants are stored using one or more of the four methods outlined in Section (4).

(5) Provides direction and clarity on when refuse containers that are bear-resistant can be set curbside and unlocked for collection, when containers must be removed from curbside and when containers must be locked. Oftentimes, these bear-resistant containers are placed curbside the night prior to collection and are left locked – Section 5 provides clear direction that even if these containers are locked, they cannot be placed curbside prior to 5:00 am.

5(2) Provides direction and clarity on when refuse containers that are *not* bear-resistant can be placed curbside for collection, when they must be removed and where they must be stored in-between collection times.

5(3) Provides direction on what to do with any refuse container if for some reason it was not emptied on collection day (waste contractors can run into mechanical or weather issues which impact collection schedules). This section accounts for missed pick-ups and the need for refuse containers to be removed from curbside and stored such that they are inaccessible to wildlife until directed to re-situate containers for curbside collection. Most likely, the waste contractor will determine when the containers should be placed for servicing after a missed pick-up occurs.

(6) Addresses the requirement that containers and enclosures are kept closed and locked in-between being used or emptied and are in good working condition.

(7) Immediately upon noticing any damage or defects to a bear-resistant refuse container, arrangements must be made for repair. Depending on the system utilized within the community, the owner of the container may be a waste contractor, an in-house solid waste department, or the resident. The word "immediately" denotes the importance of getting the damage repaired promptly and allows enforcement staff discretion on whether the owner or occupier of the property on which the container is kept, has taken reasonable action and within a reasonable amount of time.

8. This provides 24 hours to get a commercial refuse container or bear-resistant enclosure repaired. The time frame for repairs could potentially be impacted by the need to order parts, supply labour, etc. Each community will likely determine a reasonable time frame based on these factors. Providing a 24-hour time frame within the *Sample* Bylaw denotes the time-sensitive nature and importance of getting repairs addressed in a timely manner. Enforcement discretion can then be applied depending on the circumstances.

9. This addresses ICI, tourist accommodations and multi-unit residential complexes containing three or more units and the need for these types of facilities to have bear-resistant enclosures versus commercial refuse containers or bear-resistant containers for the storage of refuse. The size of the bear-resistant enclosure must be sufficient to house the refuse generated by the facility. This assists with eliminating separate individual recycling, kitchen organics and garbage containers for commercial or townhouse complexes. A growing concern is that individual locking containers/totes (even those that have been certified) if left outdoors 24/7 are subject to wear and tear and environmental degradation resulting in a weakened product. Additionally, the locking containers are typically left outdoors and unattended because many residents are not aware that these containers are only bear-resistant, and not bear-proof; this allows bears ample opportunity to troubleshoot and learn how to gain access. Best practices are to store refuse containers, specifically plastic residential containers, indoors within a bear-resistant enclosure. If there is no option for indoor storage, the containers should be anchored such that they can't be tipped or dragged away. Specific wording to this effect could be included within a bylaw.

General Requirements

The following general requirements are less prescriptive than the requirements listed in the section "Treatment of Refuse". This allows enforcement staff the ability to use discretion and apply a level of reasonableness to the enforcement process. When something becomes too prescriptive or too detailed it is often not followed or supported by the public, and it becomes a challenge to enforce. Ensuring a wildlife attractant, such as fruit, is 'inaccessible' can be accomplished using various methods, and careful wording allows for flexibility and a degree of reasonableness, e.g., installing an electric fence, picking the fruit, removing select blossoms so the harvest is more manageable. Education is key to supporting bylaws, and the more

information and support the public has increases the likelihood of their success in managing and securing attractants.

Most enforcement staff first seek to gain voluntary compliance through education and awareness measures, giving priority consideration to the immediate impact non-compliance has on public safety, pets, livestock and property; and on the welfare and lives of wildlife involved. If voluntary compliance is not gained, having a comprehensive and well-worded bylaw provides a solid enforcement tool for staff to then gain compliance through enforcement measures such as warnings or tickets/fines.

(10) Addresses the fundamental requirement that a person cannot feed wildlife and cannot feed animals in a way that may attract large carnivores.

(11) A person must ensure that:

> (a) fruit or nuts from a tree, bush or shrub are managed and stored in a manner that doesn't attract wildlife. Some bylaws provide a timeline for removing fruit, e.g., fruit must be removed within three days, but this can be difficult for enforcement staff to determine and enforce. An overall requirement to manage the attractant and ensure the attractants are stored in an inaccessible manner assists with enforcement ability and discretion.
>
> (b) any food production is maintained in such a manner as to not attract wildlife and ensure that all food is stored in such a manner as to not attract wildlife. This addresses vegetable gardens, grapevines and any other crop that might be considered an attractant. Again, this provides enforcement staff discretion.
>
> (c) bird feeders are inaccessible and that bird seed, or other wildlife attractant, is not accumulating underneath the feeder.
>
> (d) bird feeding is restricted during specified months. For example, some communities opt to ban bird feeding during bear activity months, typically March-November.
>
> (e) any composting activity and any tools/equipment used for composting, are inaccessible to wildlife.
>
> (f) barbeques and tools used for the barbeque are kept clean and inaccessible to wildlife.
>
> (g) outdoor food storage containers, specifically fridges and freezers, are inaccessible to wildlife. Enforcement staff can apply discretion on what is considered reasonably inaccessible. Since bears are strongly attracted to the contents in freezers and refrigerators, requirements for the indoor storage of these containers may be needed in communities that experience a high number of human-bear interactions.
>
> (h) outdoor storage containers of grease, antifreeze, paint, and petroleum products such that they are all inaccessible to wildlife.

(i) bees and beehives do not attract wildlife. If wildlife is being attracted to the bees and beehive(s), e.g., a report or complaint was received related to wildlife on the property where the beehives are kept, the person is potentially non-compliant. This broad requirement provides enforcement staff discretion as to whether the keeping of bees and beehives is contributing to the attracting of wildlife.

(j) in addition to (i), bees and beehives are kept in such a manner that they are reasonably inaccessible to wildlife. Let's look at a situation where a resident has a functional electric fence enclosing their bees and beehives but has situated the beehives next to a tree or fence. Because the beehives are near a climbable structure, allowing a bear the ability to climb the tree or fence and enter the enclosure without receiving a shock from the electric fence, this could be viewed as being kept in such a manner that the bees/beehives are not reasonably inaccessible and are instead, reasonably accessible. This broad requirement provides enforcement staff the ability to apply discretion and a level of fairness and reasonableness as to whether the way the bees are being kept is in fact inaccessible to wildlife incursions.

(k) in addition to (i) and (j), bees and beehives must be enclosed by electric fencing as outlined in Schedule D. This is a more prescriptive and detailed requirement because specific steps must be taken to comply with Schedule D. This option removes subjectivity and requires less discretion from an enforcement standpoint.

Note: sections (i), (j), (k) & (l), (m), (n) may appear to be very similar requirements, but each criteria allows enforcement staff flexibility in determining whether the keeping of bees/beehives and hens is attracting wildlife, whether the bees/beehives or hens/coops/pens are accessible, and whether electric fencing is being effectively used. This offers three separate requirements with three separate ticketable offences providing a broad spectrum of enforcement abilities.

(l) keeping hens must not attract wildlife. For example, if a resident provides kitchen scraps to their hens, scattering the food and not cleaning up any un-consumed portions, then this type of activity could be determined as potentially attracting wildlife. Or in a situation where hens are allowed to roam the yard and forage freely, with the electric fence turned off, potentially attracting wildlife. This broad requirement provides enforcement staff discretion as to whether the keeping or management of the hens is contributing to the attracting of wildlife.

(m) in addition to (l), hens, pens and coops are managed so that they are reasonably inaccessible to wildlife. This broad requirement provides enforcement staff the ability to apply discretion as to whether the way the hens, pens and coops are kept or managed is sufficient to prevent access. An example of an accessible pen or coop is one that is located next to a tree or fence allowing wildlife the opportunity to climb into the enclosure without encountering the electric fence.

(n) in addition to (l) and (m), the coops and pens are enclosed by electric fencing as outlined in Schedule D. Again, this is a more prescriptive and detailed requirement

because specific steps must be taken to comply with Schedule D. This option removes subjectivity and requires less discretion from an enforcement standpoint.

(o) any animals kept on the property are kept in such a manner to not attract wildlife. As mentioned on pg. 22 (within the interpretation for coop/hens/pen), animals could include livestock, domestic animals, pigeons, fowl, rabbits, etc.

(p) in addition to (o) any animals that are kept on the property are reasonably inaccessible to wildlife. How this is achieved is determined by enforcement staff discretion and could involve requiring that all animals are kept within a bear-resistant enclosure or electric-fenced area.

(q) with the upswing in popularity of home food delivery items left outdoors, such as grocery/food boxes, they must be stored in such a manner that they are inaccessible to wildlife.

(r) with the increase in outdoor recreation and camping, any camping activity and any wildlife attractant generated by camping activity is managed such that it does not attract wildlife.

Entry and Inspection

The BC Community Charter is an over-arching document that provides comprehensive information on the statutory abilities of municipalities to enforce bylaws. It is the legal framework that outlines what authority local government has in relation to accessing private property, issuing tickets, etc.

12. This section addresses the ability of bylaw enforcement officers to enter onto a private property or enter a private property without prior consent from the owner or occupier as per Section 16 of the BC Community Charter.

Some communities list who can assist a bylaw enforcement officer, e.g., the District of Squamish Wildlife Attractant Bylaw No. 2781, 2020 lists both the Conservation Officer Service and police force while the City of Castlegar Wildlife Attractant Control Bylaw No. 1198 (consolidated) doesn't list any assisting agencies. It is not only beneficial and safer to have additional partners assisting in the overall effort to reduce and secure wildlife attractants, but it also demonstrates the importance of the bylaw and the collaboration required to effect change.

13. Identifies that it is an offence for any person to interfere or obstruct an officer or anyone assisting the officer.

Offence, Penalty & Enforcement

14. Outlines how an offence is committed in respect to violating any provisions or portions of the bylaw and that if the offense is continuous, that each day of the contravention is considered as a separate offense which could then result in multiple fines.

15. Addresses the need for immediate or remedial action as directed to do so to reduce the risk of contact or conflict with wildlife. Implies the need for action to fix the problem.

16. If an offender is convicted of an offense, they can be subject to a fine of not less than $5,000 and no more than $50,000 as decided by the courts. Including this section provides incentive for people to comply with the bylaw and manage their wildlife attractants and can be used as an educational tool for enforcement staff should they have issues with gaining compliance.

17. The Community Charter outlines the Municipal Ticketing Information System (MTI). Many communities have MTI bylaws that contain contravention and penalty schedules for each of their bylaws. The MTI system allows local governments to enforce minor to medium contraventions of local government bylaws by way of a bylaw ticket. Should an offender not pay the fine or should they dispute the ticket, they may be subject to conviction in a provincial court where the justice determines the fine. This process can be costly for municipalities, i.e., time consumptive and requiring substantial staff resources.

Alternatively, through the Local Government Bylaw Notice Enforcement Act, local government can avoid the provincial court system by using the bylaw notice adjudication system. If a notice of contravention is disputed by an offender, this more cost-effective and streamlined approach employs a neutral, non-judicial adjudicator to oversee the dispute process eliminating the more formal process of going to provincial court. Municipalities utilizing this system will have a Notice of Enforcement (NOE) Bylaw containing the contravention and penalty schedule for each community bylaw (Province of British Columbia, 2021).

In Section 17 of the *Sample* Bylaw, both the MTI and the NOE are included in keeping with the system used by the District of Squamish. It is advised that each community be researched to determine the best location for the designated bylaw contraventions and subsequent fines. For example, Lions Bay has a Bylaw Notice Enforcement Bylaw No. 385, 2006 (consolidated) whereas the City of Coquitlam has a Municipal Ticket Information Bylaw No. 4320, 2012, as does the City of Castlegar.

For the purposes of this *Sample* Bylaw, the contraventions and fines are included within Schedule E, which forms a part of this bylaw. Typically, the fines are contained within the municipality's MTI bylaw or NOE bylaw, whichever the community uses. However, there are some communities that have the fines form a part of the bylaw such as the City of Castlegar's Wildlife Attractant Control Bylaw No. 1198, Appendix 1. This is in addition to their MTI Bylaw.

A consideration with having the bylaw fines form a part of a bylaw is that any adjustments or amendments to the fine amounts need to be made not only to the bylaw itself but also to the bylaw (MTI or NOE) that contains all the community's bylaw contravention and fee schedules.

To ensure consistency, more than one bylaw requires amending which can have implications for staff resourcing and can oftentimes result in a bylaw being overlooked and not updated.

Please note: Schedule E provides the contraventions and fine schedule. It is possible to include, within the fine schedule, an option for rebates for early payment, penalties for late payment, or increased fines for repeat offenders. Fines may be higher than the amounts listed depending on what would best serve compliance in your community.

Schedules

18. Schedules contain additional information that support the content of the bylaw. In the Sample Bylaw:

Schedule A contains the criteria for a commercial refuse

Schedules B & C contain the specifications and criteria for a wildlife-resistant enclosure

Schedule D contains criteria for electric fencing

Schedule E is the designated bylaw contraventions and penalties.

Severability

19. This section provides clarity that if for any reason a provision/section of the bylaw is held to be invalid or flawed by the court, that only the flawed portion is considered severed or defective, and the remaining provisions of the bylaw are not affected. This would require the severed portion of the bylaw to be amended.

Repeal

20. If this bylaw is replacing an existing bylaw, then the existing bylaw must be repealed and replaced by the new one. If this bylaw is new, then the repeal section can be removed.

Signatures and dates of first three readings and adoption

The Community Charter and Local Government Act provide the legislative requirements for the bylaw adoption process. Three readings must be given to a bylaw prior to adoption. Some bylaws require additional provincial or other approvals.

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"Bear Smart" Community Program: Background Report

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Executive Summary

Conflicts between humans and bears within British Columbia communities have occurred frequently in the past. Management of human-bear conflicts was largely reactive: problems were managed after they had developed. This usually involved the destruction of the bears involved. However, this reactive management approach is very expensive and ineffective at decreasing both the frequency and intensity of future conflicts. This deficiency, in combination with shifts in the public's attitudes towards the destruction of wildlife, has resulted in changes to the ways in which human-bear conflicts are managed.

This document details the steps and procedures by which communities can reduce the frequency and intensity of human-bear conflicts. The process involves a shift from the reactive management of "problem" bears to the proactive management of the attractants that draw bears into the communities. The Province of British Columbia has chosen to facilitate this change by accrediting communities with "Bear Smart" status, which will be granted to those communities that reach a benchmark level of proactive management of human-bear conflicts.

It is recommended that achieving "Bear Smart" status should be a two-stage process. In Phase I, the sources of potential human-bear conflicts within the community are identified. This typically involves identifying non-natural and natural attractants. In Phase II, a human-bear management plan is developed and implemented. This management plan includes components on monitoring human-bear conflicts, education, managing waste, implementing and enforcing bylaws, managing green space, and community planning. The "Bear Smart" process is designed to be adaptive, so that new management options or improvements can be incorporated into each phase. Criteria for each step in the process are provided so that communities have clearly defined and achievable targets.

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The proactive citizens of many communities deserve appreciation and recognition. Furthermore, the dedicated efforts of the citizens of Canmore, Revelstoke, and Whistler should serve as an inspiration to other communities.

In closing, we hope that all of your efforts to reduce human-bear conflicts are generously rewarded with success. Our communications with others while researching this report has been a major reaffirmation that many people have chosen to work for bears because they care....a lot!

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Mission Statement

"To accept personal and community responsibility for reducing human-bear conflict in and around our communities"

1 Program Introduction

With the expansion of human development, an extensive history of conflict between humans and bears (*Ursus* spp.) has developed. A primary contributing factor to this conflict is that many of the habitats that bears prefer are also desirable to humans. For example, communities are occasionally situated near abundant food sources for bears, such as salmon spawning streams, or in valley bottoms that also serve as major travel corridors for bears.

Conflict ensues when this overlap of habitats is combined with people providing bears with easy access to non-natural food and garbage. Once bears learn they can obtain food from humans, they become persistent in their attempts to access this resource. This tenacity often escalates in frequency and intensity and can pose a threat to human life and property. As a result, these bears are frequently destroyed.

The effects of human settlement on bears are then twofold: bears are displaced from their natural habitats by community expansion and development, and they are also drawn into communities by attractants. Since it is not feasible to relocate towns and communities, we can reduce the source of this conflict by managing attractants within the communities of British Columbia.

In the past, human-bear conflict was widely perceived to be the result of "problem" bears. However, these conflicts typically arose because bears were simply looking for food. Many people were not aware that their own behaviour contributed greatly to the creation of these conflicts. The natural ecology of the bear plays only a small role in the development of these problems.

Because of this perception, management of human-bear conflicts in British Columbia has been primarily reactive: that is, "problem" bears were translocated (moved to another area) or destroyed. In British Columbia, the Conservation Officer Service receives an average of 9000 complaints per year and destroys over 1000 bears per year. The cost of having the Conservation Officer Service respond to human-bear conflicts in this manner is estimated at more than one million dollars annually.

Ultimately, people need to understand that poor management of attractants within communities often results in the destruction of bears. Unfortunately, this

reactive approach to human-bear conflicts is ineffective, as it focuses on managing the bears, not managing the problem. In many cases the bear that is removed from a non-natural food source is soon replaced by a new bear that, if allowed access to the attractant, will also become a "problem" bear and will be removed from the system. Treating the symptom and not the cause perpetuates the cycle.

In recent years, several communities have taken proactive steps towards reducing human-bear conflicts in their communities. By using proactive measures, including education and eliminating sources of non-natural foods, many of these communities have been able to decrease the number of bears destroyed each year in their communities. The BC Ministry of Water, Land and Air Protection (MWLAP) is now taking further action to reduce the number of bears that are destroyed in British Columbia each year. By spearheading the delivery of the "Bear Smart" Community Program, the province is encouraging individuals and communities to take responsibility for reducing human-bear conflicts within their community.

The primary goal of the program is to diminish the rate and intensity of human-bear conflicts, which will thereby increase public safety and reduce the number of bears that are killed. Using proactive management, communities can reduce conflicts between humans and bears by identifying and eliminating the root causes of the conflicts. The "Bear Smart" Community Program provides communities with options for addressing their own unique situation and helps them reach the objectives of the program.

It is recommended that "Bear Smart" status be achieved through a two-stage process. In Phase I, the sources of potential human-bear conflicts within the community are identified. This typically involves identifying non-natural and natural attractants. In Phase II, a human-bear management plan is developed and implemented. This management plan includes components on monitoring human-bear conflicts, education, managing waste, implementing and enforcing bylaws, managing green space, and community planning. The "Bear Smart" process is designed to be adaptive, so that new management options or improvements can be incorporated into each phase.

This document is designed to guide communities through the process of becoming "Bear Smart." It focuses on proactive changes that can be made within the community and is limited to those changes that are within the community's jurisdiction. Criteria for each step in the process are provided so that communities have clearly defined and achievable targets. This document does

not address activities such as hunting or backcountry recreation or reactive techniques such as aversive conditioning[1].

This report follows a report released in 1997: "Reducing human-bear conflicts: solutions through better management of non-natural foods" (Ciarniello 1997).

[1]Various aversive conditioning techniques and translocations are available but should be used *only* after non-natural attractants are eliminated and *only* if bears have little or no history of food conditioning and/or human habituation.

2 Understanding Natural Bear Behaviour

To fully understand the development of "problem" bears, it is necessary to examine the biological requirements of bears and the process by which they learn specific behaviours. The following sections outline how bears behave in natural settings without non-natural foods and attractants. Using this as a framework in which we can predict how bears function, we are better able to manage conflicts with bears based on their biology. Although grizzly bears (*U. arctos*) and black bears (*U. americanus*) share many similarities, they are different species that have learned to exploit different niches. These differences need to be understood and applied properly for management decisions to be effecti**ve.**

2.1 General Biology

Although classified as carnivores, grizzly and black bears are opportunistic omnivores that mainly feed on graminoids (i.e., grasses and sedges), emergent forbs (e.g., the leaves or stems of herbaceous plants), roots, and berries) but prefer richer, fatty foods when available (e.g., fish, ungulates). Bears will switch foods according to their digestibility, distribution, and abundance. Unlike ungulates, bears lack digestive organs such as a caecum and a rumen that are specialised for digesting vegetative materials; therefore they pass food quickly through their digestive system. Because of this, fewer nutrients are extracted and only the most digestible components of the food are utilized. As a result, bears must obtain vegetation when it is in a tender and easily digestible stage and will select habitats that contain plant foods high in soluble nutrients and relatively low in fibre (Bunnell and Hamilton 1983, Hamer and Herrero 1987, Pritchard and Robbins 1990).

Bears need to accumulate a large reserve of fat to survive up to six months of winter hibernation. Their physiological imperative is to consume enormous amounts of food, so dramatic that biologists label the process "hyperphagia," literally "excessive eating," They are attracted to nutrient rich foods that are easily digested and absorbed. For example, bears gorge themselves when eating fat-rich salmon during their hyperphagic period; they have been recorded to consume over 10 to 15 salmon per hour or approximately 100,000 calories per day (Olson 1993, B.K. Gilbert, Utah State University, personal communication).

2.1.1 Reproduction

A special reproductive characteristic of grizzly bears and black bears is delayed implantation. Mating occurs from mid-May to early July, but implantation of the embryo will not occur until November or December while the bear is hibernating (Barber and Lindzey 1986). Successful implantation of the embryo is dependent upon the female's fat reserves; the embryo will implant if she has

enough reserves to successfully sustain herself and her offspring (Samson and Huot 1995).

2.1.2 Home Range, Movements and Dispersal

The home range of a grizzly bear is generally larger than the home range of a black bear. Home range sizes are affected by sex, age, population density, and habitat quality. In both black and grizzly bears, adult males have the largest home ranges, which usually overlap other male ranges and often contain part or all of a number of adult female home ranges. Adult females have more restricted and well-defined home ranges than males. Females accompanied by cubs of the year (COY) generally have the smallest home ranges. The home range of a family group increases as the cubs mature. Females may allow partial use of their home range by their female offspring (Rogers 1987). However, subadult males are usually forced to disperse and establish a new home range.

The forced dispersal of subadult males by their mothers, the need to find and establish their own home range in areas dominated by larger, more aggressive males, and their curious nature are keys to understanding why this cohort dominates wildlife complaint records. Subadults are more likely to accept risk and feed in closer proximity to humans when natural food is limited, or when bears perceive the benefits to be greater than the costs. Less dominant bears, including subadults, females with cubs, and black bears, may use humans to avoid more dominant bears (Mattson 1990). In general, females with cubs of the year will avoid both adult males and humans.

Home range size depends on the distribution, abundance, and quality of food available within an area. Study areas with high densities of bears normally report smaller home ranges and a richer food base than those with low population densities of bears (Gilbert and Lanner 1995). The major determinants of habitat quality are the relative and average abundance of bear foods (i.e., quantity, productivity, and distribution). In areas with poor habitat quality, bears must search more widely for food, thus increasing the size of their home ranges. For example, bears habituated to humans and conditioned to human foods will alter their natural movements between habitat types to utilize areas with lax garbage management (Ciarniello 1996). This affects bear density in the area and places bears and humans in closer proximity than would otherwise be the case. Furthermore, concentrations of non-natural foods provide a high-quality food source, which has the potential to increase the bear population artificially beyond that which is possible in the natural environment (e.g., British Columbia's South Okanagan, Tony Hamilton, MWLAP, personal communication).

2.2 Grizzly Bears

The grizzly bear is wide-ranging and generally secretive in nature. The grizzly bear is listed as a vulnerable species by the Committee on the Status of Endangered Wildlife in Canada (McLellan and Banci 1999), as a blue-listed species (species at risk) in British Columbia (BC Conservation Data Centre), and as a threatened species in the United States (listed in 1975 by the U.S. Fish and Wildlife Service).

Grizzly bears are extinct from approximately 24% of their original range in Canada, and some local populations in British Columbia are known or are believed to be declining. The BC Ministry of Water, Land and Air Protection estimates the population of grizzly bears in the province to be 13,800 individuals (M. Austin, MWLAP, personal communication). The "Bear Smart" program is less applicable to grizzly bears in specific locations in south and central British Columbia because grizzly bears have largely been extirpated in these areas (e.g., Kamloops, William's Lake, Kelowna; Tony Hamilton, MWLAP, personal communication).

2.2.1 Reproduction

Female grizzly bears average between five and seven years of age before they reach reproductive maturity in the wild (Russell et al. 1979, Nagy et al. 1989). Cubs are born every two to five years, with one to two cubs per litter being most common. As mentioned, implantation of the embryo is correlated with nutrient availability; larger females tend to be more successful in producing more offspring and reducing the intervals between breeding events (Eiler et al. 1989). Because reproduction begins at a late age, is dependent upon nutrient availability, and occurs at lengthy intervals, the majority of females reproduce only a few times during their life. For example, in an optimum scenario, if a female grizzly bear begins successful reproduction at the age of five, reproduces at every minimum interval (two years), averages two cubs per litter, and reproduces until age 20, she will produce 12 cubs during her life time. Because cub mortality ranges from 15% to 44% (McLellan 1994), seven to ten of these cubs will survive, of which half will have the chance of being female and thus able to contribute to the future population. This scenario does not factor in mortality from "problem" bear management; hunting; poaching; vehicles; habitat loss, alienation, alteration, and fragmentation; and those years in which the female is unable to obtain a weight sufficient for reproduction. The low reproductive rate of grizzly bears makes them sensitive to overharvest (Dueck 1990).

2.2.2 Habitat Use

In interior mountainous areas, from early May to late June, grizzly bears tend to follow the receding snow-line, using higher-elevation habitats as they become available (Hamer and Herrero 1987, Ciarniello and Paczkowski 2001). Grizzly

bear movements tend to be characterized by shifts from avalanche slopes and low-elevation riparian habitats (e.g., stream valleys, wet meadows) in the spring to high-elevation forests and alpine zones in the summer, and back to low elevations in autumn (Mundy and Flook 1973). In coastal British Columbia, grizzly bears tend to use forested and non-forested habitats on lower slopes and valley bottoms through all seasons (MacHutchon et al. 1993). In both coastal and interior areas, grizzly bears prefer habitats with high ecosystem productivity, such as avalanche slopes and riparian and seepage areas, especially in spring when vegetation is protein-rich and easily digestible. Adult males often occupy the habitats with the greatest productivity.

2.3 Black Bears

Black bears are more adaptable to humans and human settlement than grizzly bears and continue to occupy 85% of their historic range. As a result, the black bear is not listed by COSEWIC and is not a species at risk (yellow-listed) in British Columbia (BC Conservation Data Centre). Black bears have been extirpated in areas of heavy human settlement but remain in all of British Columbia's major forested areas, including those adjacent to towns and cities. Throughout British Columbia, black bears have been known to enter towns or development sites in search of human food and garbage. The population of black bears in British Columbia is estimated to range between 120,000 and 160,000 individuals (M. Badry, MWLAP, personal communication).

2.3.1 Reproduction

In British Columbia, black bears normally become sexually mature between four and five years of age. Adult female black bears are able to breed every other year and produce an average of two cubs per litter. However, this level of breeding will occur only if the food supply is adequate. In environments with limited food, black bears may average three to four years between successful litters (Samson and Huot 1995). Although black bears are able to breed at shorter intervals than grizzly bears, they are still considered to have low reproductive rates; a severe reduction in their local population may seriously affect population viability.

2.3.2 Habitat Use

The most important factor affecting the use of habitats by black bears is the distribution, availability, and abundance of preferred foods (Hatler 1967, MacHutchon 1989), combined with security cover (Kansas et al. 1989, Ciarniello 1996). Avoidance of grizzly bears also affects the black bear's selection of habitat. Females, and especially those with cubs, may avoid areas occupied by adult male black bears and grizzly bears (Chi and Gilbert 1999). Because of these factors, black bears display distinct seasonal variations in their habitat use.

In general, black bears prefer moderate to heavily forested areas with a dense shrub understory and high availability of foods (graminoids, forbs, and berries), often in small openings. These vegetation characteristics are typical of unlogged valley bottoms. Since transportation corridors and communities are also commonly developed in valley bottoms, human settlement often conflicts with the preferred habitat of black bears. Black bears will utilize clearcuts and the subalpine when it does not compromise their safety (i.e., no grizzly bears or other threats present). Females with cubs usually avoid such openings. Black bears normally use trees for cover or climbing when they feel threatened (Davis and Harestad 1996).

A reduction of forest cover, or insufficient food supply, may cause black bears to retreat into less preferred habitats. In Banff National Park, Kansas et al. (1989:5.70) found that "in some instances cover was the overriding factor determining black bear ecosite importance."

2.4 Learning and Development

Understanding how bears learn is critical to the implementation of effective strategies to reduce human-bear conflicts. Thorpe (1963:56) comments on the processes of learning in the following manner:

> Many workers have considered that the more or less frequent repetition of a stimulus or of a changed situation is necessary for learning; but, while it is true that most learning comes about as a result of repeated application of a stimulus or combination of stimuli, such repetition can be no necessary part of the concept because we all know that learning can, on occasion, result from one experience only.

An initial learning environment imprints heavily on the future behaviours displayed by cubs. Grizzly and black bear cubs learn skills fundamental for their survival from their mother in the one to three years they remain with her, and once weaned, they must fend for themselves. For example, if a mother spends her time foraging at a landfill, the cubs will learn this behaviour. As a result, these bears will likely become highly reliant on the landfill as a food source and in some cases may not be able to survive in the natural environment.

Throughout their life, bears remain curious and continue to learn through trial and error. Curiosity is an adaptive characteristic that helps bears discover the most productive and nutritious foods, which are fundamental to their survival (Graf et al. 1992, Herrero 1985, Heuer 1993). Bears also possess the ability to learn through observing other bears; they may even be able to follow information communicated by the marking behaviours of other bears (Tony Hamilton, MWLAP, personal communication). Because bears are very effective learners, any high-energy food that they feed on may be included in their search image.

Bears have an excellent sense of smell (Graf et al. 1992) and are able to associate smells with food types. In the spring, bears may travel long distances to locate carrion. Garbage, fruit tree windfall, and carcasses of animals are all extremely pungent attractants that have the ability to draw bears in from long distances.

3 Creating "Problem" Bears

This section focuses on those aspects of the learning process of bears that contribute to the creation of "problem" bear behaviour. The intent is to gain a better understanding of the connection between human-bear conflicts and the biological requirements of bears so that people recognize the pressures that bears face in relation to humans and their activities. The reader should keep in mind that THE CREATION OF "PROBLEM" BEHAVIOUR DISCUSSED IN THIS DOCUMENT IS THE RESULT OF THE AVAILABILITY OF NON-NATURAL ATTRACTANTS; THE AVAILABILITY OF NON-NATURAL ATTRACTANTS IS THE DIRECT RESULT OF HUMAN ACTIONS AND MISMANAGEMENT.

3.1 Causes of Bears' Attraction to Human Food

Many factors affect bears' attraction to human food. Each of these factors operates on bears in a fairly predictable manner. Understanding how these factors affect the frequency and intensity of human-bear conflicts is crucial to the implementation of a proactive management strategy.

3.1.1 Community Development and Habitat Loss

Many cities and towns in British Columbia are situated in areas of good to excellent bear habitat (Fuhr and Demarchi 1990). When humans move into areas inhabited by bears, they often introduce new feeding opportunities that the bears are quick to discover and exploit. In addition, an expanding human population requires developments that decrease the suitability of the natural landscape to sustain bear populations.

British Columbia's rapidly expanding human population continues to encroach upon the natural habitat of grizzly and black bears. As a result, habitat loss, alteration, alienation, and fragmentation can disrupt bears' use of natural habitat and ultimately result in negative impacts to individual bears and bear populations through displacement or mortality.

Grizzly bears and black bears that are wary of humans will be displaced to other, generally less productive, habitat. Displaced bears may then have to compete with bears already established in the area. Displaced bears may experience stress associated with adapting to the new habitat, and there is an increased chance of mortality inflicted by more dominant bears in their quest for, or defence of, habitat. Black bears appear to have a wider variety of habitat selection patterns, making them more resilient to human change, whereas grizzly bears may have a narrower pattern, which accounts for their lack of resiliency when landfills are closed. Given that existing towns in British Columbia cannot be moved or closed means we must make them as bear resistant and bear friendly (e.g., accommodation of movement corridors) as possible. In addition, most communities are

expanding, and this expansion should also be done in a bear-friendly way. Currently, the majority of bears that adapt to living adjacent to communities are drawn into the community by the availability of non-natural attractants.

3.1.2 Natural Food Shortages

Bears in North America commonly experience food shortages. The failure of critical natural food crops, such as salmon and berries, and the resultant increase in competition among bears, forces them to search for alternate foods (Tompa 1987, Mattson et al. 1992, Ciarniello and Paczkowski 2001). As opportunistic feeders, bears are naturally attracted to scents that suggest food. During years of natural food scarcity, the hunger of some bears may lead them to overcome their fear of humans in order to acquire accessible foods. The effects of natural food shortages and an increase in negative human-bear interactions have been well documented (Hatler 1967, Knight et al. 1988).

Natural food shortages can be local or sub-regional in extent, both affect "problem" bear generation: in years of low food availability, bears move more and encounter human situations more (local shortages). When food shortages are on the sub-regional scale, it can be catastrophic to bear populations. In British Columbia we get both kinds of failures. Failure of food crops tend to have more consequence in areas with limited food choices or availability (e.g.., interior habitats tend to have lower diversity in berry species than coastal habitats), making any failure that much more disastrous.

3.1.3 Concentration of Food Resources

The poor digestive ability of bears and their constant struggle to attain the thickest layer of fat possible (to survive winter denning and increase reproductive success), are keys to understanding their attraction to non-natural foods. Probably the greatest reason that bears are attracted to communities is the concentration of food resources that are found there. Landfills and other non-natural foods that humans create are attractive to bears because they contain highly concentrated sources of calorie-rich foods that require little energy expenditure to acquire (Graf et al. 1992, Herrero 1989). The amount of nutrition attained influences reproductive success and social status, and is vital to survival. Clearly, bears are simply maximizing their energetic balance sheet when they select these concentrated food sources.

Another element affecting bears' attraction to non-natural foods is their use of habitats. Natural bear foods vary widely in their abundance, quality, and distribution. Thus, bears must move widely in response to this variable supply of foods. Doing so increases their chances of finding non-natural foods in their travels. Unlike seasonal fluctuations of natural food sources, landfills are not seasonal, and when bears find them, they do not have to use energy to search for new food sources.

3.2 Habituation of Bears to Humans

Another issue that contributes to the development of human-bear conflict is habituation of bears to humans. Thorpe (1963:60-61) provided the following definition of habituation:

> Used in its widest sense, habituation is a simple learning not to respond to stimuli which tend to be without significance in the life of the animal .... Habituation can, therefore, be defined as the relatively permanent waning of a response as a result of repeated stimulation which is not followed by any kind of reinforcement. It is specific to the stimulus.

Human-habituated bears are those that tolerate human presence, reducing their fleeing response in the presence of humans (McCullough 1982, Herrero 1985, Gilbert 1989, Aumiller and Matt 1994). An example of habituation by bears to humans (without food conditioning) is best illustrated at McNeil River Falls in Alaska. At this site, grizzly bears have become habituated to the presence of people, whose activities are strictly monitored to ensure no food or garbage is accessible (Aumiller and Matt 1994).

Food-conditioning and human habituation are considered separate behaviours because a food reward is not a necessary condition for human habituation (Herrero 1985, Gilbert 1989, Aumiller and Matt 1994,). Thus, used in a behavioural sense, the term "garbage-habituated" is incorrect because bears are not known to "respond" to garbage. and garbage provides reinforcement of bear behaviour through reward.

3.3 Effects of Non-Natural Attractants

The availability of non-natural attractants within a community can have several profound effects on bears that pass nearby the community. Each of these effects directly influences the likelihood of human-bear conflicts.

By providing artificial foods we may accelerate the natural reproductive cycle of the bear. Bears may respond with a decreased interval between breeding, larger litter size and earlier reproduction (Rogers 1983). However, non-natural mortality rates of bears that feed on unnatural food sources are greater than those of wild bears (Cole 1974, Rogers 1983, Ciarniello 1996). Bears that feed on garbage at landfills often suffer from burns, cuts from broken glass and can starve from having containers stuck on their tongues/mouths (Smith and Lindsey 1989) or heads (Huber 1998).

3.3.1 Human Food Conditioning or Garbage Conditioning

Operant conditioning is the form of learning most often related to the process of bears feeding on garbage (Herrero 1989). Bears that are attracted to human food

and are subsequently rewarded develop behaviour patterns that enable them to exploit their conditioning. For example, if a bear is attracted to the smell of garbage in a can, it may push the can over, exposing the contents for consumption. The animal's action of pushing over the can was instrumental in obtaining a reward (i.e., food). Bears have the ability to learn from a single experience, and this process may be all that is necessary for the animal to become conditioned to pushing over garbage cans to obtain food. As a result of learning, whenever the animal encounters garbage cans in the future, with or without any food odours, it will likely investigate them (i.e., associative learning). In addition to this conditioning, the association between the smell and a reward has also been made. In this situation, the bear would likely be attracted to smells similar to the can (e.g., garbage on a porch).

Generally, bears attracted to non-natural foods other than garbage (e.g., fruit trees, grains) will behave differently towards humans than "garbage" bears. Regardless of the type of attractant, once bears have been successful in obtaining human foods, they begin to develop behaviour patterns and continue to seek food at sites used by humans (i.e., they become human-food conditioned). The bear then repeatedly returns to the source of the conditioning (Ciarniello 1996).

Bears are very effective learners. Cubs remain with their mother for one to three years and in that time learn the requirements necessary for survival. If the mother is a "garbage" bear, then the cubs will learn to forage on garbage. Similarly, if the mother does not display an avoidance of humans and/or if the cubs acquire food from humans, then they may learn a lack of fear of humans and an association between humans and food.

3.3.2 Habituation in Combination with Human Food Conditioning

The majority of "problem" bears display a combination of human food conditioning and human habituation. Herrero (1989:12) comments on the relationship between food conditioning and human habituation in grizzly bears in the following manner:

> ...when human-related foods are first sensed by a grizzly bear, an approach-avoidance conflict exists. A bear is attracted by the odour of food or garbage, and repelled by human presence or even the odour of people. Such food-seeking behaviour has thus far only been mildly rewarded by food odour (a secondary, not a primary reinforcer). At first the perceived risk may be too great for a bear to approach the food source. However, upon repeated exposure to similar situations, and if no harassment or harm occurs, then habituation develops. The bear comes to accept the smell of, or even the presence of, people nearby, and finally it feeds on the food or garbage. It is then food-conditioned ...It has learned to accept the risks associated with eating human-related foods. It has also become habituated to some extent... to

the presence of people. It is less likely to flee from people, more likely to approach them.

Ciarniello (1996:26) identified two behavioural traits displayed by bears that were human habituated and garbage conditioned:

1. The bear loiters around humans and appears tame; or
2. The bear searches out human food and garbage with little or no fear of humans.

With both of these behavioural traits, bears have made the association between humans and food. In the first case, the bear appears tame to humans, who in turn try to approach the bear. These bears may beg and will accept handouts from humans (Mundy and Flook 1973, Herrero 1985, Ciarniello 1996). This type of behaviour increases the risk of injury to humans from bears.

Bears displaying the second trait pose the greatest threat to human safety by boldly approaching people (Herrero 1985, Ciarniello 1996). Kunelius and Browne (1990: 1) cite the availability of unnatural food sources as a "major cause of bear management problems and related public safety hazards" in Banff National Park. Holroyd and Van Tighem (1983:338) state that "the first documented human death due to a bear attack was caused by a black bear which had become habituated [sic; conditioned] to handouts in Jasper." The combination of human habituation and garbage conditioning poses a threat to human safety and is the most difficult trait to discourage (Herrero 1985).

The level of habituation to humans varies with individual bears and their past experiences with people (Herrero 1985). Generally, food-conditioned and human-habituated bears have a higher probability of being involved in a negative human-bear encounter than wild bears because their attraction to human foods brings them into more frequent contact with people (Ciarniello 1996).

4 Moving Towards Becoming "Bear Smart"

4.1 Overview of "Bear Smart"

The goal of the "Bear Smart" Communities Background Report is to assist communities in understanding and achieving "Bear Smart" status. The information in this report is based on a thorough literature review of human-bear conflict management. In many ways, the "Bear Smart" Community Program applies the same strategies that have been implemented in many national and provincial parks in Canada and the U.S. The report is also based on interviews with government personnel and biologists in British Columbia, Alberta, Yukon, Northwest Territories, Alaska, Washington, and Montana that have been involved in various aspects of the management strategies that make up the "Bear Smart" Community Program.

This report presents the criteria that must be met to achieve "Bear Smart" status and strategies for fulfilling them. Firstly, the criteria by which communities will be assessed are outlined, and the logic behind each criterion is provided. Secondly, several methodologies are provided by which communities can fulfil the criteria. Because each community is unique, the methods that should be used will likely be community-dependent, so options have been developed, as necessary, for the fulfilment of criteria. Thirdly, quantitative measures are provided by which external reviewers can assess the success of a community's attempt to become a "Bear Smart" Community. Finally, the report concludes with a number of case histories as examples of the process of becoming "Bear Smart." An overview of the process of preparing for, implementing, and monitoring the program is provided in Figure 1. The background report is divided into several sections, with a rationale provided for each step in the process.

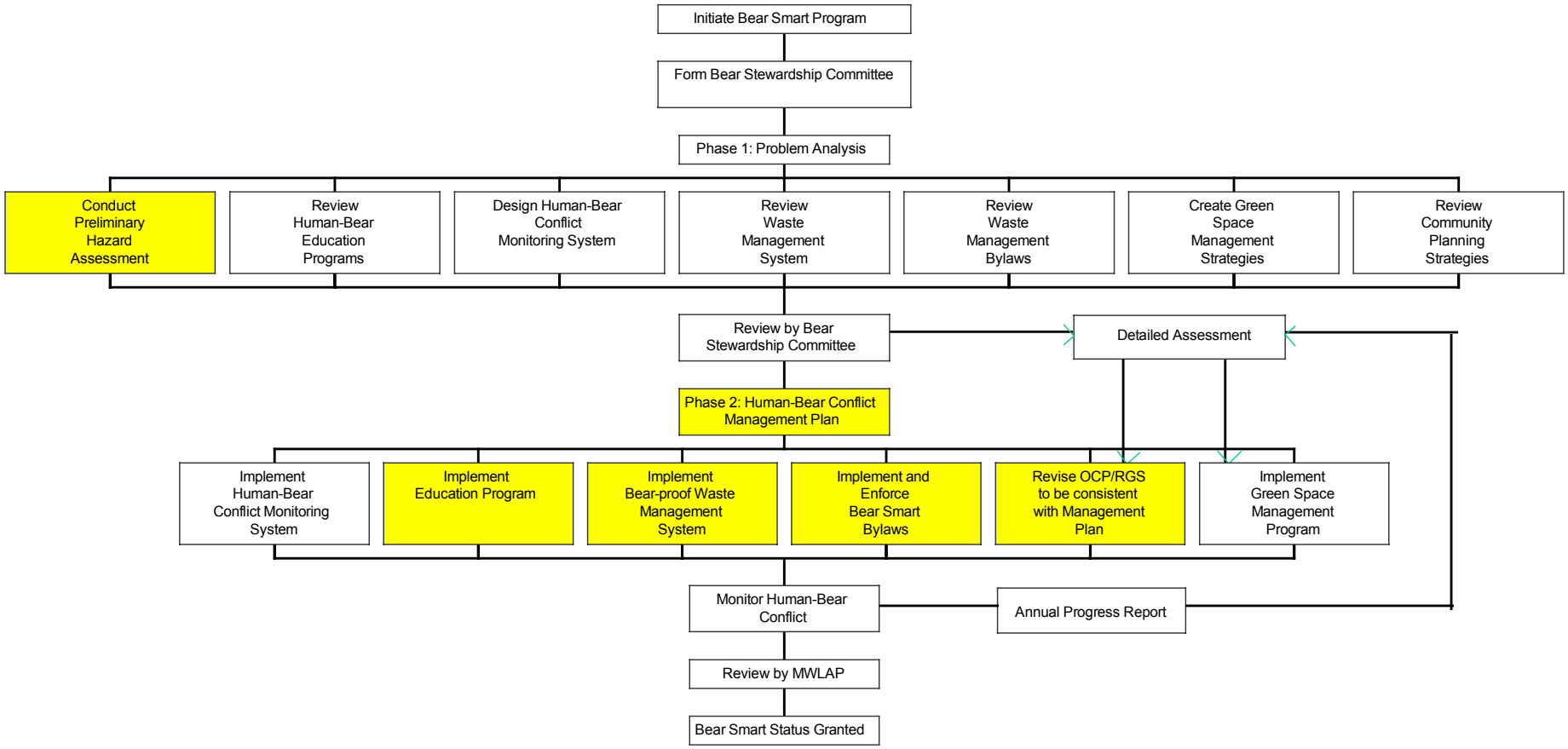

Figure 1. Flow chart of recommended steps in the process of becoming a "Bear Smart" Community. Highlighted boxes are required criteria.

4.1.1 Changing Attitudes

In the early 1900s, the attitudes of the public and management agencies towards bear management throughout North America was generally reactive, in that "problem" bears were simply removed from the system. These attitudes have been well documented in Canadian National Parks (Ralf 1995) and U.S. National Parks (Gniadek and Kendall 1998). During this period of reactive management, injuries inflicted on humans by bears and the subsequent destruction of bears became common and eventually were considered a serious management issue. In more recent years, many parks have managed to reduce human-bear conflicts through proactive management. However, in community settings the process of change towards proactive management has only just begun.

In 1960, the U.S. National Park Service implemented a bear management program that aimed to reduce property damage and injuries to humans and also enable bears that used National Parks to return to their natural behaviours. The following management strategies were identified to achieve these objectives:

- educate the public about bears, bear behaviour, and methods for reducing human-bear conflict,
- control garbage to reduce the dependence of bears on garbage,
- enforce regulations restricting the feeding of bears,
- develop bear-proof garbage cans,
- remove potentially dangerous food-conditioned bears.

In 1968, Glacier National Park in Montana wrote its first bear management plan. Gniadek and Kendall (1998) concluded that this park management plan reduced the amount of property damage done by bears, the number of injuries to humans by black bears, and the number of bears removed from the park system (either through culling or translocation).

Similarly, Denali National Park in Alaska implemented a human-bear conflict management plan in 1982 in response to a dramatic increase in the number of visitors and problems with grizzly and black bears during the 1970s. Denali's human-bear conflict plan focussed on visitor education, food-storage regulations, backcountry closures, and experimental aversive conditioning (Schirokauer and Boyd 1998). Evidence indicates that Denali's program also effectively reduced human-bear conflicts, even as visitation levels rose (Schirokauer and Boyd 1998).

In Yellowstone National Park in Wyoming, injuries to humans from bears also decreased because of increases in public education and removal of food-conditioned bears following the implementation of a bear management plan in 1970. As a result of this plan, bears' access to human foods was almost entirely eliminated by 1979; bears conditioned to human food inflicted the most injuries prior to 1980. Data from elsewhere strongly suggests that food-conditioned bears that had access to human food and garbage were the primary cause of injuries

inflicted by bears on humans in developed areas. In Canada, bear removals in Jasper National Park also declined as a result of garbage becoming inaccessible to bears because of bear-proofing during the 1970s and 1980s (Ralf 1995).

4.1.2 Adaptive Management

Adaptive management is a formal process for continually improving management polices and practices by learning from their outcomes (BC Ministry of Forests). The "Bear Smart" Community Program should be flexible enough to allow for new research and professional expertise to further develop the program. This will enhance the efficacy of proactive management in reducing human-bear conflicts within the community. The development of new, cost-effective methods under the guidance of a biologist experienced in the ecology and behaviour of bears, as well as human-bear conflicts, is strongly encouraged.

5 Initiating the "Bear Smart" Community Program

5.1 Formation of a Bear Stewardship Committee

The most effective way to implement the "Bear Smart" Program is to create a Bear Stewardship Committee. Decisions on the process, delivery, and implementation of the "Bear Smart" Community Program must come from a community that takes ownership of the program. Several communities currently have a committee for addressing human-bear conflict issues (Black Bear Task Team 1998, Maltby 2000, Stroh 1999, Nahornoff 2000). Community ownership implies that the community values the lives of bears. It also suggests that these communities have a desire to reduce preventable destruction of bears and foster an attitude that will ensure the health of bear populations over the long term.

Communities need to decide if and how they will co-exist with bears. Without public and community support for proactive management, human-bear conflicts will continue to increase, and bears will continue to pay the price. Change in public attitudes and commitment can change decades of reactive management into a co-operative effort of which a community can be proud. Several communities provide evidence of this change. With time and measured success from communities at the forefront, other communities are sure to follow.

5.1.1 Objectives of Bear Stewardship Committee

The primary objectives of the Bear Stewardship Committee are to:

- Initiate and support the development of the "Bear Smart" Community Program.
- Review management strategies and options for attaining "Bear Smart" Community status.
- Initiate and review the Problem Analysis.
- Establish a Human-Bear Conflict Management Plan that will implement the recommendations from the Problem Analysis.
- Monitor the progress of the program.
- Provide annual reports that identify the progress of the program, evaluate the success or failure of management strategies, and provide direction for the program for the following year.

5.1.2 Recommended Composition of "Bear Smart" Stewardship Committee

The Bear Stewardship Committee will need a strong leader that is committed and prepared to spend the time necessary to develop and direct the implementation of "Bear Smart" criteria. Ideally this position would be a paid part-time or full-time position for as long as is required to implement the program successfully. In many communities, the person that takes the lead in the "Bear Smart"

Community Program may also coordinate the education program. The rest of the committee should have members that represent:

- the community, including:
    - local governments (regional district and/or city, municipality),
    - First Nations governments,
    - waste management contractor,
    - local RCMP,
    - community stakeholders (e.g., ranchers, orchardists, bee-keepers),
    - university or college representative if wildlife management or other relevant subjects are part of the curriculum,
    - other community interest groups (e.g., naturalist club, rod and gun club), and
    - local tourism representatives (local tourist booths).
- Regional MWLAP, including staff from:
    - Conservation Officer Service
    - Wildlife Sciences and Allocation
    - Environmental Management

The committee also needs a committed public relations person and fund-raiser.

5.1.3 Importance of the Bear Stewardship Committee

The objectives of the "Bear Smart" Community Program will be achieved through the guidance of a Bear Stewardship Committee. This committee should meet on a regular basis to follow the process from program initiation through to completion. The committee should begin the process by establishing a meeting schedule and process that suits the particular needs of the community. When "Bear Smart" status has been achieved, the committee could then downsize to a core group that will be focused primarily on maintaining and monitoring "Bear Smart" status for the community.

6 Phase I: Problem Analysis

The Problem Analysis has the broad goal of identifying the current and potential agents of human-bear conflict that occur within the community. There are several components to the Problem Analysis, each of which will need to be implemented in a step-wise fashion.

6.1 Preliminary Hazard Assessment

The first step of the Problem Analysis is to conduct a Preliminary Hazard Assessment. The basic objective of the Preliminary Hazard Assessment is to establish a general but community-specific overview of human-bear conflict in and adjacent to the community. It will include the identification of community-specific natural or non-natural features or practices that increase the potential for conflict. The hazard assessment will provide the initial direction for the community to become "Bear Smart." The Preliminary Hazard Assessment may also identify areas that will need more Detailed Hazard Assessments (section 7.0).

Hazard assessments of varying levels of detail have been conducted to qualitatively and/or quantitatively identify existing and potential hazards in and around communities (Simpson and Jaward 1997, Diggon 1999, Maltby 2000, Wellwood 2001a). The purpose of these assessments is to identify existing and potential hazards and provide recommendations for reducing human-bear conflicts that may arise from these hazards.

The results and recommendations from the Preliminary Hazard Assessment will be used by the Bear Stewardship Committee to establish community-specific priorities and direction for implementing the "Bear Smart" Community Program. Results are to be presented in the Human-Bear Conflict Management Plan.

6.1.1 Objectives

The specific objectives of the Preliminary Hazard Assessment are to: 1) identify sites, areas, trails, and practices that have historic, existing, and potential human-bear conflict, 2) identify gaps in the existing knowledge of bear use and human-bear conflict in the area and provide recommendations for further investigation and additional hazard assessment phases, and 3) produce management recommendations to reduce existing and potential conflict within the community.

The Preliminary Hazard Assessment is the first step in an in-depth process that will be required to reduce human-bear conflicts. The Preliminary Hazard Assessment should distinguish the major and most readily identifiable issues that influence existing or potential human-bear conflict. Generally, these will be issues that are related to the availability of non-natural foods within the community. However, natural features that influence the existing or potential conflicts should

also be identified where appropriate. The assessment should identify areas in the community where bear proofing is needed (based on existing or potential human-bear conflict) and should be implemented. The Preliminary Hazard Assessment report should be used as a reference tool to set priorities for the implementation of bear-proofing measures within the community.

6.1.2 Recommended Components and Steps

Preliminary hazard assessments will be comprised of several key components and should be approved by a Registered Professional Biologist with expertise in bear ecology and behaviour and human-bear conflicts. The assessment should include the following:

1. A review of patterns of historic human-bear conflicts based on Problem Wildlife Occurrence Reports for bears and/or Conservation Officer experience.
2. Interviews with personnel from the Conservation Officer Service, local wildlife biologists and other biologists that have worked in the area, the Bear Stewardship Steering Committee, and other agencies responsible for the community to identify:
   - sites, areas, and trails that are considered high risk for human-bear conflict, and
   - practices that are considered high risk for human-bear conflict.
3. Identification of non-natural foods and attractants that are available within the community and surrounding area. This process should assess the following issues:
   - residential and commercial garbage containment,
   - garbage transfer and disposal at landfills and transfer stations,
   - park and highway pull-out litter barrels, and
   - orchards, honeybee colonies, and ranching and agricultural attractants.
4. Identification of major non-natural features that may influence the travel patterns of bears, including major roads, edges of the community, and security cover/green space within the community.
5. Identification of general bear habitat suitability within and adjacent to the community, potential natural movement patterns of bears in the area (including travel corridors), and visibility and other sensory issues (see below).
6. Identification of human-use areas that have high risk for conflict with bears, such as schools, playgrounds, community campgrounds, and residential areas located adjacent to bear habitat, and walking/hiking/bike trails that pass through higher-quality bear habitats, including berry patches, etc.
7. Identification of regional, inter-provincial and/or international issues in areas outside the community that may affect the effectiveness of the "Bear Smart" Community Program. For example, non-natural foods that are outside the community but within the home range of a bear that uses the

community can increase the potential for food-conditioned bears within the community. Bears do not adhere to or respect political boundaries (see Canmore Case History section 12.2).

8. Identification of potential data limitations.

An example of a Preliminary Hazard Assessment outline is provided in Appendix D.

6.1.3 Assessment Approaches

Three major factors affect the methodology that should be used for the Preliminary Hazard Assessment. Each of these factors play an important role in determining the strategies that will be implemented and identifying available techniques that may be used to achieve "Bear Smart" status.

Natural and non-natural features influence the potential for human-bear conflict, and these features differ among communities. Therefore, communities will vary in the time and effort required to complete comparable hazard assessments. For example, a community that is adjacent to high-quality bear habitats and is confined by terrain features that concentrate the movements of bears into the community may need to commit considerable effort to identifying and mitigating problems. Communities that have a higher overall rating for potential human-bear conflict may be required to conduct a Detailed Hazard Assessment, whereas other communities that are rated lower may need to do very little in addition to the Preliminary Hazard Assessment.

Hazard assessments are largely based on informed, but subjective, professional opinions of biologists. It is important to identify the limitations of the data that can be collected in a community. The process of completing hazard assessments should remain adaptive until a standardized methodology has been established and the methodology has been tested. This will allow new and more effective methodologies to be implemented as they become available.

Finally, the amount of work required should not discourage communities from beginning to pursue "Bear Smart" Community status. Therefore, the process of conducting a Preliminary Hazard Assessment and additional Detailed Hazard Assessments should proceed by stages so that communities can receive some acknowledgement for their progress even though they are aware that additional work is required.

6.1.4 Potential Data Sources

The process of completing the Preliminary Hazard Assessment should use several sources of data to examine risks to the community. Communities need to identify the habitat's potential for attracting bears with natural food sources as well as

habitat features that affect the likelihood of conflicts, evidence of past bear activity, and sources of non-natural food or attractants within the community. Potential sources of data regarding human-bear conflict include Conservation Officers, RCMP, and provincial or national parks records. Other sources of information include terrain maps, ecosystem maps, vegetation maps, bear-suitability maps, and drainage system maps.

6.1.5 Qualitative Assessments

Qualitative assessments can be conducted through brief investigations of specific hazards and representative habitat types while walking through and/or driving around the community. Time constraints may not allow entire sites, areas, or trails to be assessed. Therefore, effort should be focused on investigating features identified as high risk during interviews or on obtaining information from the number of reports in areas over the years and investigating other potentially high-risk features as they are encountered. Photographs should be taken of sites, areas, trails, and other hazards. Record all sites, areas, and trails on air photos, on 1:50,000 National Topographic System (NTS) map sheets, and/or on a detailed map of the community.

To assess the potential for bear–human conflicts at sites, areas, and trails, investigators need to evaluate habitat potential, travel issues, and visibility and other sensory issues. Record bear sign as it is encountered. Document the availability of security cover and non-natural foods. Describe and/or rate the following conditions during assessments and/or interviews.

Habitat Potential

Understanding the natural habitat potential of an area is important to understanding the likelihood of a bear using an area once non-natural attractants have been eliminated from the community. A community that has abundant high-quality habitats in close proximity to the town is more likely to have bears nearby. High-quality bear habitat adjacent to the community will continue to influence the potential for conflict even after access to non-natural foods has been eliminated. If a detailed inventory of vegetation habitats and a study of bear food habits have been conducted for areas adjacent to the community, this information should be used to evaluate habitat potential at sites, areas, or trails.

Many communities will not have detailed habitat inventories or information on the specific food habits of bears in their area. In these cases, it would be beneficial to begin by referring to the food habits of bears that have been documented by researchers in ecologically similar areas. Understanding the habitat potential of an area will enable a community to relocate or restrict human activity or development from high-quality habitats. Assumptions about habitat potential can be supported by opportunistically recording vegetation descriptions, as well as by

having investigators record their observations of bears when they are consuming natural foods and their observations of the contents of scats.

Travel Issues

Travel issues are geographic features such as creek and river corridors and steep mountains that influence the likelihood of bears travelling through specific sites or along trails. In some communities, travel issues may have a major influence on the potential for a human-bear conflict but less so in another community. For example, travel routes may contribute to the likelihood of human-bear conflicts on the edge of a community that is located in a narrow, steep-sided valley bottom, but not for a community that is located in a wide, gently sloped valley. The location and proximity of wildlife trails and/or potential travel routes should also be documented and included in this category.

Visibility and Other Sensory Issues

Sensory issues are environmental features that reduce the ability of bears and humans to detect each other. Visibility issues occur because of features such as vegetation and topography that limit visibility and thus increase the potential for surprise encounters. Other sensory issues result from the noise made by creeks or from persistent, strong valley winds that affect the ability of bears and humans to hear each other.

Bear Sign

Bear sign such as trails, mark trees, beds, and scats should be opportunistically recorded when encountered.

Security Cover Issues

Security cover issues arise when vegetation provides cover for bears, thus lowering the likelihood of detection by humans. Investigators will need to identify high hazard areas for security cover.

Non-natural Food Issues

Document sources of non-natural food and practices that enabled bears to access non-natural food. These include, but are not limited to, landfills, residential and commercial garbage, fruit trees, composts, and apiaries. The assessment should provide an overview of the types and spatial distribution of major non-natural food issues that is detailed enough for the Bear Stewardship Committee to establish preliminary direction in tackling non-natural food issues as well as direction for ongoing data collection to identify additional non-natural food issues.

Identify Hazards for Human-Bear Conflict

Following ground investigations, an overall rating of the potential for bear–human conflict should be estimated based on habitat potential, travel issues, visibility and other sensory issues, security cover issues, and non-natural food issues. Generally at this stage, ratings will be based on overall potential for conflict. However, any preliminary information that can be gathered and discussed on the seasonal habitat potential and the seasonal potential for conflict will be valuable to the program. Sites, areas, and trails that are assessed as higher risk should be identified and management recommendations provided. Locations that do not appear to be higher risk should not be given a rating until more detailed investigations can be conducted because preliminary investigations may have missed potential hazards.

Provide Recommendations for Reducing the Potential for Conflict

Recommendations for reducing the potential for human-bear conflict within the community should be identified for the Bear Stewardship Committee. This section should include general management recommendations that are specific to the community, but that also go beyond site-specific hazards:

- Observations and recommendations with respect to ensuring that bears do not have access to non-natural foods, including background on observed handling of residential, commercial and industrial garbage, garbage transfer, and landfill disposal. The assessment should identify any observed weak links in the waste management system and provide recommendations for addressing these problems.
- Recommendations for brushing specific sites, areas, or trails where potential for conflict was observed.
- Recommendations for establishing a Human-Bear Conflict Monitoring System.
- Recommendations for interagency exchange of bear incident reports
- Recommendations for improving the management of "problem" bears and "problem" people.
- Identify gaps in knowledge and provide general recommendations for subsequent phases of a Detailed Hazard Assessment.
- Identify other issues that were observed but not addressed in the results and discussion.

6.2 Education Program

The Phase I: Problem Analysis should identify what, if any, education programs exist within the community and whether multiple agencies are delivering such programs (e.g., MWLAP, BCCF, BC Parks, commercial businesses). The Problem Analysis should then be followed up with a coordinated and thorough education program implemented under the Human-Bear Management Plan.

Several communities are already taking action to reduce the number of bears that are destroyed by delivering a Bear Aware Education Program. In 1995, Whistler began a bear-awareness education program. The BC Conservation Foundation (BCCF), a non-profit society and registered charity, has delivered similar Bear Aware programs in many communities in British Columbia, including Castlegar, Kamloops, Nelson, Rossland, Revelstoke, Trail, and the Alberni Clayoquot Regional District (Bennett 1996, Stroh 1999, Haas 2000, Paquet 2000, Maltby 2000, Robinson 1997, 1998, 2000; Quarterman 2000). Interest groups in other communities such as Prince George (Narhornoff 2000), Kitimat and Terrace (Wellwood 2001b), and Kimberly have also delivered the education program with partial or joint support from BCCF.

6.3 Bear-Proof Waste Management System

To achieve "Bear Smart" status, a community must develop and maintain an entirely bear-proof municipal solid waste management system, from generation to disposal. Bear-proofing the waste disposal within a community and implementing an education program are the first steps in bear-proofing a community. It is absolutely critical that these steps be taken *before* landfill closure. While the initial capital costs of implementing a waste management system that is bear-proof may seem large, in the longer term it is often more cost-effective to have a bear-proof collection system (Philipp 2000) and landfill (R. Trouttmann, Central Kootenay Regional District, personal communication).

There are also additional benefits to bear-proofing waste management within a community. Bear-proof waste management systems often reduce human-bear conflicts, but garbage is also no longer available to other animals. For example, Norman Wells, NWT, has been bear-proof since 1991, and because of the bear-proof dumpsters, birds or dogs no longer scatter garbage. As a result, the community is cleaner as a whole (A. Veitch, Wildlife Management Supervisor, Government of the NWT, personal communication).

The handling of residential waste needs to be bear-proof from "cradle to grave" to ensure the success of the system as a whole. The responsibility for each of these steps falls on several different parties. The first step is for residents to ensure that garbage is stored in a bear-proof manner at each residence. Garbage cans must be kept in a bear-proof location at all times except during the day of pick-up or transfer to a disposal container/site. This can be achieved by keeping garbage inside, in the basement or in a bear-proof out-building. The second step in this process is bear-proofing the transfer of garbage to the municipally operated system. If curb-side garbage collection is retained, garbage should not be placed on the streets before a specified hour on the morning of pick-up. After transfer to the municipal system, the responsibility for bear-proofing shifts to the

municipality. The transfer of garbage, temporary storage, transfer stations, and end disposal must all be bear-proof.

There must be high rates of compliance with the following waste management recommendations in order to produce any appreciable reduction in human-bear conflicts within a community. In most instances, bylaws must be in place and enforced to ensure compliance.

6.3.1 Recommended Actions

- Ensure that all municipally owned and operated components of putrescent waste management system collection, transfer, disposal, recycling, and composting are bear-proof in areas that are accessible to or are frequented by bears.
- Implement bylaws to ensure that the same is true of all private sector components of putrescent MSW collection, transfer, disposal, recycling, and composting.
- Implement a compliance strategy for the municipal solid waste management bylaws.

6.3.2 Recommended Techniques

The Bear Stewardship Committee will have to examine the extent of the problems with the community's current waste disposal system (in Phase I: Problem Analysis) and judge which are the best options for bear-proofing the disposal system. Differences in community layout and environment can greatly affect the feasibility of each of the different options for dealing with residential and commercial garbage.

Here are some examples of "how to" approaches for bear-proofing MSW systems.

Handling Residential Garbage

There are several basic options for acceptable residential waste management systems in a "Bear Smart" community:

1. RESIDENTIAL DUMPSTERS (see Canmore Case History, section 12.2). In this option, bear-proof dumpsters are located throughout residential areas (one per 20-35 homes). Residents take their household garbage to their nearest bear-proof container. To reduce odours, containers are emptied regularly and taken to a bear-proof landfill. There are significant savings in using this system over curb-side pick-up, even after factoring in the capital costs of purchasing and implementing new containers (Philipp 2000). Replacing curb-side collection with dumpsters that are emptied with a self-loading truck (a one-operator system) is the main cost saving in switching to a bear-proof container system (Philipp 2000; A. Veitch, Wildlife Management

Supervisor, Government of the NWT, personal communication). This system takes away the potential problem of residents storing garbage on their property.

2. LARGE COMMUNITY DUMPSTERS (see Whistler Case History section 12.1). With this system, the entire community uses several large bear-proof compactors. The compactors are emptied regularly, and the contents are taken to a bear-proof landfill. Similar, but not as effective, is the use of transfer stations. There are often problems with lids being left open at transfer stations. In this instance, there has to be a plan in place to ensure that bins are not allowed to overflow and that the lids are kept closed. Education on the proper use of transfer stations is essential: "This container is only bear-proof if the lid is closed" stickers seem to work well. It may be necessary to put an electric fence around transfer stations.
3. CURBSIDE COLLECTION. If curb-side collection is to continue in a "Bear Smart" community, garbage cans must be kept in a bear-proof location at all times except on the day of pick-up. Garbage cans may not be placed on the streets before a specified hour on the morning of pick-up. Both of these requirements will likely need to be reinforced with bylaws and their enforcement. This option may work in areas with relatively few human-bear conflicts, but it is not likely to work in areas with chronic problems.
4. DISPOSAL DIRECTLY AT THE LANDFILL. Disposal directly at an electrified landfill is an option for smaller communities. Problems that can occur with this method include leaving the electrified gates open, which can be remedied by having a staffed landfill. Additionally, people occasionally dump garbage at the gates of the landfill when it is closed. This problem may be reduced by having a bear-proof dumpster at the gates to the landfill, although this solution has many problems of its own. "Bear Smart" status will not be granted to communities with a landfill that is continuously open to the public unless it is staffed continuously as well.

Selecting a Residential Garbage Handling Option - Considerations

Although single-family dwellings may not have difficulty storing garbage away from bears, smaller dwellings such as mobile homes and condominiums often have space constraints that restrict the ability to store garbage effectively. The odour from stored garbage may also be offensive to many homeowners. Solutions to this problem include freezing odourous refuse until garbage pick-up day or the use of communal bear-proof garbage dumpsters in locations with these problems (e.g., mobile home parks, condominium complexes, apartment buildings).

Communities that experience heavy snowfalls may have greater difficulty with some waste management systems. The placement of bear-proof containers needs to consider access during the winter months, as well as their effect on snow removal activities. Additionally, any waste that is left on the streets may be plowed into snow banks in winter months and end up being revealed in the

spring. Adequate spring clean-up should be addressed in communities that have experienced these problems.

It is also important that maintenance of waste receptacles occurs on a regular basis and that all waste that may have fallen out is collected. This will reduce odours and the risk of bears investigating and possibly damaging garbage containers and dumpsters.

Handling Commercial Garbage

Several aspects of commercial garbage storage and collection need to be considered and addressed in a "Bear Smart" community.

- Bear-proof garbage containers need to be implemented at:
    - downtown streets that bears may be attracted to,
    - all municipal park facilities (campsites, ball parks, soccer fields, etc.), and
    - school grounds.

  These may be phased in, starting with high-risk areas identified in the Preliminary Hazard Assessment and followed by lower risk areas.
- Commercial/industrial collection routes should use bear-proof dumpsters. Dumpsters should be emptied often enough to prevent waste from overflowing or waste being placed next to dumpsters. If dumpsters are not bear-proof, then dumpsters must be housed within a bear-proof building (i.e., on a concrete slab and with four solid walls and a roof). A phase-in process for existing businesses is appropriate, but all new business should be required to be bear-proof upon opening.
- Any attractants, especially grease barrels, must be housed in a bear-proof building.
- Construction sites must have either 1) a bear-proof garbage receptacle for items that may be attractive to wildlife, 2) a receptacle that is kept within a bear-proof building outside of working hours, or 3) removal of food wastes to a bear-proof location at the end of every working day.

Disposal of End Waste (Landfills)

Once garbage has been collected from commercial and residential locations, the disposal of this end waste may be completed in the following bear-proof ways.

1. Residential and commercial garbage may be taken to a bear-proof transfer station that ships the refuse to a bear-proof disposal facility.
2. Complete-combustion incineration may be a possibility for smaller communities or remote camps. The incinerator must be appropriately sized for the amount of waste produced by the community.
3. Disposal in a landfill located inside a properly designed, constructed, and operated electric fence (see Appendix B). Aggressive maintenance must be undertaken to ensure that the fence is operating at full capacity and is not

> breachable. Note that the community needs to be bear-proof before the landfill is fenced. Bear-proofing of landfills should *not* be done in years with shortages of natural bear foods. This will substantially exacerbate human-bear conflicts. Bear-proofing dates may have to be modified to help reduce potential human-bear conflicts.

In addition, a bear-proof landfill must be covered with fill or heavy duty tarps after every day that it receives refuse to reduce odours, insect and rodent problems, and the amount of refuse scattered by wind and birds. Tarps may be used once a landfill is bear-proof, otherwise bears will rip them, but once in use, tarps can significantly reduce the costs of buying, trucking, and covering landfills with fill. Use of tarps also significantly extends the life of a landfill by decreasing the amount of non-refuse fill (R. Troutmann, Central Kootenay Regional District, personal communication). There are also sprayable biodegradable foams that serve the same purpose.

6.4 Bylaws

Bylaws to ensure compliance with the goals of the "Bear Smart" program may need to be implemented. "Bear Smart" bylaws should be implemented to prohibit the supply of food to bears as a result of intent, neglect, or irresponsible management of attractants. A compliance strategy needs to be created to ensure compliance with these bylaws.

Recent changes to the *Wildlife Act* can help supplement bylaws and thereby reduce the likelihood of human-bear conflicts and provide public safety. Under the new amendments to the *Wildlife Act*, it is an offence for people in British Columbia to feed dangerous wildlife (i.e., bears, cougars, coyotes, and wolves) or to disobey orders to remove and clean up food, food waste, or other substances that can attract dangerous wildlife to their premises. Conservation Officers may issue a written dangerous wildlife protection order, which requires "the removal or containment of compost, food, food waste or domestic garbage." If people fail to comply with the order, they could face a heavy court-ordered penalty of up to $50,000 and/or six months in jail. However, this new legislation is only applicable to residences, not farms or apiaries, commercial establishments, or landfills, all of which are strong attractants for bears.

The Phase I: Problem Analysis should identify whether any bylaws currently exist for the community and determine whether any will be necessary given the bear-proof waste management system that is selected and the problems that were identified in the Preliminary Hazard Assessment.

6.5 Green Space Management

Green space within and adjacent to a community can provide security cover for bears to access non-natural foods within and adjacent to the community. Green space can also provide natural feeding habitats and travel corridors for bears and other wildlife to by-pass the community. Green space includes vacant properties that are over-grown with vegetation, parks and alleyways, trail networks, and undeveloped areas adjacent to the community. Other species using green spaces should be documented and the potential impacts on these species assessed if brushing occurs. Mitigation measures to reduce the impacts to other species should be taken. In some cases there will be a trade off between the benefits of clearing or modifying green space in terms of increasing human safety versus the cost of eliminating natural bear or other wildlife habitats. The risk of human-bear conflict relative to the cost to other species and the priorities of the community should be evaluated when establishing plans to remove vegetation.

6.5.1 Green Space Objectives

In some communities, bears may use vegetation cover within and adjacent to the community for security cover while feeding on garbage and other non-natural attractants. As long as bears have access to non-natural foods, removing brush that provides security cover for bears may reduce the likelihood that some bears will travel through the community. However, eliminating access to non-natural foods in the community will likely have a greater influence on decreasing the probability that bears will use the inner areas of the community. If non-natural foods are no longer available to bears, brushing can then be focused on achieving the following objectives:

- reduce the habitat potential in natural feeding areas that are commonly used by humans by removing natural bear foods, and
- increase visibility where people are most likely to surprise bears, such as along trails, and in areas with user groups that may be at higher risk such as schools, playgrounds, and campgrounds, particularly those in areas that are on the outer edges of the community.

6.5.2 Recommended Actions

1. Formally identify and map problem areas that will require continual removal of brush, such as parks, schools, playgrounds, and campgrounds as well as alleys that bears are using for cover.
2. Direct the removal or modification of green space by brushing vegetation to reduce security cover and habitat potential in areas of high human use (e.g., removing brush around portions of parks, schools, playgrounds, golf courses, and campsites and in areas adjacent to residences in high-risk attraction areas).
3. Develop a community landscaping plan that avoids the use of fruit trees and other plants the may act as attractants to bears. Adjustments to the

landscape plan may include removing existing fruit trees that have been identified as sources of human-bear conflict.

6.5.3 Recommended Techniques

1. Consult recommendations provided in the Preliminary Hazard Assessment for removing or modifying brush to increase visibility or reduce habitat potential and security cover at specific sites, areas, or trails.
2. Regularly review the human-bear conflict monitoring system to assess whether brushing or modifying green space may alleviate some of the human-bear conflict in specific problem areas.
3. Consult with Conservation Officers annually to determine whether additional sites, areas, or trails should be added to the list of locations identified for brushing.
4. Consult with the appropriate agencies to ensure that clearing is permitted. For example, the Department of Fisheries and Oceans restricts the clearing of vegetation within varying distances of fish-bearing streams.
5. Consult with the public and other agencies to evaluate the cost of brush removal to other species and the aesthetic qualities of the community versus the potential for reducing human-bear conflict. Consult with a biologist with experience in bear ecology and behaviour and human-bear conflicts to determine an effective strategy for removing vegetation (i.e., how, where, and what to remove) to reduce potential human-bear conflict while protecting habitat for other species where appropriate/possible. This may also require consulting an additional biologist with broader wildlife expertise, particularly regarding Red-listed (endangered or threatened) and Blue-listed (vulnerable) species. Conservation Officers should also be consulted to determine areas that are high priority for brushing.
6. Formally inventory all of the brush removal as it is conducted. Ideally the documentation would be in a digital format as a layer in the Human-Bear Conflicts Monitoring System Database (see section 9.0). However, in the short term, it may be feasible for small communities to document the information on a plasticized paper map. Complete a new map for brushing conducted each year. This information will be useful for documenting annual progress and will assist new employees or council members with directing the continuation of brushing.
7. Ensure that green space is inspected annually in order to schedule removal efforts. Note that some vegetation that grows quickly will likely have to be removed each year to be effective. Removing bear foods before the major season of use is strongly recommended. In addition, removing vegetation, particularly tall shrubs and trees, opens up the canopy and will increase berry production for many berry-producing plant species. If brushing is

started, there must be a commitment to removing all the brush and to continuing to remove it in subsequent years as necessary.

8. Consult with Conservation Officers annually to determine whether additional areas require brushing and to assess the general effectiveness of brushing.

6.6 Community Planning Documents

It may be appropriate in some communities to have a higher-level plan, such as an Official Community Plan (OCP) and/or Regional Growth Strategy (RGS) that is consistent with the Human-Bear Conflict Management Plan. As a minimum, the Regional Solid Waste Management Plan should be modified to be compatible. The Province of British Columbia addresses land use planning, mostly of Crown Lands, through Land and Resource Management Plans (LRMP) while municipalities and regional districts prepare Official Community Plans and Regional Growth Strategies, which focus mainly on private land.

> A Regional Growth Strategy is a strategic plan that enables regional districts and municipalities to plan for economically and environmentally healthy human settlements, and for efficient use of public facilities, services, land and other resources. The RGS is initiated and adopted by a regional district and referred to all affected local governments for acceptance. An Official Community Plan establishes policies and objectives for the form and character of land use and servicing and is implemented by zoning, subdivision, and servicing by-laws. The effectiveness of land use planning and management improves if local and provincial plans are compatible ("Links" brochure, BC Ministry of Municipal Affairs).

Whether it is necessary to change these plans to reflect the Management Plan depends on the community. Changes to the OCP and RGS would be useful in terms of long-term planning and ensuring that the goals of the Management Plan are carried out indefinitely, regardless of changes in local government.

As part of Phase I: Problem Analysis, the Bear Stewardship Committee should identify the schedule for updating the OCP or RGS to determine how quickly their input may be needed on such changes. The primary objective of this process is to ensure that the community planning process recognizes that some community developments may increase the potential for human-bear conflict and/or the displacement of bears from important habitats (e.g., feeding habitats and travel corridors). Thus, the community planning process needs to address the effect of the presence and locations of new facilities on the rate of human-bear conflict. For example, new landfills, campgrounds, or schools should be situated in areas of low-quality bear habitat and away from travel corridors. It is up to the

Bear Stewardship Committee to decide if changing these plans is appropriate, and possible, for their community.

7 Detailed Human-Bear Conflict Hazard Assessments

Detailed Hazard Assessments may be conducted to focus more specifically on identifying, assessing, and mitigating the potential for conflict as a result of natural issues (e.g., high-quality bear habitats with high human presence). Detailed Hazard Assessments may also be conducted to reduce the potential for displacement of bears from important habitats (e.g., well-used travel corridors, feeding areas). Detailed Hazard Assessments may be conducted at sites that received a Preliminary Hazard Assessment to provide more detailed information and further investigate the potential for additional mitigation measures. They may also be conducted at locations that are recommended for Detailed Hazard Assessments by the Bear Stewardship Committee or the Regional MWLAP office but were not specifically identified for further assessment during the Preliminary Hazard Assessment.

Detailed Hazard Assessments have been conducted in numerous provincial and national parks (Herrero et al. 1986, McCrory and Mallam 1990, MacDougall et al. 1999, Wellwood and MacHutchon 1999). These assessments include detailed quantitative and/or qualitative assessments of natural features that influence the potential for human-bear conflicts, as well as assessments of other issues such as bears' access to non-natural foods.

To date, no communities in British Columbia have conducted a hazard assessment of specific hazards within and immediately adjacent to the community such as those completed in some provincial and national parks. In general, the primary objectives of many national and provincial parks are to reduce impacts to bears and increase the safety of humans by reducing the potential for human-bear conflicts (McCrory and Mallam 1990, Katmai National Park and Preserve 1990, Environment Canada 1992, BC Parks 1995). Communities will also have to decide what their primary objectives are with respect to stewardship of bear populations and their habitat and human-bear conflict and how to achieve a balance between these objectives.

In some areas where use by humans is concentrated, it may be beneficial or necessary to initiate research to determine the cumulative effects of human activity, including road access, urban development, logging, and mining, on the ecology and viability of bears in and adjacent to the community.

The Detailed Hazard Assessment should expand upon the information gathered in the Preliminary Hazard Assessment. Detailed Hazard Assessments should be conducted in the growing season so that bear food plant quantity and quality can be rated. The assessment should include hazard ratings (i.e., low, moderate, and high) and maps of known and potential bear hazards.

The methods that are used for additional hazard assessments will depend on the information available from bear studies in the area or other ecologically similar areas and the priorities of the community with respect to reducing human-bear conflict. If detailed information on the food habits, habitat use, and movements of bears using the area is not available, investigators may need to conduct studies in addition to the Detailed Hazard Assessments. These studies should focus on the following objectives.

1. Identify preferred wildlife movement corridors around the community and recommend restoration of natural corridors that may have been interrupted by human activity/development (this may require moving existing facilities to other, less intrusive areas).
2. Conduct a study to determine the seasonal food habits of bears near the community. Use detailed information about food habits and plant phenology to identify seasonal use and better understand the bears' spatial and temporal movements.
3. Identify the vegetation cover of the area in and adjacent to the community, using research conducted in the area or other areas that are as ecologically similar as possible. Ideally the area covered would incorporate the home ranges of most bears using the area.
4. Identify and rate seasonally important bear habitats. As a minimum, green spaces within and immediately adjacent to the community should be classified, rated, and mapped for bear habitat quality, including identification of well-used travel corridors and other areas of concentrated use.
5. Conduct more detailed investigations to identify, verify, and assess the potential movements of bears, including major travel corridors.
6. Where applicable, document and monitor the timing and abundance of salmon runs. For example, a bear activity monitoring system that is conducted by fisheries personnel may assist in anticipating activity by bears related to salmon spawning.
7. Identify denning areas.

7.1 Detailed Hazard Assessment Techniques

Additional sites, areas, and practices that result in human-bear conflicts should be identified so that issues at these locations can be addressed. If necessary, these issues may need to be further assessed in subsequent phases of the hazard assessment. The Preliminary Hazard Assessment, data collected by the Bear–Human Conflict Monitoring System, and annual interviews with Conservation Officers will be beneficial for identifying other hazard locations that may require a Detailed Hazard Assessment.

Methodology should be approved by a Registered Professional Biologist with expertise in the assessment of bear habitat. Specific methodology will depend on the information and time available, specific characteristics of the community, and the priority the community, region and/or province has assigned to obtaining more detailed information regarding human-bear conflicts.

8 Phase II: Human-Bear Conflict Management Plan

Proponents will need to prepare a Human-Bear Conflict Management Plan that is designed to address the human-bear conflict issues identified in the Phase I: Problem Analysis.

The goals of the Human-Bear Conflict Management Plan are to:

- provide a general summary of the human-bear conflict issues in the community based on the Phase I: Problem Analysis,
- identify the community's level of commitment to the program,
- identify the level of tolerance of the community towards maintaining or restoring natural bear habitats (e.g., travel corridors and feeding areas) adjacent to the community,
- clearly establish goalposts for the success of the program,
- identify the agencies, groups, or individuals responsible for addressing problems,
- determine what is necessary to address each problem successfully,
- set priorities for specific actions to be taken,
- develop a timetable for addressing each problem, and
- conduct a cost estimate of proposed management actions and provide a budget break-down for each of the criteria in the program.

Preparation for the management plan should include a brainstorming stage for generating ideas and concepts for developing the plan. The contents of the management plan should be developed using a consensus-based approach for identifying and assessing preferred solutions.

8.1 Education Program

8.1.1 Objectives

A mission statement that succinctly summarizes the message of the program can be a powerful tool for delivering the program.

Example Mission Statement

"To help people reduce human-bear conflict through education, innovation and cooperation (BCCF draft)*."*

The primary objectives of the education program are to:

1. develop a greater understanding of bear ecology and behaviour,

2. facilitate support from local residents for bear-proofing the community. This can include identifying methods and options for eliminating bears' access to non-natural foods and attractants.
3. develop guidelines for human activities in bear habitat to reduce the likelihood of human-bear conflict,
4. recommend actions to take during a bear encounter, and
5. encourage tolerance towards the presence and natural behaviours of bears in reasonable numbers in or near the community.

8.1.2 Recommended Actions

Program Structure

The education program should be implemented in three stages: 1) a program development stage, 2) a program delivery stage, and 3) annual progress reports.

Program Development

Ideally, the development of the Bear Aware Education Program will be completed between January and April of the year it is to be delivered. The goals of the development stage are to:

- secure financial, logistical, and volunteer support for the delivery of the education program,
- establish a Bear Stewardship Committee, and
- establish working relationships with local media to help raise the profile of the program.

Program Delivery

Delivery of the program should be initiated at least two weeks prior to the anticipated arrival of bears in and around the community. The program should continue to be delivered until bears have left the area for the season. The goals of the delivery phase are to:

- help individuals/communities reduce the frequency of human-bear conflict within and around their communities,
- eliminate the bears' access to sources of non-natural foods by providing support, solutions, and encouragement for individual/community bear-proofing, and
- increase individual/community awareness and understanding of bears and human-bear conflict.

Annual Progress Report

A program progress report should be completed at the end of each year. The goals of the progress report are to:

- document the success or failure of various components of the program,

- provide a program history for new coordinators and other parties that enter the program at later stages of the process, and
- facilitate the sharing of information among communities on the success or failure of the various methodologies used to deliver the program so that other communities can learn from and utilize the experience of others.

See Appendix D for an example of an outline for progress reports.

8.1.3 Recommended Techniques

Program Development

Proponents will need to hire a Bear Education Program coordinator for each community. In the past, considerable controversy has been created over bears and human-bear conflict. Therefore, the coordinator must be capable of promoting and conveying program information that is based on defendable scientific research and expert opinion. It is imperative that the coordinator does not have a personal bias or agenda that undermines the goals of the program. The coordinator must have strong interpersonal skills: this is considered critical to the success of the program. To minimize misinformation, the program should be developed with the support of experts (e.g., bear biologists, Conservation Officers). Expertise may be provided to community coordinators by a regional coordinator with expertise in bear ecology and behaviour and human-bear conflicts. Ideally, community coordinators should live in the community and be respected members of the community.

Suggested Skills for Program Coordinators

The community coordinator and regional coordinator should have strong interpersonal skills, including:

- oral communications skills for conducting presentations to groups of various sizes, age groups, backgrounds, and interests,
- conflict resolution skills, including the ability to motivate individuals to modify their behaviours to reduce human-bear conflict. The Stewardship Continuum, as identified by the Nature Conservancy and adapted by BCCF, identifies three stages that the public and individuals go through as the "Bear Aware" program is delivered: an initial stage of denial/ignorance that the problem exists, a gradual transition to admission, and finally motivation to change (BCCF draft).
- ability to communicate well with individuals of various ages and interest groups,
- ability and willingness to learn from and openly share with other community coordinators, and
- considerable patience, needed to accept progress through the stages identified in the Stewardship Continuum.

At least one person involved in the program should have the following professional skills:

- experience related to bear ecology and behaviour,
- an understanding of the process of habituation and food-conditioning,
- an understanding of human-bear conflict,
- air photo and map interpretation (beneficial to ongoing data collection using the Human-Bear Conflict Monitoring System),
- vegetation and habitat classification (beneficial to ongoing data collection using the Human-Bear Conflict Monitoring System),
- data collection, summary, and analysis skills, and
- report-writing ability.

The coordinator will be responsible for:

1. becoming familiar with education programs being conducted in other communities.
2. writing a work plan and time schedule for completion of the delivery phase of the program.
3. developing an education program prospectus for delivery to potential volunteers, funding groups, and local media. The goal of the prospectus is to introduce the program and delivery team in a professional manner that will maximize the potential for attracting contributors. BCCF has developed a brochure and slide show prospectus for introducing their education program (Wellwood 2001b). The prospectus could include the following:
    - a mission statement for the program,
    - an introduction to the program,
    - program development goals,
    - program delivery goals,
    - education program deliverables and expected benefits of the program,
    - description of the individual/community/agency support that the education program is asking for, and
    - brief introduction to the project coordinator(s) and the skills that they will bring to the program.
4. encouraging, supporting, and participating in the Bear Stewardship Committee.
5. reviewing and selecting existing bear information and education resource materials for relevance and usefulness to the community.
6. developing and producing bear information and education resource materials specific to the community. Schirokauer and Boyd (1998) suggest "it is important to provide multiple sources and formats of information" to reach the audience.
7. working with the media to profile the education program.

8. developing a delivery plan for disseminating the education program throughout the community, including schools, residents, businesses, industrial and resource companies, tourists, and agencies.
9. developing a delivery plan for providing neighbourhoods and businesses with support and strategies for "bear-proofing" their communities.
10. preparing contact and event lists, including the following:
    - individuals, agencies, and stakeholders that might be willing to supply financial, logistical, or volunteer support for program delivery,
    - committee members who might be willing to become involved in a Bear Stewardship Steering Committee, and
    - public events and community groups that might be willing to host the Education Program.
11. initiating the following:
    - a campaign to establish financial, logistical, and volunteer support for program delivery,
    - formation of a Bear Stewardship Steering Committee for the community.
    - meetings with local media to establish a plan for conveying the education program messages,
    - development of a plan (including a budget and timetable) for the delivery of the program.

Many of the following components of the education program have been successfully delivered to British Columbia communities and are available for adaptation for other community education programs (Bennett 1996, Black Bear Task Team 1998, Stroh 1999, Haas 2000, Paquet 2000, Maltby 2000, Robinson 1997, 1998, 2000; Narhornoff 2000, Quarterman 2000). The delivery plan should include the following:

- a door-to-door education campaign such as the "We are bear aware" window sticker campaign conducted by BCCF,
- education efforts targeted to reducing human-bear conflicts that result from site-, area-, or practice-specific activities. For example, moving a summer concert away from areas where bears are known to be attracted to a natural food source (e.g., berries or salmon). Local conservation officers and others knowledgeable in bear use of the area should be consulted when developing timetables of seasonally affected human activities so that potential problems can be anticipated and efforts can be focused on specific sites, areas, or practices,
- events and groups that will receive the education program through slide presentations or public displays,
- fruit tree management campaign,
- school education program presentations,
- surveys to determine the success of the education program, and
- delivery of the final annual report.

Depending on the priorities of the community, the timetable will document the timing of some or all of the following:

- program start and anticipated end date,
- staff and volunteer training dates,
- bear stewardship steering committee meetings,
- visits to private campground operators and local businesses,
- presentations to industrial and resource companies,
- presentations to tourist information and food-related businesses,
- presentations to community groups,
- contests such as BCCF's colouring contest for children,
- compost workshops, and
- schedule for media updates.

Program Delivery

Delivery of the program should be initiated at least two weeks before the end of the hibernation period, regardless of when bear problems are evident in the community. Begin with newspaper ads stating that "Spring is in the air and it will soon be time for bears to wake up. This means you need to put your garbage away." The message should provide a general overview of major human-bear conflict issues. In association with general messages, special messages should target specific human-bear conflict-related activities that are season specific. For example, concentrate on information about dealing with fruit in fruit-bearing season or salmon in the spawning season. The program will be ongoing throughout all active seasons for bears and should continue to be delivered until bears have denned for the winter. The start and end dates for the program can be identified by consulting the Conservation Officer Problem Wildlife Occurrence Reports for bears. These dates should be modified, if necessary, in subsequent years based on data from Conservation Officers and education program experience.

The delivery stage should focus on the following:

- working with the Bear Stewardship Committee to identify options for eliminating sources of non-natural foods to bears.
- educating the public about options for eliminating sources of non-natural foods for bears (section 8.3). This can include educating residents about the management of garbage, fruit trees, compost, and other attractants (e.g., bird seed, pet food, and barbecues). Options should be reasonable with respect to cost and ease of implementation. If reasonable options are not available, the steering committee is strongly encouraged to work with the BC Union of Municipalities and local, regional, and provincial governments to find solutions for problematic bear-proofing issues.
- assisting Conservation Officers in educating residents as problem sites, areas, or practices arise.

- increasing awareness of the program's activities in local and regional governments so that they can help support the delivery of the program.
- working with the media on a regular basis to convey the messages of the program.
- increasing public understanding and tolerance of bears in general. This can best be achieved by illustrating to people the actions that they can take to reduce human-bear conflicts. This does not mean tolerating specific bears that are considered a threat to human safety.
- continuing to collect data for the Problem Analysis. This can include mapping attractants such as fruit trees, agricultural attractants (i.e., beehives, livestock, and crops), and non-bear-proof commercial and residential dumpsters.
- considering establishing a method for communicating current bear activity to residents and visitors. For example, Whistler has proposed a "Bear Activity" rating sign (like a fire index sign), with high/medium/low bear activity (S. Dolson, JJWBF, personal communication).

Recommended Educational Messages

The program messages are an important component of the education strategy. The education program should deliver to residents the strategies that have been developed to eliminate specific non-natural food and attractant problems. Within acceptable limits, the program should also foster awareness, understanding, appreciation, respect, and tolerance for bears. Specific messages that should be delivered in the program include a history of human-bear conflict and solutions to eliminate sources of conflict.

History of Human-Bear Conflict

When displayed visually, the history of human-bear conflict within and around the community will be effective for illustrating to residents where troublesome areas have been in the past. Educators may wish to use a map of documented Problem Wildlife Occurrence Reports for bears for several years to provide a powerful message for the public. The map can be produced as part of the Human-Bear Monitoring Program (section 9.0).

Delivery of Program Messages

To maximize the effectiveness of the education program, messages should be delivered using multiple methods (Schirokauer and Boyd 1998). In-person delivery of the program by a person knowledgeable in human-bear conflict, is considered an highly effective method of communication (M. Madel, Montana Department of Fish, Wildlife and Parks, personal communication; H. Davis personal observation; D. Wellwood, personal observation).

While in-person (e.g., door-to-door, event displays, public presentations) delivery of the education component of the program is critical to the success of the program, educational materials are also an important method for delivering the program. "If urban homeowners are educated by use of a bear brochure on why urban bear problems occur, and how to prevent them, a substantial number will change their behavior" (A. L. LeCount, bear biologist Hocking College, personal communication). They can serve as a reminder and as reference material for review at a later date. The following is a list of materials that have been produced and typical distribution locations.

Signs

A variety of permanent signs can be developed to provide general, community-specific, residential, and tourist information and to identify seasonally high-use areas. Temporary signs can also be used to identify hot spots for bear activity. Signs can be posted at rest stops, bus stops, and/or tourist information booths.

Brochures

Different brochures can be developed to provide general, community-specific, residential, and tourist information. These can be distributed at mailboxes, hotels, and offices of the BC Ministry of Water, Land and Air Protection, as well as through Conservation Officers and BC Parks offices, tourist information booths, campgrounds, and public events.

Window Stickers

These can be similar to the "We are Bear Aware" stickers currently used in several communities to identify "Bear Aware" households and businesses.

Other Stickers

Other stickers can be used to promote the program or as a reminder of a specific program message. Display locations include store windows, car bumpers, garbage cans, and dumpsters.

Annual Progress Report for the Education Program

An annual progress report for the education program should be completed at the end of each year and included in the education program section of the "Bear Smart" Community Program Progress Report. Annual reports from education programs have been an invaluable reference tool for other communities to develop their own program. Details such as delivery budget, level of success of various methods, and recommendations for future delivery of the program are not only valuable to the community but to many others as well. Sharing of information is critical to maximizing the efforts of all involved. See Appendix D for an example of an annual progress report outline.

8.2 Bear-proof Waste Management System

Once the Bear Stewardship Committee has reviewed the options for bear-proofing its waste management system, it should begin to implement the chosen techniques. A program to phase in new systems and containers may be inappropriate due to the high implementation costs and the program's dependence on the fiscal calendar. For instance, if new garbage trucks are necessary to empty a new container system, but a new truck has been purchased recently, it may be more appropriate to develop a temporary system of restrictions until new capital purchases can be afforded.

If the community has a landfill, it must ensure that the electric fence around the landfill is appropriately constructed and maintained. The town or municipality must regularly monitor maintenance if an independent contractor operates the landfill. The Pollution Prevention Branch should inspect landfills for compliance at least yearly, preferably in the spring before bears become a problem and in late August or early September before the fall season of increased bear activity at landfills. If landfills do not comply with regulations, there should be immediate action, with escalating enforcement until problems are resolved. The town or municipality should ensure that its landfill, or landfill maintenance contractor, complies with provincial regulations.

If the local landfill is to be closed because of the community's conversion to a waste transfer system, then the proper closure of the landfill is important. Landfills need to be capped by a minimum of 60 cm of fill, preferably 1 m, although this may not guarantee that persistent bears will not attempt to access buried wastes. Because of this, it should be a requirement of the closure contract that the contractor must do whatever maintenance is necessary to repair any failures of the capping (e.g., damage by digging). If there is an existing electric fence, it should remain functional until the capped landfill no longer appears to be attracting bears.

8.3 Control of Attractants within the Community

The Preliminary Hazard Assessment will identify many non-natural attractants within the community. Many of these attractants are the responsibility of individual residents and companies. Thus, the onus for controlling these attractants to reduce human-bear conflict lies with these parties. The most effective method of facilitating proper storage and management of these attractants will likely be through education programs.

<u>Bird Feeders</u>

The public must be made aware that bird feeders need to be inaccessible to bears during the non-denning period. To make them inaccessible, feeders must be suspended from a cable or other device. Bringing feeders indoors at night may be

another option in summer months. The area below the feeder should be kept free of accumulations of seed. Feeders should not be overfilled. Bylaws may be necessary for restricting the use of bird feeders to structures that are inaccessible to bears in summer months, or restricting feeding to winter months only (see section 12.2 Canmore Case History).

Honeybee Colonies

Honeybee colonies are a non-natural attractant that are commonly targeted by bears. Two options are available for making apiaries bear-proof:

1. the preferred option is to surround colonies with a properly constructed bear-proof electric fence (see Appendix B: usually only four strands are necessary).
2. placing colonies on raised platforms (at least 2 m) supported with posts that bears can't climb.

Electric fencing has been used effectively to keep bears out of honeybee colonies. For example, in Revelstoke, one bee-keeper had 100+ hives but no bear problems because all colonies were electric fenced (Bennett 1996). Under the British Columbia *Bee Act*, the location of permanent bee colonies must be approved and registered by the BC Ministry of Agriculture, Fisheries and Food. Names of local bee-keepers can be requested from the Ministry in order to target education efforts.

Fruit trees

In some locations, fruit trees can be a significant attractant to bears. Landowners should pick fruit daily before it is ripe and also pick up any windfalls. Mapping fruit trees was completed in Revelstoke (Bennett 1996), and it proved effective at targeting trees for removal by volunteers and harvesting by neighbours. There are two ways community volunteers can help manage this particular attractant:

1. by picking fruit and donating it to local food banks if the landowner doesn't want it. Establishing a Fruit Tree Registry (as per Revelstoke, Robinson 2000) can help pair up owners of unwanted fruit trees with people who want the fruit and are willing to pick it. Neglected fruit trees do not always produce attractive fruit, but the fruit is still acceptable for use in processing (canning, jams etc.), or it can be given to agricultural operations to feed livestock. The best model for fruit sharing is the "Earth Matters" program in Nelson, BC. Earth Matters is a community-based organization that establishes links between social and environmental issues, including community food security. Nelson residents with fruit trees can call the program and volunteers will come and pick fruit and clean the area beneath the trees in exchange for a portion of the fruit harvested. One-third of the fruit goes to the pickers, one-third to the

property owner, and one-third to various non-profit community organizations such as Meals on Wheels (Haas 2000). For information on the Earth Matters program, call (250) 352-2140 or e-mail at: info@earthmatters.ca.

2. by cutting down unwanted trees for landowners (and if possible, replacing them with non-fruit-bearing native varieties).

It should be noted that removing non-cared-for fruit trees or removing blossoms will remove attractants from bears, but it may also meet the requirements of the Sterile Insect Release (SIR) program in the interior of British Columbia. In the Similkameen, South Okanagan, and Creston valleys (Zone 1 of the SIR program), Central Okanagan Valley (Zone 2), and North Okanagan and Shuswap valleys (Zone 3), homeowners must maintain their trees free of codling moth to comply with SIR policies (Okanagan-Kootenay Sterile Insect Release Program brochure, 2000). Host trees for codling moth include apples, pears, crabapples and quince. There are other methods of controlling codling moth, but stripping the fruit or removing trees removes attractants for bears. SIR offers incentives to anyone in the three zones who strips or removes host trees (contact SIR program for more information, 1-800-363-6684).

Commercial orchards

Commercial orchards should consider putting electric fencing around the perimeter of the orchard, which would also lessen damage by ungulates. In addition, the use of specially trained dogs could be considered as an additional deterrent.

Composting

If composting is conducted properly (i.e., covering with soil or lime, frequent aerating), it should not be an attractant to bears. However, if bears are attracted by other sources of food in the area, compost can become a problem. Meats, fish, oils, and milk products should never be composted. Sweet smelling attractants, such as rotting fruit, should also be avoided.

The following rules regarding composting may need to be implemented.

- Backyard composting may need to be restricted in residential areas adjacent to high-use bear habitat or otherwise required by bylaw to be conducted in a bear-proof manner (e.g., use of electric fencing in backyards). Community composting of putrescent matter shall be conducted inside an electric fence.
- Composting of lawn clippings and leaves may continue in backyards. However, the composting of organic kitchen material may have to be restricted to indoor worm composters (see section 12.2 Canmore Case History).

Barbeques

The odours on barbeque grills are very attractive to bears. Grills should be burned at a high temperature following use to burn off residues and should be cleaned regularly. Barbeques should be stored in a bear-proof location such as a garage. If they must be left outside, barbecues should be covered to reduce odours.

Hanging carcasses and smokehouses

Structures for these types of activities should be located away from forest and shrub cover or natural movement corridors. Commercial coolers may be utilized in some communities for hanging carcasses during the hunting season (e.g., coolers used by forestry companies for keeping seedlings cool). These areas should be kept as clean as possible to reduce odours. Community planning may need to consider the central placement of structures for smoking fish, away from the periphery of town. Motion sensitive lights may help scare away bears investigating these attractant for their first time. Electric fencing around buildings used for these activities could be attempted. If problems occur, it is best not to conduct these activities when bears are active.

Pet Food

Pet foods must be kept indoors or in other bear-proof locations. If fed outside, animals should be fed only enough so that they can finish the entire meal, and bowls should be stored inside.

Livestock operations

Bears are attracted to livestock feed, carcasses, and birthing areas. Removing cover and locating attractants (such as grain) away from natural cover and movement corridors can be helpful. Electric fencing can be used to deter bears from birthing areas (e.g., calving, lambing) or chicken coops. Use of lights hooked up to motion sensors, or scare guns, can be attempted.

Grain and other feed should be housed in a bear-proof structure or container. Seed mixes containing low-quality bear foods should be used for areas being seeded for ground cover.

Dead livestock should be disposed of in one of three ways: 1) carcasses should be sent to a rendering (by-products) plant (see Appendix C for local companies); 2) carcass piles should be electric fenced; or 3) if only black bears are present in the area, carcasses should be buried deeply (this approach should not be used in areas with grizzly bears).

Campgrounds

All campgrounds must be bear-proof. Therefore, the education program must also focus on reaching tourists. Bear-proof lockers for food storage should be

provided. Campgrounds should use bear-proof receptacles and bear-proof dumpsters for garbage disposal.

8.4 "Bear Smart" Bylaw Implementation and Enforcement

Bylaws in a "Bear Smart" community may include the following prohibitions:

- No person shall leave garbage of any kind accessible, either intentionally or unintentionally, to wildlife or domestic animals. This includes, but is not limited to, household garbage, compost, fruit, livestock feed, apiaries, barbeques, and the hanging of carcasses.

This bylaw wording covers all aspects of non-natural attractants. However, it may be easier to target specific activities through other bylaws:

- Make it an offence for commercial establishments to discard edible waste in a non-bear-proof manner.
- If curb-side collection is retained: garbage may be placed curb-side only on the morning of pick-up (not before 6 am), and the garbage container must be returned a bear-proof location by 7 pm. The bylaw should also require that attractants be stored in a bear-proof container and/or location (i.e., house or garage, not garden shed, carport or wooden box). A number of communities in British Columbia have enacted bylaws to restrict curb-side placement of garbage between certain hours. Kamloops has experimented with the use of restriction in one small area (R. Olsen, District Conservation Officer, personal communication). Kimberly prohibits placement of garbage before 5 a.m., and requires removal of the container within eight hours of pick-up. This strategy must be accompanied by a strict commitment by the public works employees or contractor employees to be expeditious in picking up and removing the refuse put out for collection. Lengthy or lackadaisical pick up contributes to the non-natural attractants being available. See Canmore and Revelstoke Case Histories (sections 12.2 and 12.3) for bylaws with respect to garbage collection.
- Include community composting requirements in high-risk areas of the community or prohibit composting of organic kitchen refuse. See Canmore Case History (section 12.2),
- Bird feeders may be allowed with certain restrictions during the non-denning period: feeders must be suspended from a cable or other device so that they are inaccessible to bears. The area below the feeder should be kept free of accumulations of seed. There are no restrictions during winter months (when bears are denned). See Canmore Case History (section 12.2), and
- Garbage at special community events (festivals, ball tournaments, concerts, etc.) must be removed at the end of each day's activities. See Whistler Case History (section 12.1).

Enforcing by-laws must be the responsibility of an agreed-upon service, such as a by-law enforcement officer, the C.O.S., or police. Money generated from bylaw enforcement should go towards a special fund set aside to address human-bear conflicts, such as the purchase of additional bear-proof waste containers. Alternately, people who violate bylaws could do community service work on a human-bear conflict issue in the municipality, such as garbage clean-up in areas with problems.

8.5 Community Planning Documents

The Bear Stewardship Committee should work closely with local government and other agencies to ensure that planning and decision-making processes are both consistent with and compatible with the objectives of the Human-Bear Conflict Management Plan. This will reduce the potential for new community developments or practices to increase the risk of human-bear conflict and/or potential displacement of bears. Possible changes to community planning documents include the following:

1. Revise components of the Regional Solid Waste Management Plan (which Regional Districts are mandated to prepare) pertaining to the community (in cooperation with the regional district) to make them consistent with the Human-Bear Conflict Management Plan.
2. If the "Bear Smart" program is implemented at the regional district level, the Regional Growth Strategy may need to reflect the program, which will then be reflected within each Official Community Plan (OCPs have to be revised to make them consistent with RGSs).
3. Include consideration of important bear habitat and travel corridors in all documents related to land-use decisions. Avoid development in areas with prime bear habitat in order to minimize the potential for human-bear conflicts.
4. Revise land zoning consistent with any revisions of the Official Community Plan.
5. Landowners may implement restrictive covenants that are consistent with the revised Official Community Plan.

Most communities in British Columbia that have moved towards becoming "Bear Smart" (such as Whistler and Revelstoke) have not changed their OCP or RGS to be consistent with their bear management plans. In the future, changing these plans may prove to be helpful for providing the impetus to keep the programs running. However, in the case of land-use planning , "higher-level plans" can be very important for reducing the long-term impact of developments on surrounding bear habitats and movement corridors.

9 Monitoring Human-Bear Conflict

Several data sources are available for monitoring the level of human-bear conflict within a community. The Conservation Officer Service currently collects data on human-bear conflict complaints and actions that were taken by its members. The Northern Region Bear Aware Program, with support from the University of Northern British Columbia, created a GIS database to map human-bear conflicts between 1994 and 1999 (Nahornoff 2000). This map provides a powerful visual method for monitoring human-bear conflict complaints so that problem areas can be investigated and management strategies can be focused where they are needed most. A human-bear conflict map will also be a valuable visual aid for showing the public the spatial aspects of the problem and the changes over time. Data collection and subsequent mapping of other information would also be useful for monitoring and analysing issues that influence human-bear conflict (e.g., non-bear-proof dumpster locations, fruit trees, and green space used by bears).

Input from the community will be crucial to the successful collection of data on human-bear conflicts. Thus, it will be necessary to sustain enthusiasm for the project as time proceeds. The general public can help by continuing to identify, document, and address all sources of non-natural foods and green spaces that provide security cover in areas of high human use until the problems associated non-natural foods and green space are effectively eliminated.

Data regarding non-natural food and other issues should be collected, reviewed, and summarized annually. Continuing to add to the information obtained during the Preliminary Hazard Assessment will be important for increasing knowledge of human-bear conflicts and the way bears and humans use a community. The Human-Bear Conflict Monitoring System will be the primary tool the community will use to continue to collect information that can help reduce the potential for human-bear conflict. The Bear Stewardship Committee, or annual reports, should recommend one or more Detailed Hazard Assessments as problem areas are identified (see Section 7.0), using the data collected by the Human-Bear Conflict Monitoring System.

9.1 Objectives

The objective of the Human-Bear Conflict Monitoring System is to establish and maintain a data collection system, including all Problem Wildlife Occurrence Reports for bears on an annual basis, that can be used to identify and map sites that continue to have human-bear conflict. This will focus future effort on eliminating sources of non-natural foods. Additionally, more detailed assessments can be conducted to determine the source of the human-bear conflicts.

9.2 Recommended Actions

The ongoing identification of hazards for the Human-Bear Conflicts Monitoring System could be carried out by the bear education program coordinator with the guidance of local Conservation Officers and a Registered Professional Biologist with experience in bear ecology and behaviour and human-bear conflicts. A map display of the ongoing data collection on Human-Bear Conflicts should be a major component of the system. A year-end report summarizing progress and work required should be completed annually.

9.3 Recommended Techniques

A spatial database is an integral component of the successful implementation of the "Bear Smart" community program. GIS databases will provide the most valuable tool for documenting human-bear conflicts and progress made by the community. Some communities are already digitally mapped. In some cases, small communities that do not have a digital map base and compatible software may need to start by recording information on a large hard-copy map of the community. At least one community has used GIS students at a local college or university to develop the GIS database (Narhornoff 2000). If production of a GIS database is feasible through the joint efforts of the school and the community, the database provides a valuable learning process for the students and a valuable product for the community.

The following spatial information should be included in the ongoing data collection for the Human-Bear Conflict Monitoring System and entered as layers in the GIS database or hard-copy maps.

1. Document and map sources of non-natural foods so that management efforts to eliminate non-natural foods can be focused on problem areas.
2. Document and map green space that provides security cover and/or foods in areas of high human use so that management efforts can be focused on clearing, brushing, or modifying green spaces to reduce the potential for conflict.
3. Document and map human-bear conflict reports so that the temporal and spatial patterns of human-bear conflict can be investigated and problem areas and practices can be identified and investigated.
4. Document natural factors that appear to increase the potential for conflict, including habitat potential, terrain features, visibility and security cover issues, and other sensory issues, and conduct a Detailed Hazard Assessment of specific sites or areas where human-bear conflicts are occurring.

The spatial database will also be a valuable tool for new participants in the program (e.g., new bear education coordinators).

10 Annual Progress Reports

Annual progress reports are necessary for monitoring the success and failures of the "Bear Smart" Community Program. They are also important for establishing direction for the upcoming year. These reports are a vital tool to help other communities just starting the program decide which strategies or options may be most successful in their own community. As a result, details such as delivery budget, level of success of various methods, and recommendations for future delivery of the program are not only valuable to the community in question but to many others as well. Sharing of information is critical to maximizing the efforts of all involved. See Appendix D for a recommended outline.

11 Measures of Success

The ultimate measure of success of the "Bear Smart" program is to its ability to reduce or eliminate the instances of "problem" bears being killed in communities and injuries to humans or their property from encounters with garbage-conditioned or habituated bears. Despite major efforts on the part of the community to reduce human-bear conflicts, incidents are still likely to occur, although they should occur at a much lower frequency. Evidence from Denali National Park indicates that some level of reactive management will continue to be required in response to bear incidents (Schirokauer and Boyd 1998).

Success will be gauged by:

- a trend toward a decrease in the presence of non-natural foods available to bears,
- a decrease in the number of human-bear conflicts reported to the C.O.S.,
- a decrease in the number of bears destroyed by the C.O.S., RCMP, and individuals,
- a decrease in the number of bears translocated,
- a decrease in property damage, and
- a decrease in resources expended in dealing with human-bear conflicts.

12 Case Histories

While massive positive changes have been occurring in public attitudes and actions towards responsible community-based stewardship of bears, at the time of this report, no community in British Columbia has yet qualified for "Bear Smart" status. However, two communities, Whistler and Revelstoke, stand out as exemplary, and these two communities are in the unique position of leading the world by example in applying responsible-based stewardship of bears.

We have identified four case histories that serve as examples of bear-proofing communities. Each of the communities has used a slightly different approach, with varying degrees of success. None of these communities implemented the "Bear Smart" Communities Program *per se*, but each community attempted to develop bear-proofing systems to reduce the number and extent of human-bear conflicts within their jurisdictions.

The following case histories examine three communities in British Columbia and one in Alberta that have implemented programs to reduce the occurrence of "problem" bear behaviour. The three British Columbia communities were originally profiled in Ciarniello (1997). Each of the towns profiled in the case histories had slightly different human-bear conflict issues to deal with because different bear species used their landfills and towns. Whistler had problems with black bears, Mackenzie had mainly grizzly bear problems, Revelstoke experienced both black bear and grizzly bear problems. These case studies were chosen based on their applicability to management problems experienced in other areas of the province. Canmore was included as an example of how human-bear conflicts have been addressed in other jurisdictions. The first step that each community took was to install an electric fence around their respective landfills. The successes and failures of these communities in their efforts to reduce human-bear conflicts can serve as examples for other communities that are working towards becoming "Bear Smart."

The data regarding the number of reported human-bear conflicts does not necessarily reflect upon the effectiveness of a particular strategy that a community has implemented. The number of bear problems varies a great deal from year to year because of climate changes from year to year, which in turn affect the food supply for bears. In years when the berry crop fails, the number of "problem" bears increases substantially because they must search farther for potential food sources. If many bears are destroyed in these years, the number of complaints will decrease in the following year, usually regardless of the food supply, because the bears killed the year before have not all been replaced yet. Therefore, the numbers tend to be high in certain years, management actions are

taken, and the next year the numbers go down, not necessarily due to an improvement in management of attractants, but because the population has been negatively impacted.

12.1 Whistler

The Resort Municipality of Whistler, BC is located within the Coastal Mountain Ranges and is adjacent to Garibaldi Provincial Park. Being situated in a valley bottom in the Coast Mountain Ranges, Whistler is surrounded by quality bear habitat. Black bears are the only bear species of concern in the municipality because grizzly bears do not tend to frequent the community (Black Bear Task Team 1998).

Whistler has faced many challenges in its quest to reduce human-bear conflicts. There is a high density of black bears in the Whistler area. Prime bear habitat surrounds the resort community, due in part to the development of ski runs that help promote an abundance of natural foods. In addition, the availability of non-natural food within the resort community has attracted bears to developed areas in Whistler for several years. Finally, the large number of seasonal workers and tourists makes education and awareness a difficult challenge.

Whistler has been one of the most progressive and active communities in British Columbia in becoming bear-proof. A Black Bear Task Team involving key community stakeholders was established in 1997. The Task Team reviewed the entire waste management system, from collection of garbage to disposal at the landfill. The Task Team recommended a number of changes to the solid waste-handling program, including mandatory bear-proofing of waste containers throughout the municipality. Completely bear-proofing the system took a number of years and was completed in 1999/2000. In addition, an aversive conditioning program was implemented in 1999, and a comprehensive education program was launched to target residents, employees, and visitors.

Because of the short time that the community has been bear-proof, Whistler's efforts are just starting to yield positive results. However, despite this short time period, the number of bears killed by the Conservation Office Service decreased substantially in 2000 and 2001 when compared to previous years (Fig. 2).

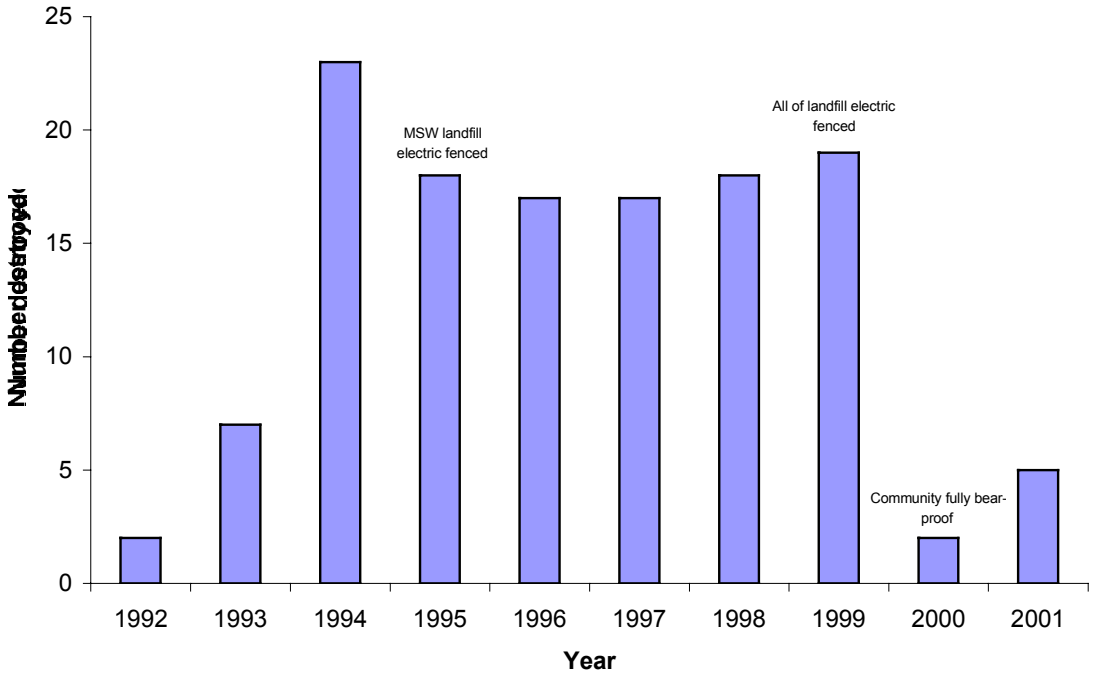

Figure 2. Number of black bears destroyed in Whistler, BC 1992-2001. Note: graph shows bears destroyed for the entire Whistler area, not just the town site of Whistler.

Moving Towards Becoming "Bear Smart"

Bear Stewardship Committee

In 1997, the Black Bear Task Team was created to establish and implement a Black Bear Management Plan (Black Bear Task Team 1998). The team consists of key stakeholders from the community, including members from the Jennifer Jones Whistler Bear Foundation (JJWBF), the Resort Municipality of Whistler staff, the local waste management company (Carney's Waste System), the Conservation Officer Service, Blackcomb-Whistler mountain staff, and the Association of Whistler Area Residents for the Environment (AWARE).

Phase I: Problem Analysis

Whistler has the most extensive Black Bear Management Plan of any community in British Columbia. The plan was "developed to minimize human-bear conflicts through effective waste management practices, extensive public education, a rigorous bylaw enforcement program, and non-lethal bear management practices" (S. Dolson, JJWBF, personal communication). Copies of the Black Bear Management Plan can be obtained from Brian Barnett, General Manager of Engineering and Public Works (phone: [604] 935-8191).

Although Whistler has not completed a full Problem Analysis, the Black Bear Task Team has essentially addressed all the important issues in the Black Bear Management Plan. As part of the plan, important bear habitats and travel corridors were identified within the Whistler area. The plan includes a good summary of local bear ecology, including how habitat use by bears changes by season and how this may affect potential human-bear conflicts.

Education

Whistler is the most urban of the case studies and has a large transient human population that poses challenges to the implementation of an effective education campaign. The seasonal nature of the work force and the large number of visiting tourists makes Whistler's situation unique when compared to many other communities. Many visitors are in Whistler for only very brief periods, so getting the Bear Aware message across effectively is extremely difficult. Many workers are employed on a seasonal basis and often come from foreign countries, and for these reasons, they have no previous experience with bears.

A number of agencies in Whistler have undertaken education programs aimed at informing the public about bears within and around the community.

Whistler has a community-based non-profit registered organization called the Jennifer Jones Whistler Bear Foundation (JJWBF). The organization was founded in 1995 and focuses on community awareness of bear issues and negative conditioning of bears. The ultimate goal of the JJWBF is to reduce the need for translocation and destruction of bears. The mandate of the foundation is "to protect the well-being and lives of bears by establishing a healthier coexistence between people and bears; to reduce the number of nuisance bears destroyed by increasing public understanding and appreciation of bears; educating people on dealing with bears in their communities; and promoting non-lethal bear management practices among wildlife managers" (Dolson 2000).

Many educational programs have been conducted in Whistler by the JJWBF. Programs include the Neighbourhood Bear Watch program and the Bear-Friendly Business sticker program. The JJWBF has also distributed pamphlets and information sheets, manned booths at local events, conducted seminars and workshops for residents, and erected signs throughout the town.

In addition, Whistler-Blackcomb (parent company: Intrawest) has a comprehensive bear ecology and bear-awareness education program (exclusive of the community). This program includes interpretive displays, educational signs, and a wildlife centre for children. Whistler-Blackcomb has tried to enhance forage production for bears on the ski hills by planting fruit-bearing shrubs. Whistler-Blackcomb has also thinned forests by helicopter logging rather than through conventional logging techniques. This approach allows more light to penetrate

the undisturbed understory and enhances berry production (A. De Jong, Whistler-Blackcomb, personal communication).

Also, Owen Carney, of Carney's Waste System (the local garbage contractor) has done extensive work on bear awareness.

The Municipality has taken a lead role in the education program within the community. It has developed brochures, erected signs at municipal parks and trailheads, placed annual radio and newspaper advertisements in the local media, and hand-delivered letters to businesses in the autumn to remind managers to dispose of garbage properly.

The efforts in Whistler have been widely reported in newspaper and magazine articles and on various TV news programs. The JJWBF and municipal staff have given presentations and advice to other communities interested in becoming bear-proof (S. Dolson, JJWBF, personal communication). Educational kits are available from the JJWBF (604-905-4209). A wealth of information can be obtained on the JJWBF website: www.bearsmart.com.

Bear-proofing and Attractant Management

Whistler does not have a household garbage collection system because of concerns about bears and other considerations specific to the resort community.

Instead, Whistler's household garbage collection system is comprised of two bear-proof compactor sites. These compactors are located at the north and south ends of town, just off the main highway, which makes them convenient places to stop as people leave town. The compactor sites are cleaned on a daily basis as part of Whistler's bear-proofing measures as well as for aesthetic reasons.

Carney's Waste Systems is the local waste hauler and is responsible for operating the compactor sites, commercial bins, and the landfill. Owen Carney has been instrumental in Whistler's bear-proofing measures, including designing a new commercial bin to satisfy the Black Bear Task Team's desire for a better bear-proof container.

The municipality passed a bylaw requiring all exterior garbage containers to be bear-proof. The conversion to the new bins was a major undertaking and was completed in 2000. Commercial bins are now bear-proof, or are housed within a bear-proof building. Thanks to the efforts of the Resort Municipality of Whistler, JJWBF, private businesses, and donations, all waste containers along pedestrian walkways are now bear-proof (S. Dolson, JJWBF, personal communication).

Landfill

The Whistler landfill was established in 1979. It is located 10 km from Whistler Village, 6 km from a main urban area, and 1 km from the nearest residence. The landfill was only used by black bears. In 1994, the use of the landfill by black bears increased substantially. Concurrent with this increase, the number of complaints about bears rose substantially within the community.

The landfill area was originally divided into two waste disposal sites, a municipal sanitary waste (MSW) site and a construction waste site. An electric fence was installed around the MSW site in 1995. An increase in bears within the town after the installation of the electric fence was not reported. Over the few years following the installation of the electric fence, the bears showed a remarkable determination to enter the landfill. They would dig holes under the fence, jump inside the enclosure from an adjacent tree or rock pile, climb up wooden fence posts, or enter through the gate when it was left open or not charged. Occasionally, despite the electric shock, bears would charge right through the fence. In response, the municipality installed concrete barriers around the electric fence to prevent bears from digging under it, spikes were nailed into the wooden posts, and the gate was replaced with one that had plastic hand holds so that the power to the gate could be maintained at all times (C. Jennings, Municipality of Whistler, personal communication). In addition, trees inside the electric fence were removed to make the landfill as unappealing as possible to the bears (bears were known to take refuge in the treed areas).

After the MSW landfill site was electrified, the bears focused their scavenging efforts on the construction waste site. In 1999, the electric fence was expanded to include all waste disposal areas at the landfill. An apron of chain link fencing was buried at the base of the new electric fence to prevent bears from digging underneath it. Both the chain link apron and the cement barriers appear to have worked well in stopping bears from digging under the electric fence (B. Barnett, Resort Municipality of Whistler, personal communication). Automatic gates were installed. The success rate of bears entering the landfill is now close to zero. The bear-proofing measures seem to have been successful: bears have now all but abandoned their efforts to feed at the landfill and have returned to the abundant source of natural foods in the surrounding area.

Bylaws

Whistler's garbage disposal bylaw has stringent requirements for bear-proof waste management – perhaps the most extensive requirements in British Columbia. As of August 2000, the Whistler Garbage Disposal Bylaw No. 1445 states:

- no domestic garbage and no food waste or other edible waste that could attract dangerous wildlife shall be stored outdoors, including on any patio, balcony or deck. "Dangerous wildlife" means a bear, cougar, coyote or wolf,
- every outdoor container or receptacle used for depositing or storing food waste or other edible waste that could attract dangerous wildlife shall be a wildlife resistant container,
- every commercial, industrial, institutional, and tourist accommodation building, and every multiple family residential development having three or more dwelling units, shall be provided with a garbage storage site located inside a building or within a wildlife resistant enclosure,
- garbage containers for special events are exempt from requirements as long as they are emptied by 10 pm,
- feeding dangerous wildlife and depositing or storing any domestic garbage, food waste, or other edible waste that could attract dangerous wildlife is prohibited, and
- bird feeders are required to be inaccessible by dangerous wildlife.

The municipal bylaw is strictly enforced and is part of the municipality's comprehensive bear management plan. Enforcement of bylaws increased compliance within the community (S. Jacobi, Conservation Officer, personal communication).

Discussion

Whistler has met many of the criteria set out in the "Bear Smart" program. With the inclusion of bear-proof garbage receptacles for pedestrians, fencing of the entire landfill, and changing gate systems, Whistler has met the objectives of bear-proofing their waste management system. Whistler also has ongoing education programs. With continued enforcement of existing bylaws (especially with respect to housing of commercial dumpsters) and maintenance of the electric fence at the landfill, the municipality appears to have met most of the criteria for "Bear Smart" status. The Regional MWLAP office will have to review the situation and determine whether to grant the municipality "Bear Smart" status. The community should continue to monitor human-bear conflicts in the future to determine if the number of nuisance wildlife complaints and bears destroyed decreases over the next few years.

The area of Whistler provides some interesting insights into bear and human conflicts due to its valley location and high density of people. The transient tourist population creates problems with waste management on the ski hill and surrounding cabins. The small number of waste disposal units available for the use of local residents creates problems because people dispose of their garbage in ways that attract bears. Despite all of these potential problems, the Municipality

of Whistler has met many of its goals for reducing human-bear conflicts. Unfortunately, keeping a community bear-proof is an ongoing struggle of vigilant maintenance and education.

Recommendations

While Whistler has made enormous strides in its management of bear attractants, several issues still need to be resolved before it can be considered "Bear Smart." The following is a list of necessary actions.

1. Conduct a brief hazard assessment using the Preliminary Hazard Assessment guidelines. Because so much groundwork has been accomplished, this should require relatively little effort and may be more of a reassessment in which details not addressed to date can be identified and addressed.
2. Conduct a committee review of the management strategies: in particular, green space management and community planning strategies.
3. Add an addendum to the Black Bear Management Plan to identify strategies and actions that may be taken to address the recommended criteria.
4. Conduct detailed hazard assessments if deemed necessary by the Conservation Officer Service, Black Bear Task Team, or Regional MWLAP office.
5. Produce annual reports as recommended in this report. Annual reports will be helpful to other communities by documenting the process Whistler has been through and the failures and successes of specific management actions.
6. Continue monitoring human–bear conflicts and investigate and address conflict issues.

12.2 Canmore, Alberta

Details from Andreas Comeau, Town of Canmore.

The Town of Canmore, Alberta has changed the manner in which it handles its waste and is a superlative example of a community's determination to become bear-proof. While this accomplishment is remarkable, the Town's approach of gradual implementation and consultation with residents make it an even more excellent example for other communities.

History

The Town of Canmore is situated in the Bow Valley at the gateway to the Canadian Rockies. Canmore, straddling the Trans-Canada highway, is 100 km from Calgary and 2 km from the gates of Banff National Park in Alberta.

Throughout the 1990s, as Canmore was experiencing steady growth, the Town was pressured to implement programs that would minimize the impact on the environment and wildlife populations in the area. In the Solid Waste Services department, this translated to the establishment of recycling programs, toxic round-ups, and implementation of an animal-proof waste handling system.

In the fall of 1996, responding to increasing concerns from the public and environmental groups about bears being attracted to waste, Council requested the Waste Management Committee to investigate options for animal-proofing the Town's waste handling system. Up until 1997, the Town of Canmore provided its residents with a traditional curb-side waste collection program. The committee recommended that the Town eliminate curb-side collection and implement a communal "bear bin" collection system. Despite this recommendation, Council voted in favour of a dual system that included both curb-side collection and neighbourhood animal-proof waste containers. There was the perception at the Council level that residents were opposed to the complete elimination of curb-side collection. This hybrid system gave residents the option of continuing to place waste out for curb-side pick up on their collection day or to use the bear-proof containers at any time.

Communal Waste Container Locations

The first hurdle in implementing the dual system was the selection of sites for 60 bear-proof containers in neighbourhoods and multi-residential areas. Placement of the 60 waste containers proved to be a difficult exercise because of the following perceptions:

- aesthetics: some residents viewed the containers as an eyesore, and some were also concerned about their effect on the real estate value of homes,
- space constraints – multi-family complexes have limited common space for containers,
- the containers may actually attract animals,
- contents of the containers may smell,
- soil contamination – effluent from containers entering storm sewer or groundwater,
- there may be loud noise from people banging lids,
- difficult to use – doors are difficult to operate for disabled and elder members of the community, and
- increased automobile traffic – neighbours will drive to the containers.

A review was completed of the entire community to find 60 suitable locations. The process started with the administration sending a letter and map to all the visually affected homeowners in all the proposed locations. The public was given two weeks to reply with comments and/or concerns. The majority of the public

was receptive to the introduction of the waste containers because they were aware of the wildlife concern and community obligations. Surprisingly, despite the concerns listed above, some residents wanted the containers *closer* to their house!

After several months, the community began to appreciate the benefits of the containers and their convenience and they became very popular. People appeared to appreciate the convenience of disposing of waste at any time, day or night. The containers were quickly becoming the preferred means of disposal for many of Canmore's residents.

The downside to this dual approach of curb-side collection and communal containers was that the program was becoming very costly to operate. This was because the town continued to pay for a complete curb-side program for all residents, many of whom were now opting for the bear-proof system.

During the summer months of 1997, members of the Waste Management Committee completed a curb-side monitoring program. The committee members rode on the waste collection trucks during the curb-side collection days and recorded the number of homes that did not have waste at the curb-side. It was assumed that if no waste was placed out for collection, then the household was using the animal-proof waste containers for waste disposal.

The monitoring results indicated an average of 55% of households used the bear-proof waste containers. In some neighbourhoods, it was also noted that up to 77% of households used the animal-proof waste containers. This information was presented to Council, who indicated they would consider eliminating curb-side collection if the total number of households using the bear-proof waste containers reached 66%.

In the summer of 1998, due in part to a poor berry crop, the number of bear sightings grew in town, and the number of incidents related to bears being attracted to waste increased substantially. Local Fish and Wild officers pleaded with the Town via the local newspaper to discontinue curb-side collection and provide a complete animal-proof waste handling system. In addition, members of the public were becoming involved, sending letters to the newspaper editor requesting the Town to eliminate curb-side collection. The summer season continued, and the number of problems increased to such a level that the Mayor sent a letter to all residents urging them to use only the animal-proof waste containers until the bears went into hibernation. When the summer season ended, over 300 bear sightings had been recorded within the town, nine bears had been relocated, and four bears had been destroyed.

Once again, the Waste Management Committee conducted a curb-side monitoring program from March to August of 1998. The total utilization of the

animal-proof waste containers was 62% of residents - only 38% continued to use the curb-side program. In September of 1998, the Waste Management Committee undertook another audit and found that only 23% of households were using the curb-side collection program. Despite this fact, the Town was paying the waste collection contractor a fee based on 100% of households receiving curb-side collection. The costs associated with running the dual collection system continued to rise. Subsequently, Council unanimously accepted the recommendation to eliminate curb-side collection.

The Site Selection Process for Additional Waste Containers

The Town administration and the Waste Management Committee were now faced with the task of selecting sites for an additional 60 animal-proof waste containers to service the entire community. Providing adequate volume for weekends and holidays when Canmore triples in population was imperative. The following criteria were developed:

- 3.0 m^3 waste container for every 20 homes,
- 4.5 m^3 waste container for every 30 homes,
- waste containers would be located a maximum of one block from every home,
- waste containers would be located on municipal reserve (i.e., public land),
- waste containers would be doubled-up only when necessary, and
- waste containers would not be combined with other services whenever possible (i.e., beside a Canada Post mail kiosk).

The process of selecting potential locations for the containers was similar to the first site-selection process. In the end, the administration and the Waste Management Committee successfully located all but one of the 120 proposed animal-proof waste containers.

The commercial sector was required to implement animal-proof waste handling systems as well. Existing businesses were allowed one year from the Waste Control Bylaw's enactment to replace their waste container with an acceptable animal-proof container. New businesses were required to conform to the new Waste Control Bylaw immediately.

Moving Towards Becoming "Bear Smart"

Bear Stewardship Committee

To assist with program implementation, the Town took advantage of a grass roots movement and established a Waste Management Committee (WMC) made up of interested and concerned residents. The WMC was used extensively during the implementation of the animal-proof waste handling system and proved to be a tremendous asset.

Phase I: Problem Analysis

No formal bear Problem Analysis of the community was completed.

Education

The town of Canmore has not implemented a comprehensive education program like the Bear Aware program in various British Columbia communities (e.g., Revelstoke, BC).

The Town of Canmore provided a "Bears & Your Garbage" brochure to all residents and businesses at the start of its dual collection system in 1997. Since the change to a complete animal-proof waste handling system in 1999, a one-page flyer was mailed out. In 2001, the "Bears & Your Garbage" brochure was updated to reflect the most recent changes in the collection system. Residents also have the opportunity to call the Town if they have any questions.

Bear-proofing and Attractant Management

Birdfeeders were identified as potential attractants within the town after bear-proofing took place. Several cases of damaged birdfeeders or sightings of bears up birdfeeder poles had been documented. Because of these problems, birdfeeders and other animal attractants (such as pet food and suet balls) were included in a new Waste Control Bylaw in 2001. This banned the use of birdfeed from April 1until October 31 while bears are active.

In 2000, composting was also identified as another animal attractant. Some residents actively compost both leaf and yard waste, but some also include kitchen organic material, which is an obvious animal attractant if not composted properly. Therefore, the changes in the 2001 bylaw banned outdoor composting of kitchen organic waste. Residents are encouraged to compost leaf and yard waste outside and compost kitchen organic material indoors with a vermi-composter.

Landfill

The town of Canmore does not have a Class II or wet waste landfill site. Waste is collected, sorted at a transfer station, and shipped to a landfill in the Calgary area.

Bylaws

Coinciding with the start of the dual system in April 1997, strict new standards for storage and placement of waste were incorporated into the Town's Waste Control Bylaw. These bylaws no longer apply due to the conversion to bear-proof containers. However, they serve as a model for communities with continued curb-side collection.

The bylaws included the following provisions:

- waste must be stored in an animal-proof location between pick-up days (i.e., house or garage, not a garden shed or wooden box),
- waste placed for collection must be in a can with secure lid (i.e., no boxes or waste bags),
- waste cannot be placed out for collection earlier than 6 a.m. on collection day (i.e., not the night before).

Penalties for breaking bylaws are a minimum of $100, $200, and $500 for the first, second, and third offences respectively. Canmore's current bylaws (and fines) apply to all aspects of the animal-proof waste collection system. They require that:

> "Occupants of Residential Dwelling Units shall ensure Waste is stored in an Approved Storage Location at all times other than when the Waste is being transferred to an Animal Proof Waste Container."

Cost

Many communities may feel that Canmore's route to "Bear Smart" is not an affordable option. However, Haul-all, the company that supplied the system, conducted a cost-benefit analysis on introducing the new bear-proof waste management system. By using a waste container system that is emptied by one person using a side-loading vehicle, the town has saved money in operating costs that will eventually cover the capital costs of installing the new system. Canmore's 1996 fiscal budget shows that the cost of curb-side collection and transfer was $187,000. Operating the same system in 2001 was estimated to cost $361,000 (due to inflation and population growth). The most recent estimate of the cost of operating the bear-proof system was $201,000, an approximate saving of $160,000 or 44% (Philipp 2000). While the initial costs are high, the operating costs are lower - the new system saves the town money (A. Comeau, Town of Canmore, personal communication). If the new system meant bear-proofing a landfill that was able to then use tarps instead of fill, the long-term savings would be even greater.

Discussion

When the program began, several bear-waste related altercations occurred in the town each year. The change to the new system saw a slight decrease in conflicts; however, the number of bear-waste altercations did not drop as substantially as anticipated. Despite the stiff fines under the Waste Control Bylaw for improperly storing waste, some residents continued to keep waste in sheds or storage boxes that were not animal-proof. Therefore, the bears continued to have access to garbage as an easy food source.

In May of 1999 the curb-side collection system was eliminated and the residents of Canmore could only use the communal waste containers. Throughout the summer, the success of the complete animal-proof waste handling system became

evident. Although there were several sightings of bears in and around the Canmore town site, there were no reported incidents involving bears and waste. Success continues; there were no "problem" bears killed in 2000, and only one black bear was killed in 2001.

The community to the east of Canmore (Exshaw) was not as lucky. During 1999, the community still provided a curb-side collection program and were inundated with bears intent on consuming human food. This community introduced an animal-proof waste handling system in March 2000 with much success and minimal public opposition, due in part to the extensive media attention Canmore received.

Recommendations

The town of Canmore has done an excellent job in terms of creating and implementing bylaws and bear-proofing its waste management system. It should stand as an example of effective change. Although Canmore is not eligible for the "Bear Smart" program because it is in Alberta, the following actions would be needed to attain "Bear Smart" status.

1. Conduct a brief hazard assessment using the Preliminary Hazard Assessment guidelines.
2. Develop a more comprehensive education program to help educate residents on the continuing need to keep non-natural foods away from bears.
3. Complete a Human-Bear Conflict Management Plan to identify strategies and actions that may be taken to address the recommended criteria.
4. Conduct detailed hazard assessments if deemed necessary by the Conservation Officer Service, bear committee, or Regional MWLAP office.
5. Produce annual reports as recommended in this report. Annual reports would be helpful to other communities by documenting the bear-proofing process and the failures or successes of specific management actions.
6. Continue monitoring human–bear conflict and investigate and address conflict issues.

12.3 Revelstoke

The town of Revelstoke has been working toward becoming bear-proof since 1994 when its landfill was electric fenced. Revelstoke has been very successful in becoming more "Bear Smart" by implementing an intensive education program and by managing attractants within the community. Through these efforts, Revelstoke has experienced a significant decline in the need for management

actions (Fig. 3), reducing the number of bears destroyed or removed from 62 (33 destroyed, 29 relocated) in 1994 to just two in 2000 and 2001 (Couturier 2002).

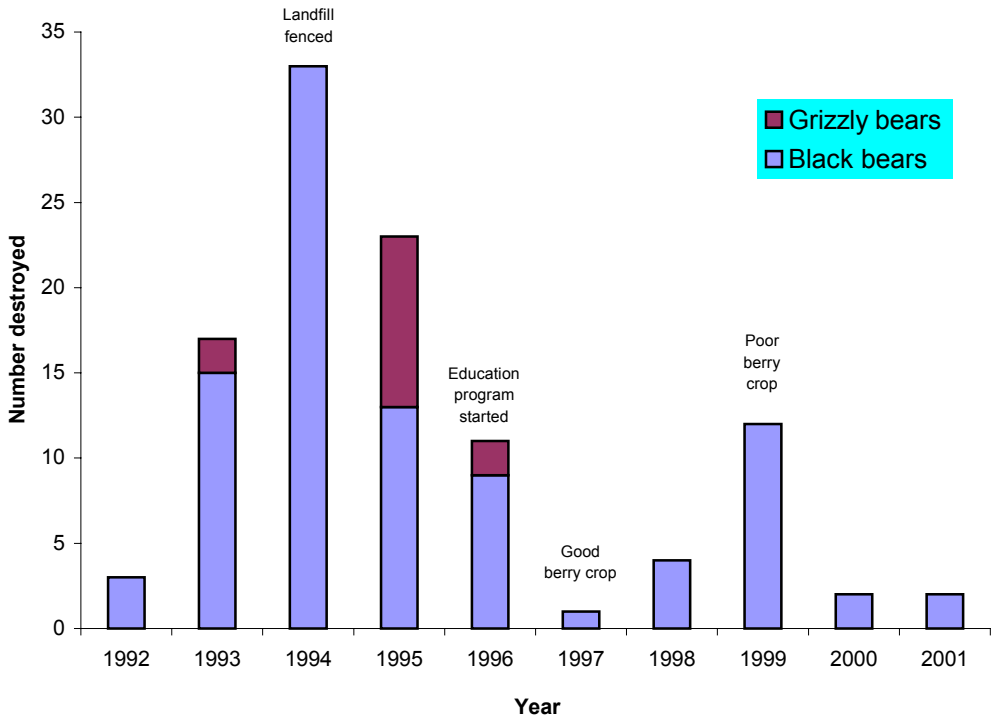

Figure 3. Number of bears destroyed in the community of Revelstoke, 1992-2001.

History

Revelstoke is located in the Selkirk Mountain Range in the Columbia River Valley. High-quality bear habitat surrounds the town. Between 1986 and 1995, over 100 grizzly bears were translocated and 17 were destroyed in the Revelstoke area (Proctor and Neumeier 1996). Garbage-related encounters were the main reason cited for grizzly bear translocations (77 of 107 translocations, 72%), followed by property damage (18%), and predation on livestock (6%). The main reason cited for destroying grizzly bears (information available on 13 grizzly bears between 1986-1995) was livestock depredation (including chickens and honeybee colonies) (5 of 13), followed by property damage (4 of 13) and "nuisance" (2 of 13). During this same period, over 50 black bears were translocated and 250 destroyed. Between 1989 and 1995 alone, 129 black bears were destroyed because of "nuisance" complaints (29%), because they were consuming fruit (26%), and because of garbage-related encounters (24%).

Prior to 1992, bears were not regularly tagged when translocated in Revelstoke. After 1992 bears were tagged and some were radio-collared. Proctor and

Neumeier (1996) reported that a minimum of 12 (26%) grizzly bears that were translocated between 1986 and 1995 returned to non-natural attractants either in Revelstoke (n=2) or other communities (n=10).

Moving Towards Becoming "Bear Smart"

Bear Stewardship Committee

A Bear Management Committee formed in 1996 continues to exist. The committee pulled together agencies that were directly involved in dealing with the problem of increasing bear problems that occurred after the landfill was electric fenced. Over time, the committee has consisted of representatives from the Columbia Shuswap Regional District, City of Revelstoke, Ministry of Environment, Ministry of Forests, Parks Canada, BC Hydro, Friends of Mount Revelstoke and Glacier National Parks, RCMP, Revelstoke Rod and Gun Club, and Save the Bears Committee (Robinson 2000).

Problem Analysis

The Revelstoke Bear Awareness program has worked on the development of an "urban bear habitat map" (Maltby 2000). This mapping has been used to set priorities for management actions and educational efforts and as a "tool for explaining risk factors associated with urban developments and recreational activities" (Maltby 2000).

Education

An intensive education campaign has been underway in Revelstoke since 1996 (Bennett 1996; Robinson 1997, 1998, 2000; Maltby 2000, Couturier 2002). The program educates residents about management of non-natural attractants in the community. Now called the "Revelstoke Bear Awareness Program," it operates under the guidance of a Bear Awareness Coordinator through the BC Conservation Foundation.

In 1996, a contractor was hired for six months to deliver a site-specific education program targeted at various groups within the community (Bennett 1996). Owners of vacant lots with fruit trees were contacted and permission was requested to allow volunteers to remove the trees. Furthermore, the contractor contacted bee-keepers in the area, questioned them about the extent of bear problems in their operations, and discussed possible solutions. Restaurants and food stores were also visited. The contractor also visited managers of restaurants and food stores to discuss options for making garbage receptacles bear-resistant. However, on subsequent checks, only two establishments had attempted to rectify their garbage management situation (Bennett 1996).

From 1996 through 2000, a variety of media campaigns were undertaken. The Ministry of Forests "Bear Aware" video was shown on the public cable network,

columns were printed in local magazines and newspapers, and announcements were broadcast on the local cable channel and radio. Bear Aware displays at farmer's markets and other local events were effective venues for getting out information on the Bear Aware program (Robinson 1998). In addition, the use of the Welcome Wagon to distribute Bear Aware brochures helped bring newcomers up to date with bear issues in the community (Robinson 1998), an approach that has also been useful in Nelson (Haas 2000). Many presentations were given to school classes over the years, focusing on proper management of non-natural attractants such as appropriate garbage storage. The Bear Aware program has a very high profile in the community: surveys indicate that 90% of the residents are aware of the program (Robinson 2000).

The Bear Management Committee and the Bear Awareness Coordinator have a good working relationship with the Conservation Officer Service, and the coordinator works closely with the C.O.S. as well as the bear biologists from Parks Canada to ensure correct information gets to the public and situations are dealt with quickly and properly.

Bear-Proofing and Attractant Management

Under the Bear Aware program, talks on bears and garbage were given to a number of community organizations, such as the Rotary Club and the Revelstoke Chamber of Commerce. A number of groups were contacted regarding donations towards the purchase of bear-resistant garbage receptacles for the community. School districts were also approached regarding their garbage bins, and one school began a fundraising campaign to purchase receptacles. Two bear-proof receptacles were purchased by Arrow Heights School due to the efforts of the Parent Advisory Council at the school (Robinson 1997). Two more bear-proof receptacles were purchased by City Council for two local parks in 1999.

An ongoing problem in Revelstoke is the improper use of commercial dumpsters by businesses. Dumpsters with locking lids are rarely secured, and bears can easily access the contents. Grease barrels are also kept outside and may attract bears (Maltby 2000, Couturier 2002).

Door-to-door campaigns have been used extensively in Revelstoke to educate residents about potential attractants near their homes (Robinson 1997, 1998, 2000; Maltby 2000, Couturier 2002). Residents who live within identified problem areas were visited and proper non-natural attractant procedures were discussed. Furthermore, residents living in areas in which the C.O.S. received bear complaints were contacted. "We are Bear Aware" window stickers were used to encourage participation by residents and businesses and a "Bear Aware Checklist" was distributed. The coordinators also attempted to help educate Revelstoke's visitors about bear attractants by ensuring that campgrounds had an

adequate supply of pamphlets and encouraging campgrounds to earn "We are Bear Aware" window stickers.

Volunteers helped remove fruit trees in which the fruit was not being picked. A fruit tree registry was established, but support in its first year (Robinson 1999, 2000) was low.

Landfill

The landfill was electric-fenced in September 1994 in an effort to eliminate non-natural food sources. The landfill primarily attracted grizzly bears and was operational for over 20 years. Prior to closure, some black bears were destroyed and 19 grizzly bears were translocated immediately after the installation of the fence (Proctor and Neumeier 1996).

The electric fencing appeared to be effective at eliminating bears from the landfill. After the installation of the electric fence, grizzly bears wore a path around the fence perimeter but none penetrated the fence. Fence performance was regularly monitored by a contractor (J. Marley, Margo Supplies, personal communication). Excluding bears from the landfill and a year with a poor crop of berries in mid-to-low elevations resulted in a number of bears moving into the community to seek out alternative food sources (Macpherson 1996).

Bylaws

Revelstoke put a bylaw amendment in place in 1996 to limit placement of garbage at the curb for pick-up to between 6 am and 7 pm on the day of collection. The bylaw only affects putting garbage on the street and not storing garbage on the property. Although many people are complying with the bylaw regarding placement of garbage at the curb, they are not storing garbage in a bear-proof manner on their own properties outside of these hours. This has been identified as a continuing problem in Revelstoke (Robinson 1998, Maltby 2000, Couturier 2002).

Discussion

Revelstoke's successes stem from a very committed Management Committee and overall support from the community. Revelstoke has had considerable success in implementing one of the most intensive education programs of any community and has documented its program with annual reports. Revelstoke is to be commended and used as a model for other communities. Revelstoke's detailed reports on its bear awareness education program are a good example of the value of these annual reports because they are being used by many other communities to establish their education programs.

Recommendations

While Revelstoke has made huge strides in its management of bear attractants, it still has a few issues that have to be dealt with. The following is a list of necessary actions.

1. Conduct a brief hazard assessment using the Preliminary Hazard Assessment guidelines. The "urban bear habitat mapping" will be a valuable tool for the assessment.
2. Conduct a committee review of the management strategies contained in this report, in particular, green space management, community planning strategies, waste management system, and monitoring system. Specific issues to address include those previously identified in annual bear awareness reports:
   - removal or continued harvesting of remaining fruit trees on private and public land (Robinson 2000; Maltby 2000, Couturier 2002),
   - bear-proofing of dumpsters at commercial establishments and apartments and mobile home parks (Robinson 2000, Couturier 2002),
   - an addition to the garbage bylaw that requires the use of bear-proof commercial dumpsters (Maltby 2000, Couturier 2002),
   - an addition to the garbage bylaw that requires storage of garbage and attractants in a bear-proof manner on residential properties (Maltby 2000, Couturier 2002),
   - More bear-proof containers are needed at schools, public parks and commercial campgrounds (Couturier 2002),
   - Bear-proofing of grease barrels has been an ongoing problem in Revelstoke that still needs to be addressed (Couturier 2002).
3. Complete a Human-Bear Conflict Management Plan to identify strategies and efforts that may be taken to address the recommended criteria.
4. Conduct detailed hazard assessments if deemed necessary by the Conservation Officer Service, bear committee, or Regional MWLAP office.
5. Produce annual reports as recommended in this report. Annual reports will also be helpful to other communities by documenting the bear-proofing process and the failures and successes of various management actions.
6. Continue monitoring human–bear conflicts and investigate and address conflict issues. Further development of the urban bear habitat map project should be encouraged because it shows considerable promise as a monitoring tool.

12.4 Mackenzie

The town of Mackenzie is located within the Sub-Boreal Spruce biogeoclimatic zone and has a population of approximately 6,000 people. The town site is situated along the Rocky Mountain Trench in an area of high habitat productivity for interior grizzly bear populations (BC MWLAP 1995a). Each year the C.O.S. has had

to deal with numerous complaints related to grizzly and black bears entering the town site.

Mackenzie is an example of the necessity of having a well-rounded and thorough strategy for dealing with "problem" bears prior to electric fencing of landfills. The town electric fenced its landfill (in 1995) but has not satisfied any other "Bear Smart" criteria in conjunction with this activity. Because of this, the number of bears destroyed has not declined as much as desired (Fig. 4). In 1997, one grizzly was destroyed in the town site and two were relocated. In 1999, one grizzly was destroyed in the town site and seven were relocated from the town site. Encouragingly, in 1996, 1998, and 2000 no grizzly bears had to be destroyed or relocated from the town site.

Moving Towards Becoming "Bear Smart"

Bear Stewardship Committee

No committee has been formed.

Problem Analysis

No Problem Analysis has been completed.

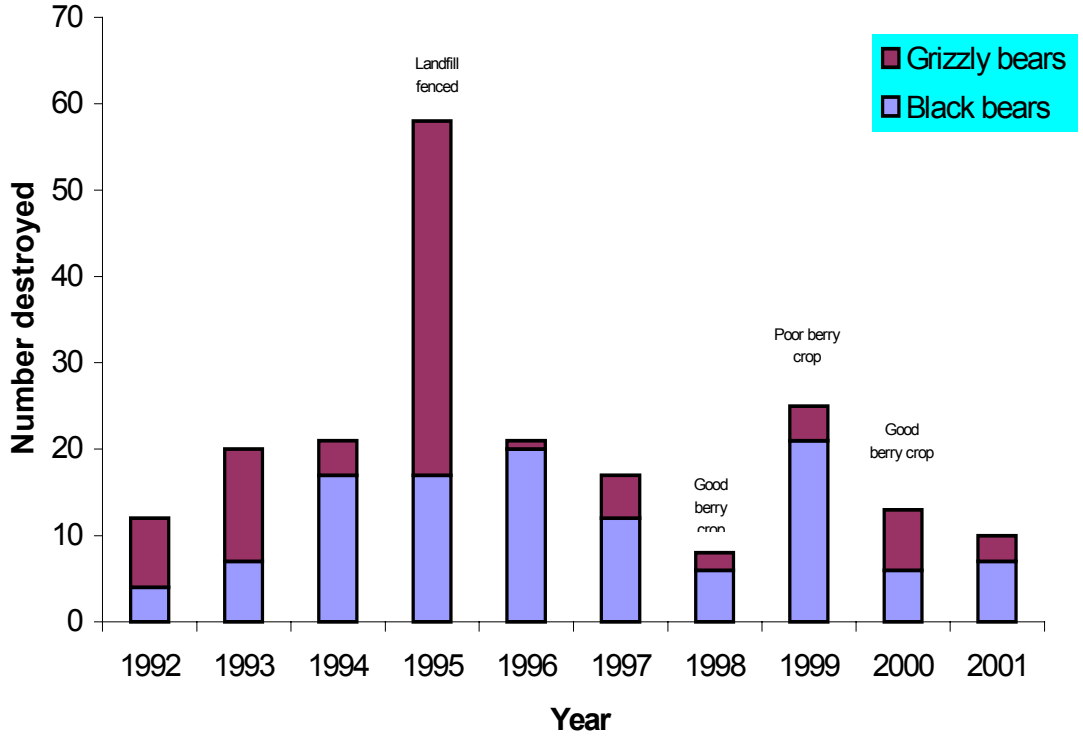

Figure 4. Numbers of bears destroyed in the Mackenzie District, 1992-2001. Note: graph shows bears destroyed for the entire district of Mackenzie, not just the town site of Mackenzie.

Education

In May 1992, the C.O.S. initiated an education campaign that targeted elementary schools and appeared in the local newspaper. The District Conservation Officer comments on the success of the education campaign:

> By 1994, the volume of garbage being placed at the curb the night before pickup had dropped considerably. These improvements were emphasized in the ongoing education program. However, poor maintenance of commercial dumpsters was an ongoing concern (MacKay 1996:3).

The education campaign was intensified in 1995 to prepare the community for the implementation of the electric fence. Pamphlets were distributed to households, a mall display was erected, and the regional district hosted an open house. Despite education efforts, some residents did not remove their non-natural attractants, and no bylaws were in place that could enforce compliance.

Since the landfill closure, the C.O.S. has tried to continue its education program; however, the service does not have the manpower or finances to do a thorough or effective job in the long term.

Bear-Proofing and Attractant Management

In March 1995, before activating the electric fence at the landfill, the BC Ministry of Environment, Lands and Parks identified 15 locations in the community that were potential problems, suggested management actions, and requested bylaws and chains with locking hooks for commercial dumpsters. In September 1995, after several requests to the District of Mackenzie, some commercial dumpsters received locking hooks. However, problems with improperly stored garbage and grease continued at a number of these commercial dumpsters. Conservation Officers took it upon themselves to lock a number of dumpsters after business hours.

Non-natural attractants continued to be available within the community before and after fence activation at the landfill. Despite education efforts since 1992, some residents (about 30%) were found to have a number of non-natural bear attractants associated with their homes. The main attractants within the town were: improperly stored residential and commercial refuse, crab apple trees, mountain ash trees, moose carcasses hanging in sheds, and vegetation on the golf course (MacKay 1996).

In 2001, the town planned to purchase bear-proof commercial and residential waste containers to replace existing containers at various locations throughout the community. Curb side waste collection at homes will continue. However, as of May 2002, the town had not replaced existing containers. Once bear-proof

containers are in place, reducing other non-natural attractants will have to be addressed, such as crab-apple trees, mountain ash trees, the hanging of carcasses, and storing refuse on residential properties.

Landfill

The landfill was established 2 km from the town site of Mackenzie in the 1960s. Bears using the landfill were predominately grizzly bears (Murray 1991). In 1991, the BC Ministry of Environment, Lands and Parks commissioned a study to assess bear use of the landfill site, identify ways to reduce the number of negative human-bear encounters, and meet the goal of the new solid waste management plan for the province (Murray 1991). The study employed the use of a consultant to view the landfill from a tower and record bear use and behaviour. Twenty-nine grizzly bears (22 adults and seven cubs) were identified as permanent users of the landfill while another large, yet undetermined, transient population used the landfill in the fall. Use of the landfill by black bears was not identified (Murray 1991).

During the 1991 monitoring program, the contractor determined that a number of negative human-bear encounters were occurring at the landfill site. Each night, residents and tourists were observed viewing bears at the landfill. A number of visitors were found to view bears at dangerously close distances. Some people harassed bears, and even chased mothers and their cubs. Murray (1991) concluded that many Mackenzie residents did not respect bears.

Prior to the installation of the electric fence, resident landfill bears were dealt with through destruction (Figure 4) or translocation. The C.O.S. attempted "to remove as many full time resident bears as possible before the electric fence was erected" (MacKay 1996:4). The landfill electric fence was activated in April 1995.

The majority of translocations were found to be ineffective because most of the bears either returned to the town site or could not adapt to the new environment (MacKay 1996). For the transient population (i.e., those present in the fall), the level of garbage conditioning and human habituation was determined to be less than that of the resident population. It was believed that most transient bears would hit the fence, receive negative reinforcement, and continue on to their destination. Therefore, the transient population was not removed prior to installation of the electric fence.

In mid- to late August 1995, the population of transient grizzly bears came to the landfill site, patrolled the fence perimeter, and attempted to gain access to garbage by digging under the fence (MacKay 1996) or jumping over the gate (J. Marley, Margo Supplies, personal communication). By the end of August, a number of the transient bears entered the town, using the green belts and frequent areas of bush surrounding the town as cover. Complaints rose

substantia1ly during September and October of 1995 to the highest ever recorded for the District. No serious encounters between humans and bears occurred.

Grizzly bears began using locations within the town that had not experienced problems prior to fencing of the landfill, and this resulted in many complaints (e.g., the golf course). Residents circulated a petition during the height of bear problems within the community claiming that the fence drove the bears into town. Some residents did not appear to make the association between their non-natural attractants and bears within the town (MacKay 1996).

During the period of increased complaints, Mackenzie C.O.S. required additional staff to deal with the problem. Intercept trapping between the landfill and town was performed to reduce the number of incidents within town. In one 24-hour shift, six grizzly bears were removed from the town site. Peak grizzly bear activity within the town was found to occur from 2:00 a.m. to 5:00 a.m. (MacKay 1996).

The landfill is now bear-proof and is not being breached.

Bylaws

There are no bylaws in the community of Mackenzie that address management of non-natural food sources.

Discussion

The four year total (1992 to 1995) of bear management at Mackenzie cost the BC Ministry of Environment, Lands and Parks $85,000 above normal C.O.S. fees incurred, of which reactive management (primarily destruction) in 1995 accounted for $27,655,37.

After 1995, grizzly bear complaints did decrease (possibly due to the decrease in population from control measures) and only 11 grizzly bears have had to be killed or translocated since 1995. However, other problems within the community did not change much. The landfill was fenced, but non-natural attractants within the community still existed, and thus, so did problems with bears. Electric fencing a landfill site should be only one part of an overall community plan, especially in areas with a high population of conditioned bears. While the objective at Mackenzie was to "increase public safety by reducing potential contact between bears and humans," it is apparent from the number of bears destroyed that the welfare of the bears themselves was not part of the management decisions. Recently, the town council has been making strides towards bear-proofing the town. Hopefully these positive steps are supported and continue.

Recommendations

The town of Mackenzie needs to implement the following to become "Bear Smart."

1. Create a Bear Management Committee composed of members of the city council, C.O.S., Environmental Stewardship, Environment Protection, interested residents, and other stakeholders.
2. Conduct a committee review of the management strategies contained in this report, in particular, green space management, education program, waste management system, bylaws, community planning strategies, and monitoring system. The following are some specific recommendations.
    - The abundance of green space throughout town offers bears security cover. The preliminary hazard assessment should address the management of areas to decide if brushing is appropriate.
    - The town should create an additional agency responsible for delivering an ongoing bear education program.
    - Because Mackenzie is retaining curb-side collection, the town needs bylaws that deal with timing of curb-side garbage placement and storage of containers in a bear-proof manner at residences. In addition, bylaws should address other non-natural attractants such as fruit trees.
3. Complete a Human-Bear Conflict Management Plan to identify strategies and actions that may be taken to address the recommended criteria.
4. Conduct detailed hazard assessments if deemed necessary by the Conservation Officer Service, bear committee, or Regional MWLAP office.
5. Produce annual reports as recommended in this report. Annual reports will also be helpful to other communities by documenting the bear-proofing process and the failures or successes of various management actions.
6. Continue monitoring human–bear conflicts and investigate and address conflict issues.

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Appendix A: Animal Proof Criteria for Waste Containers

From Waste Control Bylaw No. 12-97, Town of Canmore:

- Tight lids to reduce odours.
- Lids must be self-closing.
- Latches for lids and bag removal must be bear-proof (i.e., claws unable to reach the latch trigger mechanism).
- Hinges and latches for lids must be sufficiently strong such that they can not be pried open by claws (able to withstand several thousand pounds of force). If it can be dismantled using a crowbar, it is not bear-proof.
- The container must be sufficiently stable or capable of being anchored to prevent tipping by large bears.
- Container material must be sufficiently strong to prevent bears chewing, battering or crushing the containers (i.e., able to withstand several thousand pounds of force).

While the use of bear-proof containers is essential, containers must be chosen that are user friendly or the public will not use them. Instructions need to be easy to understand for all people, including foreign visitors. Container doors must be light enough and low enough to allow use by children and the elderly (Black Bear Task Team 1998).

Appendix B: Electric Fencing of Landfills

Details from Jeff Marley, Margo Supplies Ltd. and Frazer McKenzie, Environmental Protection Compliance Officer, BC Ministry of Water, Land and Air Protection.

Properly designed, operated, and maintained electric fencing has been proven to be effective in preventing bears from gaining access to many sorts of non-natural attractants, including garbage, apiaries, and landfills. Electric fences are designed to deliver a strong enough shock to deter the animal from entering the enclosure. The first recommendation to fence landfills electrically in order to restrict bears' access to non-natural attractants occurred in 1913 in Yellowstone National Park (Harding 1987). In the 1930s, electric fencing was first implemented as a management tool to keep bears out of apiaries in California (Storer et al. 1938). Between the 1940s and 1960s, electric fencing went on to become a popular tool for domestic livestock control. Since then, electric fencing has been used consistently as a management tool to keep black bears and grizzly bears out of specific areas. The first electric fenced landfill site in Canada was in Jasper National Park in 1981. In 1991, Norman Wells was the first community to electric fence a landfill.

Voltage

The maximum amount of voltage output is determined by the unit's design and must be tested and approved by the Canadian Standards Association (CSA) and Underwriter Laboratories (UL). The output voltage can be as high as 12,000 volts, depending upon the total amount of resistance and how well the system is grounded. The minimum voltage needed to deter bears and all long-haired animals (e.g., raccoons and dogs) is generally accepted to be 6,000 volts. Black, grizzly, and polar bears all respond to the same voltage. Hairless animals, such as pigs, require substantially less voltage. Zoos and agricultural activities employ the same systems and use similar voltage levels to those recommended for bears.

Human Safety

An electric fence must hurt but not harm. Modern fence energizers can deliver the desired effect to bears while ensuring human safety during accidental human contact. The type of current used in electric fences must not be confused with the continuous alternating current (AC) electrical system that powers lights and tools. In standard household electrical systems of 120 volts AC at 60 cycles, the power is on continuously, causing the muscles to contract and only partially release, and making it very difficult to let go of the shock source. In electric fencing, high voltage is combined with low amperage in a pulsating charge at 60-65 pulses/minute. When a shock is experienced, there is an involuntary muscle contraction. The pulsating charge allows the person receiving the shock to let go of the wire during the 3/4-second time off. It is important to use smooth wire and

not barbed wire because it is possible for a person's clothing to get caught in the barbs.

Permanent vs. Portable Electric Fences

Permanent electric fencing can remain in place for a period of years and provide a more formidable structure than portable fences. Landfill sites are good candidates for permanent fences because bears are consistently attracted to these areas, which have a high lure value, and in most cases, the bears are already conditioned to the site.

Permanent structures require less maintenance than portable designs and will withstand environmental conditions (e.g., snow load) better than portable designs. In permanent designs, the hi-tensile wire may be tightened to 200 psi, which easily separates the animal's hair when the animal pushes against it and delivers a shock directly to the bear's hide.

Permanent fence designs are hi-tensile, multi-strand systems whose construction requires a specialized expertise and equipment. They are more expensive than portable designs, such as those used in apiary operations. However, it costs less to move a portable system than a new permanent structure.

Permanent Electric Fence Designs

Permanent electric fences are recommended for landfill sites and camps that will be occupied for longer than one year. Permanent bear-proof electric fences should meet the following specifications:

- eight strands of graduating height 12.5 gauge high-tensile galvanized wire (tightened to a minimum of 125 lbs. tension at 20°C),
- attached to fibreglass posts or wooden posts with insulators. Posts pounded into the ground rather than placed in pre-dug holes tend to be more stable (J. Marley, Margo Supplies, personal communication). Posts should be spaced a maximum of 7.5 m apart,
- the bottom wire should be 5 cm from the ground (no more than 10 cm); then, strands shall be alternating positive/negative at the following heights above soil surface: 20 cm, 35 cm, 50 cm, 70 cm, 90 cm, 110 cm, and 135 cm to the final positive wire, and
- the system is properly grounded with three 5/8" (16 mm) ground rods, buried 2-3 m deep and spaced at least 3 m apart, connected to the negative output terminal of the fence charger by ground clamps. Depending on local conditions, alternate methods are sometimes needed to ensure adequate delivery of electric current, such as the use of ground plates, or deeply driven larger diameter rods.

Alternating positive/negative wires insures that the animal will receive the electric current, even during dry periods. Also, the shock from touching both wires is intensified with this set up and localized to a specific part of the animal, resulting in a strong, negative experience.

The fence should be powered by either 1) a solar charged unit containing a built-in battery (battery operated), or 2) a connection to a regular electrical outlet (powerline input models). Powerline models tend to cost less and take more load (amperage) and are the preferred choice (J. Marley, Margo Supplies, personal communication). On-site monitoring of the fence's performance is indicated by either a built-in performance meter or flashing lights.

Aprons under Permanent Electric Fences

Digging has been a problem at some landfills after the installation of electric fencing. In some cases a chain link fence buried horizontally underground (known as an apron) in front of the electric fence has prevented animals from breaching the fence. Installing an apron at the same time as a permanent electric fence is installed is not recommended because digging up the ground to install the apron may make the soil unstable for the fence itself (J. Marley, Margo Supplies, personal communication). If there is proper maintenance of the fence (i.e., filling in holes, fence operating at full capacity) as soon as the fence is installed and turned on, digging should not become an issue. An apron should be considered only if digging persists. The installation of an apron significantly increases the cost of bear-proofing a landfill.

Portable Electric Fence Designs

There are two main types of portable electric fence designs used to deter bears: (1) positive systems and (2) alternating positive/negative systems. The portable positive system (light gauge/shock cord) normally consists of four strands of shock cord; 14 or 16-gauge wire stretched to 20 lbs of tension. The spacing of the positive wires from the ground up is 15 cm, 40 cm, 65 cm, and 90 cm. The bottom wire also aids in protecting the enclosure from animals such as skunks and racoons. This type of fence is most often used at apiaries, small camps, and in residential situations (e.g., to protect gardens, etc.).

In areas devoid of a good grounding plane (i.e., dry gravel) and where the control needed does not warrant a high-tensile fence, a portable (light-gauge wire) alternating positive/negative system is used. This system employs six wires spaced from the ground up at 5 cm negative, 20 cm positive, 40 cm negative, 60 cm positive, 85 cm negative, and 110 cm positive. Installation of this system does not require special equipment or tools.

For both fence designs, a wire apron mesh is recommended on extremely dry lands such as a gravel ridge devoid of green vegetation. This ensures good

grounding for the bear to receive the shock. Spreading calcium chloride on the ground around the fence can also increase grounding during dry periods.

Gates

The most effective models of electrified gates being installed are:

- two12-foot wide swing gates (24-foot opening) that are similar in design to the fence, with alternating positive and negative wires
- minimum voltage 6000 volts
- maximum gaps of 10 cm either side of gate panels, between panels, and between the gate and the ground

The frame of the gate is insulated, and the positive and negative gate wires are hard-wired to the fence. There is no hooking and unhooking with this design and no need for calcium chloride treatments. The drop latch mechanism is user friendly, and the risk of shock to humans appears to be minimal. Automatic cantilever gates, such as those used in Whistler, work well but are more costly. Depending on local bear behaviour, gates may need to be closed while vehicles are dumping garbage because bears may have learned to run in after vehicles drive in (J. Marley, Margo Supplies, personal communication). In other locations, gates may be left open during the day and only need to be closed at night.

Canadian Standards Association (CSA) Approval

All manufacturers of electric fence controllers must be registered with the CSA. Any device that is powered by 120 volts must have its circuitry tested and approved (Standard 22.2, document 103-M1983). The design features that CSA requires are:

- fence energizer must not have a time off (i.e., the time between pulses) less than 3/4 of a second or no more than 65 pulses per minute; and
- current (amps) output must be sufficient to push voltage but not cause fires or present a danger to animals or people.

The recommended fence chargers are 100% solid state units, with low impedance, programmable circuitry which is tested and approved by the CSA and UL. Open circuit voltage is 6000 to 10,000 volts. This high voltage presents no danger or hazards to humans. Similar systems are employed at zoos and in livestock areas where there is a requirement for animal control in close proximity to people.

CSA and UL standards are regulated by the industry itself and "policed" by the provincial power authority, BC Hydro. CSA approval is not required for units operating with voltage input (primary power) less than 48 volts nominal. Therefore, all six- and twelve-volt models do not require CSA. However, these units do require UL approval. There is no difference in voltage between permanent and temporary electric fences.

Fence Maintenance

An electric fence is only effective if it is well maintained. The perimeter of the fence should be walked routinely, preferably every day. Metal objects, vegetation, and build-up of blowing debris against the fence will cause the fence to short. Signs of bear activity must also be monitored. If bears are attempting to dig under the fence wire, all holes must be immediately filled and packed with a loader or bulldozer.

The voltage of the fence should be measured in several places and the results entered into a log book. Any drops in output voltage should be investigated and corrected immediately. The fence should be checked with a hand held digital meter at each side of all gates. Battery and off-season maintenance is also required.

The electric fence needs to be functional only during the non-denning season. This can be highly variable in different parts of British Columbia, especially in the area of a landfill, so local information will have to be collected to decide what these dates may be. The fence must be on whenever bears are active in the area of the landfill.

Appendix C: Potential Suppliers

The following companies state that they sell the items listed; however, the authors of this report have not tested their claims. They are listed in no order of preference.

Electric fencing of landfills

Jeff Marley
Margo Supplies Ltd.
P.O. Box 5400
High River, AB T1V 1M5
phone (403) 652-1932
fax (403) 652-3511
www.margosupplies.com

Bear-proof containers, dumpsters, waste management systems

Haul-All Equipment Systems
4115-18th Ave. North
Lethbridge, AB
phone 1-800-661-1162
fax (403) 328-9956
www.haulall.com
contact: Dennis Neufeldt, President

BC distributor:
Rollins Machinery Ltd.
21869-56th Ave. RR13
Langley, BC V2Y 2W9
phone 1-800-665-9060
fax (604) 533-3820

Inground Waste Management Systems (containers, dumpsters)

Inground, or deep-collection, systems look like regular waste containers above ground but actually continue deep underground. This keeps the contents cool, reducing decay and odours, and greatly increases the length of time between waste collections (even up to only once a year). The system has a bag inside, and the contents are lifted with a truck-mounted lift system.

Sybertech Waste Reduction Ltd. (BC distributor for Alfa Products Inc.)
2284 Marshall Avenue
Port Coquitlam, BC V3C 1M2
phone 1-888-888-7975
fax (250) 523-9699
www.equinox-industries.mb.ca
contact: Rob Mitchell, President

Molok North America (call for nearest distributor)
618 Main St. N.
Mount Forest, ON N0G 2L0
phone 1-877-558-5576
fax (519) 323-9910
www.molok.com
contact: Marja Loshkov, President

Commercial Bear-Proof dumpsters

Universal Handling Equipment Co. Ltd.
4024-39139 Hwy 2A
Red Deer County, AB T4S 2A8
phone (403) 346-1233
fax (403) 340-8720

Worm Composters

All Things Organic
471 Pemberton Terrace
Kamloops, BC
phone/fax (250) 372-1835
www.allthingsorganic.com

Collection of Large Animal Carcasses (horses and cows)

Lower Mainland
Carson Stock Farm. Aldergrove. (604) 856-2414.
Dargatz Mink Ranch Ltd. Chilliwack. (604) 795-7890.
K-9 Products. Chilliwack. (604) 864-9322 or (604) 795-3640.

Outside Lower Mainland
McLeod's By-products Ltd. covers all of BC except the lower mainland and northeastern BC (250) 546-3046 for the local contact in your area. In most locations animals would have to be delivered to a truck by the owner.

Appendix D: Outline of Reports

Example Outline for Preliminary Hazard Assessment

Executive Summary

Introduction

- including rationale for the study and objectives.

Goals and Objectives

Study Area Description

- including general details about the community location, study area boundaries, biogeoclimatic zones, population of the community etc. that will put the results and discussion into context.

Methods

- methods used to for each component of the assessment.

Results and Discussion

- including, but not limited to, the results and discussion of known or potential bear movements and travel issues in the community, known or potential food habits of bears, known or potential habitat quality, visibility and other sensory issues, garbage and attractants issues, green space issues, high risk sites, areas, and trails, high risk natural food sites, history of human-bear conflicts, regional issues, interagency issues (i.e., areas outside the community that may potentially affect the behaviour of bears within the community), and data limitations.

Recommendations

- general recommendations, specific to the community, that will assist the community in becoming "Bear Smart" and are not in this background report should be included here. This section should include recommendations for: the bear awareness education program, securing garbage and attractants from bears, green space, bear incident reporting, data collection, interagency exchange of bear incident reports, management of "problem" people and "problem" bears (i.e., how can management of human-bear conflicts in the community be improved, other issues, interagency commitment to reduce human-bear conflict,

- identify gaps in knowledge, and
- recommendations for subsequent phases of hazard assessments.

Example Outline for Human-Bear Conflict Management Plan

The bear management plan should be developed based on the Preliminary Hazard Assessment, information collected by the Bear Stewardship Committee and the information in this report. The plan should include, but not be limited to, the following sections.

Introduction

Goals and Objectives

Responsibilities

- who is responsible for what parts of the plan?

Interagency Cooperation to Reduce Conflict

- how will agencies co-operate?

Human-Bear Conflict Education Program

- how the education program be delivered?

Bear-Proof Waste Management System

- how will waste management issues be addressed?
- what bear-proof structures will be used and what criteria will be used to select placement sites?
- how will carcasses be removed or disposed of?

Waste Management Bylaws

- what bylaws will be developed?
- how will bylaws be developed?

Green Space Management Strategies

- how will green space be managed?

Community Planning Strategies

- how will community development plans address human-bear conflict issues?
- how will ecosystems around the community manage for bears?

Human-Bear Conflict Monitoring System

- who will develop and maintain the monitoring system?
- how will bear observations and human-bear conflict be reported?

Annual Reports

- who is responsible for writing annual progress reports?
- what is the review processes?
- how will recommendations be review and selected for implementation?

Research Priorities

- what information is needed to manage human-bear conflict and what are their priorities?

Implementation Plan

- who will do what, when and how?

Program Budget

- what are the costs of various bear management strategies?
- make recommendations on a budget cycle to finance implementation of the plan.

Example Outline for Annual Progress Report for Education Programs

The following is an example of information to include, but should not be limited to, in a progress report. Other information that will assist in the future delivery of the program should also be included.

Introduction

Goals and Objectives

Methods

- including all methods used to disseminate information and methods used to monitor success.

Results and Discussion

- including a summary of staff and volunteer activities, number of households, businesses, and agencies visited, events attended, schools and students reached, media relations, identification of hazardous area, sites

and practices that were focused on, media relations, bear-proofing and elimination of attractants progress, and surveys, and
- the level of success achieved through various methods.

Recommendations

- recommendations for subsequent delivery of and improvement to the program delivery, and
- identify gaps in existing knowledge that are important to the continuing delivery of the program.

Appendices

- including media coverage, educational materials distributed, school program outline, and data collection and survey forms,
- program budget.

Example Outline for Annual Progress Reports for the "Bear Smart" Community Program

The annual progress report should include the following:

Introduction

Objectives

Methods

Summary of "Bear Smart" Committee Meeting

Progress Report and Results

- Preliminary Hazard Assessment
- Bear Education Program
- Waste Management System
- "Bear Smart" Bylaws
- Green Space Management System
- Community Planning Strategies
- Human-Bear Conflict Monitoring System, including map display of data collected

Discussion

- summary of annual progress, including the level of success achieved for various methods and strategies used.

Recommendations

- recommendations for continuation of or adaptation to strategies to resolve human-bear conflicts,
- research priorities, including recommendations for Detailed Hazard Assessments, and
- recommendations for continuing development and implementation of the "Bear Smart" Program.

Program Budget

- year completed program budget, and
- forecast budget for the upcoming year.

Making a difference...together

ERM 26-21

REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 15, 2026

SUBJECT **Solid Waste Management Plan - 2025 Progress Report**

ISSUE SUMMARY

To present the Capital Regional District's (CRD) 2025 Solid Waste Management Plan (SWMP) Progress Report (Appendix A), which provides an overview of recent activities and achievements that advance the goals outlined in the region's SWMP.

BACKGROUND

In British Columbia, the *Environmental Management Act* requires all regional districts to develop solid waste management plans, which are high-level, long-term visions for how a regional district intends to manage solid waste within its community. These plans must align with the '5R' pollution prevention hierarchy of reduce, reuse, recycle, resource recovery and residuals management. The CRD's most recent SWMP was endorsed by the CRD Board in May 2021 and was approved by the Ministry of Environment & Parks (ENV) in July 2023. Following guidance from the Province, staff committed to report annually on progress related to the strategies and actions endorsed in this SWMP when the final Plan was approved by the CRD Board.

The goals of a SWMP may be achieved within the timeframe of the plan or a goal may also be aspirational, something for the CRD to strive for beyond the timeframe of the plan.

The 2021 SWMP goals are:
1. To surpass the provincial per capita waste disposal target
2. To extend the life of Hartland Landfill to the year 2100 and beyond
3. To have informed citizens that participate effectively in proper waste management practices
4. To ensure the CRD's solid waste services are financially sustainable

PROGRESS UPDATE

Along with the overarching SWMP goals, the Plan defines three focus areas – Reduce/Reuse, Recycling and Recovery/Residuals Management – and fifteen strategies as guiding principles for this work. These focus areas and strategies form the basis of service and work plans designed to achieve Plan goals. Annual progress is measured by tracking achievements within the three focus areas, with each area assigned a status of 'on track', 'opportunity for improvement' or 'attention required' based on the year's activities. For 2025, the status and key indicators of each focus area are:

Reduce and Reuse (On track – achieved 75% or greater of yearly target):
- Launched the new What Goes Where tool to help residents search a database for disposal and recycling options. The tool recorded 27,487 active users from March to December 2025.
- Connected with over 4,935 residents through 3Rs themed education and outreach programs.
- The Rethink Waste Grant funded 29 community-based projects and 12 events through the

newly launched Zero-Waste Events Grant.

Recycling (On track – achieved 75% or greater of yearly target):

- Operation of the Material Diversion Transfer Station (MDTS) and implementation of source separation requirements for clean and treated wood and asphalt shingles resulted in the diversion of approximately 27,300 tonnes of material.
- Continued the Waste Stream Collector Incentive Program to promote source separation and multi-stream collection services.
- Provided funding to the City of Victoria to trial different drop-off collection methods for non-curbside recyclables. The Beyond the Curb pilot program collected about 11 tonnes of materials from 5,000 users.

Recovery and Residuals Management (Opportunity for improvement – achieved 50%-75% of yearly target progress):

- Achieved a per capita disposal rate of 330 kg/capita, a decrease of 8 kg/capita from 2024 (or 70 kg/capita since the start of the Plan in 2021).
- Increased the general refuse tipping fee from $150 to $155 tonne.
- Five-year average Airspace Utilization Factor was 0.67 tonnes per cubic metre, missing the target of 0.76 tonnes per cubic metre, creating an opportunity for improvement to extend the life of the landfill beyond 2100.
- Calculated a landfill gas collection efficiency of 57% based on the ENV model, and 67% based on the UBCi model.

The overall progress of the SWMP for 2025 is on track. A complete update on the progress towards implementation of SWMP goals, focus areas and strategies can be found in the attached Progress Report.

Challenges and Opportunities

Implementation of SWMP strategies and actions to achieve SWMP goals requires collaboration and participation from the entire community. Challenges arise from the distribution of responsibilities and competing priorities across stakeholders and sectors. Staff have seen significant progress in the first four years of the Plan, particularly through targeted efforts on specific material streams, however, the pace of this progress is expected to slow. Many of the most straightforward opportunities have been addressed, so continued progress will require creativity and innovation. As the Plan moves into its latter half, achieving further progress will depend on identifying new opportunities, developing creative approaches, and responding to evolving community needs. This year saw steps in that direction through new initiatives at the MDTS and a new grant stream to address emerging community priorities.

In 2025, the MDTS completed its first full year of operations with all source separation requirements in place for clean and treated wood and asphalt shingles. As operations of the MDTS became more refined, staff identified opportunities to bring more material streams through the MDTS. Mattress deconstruction and yard and garden material processing was moved to the MDTS, reducing transportation costs and corresponding GHG emissions and increasing operational efficiency. In May 2025, rigid plastics collection was introduced for voluntary source separation for subsequent grinding at the MDTS and beneficial use on site.

The cost to divert and process these materials through the MDTS is substantially higher than the

cost of landfill disposal. As a result, staff will need to review and recalibrate Hartland Landfill's tipping fee structure to ensure the long-term sustainability of these services.

Through community engagement with past and prospective grant recipients and municipal partners, staff identified an opportunity to support public event organizers to increase diversion and promote zero waste practices through public events. A Zero-Waste Event grant was launched in the Spring of 2025 that offered financial support to event organizers implementing waste reduction strategies. In 2025, 12 events accessed funds and worked to divert 89% of the waste generated across the events. Additionally, the grant helped raise awareness and inform attendees of zero-waste practices with an estimated 77,400 event attendees reached through this initiative.

Financial Implications

The Environmental Resource Management (ERM) division had a total 2025 operating budget of approximately $54.2 million and a capital budget of approximately $26.1 million. As of year-end 2025, ERM held total reserves of approximately $32.9 million, including $24.4 million in capital reserves, $6.4 million in operating reserves and $2.0 million in equipment replacement reserves.

CONCLUSION

The Capital Regional District's (CRD's) Solid Waste Management Plan (SWMP) includes four goals and three focus areas comprised of 15 strategies. A detailed update on the region's implementation of the SWMP can be found in the CRD's 2025 SWMP Progress Report. In 2025, the CRD has made progress on many SWMP strategies and actions contributing to a further 8 kg reduction in the region's per capita disposal rate and an overall status of 'on track'. The CRD's 2025 SWMP Progress Report will be reviewed by the Solid Waste Advisory Committee for monitoring and evaluating purposes.

RECOMMENDATION

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

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

ATTACHMENTS

Appendix A: 2025 Solid Waste Management Plan Progress Report (April 2026)
Presentation: 2025 Solid Waste Management Plan Progress Report

Appendix A

2025 Solid Waste Management Plan Progress Report

Making a difference...together

Rethink waste

April 2026

TERRITORIAL ACKNOWLEDGEMENT

The CRD conducts its business within the Territories of many First Nations, including but not limited to BOḰEĆEN (Pauquachin), MÁLEXEŁ (Malahat), paaʔčiidʔatx̌ (Pacheedaht), Spune'luxutth (Penelekut), Sc'ianew (Beecher Bay), Songhees, STÁUTW̱ (Tsawout), T'Sou-ke, W̱JOŁEŁP (Tsartlip), W̱SIḴEM (Tseycum), and xʷsepsum (Kosapsum) Nations, all of whom have a long-standing relationship with the land and waters from time immemorial that continues to this day.

Terms and Abbreviations

3Rs	Reduce, Reuse, Recycle
5Rs	Reduce, Reuse, Recycle, Recovery and Residual Management
C&D	Construction and Demolition
CRD	Capital Regional District
EPR	Extended Producer Responsibility
ENV	Ministry of Environment & Parks
GHG	Greenhouse Gas
ICI	Industrial, Commercial and Institutional Sector
MDTS	Material Diversion Transfer Station
MFD	Multi-family Dwelling
MSW	Municipal Solid Waste
PPP	Packaging and Paper Products
RNG	Renewable Natural Gas
SWAC	Solid Waste Advisory Committee
SWMP	Solid Waste Management Plan
WSCI	Waste Stream Collector Incentive

Cover photos:

Front: Aerial photo of Hartland Landfill with the public drop-off depot in the foreground and closed landfilling area (Cell 2) under a green tarp as temporary cover

Back: Construction of Cell 4 at Hartland Landfill in preparation to receive garbage

Organizational Overview

The Capital Regional District (CRD) delivers regional, sub-regional and local services to 13 municipalities and three electoral areas on southern Vancouver Island and the Gulf Islands. Governed by a 24-member Board of Directors, the CRD works collaboratively with First Nations and all levels of government to enable sustainable growth, foster community well-being, and develop cost-effective infrastructure, while continuing to provide core services to residents throughout the region.

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Appendix A: Solid Waste Management Plan Report Card **23**

Dumping of material into a controlled waste trench.

Overview

This Solid Waste Management Plan (SWMP) Progress Report highlights activities undertaken by the CRD in 2025 and satisfies the Ministry of Environment & Parks (ENV) reporting requirements associated with the CRD's SWMP. The SWMP has a target of reducing per capita waste in the region by more than one-third by 2031. Through zero waste and circular economy principles, the plan includes strategies for reducing all streams of solid waste to extend the life of Hartland Landfill to 2100 and beyond.

All costs associated with the CRD's solid waste service are funded through tipping and user fee revenues at Hartland Landfill, collection agreements with product producers, and the sale of landfill gas and recyclables.

Regulations and Commitments

The CRD became responsible for solid waste disposal for the region in 1973 when, at the request of the CRD Board, the Province of BC established solid waste disposal as a regional function of the CRD. In 1975, the CRD acquired Hartland Landfill and subsequently assumed direct operation of the site in 1985.

The site currently operates under a Design, Operations and Closure Plan, in accordance with an Operational Certificate issued by the ENV, as well as the BC Landfill Criteria for Municipal Solid Waste. There is also a provincial authorization in place for asbestos waste management.

Any solid waste originating from outside of Canada is managed at Hartland Landfill, in accordance with the International Waste Directive under the authority of the Canada Border Service Agency and the Canadian Food Inspection Agency.

Solid Waste Management Planning

The BC Environmental Management Act requires all regional districts in BC to develop plans for the management of municipal solid waste (MSW) and recyclable materials. Solid waste management planning is a proven way to reduce the amount of solid waste requiring disposal in a region, contributing to the protection of the environment.

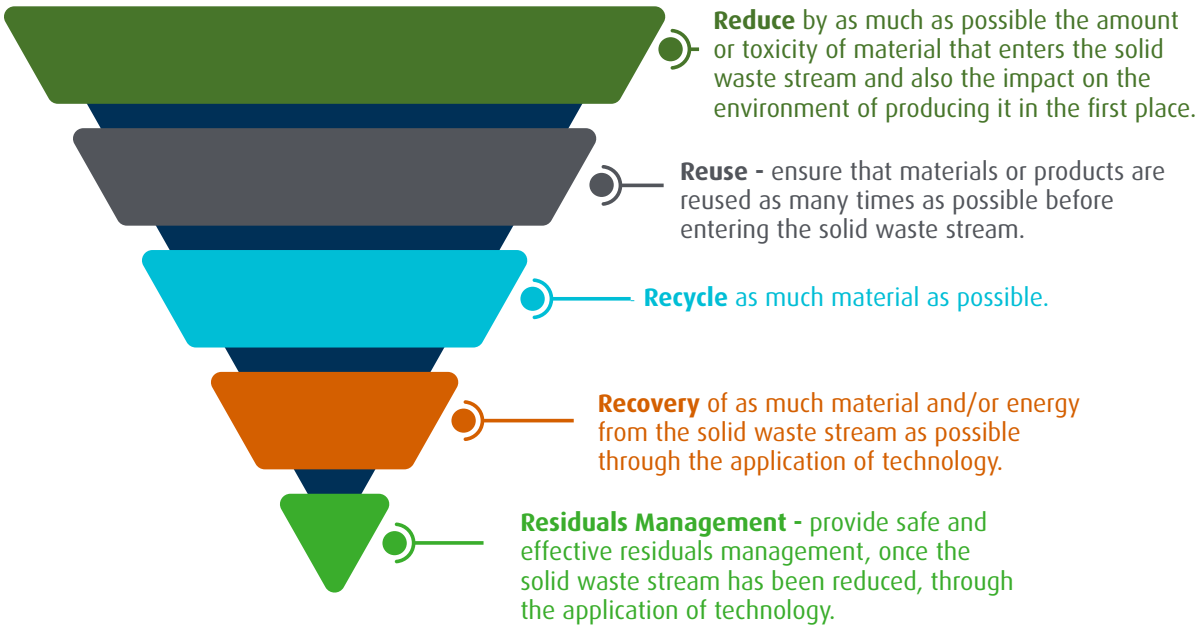
Landfill Operating and Monitoring Requirements

Hartland Landfill is authorized through an Operational Certificate under the BC Environmental Management Act. The Operational Certificate specifies the relevant environmental legislation applicable to the site and sets out requirements for environmental monitoring and annual reporting. Under this regulatory framework, the CRD has established a comprehensive environmental monitoring program to ensure Hartland is not impacting the surrounding environment. More details can be found in the Hartland Landfill Operating & Environmental Monitoring 2024-2025 Report.

Solid Waste Management Plan

In BC, regional districts develop SWMPs under the provincial Environmental Management Act that are high-level, long-term visions of how the regional district would like to manage its solid waste, in accordance with the 5R Pollution Prevention Hierarchy.

5R Pollution Prevention Hierarchy



The SWMP for the region was endorsed by the CRD Board in May 2021 and was approved by ENV in July 2023. The final Plan includes strategies and actions for reducing and managing all streams of solid waste—including recyclables, compostable material and garbage—with a view to extend the life of Hartland Landfill to 2100 and beyond.

Waste reduction, reuse and recycling can reduce greenhouse gas (GHG) emissions both by lowering the demand for new materials and products (reducing upstream environmental impacts), and by minimizing downstream environmental impacts, such as transporting waste over long distances and disposing of it in landfills.

The SWMP's progress is monitored by the Solid Waste Advisory Committee (SWAC), a committee established by the CRD's Environmental Services Committee to provide input on solid waste management matters and meet the requirements of the ENV's Guide to Solid Waste Management Planning. Members of the SWAC represent a diversity of backgrounds, interests and geographical locations, with a balance between technical and non-technical members and industry and public members.

Goals

The Province's guidelines for solid waste management planning require SWMPs to have goals—the long-term aims to be achieved as an outcome of the plan. A goal may be achieved within the timeframe of this plan, but a goal may also be aspirational, something for the CRD to strive for beyond that timeframe. The CRD's SWMP goals are:

- To surpass the provincial per capita waste disposal target (350 kg/capita/year) and aspire to achieve a disposal rate of 125 kg/capita/year;
- To extend the life of Hartland Landfill to the year 2100 and beyond;
- To have informed citizens that participate effectively in proper waste management practices; and
- To ensure that the CRD's solid waste services are financially sustainable.

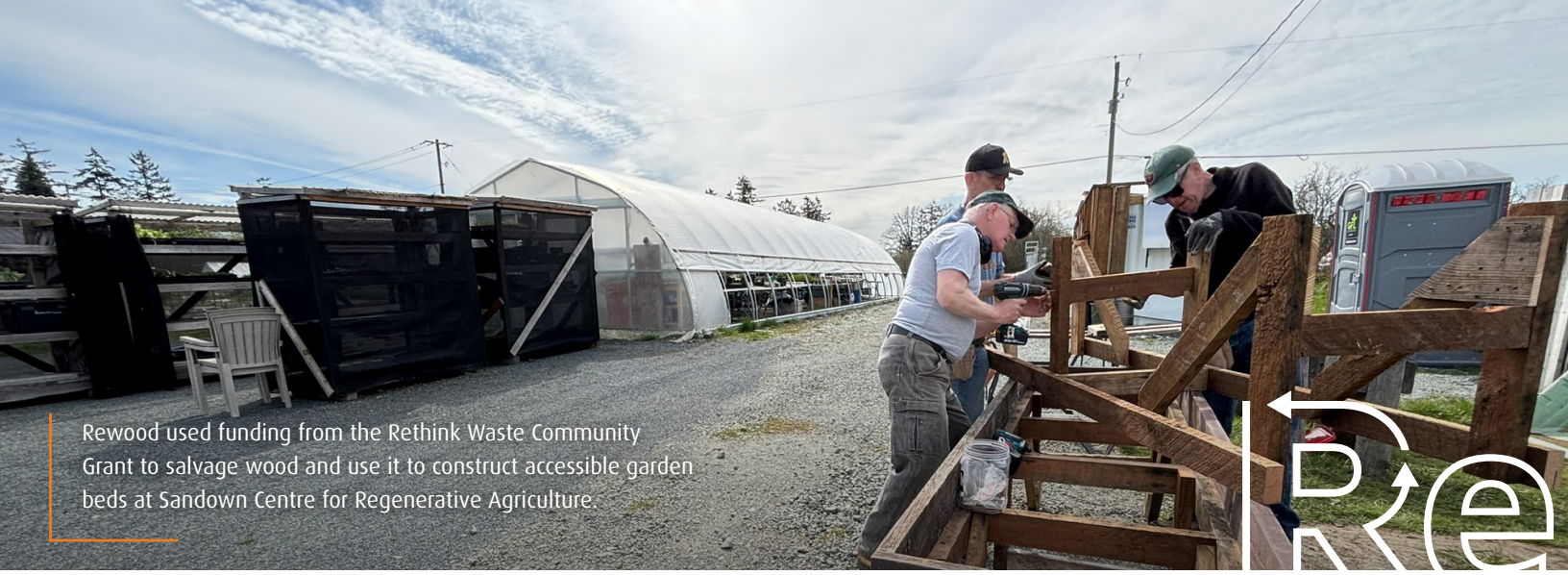
Focus Areas

The SWMP identifies three focus areas consisting of 15 strategies with 72 actions. Over the lifetime of the SWMP, the strategies and actions it contains form the basis of service plans and work plans that are approved by the Board annually as part of the financial planning process. Collaboration with First Nations Governments, municipalities, other solid waste services, CRD divisions and stakeholders will be integral to this process.

The 15 strategies with 72 actions and associated timelines are divided into the following focus areas:

- Reduce and Reuse
- Recycling
- Recovery and Residuals Management

For more details on the SWMP's 15 strategies, consult *Appendix A: SWMP Report Card*.



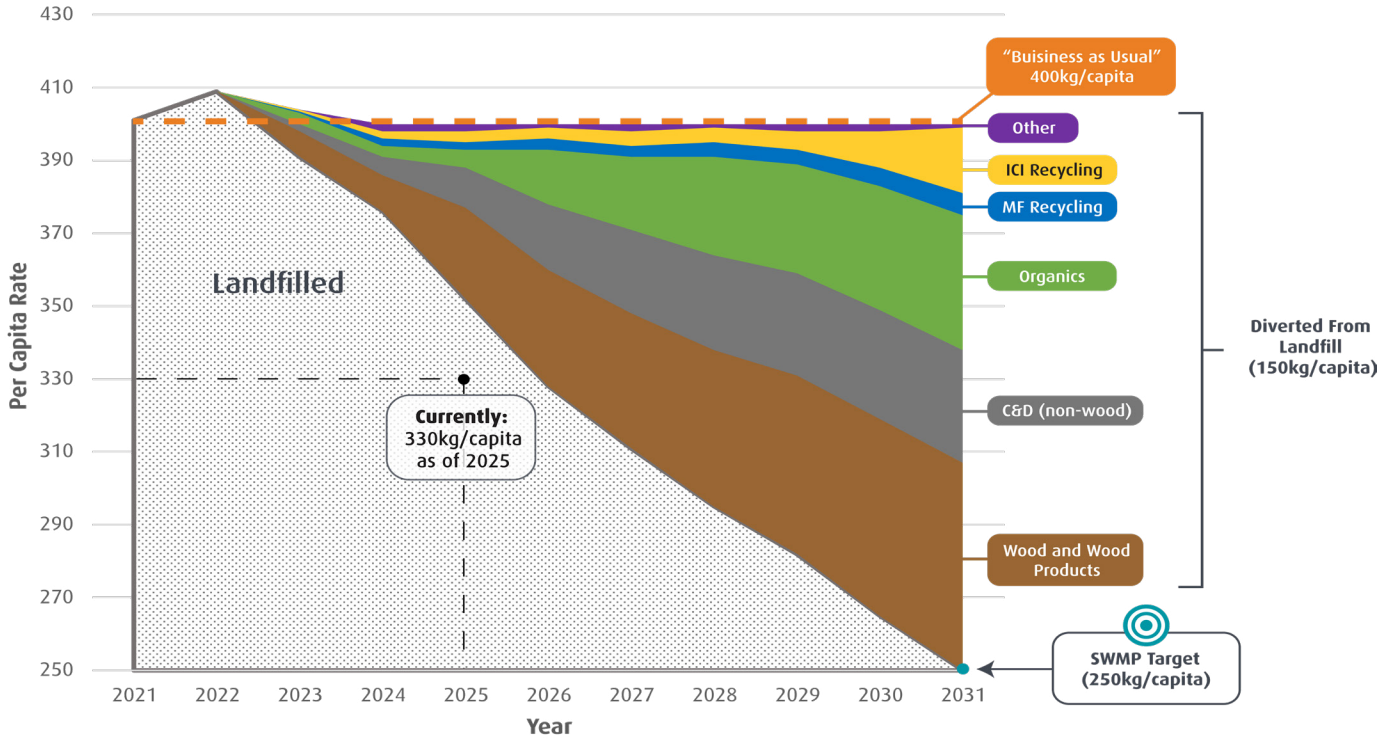
Rewood used funding from the Rethink Waste Community Grant to salvage wood and use it to construct accessible garden beds at Sandown Centre for Regenerative Agriculture.

Targets and Tracking

The targets established for this plan are focused on reducing the amount of waste landfilled on a per capita basis. By the end of the tenth year of this plan, the capital region's per capita disposal rate target is 250 kg or less, surpassing the Province's long-term target of 350 kg per capita.

Below is a chart plotting one conceptual pathway to reducing the regional per capita disposal rate from 2021 levels to 250 kg per capita. The actual path taken to achieve waste reduction targets will depend on the actions the community takes to reduce waste, and the work the CRD does to support diversion activity and redirect waste material back into the economy. The chart represents an aggressive timeline to divert materials from the landfill, in accordance with the strategies and actions in Appendix A: SWMP Report Card.

Conceptual Pathway of Regional Waste Disposal Rate from 400 kg/capita to 250 kg/capita



The metrics used to track and monitor progress for SWMP targets in 2025 are the regional per capita disposal rates, operational metrics such as Airspace Utilization Factor and material tonnages processed at the Material Diversion Transfer Station. In 2026, a waste generator study and an updated waste composition study will provide additional data to track and monitor progress towards SWMP targets.

Per Capita Disposal

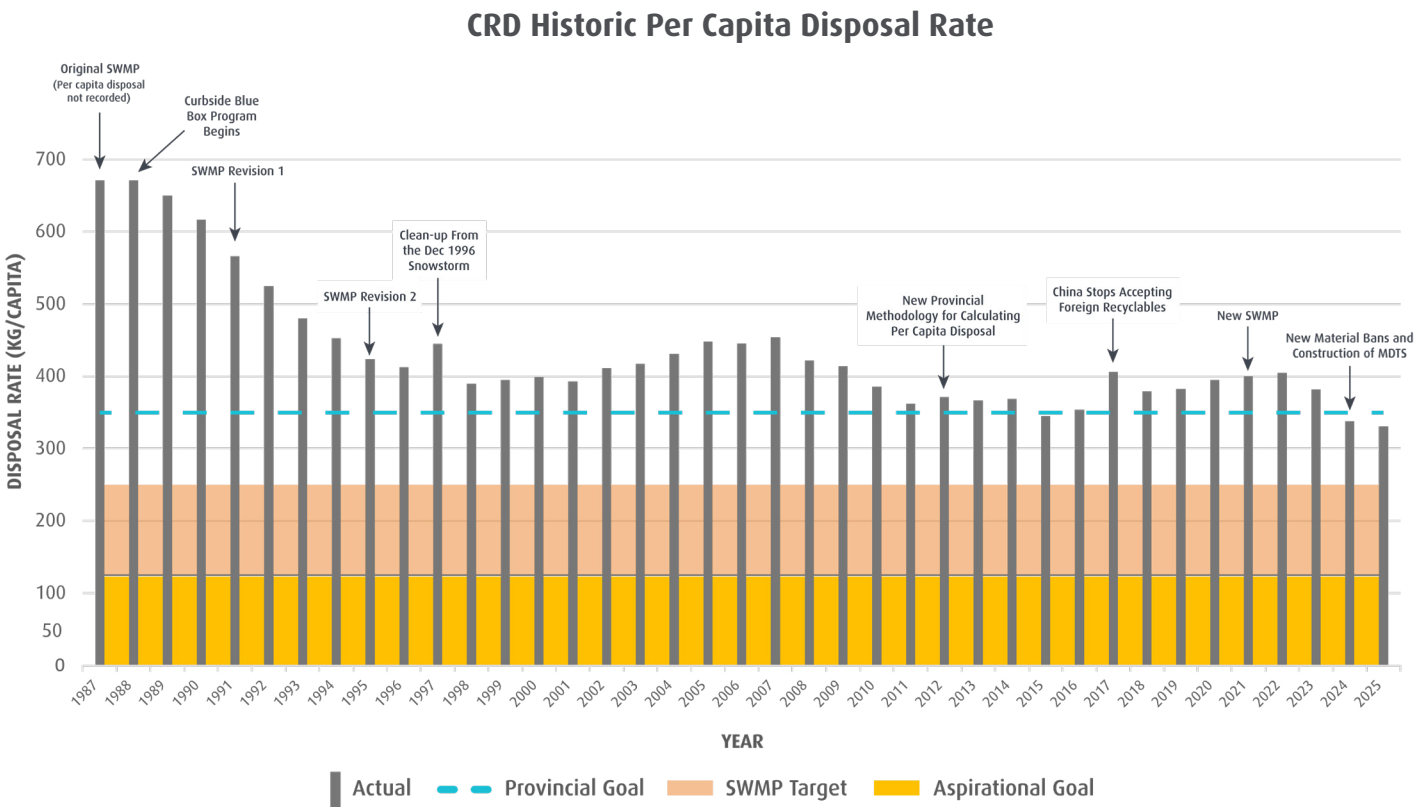
In 2012, the Province of BC began using per capita disposal rates as the standard solid waste metric. Regional disposal rates reported to the ENV include general refuse from the residential sector and ICI sources, as well as waste from construction, demolition and renovation activities. Disposal rates do not include controlled waste like asbestos, biomedical, or agricultural waste, heavy industry or contaminated soil.

In the SWMP, the per capita waste disposal rate is used to help the CRD, and residents of the region understand progress towards reaching the plan's waste reduction goals and targets. The per capita disposal rate reported in 2025 is 330 kg per capita. The reduction in per capita for 2025 can, in part, be attributed to increased participation in source separation requirements and diversion activities, especially with regards to the separation of clean and treated wood and asphalt shingles.

General Refuse Disposal - Per Capita Disposal Rate for the Capital Region

Plan Year	Population[2]	Hartland Landfill[1]			Disposal Rate (kg/person)	Percentage Change from 2021
		Received	Beneficial Use[3]	Landfilled[4]		
2021	432,062	173,899	-1,013	172,886	400	N/A
2022	439,950	183,397	-5,107	178,290	405	+1.31%
2023	455,092	179,075	-5,100	173,975	382	-4.43%
2024	464,934	168,055	-10,866	157,189	338	-15.48%
2025	455,283	152,447	-2,006	150,441	330	-17.42%

[1] Excludes blended biosolids; see pg.11 for more information.
[2] BC Stats Population Estimates & Projections
[3] Onsite beneficial use of material based on ENV guidelines
[4] The figure for 2021 includes 6,730 tonnes landfilled at Tervita Highwest Landfill



Solid Waste Market Research and Engagement Study

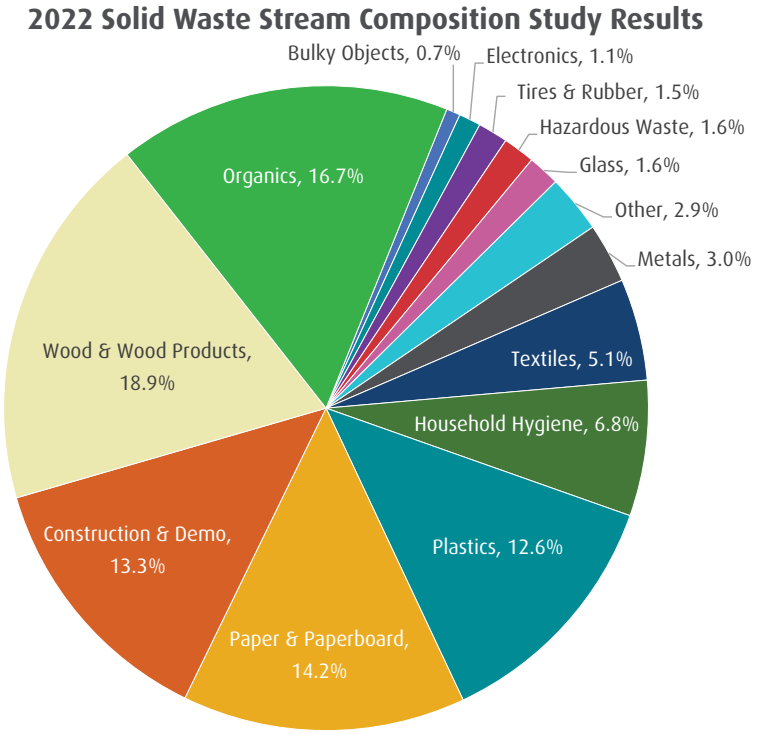
In 2024, the CRD initiated a study to assess behaviours, attitudes, programs, resources and communication strategies related to solid waste within the capital region and to identify areas for improvement. The Market Research and Engagement study is set to be repeated every three years, with the next study scheduled for 2027.

The first study was conducted in 2024 using three surveys targeting residents, Hartland Public Drop-off Depot users and businesses. Results from the study found that 74% of residents reported positive attitudes across five waste management behaviours: reducing waste, supporting circular economy, composting, having confidence in their waste disposal knowledge and supporting community initiatives.

Solid Waste Stream Composition Study

Solid waste stream composition studies provide valuable benchmark data and analysis for evaluating the success of existing solid waste programs and SWMP initiatives.

Since 1990, the CRD has commissioned seven studies to assess the composition of waste being landfilled at Hartland. The most recent analysis took place in 2022 and the next study will take place in 2026.



Waste Generator Study

The waste generator study will help the CRD gather data on where waste is generated, such as in households, businesses, industries or communities. Currently, the CRD's diversion data is limited to the recyclable and reusable items accepted at the Hartland Landfill and through administering packaging, and paper product (PPP) contracts on behalf of Recycle BC for the curbside blue box program and the Electoral Area depots. The waste generator study will provide insights into the patterns of waste generation, understand the composition of waste streams and identify opportunities for new waste diversion programs or policies. The study will provide valuable data and analysis for evaluating the success of existing solid waste management programs and for planning future initiatives.

The waste generator study will be the first of its kind for the CRD. The first study will take place in 2026, and results will be included in the 2026 SWMP Progress Report.

What Goes Where

What Goes Where is a new online tool developed in response to key findings and recommendations from the 2024 Market Research and Engagement Study. The study revealed that many residents lacked clarity on where and how to properly dispose or recycle specific materials such as foam, soft plastics and electronics. To address this gap the CRD launched the new What Goes Where tool, which replaced myrecyclopedia.ca.

The new tool offers a more detailed breakdown of materials categories and allows users to search a broader database of items. The tool also offers options to more clearly distinguish between reuse, recycling and garbage disposal options, helping residents make informed decisions.

What Goes Where was promoted through a media campaign and event outreach booths. The tool recorded 27,486 active users and 61,009 sessions between March and December 2025.

Diversion Programs Funded or Administered by the CRD

CRD Program Diversion (tonnes)	2021	2022	2023	2024	2025
Hartland Diversion	17,525	16,642	18,924	31,135	50,374
Curbside Blue Box	18,613	17,293	17,438	16,716	16,637
Electoral Area Depots	915	929	907	978	992
Total tonnes diverted	37,053	34,864	37,269	48,829	68,003

Challenges and Opportunities

As the management of unwanted materials is a shared responsibility, successful implementation of the SWMP will require involvement from the entire community, including residents, businesses, institutions, First Nations, municipalities and non-profit associations, as well as the local waste management industry. Each of the stakeholders involved in solid waste management has a unique role to play, but there are many competing priorities.

Solid Waste Roles and Responsibilities

The main policy levers the CRD has control of are limited to what is accepted at Hartland Landfill. In early 2024, after consultation with stakeholders, new material bans and tipping fee changes were implemented. Throughout 2024, clean wood, treated wood and asphalt shingles were banned from the general refuse stream, increased fine rates for non-compliance were established and the construction of the Material Diversion Transfer Station (MDTS) was completed.

Along with policy changes, the CRD has introduced the Waste Stream Collector Incentive Program to promote multi-stream waste collection (i.e., source separated organics, recyclables and general refuse) and incent voluntary self-reported collection data sharing. In 2025, 19 Hartland commercial customers, representing approximately 80% of Hartland's total general refuse tonnages participated.

Zero-Waste Event Grant

The Rethink Waste Grant was established to support waste reduction activities in the region. The Rethink Waste Community Grant has been active since 2022 and has supported local community projects which reduce waste and increase awareness across a variety of waste reduction topics.

Through engagement with past and prospective grant recipients and municipal partners, staff identified an opportunity to add to existing momentum in the community surrounding reducing waste generated at public events.

In May 2025, the Zero-Waste Event Grant was launched offering up to $10,000 for event organizers to implement waste reduction strategies at their events. Funds could be used for activities such as collecting new waste streams, introducing reusable food ware, hiring an event waste manager or working with vendors to minimize waste generation at the event. Grant recipients were asked to submit a final report and provide data on waste stream types, volumes and diversion rate for each event.

In 2025, 15 event applications were approved and 12 completed their events and submitted final reports. Across the 12 completed events, organizers reported 6,013 kg of waste generated, with grant funds used to support the diversion of 89% (5,362 kg) of waste. In the end only 651kg of material was sent to the landfill across all 12 events. Additionally, the Zero-Waste Event Grant helped raise awareness and inform attendees about the importance of waste diversion. Across the 12 completed events, an estimated 77,400 attendees were reached through this initiative.

The Zero-Waste Event Grant has provided valuable insight on types and volumes of waste generated through public events as well as highlighted areas where further diversion could be possible. As the grant continues, organizers will be encouraged to introduce reusable food ware to further reduce the volume of materials generated, to increase education and awareness among event attendees to minimize contamination and to work with vendors to limit the types of materials brought into events to those that can be more responsibly managed.

User friendly waste sorting stations purchased with the Zero Waste Event Grant at last year's ArtisTREE event to help divert recyclable materials from the landfill.

Material Diversion Transfer Station

In 2025, the MDTS completed its first full year of operations with all source separation requirements in place. Source separated loads of clean wood, treated wood and asphalt shingles are brought to the MDTS for consolidation and processing before being sent to end markets for recycling or energy recovery. Throughout the year the MDTS processed over 27,300 tonnes of wood and asphalt shingles.

The MDTS has created opportunities beyond managing wood and asphalt shingles. In 2025, the processing of mattresses and yard and garden material were moved from off-site locations to the MDTS, reducing transportation costs and corresponding GHG emissions, and increasing operational efficiency. In May 2025, rigid plastics were collected at the public drop-off area for subsequent grinding at the MDTS for beneficial use on site. In 2026, the CRD will explore opportunities for additional materials to be diverted from the general refuse stream and processed through the MDTS.

Blended Biosolids Disposal at Hartland Landfill

In 2025, the CRD did not landfill any Class A biosolids as general refuse at Hartland Landfill. In March 2025, ENV approved the CRD's Long-Term Biosolids Management Strategy which outlined the beneficial uses for Class A Biosolids. Under this strategy, options will be utilized under a prioritization structure. Tier 1 of the strategy is the development of an advanced thermal demonstration plant, while Tier 2 is the development of additional combustion and non-agricultural, out-of-region, land application options.

Landfill Gas Collection

In 2025, landfill gas collection efficiency was calculated at 57% using the ENV model and 67% using the UBCi model, an increase compared to 43% (ENV) and 50% (UBCi) reported in 2024. Collection efficiency improvements are reflective of the completion of new well connections and infrastructure in early 2025.

Beneficial Use

Beneficial use is the reutilization of materials in landfill operations which would have otherwise been considered waste. Approximately 2,006 tonnes of material was beneficially used on-site in place of virgin materials, as per ENV guidelines. This year a rigid plastics collection pilot was established in the public drop-off area, diverting items such as totes, laundry baskets, and lawn furniture. These items were ground to reduce their size and used as daily cover.

The Material Diversion Transfer Station was constructed at Hartland Landfill in 2024 to pre-process wood (treated and clean) and asphalt shingles for recycling or energy recovery. In 2025, over 27,300 tonnes of clean and treated wood and asphalt shingles were diverted from the general refuse stream and processed at the MDTS.

Progress Summary

The following sections are intended to provide a high-level, easy-to-understand overview of the CRD's progress related to implementing the SWMP and to summarize progress made in 2025 as it relates to the plan's goals and focus areas.

Goals

The four goals of the SWMP may be achieved within the timeframe of this plan, but a goal may also be aspirational, something for the CRD to strive for beyond the timeframe of this plan. Measures of success and progress status definitions for the goals were developed with the SWAC in 2023.

Focus Areas

The focus areas form the basis of service plans and work plans that are approved by the Board annually as part of the financial planning process. Collaboration with First Nations governments, municipalities, other solid waste services, CRD divisions and stakeholders will be integral to this process. The 15 strategies and 72 actions contained within the SWMP are divided into three focus areas:

- Reduce and Reuse
- Recycling
- Recovery and Residuals Management

For more details on the SWMP's 15 strategies, consult *Appendix A: SWMP Report Card.*

2025 Overall SWMP Progress

On track

Goal Areas

Goal 1: To surpass the provincial per capita waste disposal target (350kg/capita/year) and aspire to achieve a disposal rate of 125 kg/capita/year.

Goal 2: To extend the life of Hartland Landfill to the year 2100 and beyond.

Goal 3: To have informed citizens that participate effectively in proper waste management practices.

Goal 4: To ensure that the CRD's solid waste services are financially sustainable.

Focus Areas

Reduce and Reuse

Recycling

Recovery and Residuals Management

Focus Area Icon Legend

On Track: 75% pr greater of yearly target progress

Opportunity for Improvement: 50%-75% of yearly target progress

Attention Required: less than 50% of yearly target progress

Future Action

Goal Area Icon Legend

On Track

Opportunity for Improvement

Attention Required

Developed in collaboration with the SWAC, each goal has a unique definition for "On Track", "Opportunity for Improvement" and "Attention Required." Review the following section for definitions.

Goal One:

To surpass the provincial per capita waste disposal target (350kg/capita/year) and aspire to achieve a disposal rate of 125 kg/capita/year.

On Track

Indicators and Inputs Summary:

- Calculated a disposal rate of 330 kg/capita, a decrease of 17.42% or 70 kg/capita from when the plan began in 2021 and a decrease of 8 kg/capita or 2.26% compared to 2024.
- In 2025, the MDTS completed its first full year of operations with all source separation requirements in place. The MDTS diverted over 27,300 tonnes of wood and asphalt shingles from the general refuse stream.
- 2022 Solid Waste Stream Composition study indicated 47% of the garbage sent to Hartland Landfill could have been potentially diverted through reuse, recycling or energy recovery.
- In 2026, the CRD will complete waste generator and waste composition studies to further analyze where and how waste is generated at the source and what is being landfilled.

Icon Definitions

Community is trending towards a per capita disposal rate to be **less than 350 kg/capita** over the life of the plan.

Community is trending towards a per capita disposal rate of **350 kg/capita** over the life of the plan.

Community is trending towards a per capita disposal rate **above 350 kg/capita** over the life of the plan.

Goal Two:

To extend the life of Hartland Landfill to the year 2100 and beyond.

Opportunity for Improvement

Indicators and Inputs Summary:

- Calculated a five-year average (2021-2025) Airspace Utilization Factor (AUF) of 0.67 tonnes of material per cubic meter of airspace, missing the target of 0.76 tonnes of material per cubic meter by 11.8%. AUF is the total volume of general refuse, controlled waste and cover material landfilled.
- Landfilled 150,441 tonnes of general refuse at Hartland Landfill, a decrease of 22,445 tonnes (13%) from when the plan began in 2021.

Icon Definitions

Air space utilization is on track to extend the life of Hartland Landfill to the year **2100 and beyond.**

Air space utilization is only trending to extend the life of Hartland Landfill to the year **2100.**

Air space utilization will not extend the life of Hartland Landfill to the year **2100.**

Goal Three:

To have informed citizens that participate effectively in proper waste management practices.

On Track

Indicators and Inputs Summary:

- Launched the new What Goes Where tool in March 2025. The new tool was accessed by 27,486 unique users and recorded 61,009 sessions.
- Provided $457,963 in funding for non-profit waste reduction organizations, organics diversion education and the Rethink Waste Grant, a 126% increase from when the plan began in 2021.
- Delivered 301 waste reduction workshops and tours (landfill tours, 3Rs, composting) to 6,732 children and adults in the capital region, a 11.9% increase compared to 2024.
- Launched a new Zero-Waste Events Grant which supported 12 public events to divert approximately 89% of all waste generated at the events. The grant and implemented waste reduction activities promoted awareness of zero-waste practices to approximately 77,400 event attendees.
- Evaluated the expanded hours pilot at Hartland and made those hours permanent based on visitor feedback and usage. During the pilot, the total number of vehicles accessing the site increased, with 56% of the visits occurring during the pilot hours, on Saturdays between 2 pm and 5 pm.
- In the 2024 Solid Waste Market Research and Engagement Study, 74% of residents reported positive attitudes across five waste management behaviours, including reducing waste, supporting circular economy, composting, confidence in their waste disposal knowledge and supporting community initiatives.

Icon Definitions

Engagement and participation in proper waste management practices is **higher** than previous years.

Engagement and participation in proper waste management practices is **equivalent** to previous years.

Engagement and participation in proper waste management practices is **less** than previous years.

Goal Four:

To ensure that the CRD's solid waste service are financially sustainable.

Opportunity for Improvement

Indicators and Inputs Summary:

- Solid waste service continues to be self-funded but is now showing a small deficit.
- In 2026, diversion programs and tipping fees will be reviewed and optimized to better ensure future financial sustainability.

Icon Definitions

Solid waste service self-funding model is **financially sustainable** for the remainder of the plan.

Solid waste service self-funding model is **trending in the wrong direction**, adjustments may be necessary.

Solid waste service self-funding model is trending in the wrong direction and is currently **not sustainable** for the remainder of the plan.

Reduce and Reuse

Governments, residents, non-profits and businesses all have an important role to play in reducing and diverting waste from the landfill. Reducing the amount of waste created, and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.

Overall Status
On Track

CRD Roles

Municipal collaboration

Provincial and Federal Government advocacy

Funding and supporting non-profits

Education and outreach

This focus area includes

6

SWMP strategies

Transition Salt Spring Clothing Swap

Progress Summary

- Launched the new What Goes Where tool to help residents search a database for disposal and recycling options, replacing myrecyclopedia.ca. The tool recorded 27,486 active users, 61,009 sessions from March to December.
- Between the Hartland Landfill Public Tours, Hartland Landfill Technical Tours, 3Rs K-12 program, and attending community events, the CRD connected with 4,935 residents.
- The CRD Rethink Waste Grant provided funding to 29 community-based and 12 zero-waste event projects totaling $168,223.
- Continued to provide support ($140,267) for 8 eight local non-profit reuse organizations to assist them in managing unusable donations and partnered with five non-profit reuse organizations for the redistribution of 37 tonnes of usable textiles and bicycles collected at the Hartland Depot.

Return-It Express & Go station at Hartland Depot.

Recycling

By participating in recycling programs, residents and businesses take responsibility for the products they've purchased, and support a system where these materials can be used repeatedly.

Overall Status
On Track

CRD Roles

Hartland Depot

Landfill bans

Provincial and Federal Government advocacy

Curbside recycling contract

Recycling in Electoral Areas

Education and outreach

This focus area includes

7

SWMP strategies

Wood recycling at Hartland Depot

Progress Summary

- Refined operation of Material Diversion Transfer Station (MDTS) and implementation of source separation requirements for clean and treated wood and asphalt shingles. The MDTS diverted over 27,300 tonnes from the general refuse stream.
- Provided funding to the City of Victoria to trial different depot collection methods for non-curbside recyclables. The Beyond the Curb program operated from May – December and collected 380 supersacks or 10.8 tonnes of materials from 5,000 users.
- Continued the MFD Sign Project by hiring two outreach assistants to conduct site visits and offer advice, signage and resources on best practices and setup for the waste collection area. In the end, 48 buildings totaling 2,797 units across seven municipalities participated and the project will continue in 2026.
- Registered 19 Hartland commercial customers, hauling approximately 80% of Hartland's total general refuse tonnages, for participation in the WSCI program which offers a $15/tonne rebate on general refuse for commercial customers who provide multi-stream collection services and submit waste collection data.
- Continued renewal and delivery of Port Renfrew's local solid waste depot, including several site upgrades and a focus on improving operational efficiency.
- New contractor began service for the hauling and processing of kitchen scraps.

Waga Energy Biogas facility opening day at Hartland Landfill. The facility turns landfill biogas into Renewable Natural Gas (RNG).

Recovery and Residuals Management

Once material has been reduced and technology has been applied to recover as much energy as possible, residuals management provides a safe and effective way to manage materials that don't have a next and best use.

Overall Status

Opportunity for Improvement

CRD Roles

Landfill bans and enforcement

Hartland Landfill

Technology research

Landfill Gas Management

This focus area includes

2

SWMP strategies

Progress Summary

- Calculated a disposal rate of 330 kg/capita, a decrease of 2.26% or 8 kg/capita from 2024.
- On January 1, 2025 Hartland Landfill's general refuse tipping fee increased from $150 to $155/tonne.
- Completed a full year of operations of the Material Diversion Transfer Station (MDTS) at Hartland Landfill. The MDTS processes wood (clean and treated) and asphalt shingles for reuse, recycling or energy recovery.
- Moved commercial traffic site access to the new north entrance and scales.
- Began collecting source separated rigid plastics for processing at the MDTS and beneficial use on site.
- Continued with on site beneficial use opportunities with 2,006 tonnes of select waste material streams processed and utilized onsite in place of virgin material, as per the ENV guidelines.
- Issued 576 tickets and 22 warnings primarily related to banned materials in general refuse.
- Began filling of Cell 4, completed construction of Cell 5a and began planning for future landfilling area (Cell 5b), which will secure approximately 25 more years of landfill space.
- Achieved a gas collection efficiency of 57% based on the ENV model, and a 67% gas collection efficiency based on the UBCi model in 2025.

Looking Ahead - 2026

The CRD will continue to demonstrate its leadership by supporting local, municipal, and federal waste diversion efforts, and continue to move waste up the 5R Pollution Prevention Hierarchy to its next and best use.

Some activities planned for 2026 include:

Hartland Landfill 2050+: An options analysis of potential future waste disposal options will be completed in preparation of the development and consultation surrounding CRD next Solid Waste Management Plan.

Waste Generator Study: This study will gain insight into the patterns of waste generation at the source; provide a deeper understanding of the waste stream composition; and identify opportunities for waste reduction, recycling and/or proper disposal across the capital region.

Waste Stream Composition Study: A study will be completed in 2026 to assess the composition of waste being landfilled at Hartland. Results will be compared to the 2022 study and used to asses effectiveness of policies and programs introduced after the last study.

Depot Strategy: The CRD will regionalize/scale up the Beyond the Curb depot program that was piloted in the City of Victoria in 2025. The program will offer free recycling drop-off at community markets and hub spaces throughout the region for non-curbside materials, including flexible plastic and foam packaging.

Waste Flow Management Investigation: A full-time staff member was hired to explore how the CRD can feasibly implement waste flow management and develop policy to promote source separation and increase the diversion of recyclable materials, as well as prevent disposal of out-of-region MSW at Hartland Landfill.

Disaster Debris Management Planning: The CRD will develop a Regional Disaster Debris Framework outlining strategies and procedures for managing debris after a disaster, as well as a Common-use Disaster Debris Management Plan to be made available to other local governments for adoption.

Monitor New Policies to Divert Waste from Hartland Landfill: Changes to the Hartland Landfill Tipping Fee and Regulation Bylaw No. 3881 and Ticket Information Authorization Bylaw No. 1857 came into effect in two phases in 2024. Staff will monitor the impact of changes and investigate additional policies to promote continued diversion.

Battery recycling at the Hartland Public Drop off Depot.

Appendix A: Solid Waste Management Plan Report Card

The SWMP Report Card is intended to provide a high-level, easy-to-understand overview of the CRD's progress related to implementing the SWMP and to summarize progress made in 2025.

Methodology

The SWMP identifies specific strategies and actions to guide the CRD's efforts over the lifespan of the Plan. Over the lifetime of the SWMP, the strategies and actions contained within will form the basis of service plans and work plans that are approved by the Board annually as part of the financial planning process. Collaboration with First Nations governments, municipalities, other solid waste services, CRD divisions and stakeholders will be integral to this process.

These include 15 strategies with 72 actions and associated timelines divided into the following three focus areas:

- Reduce and Reuse
- Recycling
- Recovery and Residuals Management

2025 Overall SWMP Progress

On track

The 15 strategies with 72 actions contained within the SWMP are divided into three focus areas. Scores are based on the current status of each strategy with their focus area.

Focus Areas

- Reduce and Reuse
- Recycling
- Recovery and Residuals Management

Focus Area Icon Legend

- **On Track:** 75% or greater of yearly target progress
- **Opportunity for Improvement:** 50%-75% of yearly target progress
- **Attention Required:** less than 50% of yearly target progress
- **Future Action**

Reduce and Reuse

Reducing the amount of waste created and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.

Overall Focus Area Status

On track

Status	Strategy	Update
Progress on Strategies		
	1 Continue and enhance education programs	• Launched the new What Goes Where tool to help residents search for diversion and disposal options, replacing myrecyclopedia.ca. The tool recorded 27,486 active users, 61,009 sessions and an engagement rate of 65.72% • Developed and circulated 5 issues of the CRD Rethink Waste Newsletters to 673 subscribers • Responded to 20,972 Infoline inquiries via phone and email • Delivered 109 3R programs to 2,300 students, and 2 Earth Day 3R programs to 630 participants • Sent 3 CRD Educators Newsletters to 917 subscribers • Delivered a teacher professional development workshop for 16 teachers who will continue education with their 320 students • Launched The Loop Lab, a new circular economy workshop for grade 9-12 students • Delivered 9 public landfill tours to 226 participants; 20 community group tours and workshops to 434 residents and 10 technical landfill tours to 200 industry partners • The CEC delivered 62 composting and waste reduction-related workshops to 1,052 adults and 194 composting and waste reduction-related workshops to 3,652 children and youth. • The CEC also delivered four business workshops to 23 adult participants. • Conducted 4 solid waste public education campaigns, including advertorials, YouTube pre-roll, social media campaigns, digital advertising, print advertising and bus advertising • Employed targeted social media campaigns to promote solid waste programs and initiatives, reaching 594,265 people across CRD platforms and generating 843,647 content views • Increased social media outputs from 70 in 2024 to 127 in 2025 fostering regular and consistent engagement • Created a new Hartland Landfill educational tour video for classes that are not able to visit the site • Offered new educational resources for schools including, a how to do a classroom waste audit and multiple tools to support teachers, families and administrative staff implement zero waste lunch programs • CRD staff participated in 18 outreach booths with solid waste messaging including Love Food Hate Waste, household hazardous waste and What Goes Where. Staff engaged with 1,689 visitors at the booths • CEC staff attended 44 community events on behalf of the CRD to promote at home composting and organics diversion • Debuted a new engagement tool, What Goes Where bean bag toss, at community events booths to increase engagement and promote the new What Goes Where tool • Received 4,510 new RecycleCRD app installs and recorded 6,888 Ready, Set, Sort! game plays by residents • Added 15,580 residents to receive reminders and alerts via RecycleCRD app, email, voicemail and mobile calendar for the Curbside Recycling Program • Continued participation in Coast Waste Management Association communications/educators working group • Continued sponsorship of Ecostar awards • The City of Victoria implemented their Reuseable Cup campaign for a second year in October 2025 which prevented 1,027 single-use cups from being used • The City of Victoria launched a reusable cup and container pilot at Save-On-Foods Memorial Centre, reducing the number of single-use items used on-site • The District of Saanich shared waste-related information during their in-person Climate Plan Update engagement sessions. • The Saanich Sustainability division hosted educational booths at public events throughout the year, promoting waste reduction, reuse, and proper sorting. • The District of Saanich ran social media campaigns emphasizing waste reduction and reuse, including seasonal tips.

Reduce and Reuse

Reducing the amount of waste created and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.

Overall Focus Area Status
On track

Status	Strategy	Update
Progress on Strategies		
	2 **Encourage waste prevention**	· Continued to provide funding under the Rethink Waste Community Grant (RWCG) and supported 29 projects ($96,172) · Increased funding available for RWCG projects from $3,000 to $5,000 per project to ensure organizations have sufficient funding supports to complete waste reduction initiatives and to incent new projects that may have been limited by the funding amounts available. · Introduced the Zero-Waste Event Grant which supported 12 events and resulted in 5,362kg waste diverted from the general refuse ($72,051)
	3 **Support reduction of avoidable food waste**	· Conducted a fall Love Food Hate Waste education campaign, which featured social media collaborations with local Food Security Distribution Centre, local print and digital media ads · Continued partnership investment ($22,000) with the national Love Food Hate Waste campaign for access to national resources and educational materials · Provided $98,083 in funding to the CEC to deliver waste diversion and composting programs to adults and children in the region. · The City of Victoria hosted a Circular Economy Speaker Series Food Waste Event which moved 400 lbs of food up the pollution prevention hierarchy
	4 **Support reuse activities in the region**	· Continued to provide support ($140,267) for 8 local non-profit reuse organizations to assist them in managing unusable donations · Collected 37 tonnes of reusable goods at Hartland Depot for redistribution by local non-profit reuse organizations · Provided Light House with $25,530 in funding to support their building material exchange program which connects construction and manufacturing businesses with surplus materials and materials for reuse
	5 **Support local governments in working towards zero waste and a circular economy**	· Continued leading the Local Government Waste Reduction Working Group, 12 municipalities participated, 8 meetings held in 2025 · Continued work with W̱SÁNEĆ Leadership Council/ CRD Solid Waste Working Group · Continued discussions with Pacheedaht First Nation on future, mutually beneficial long-term waste management for the broader Port Renfrew community · CRD's elected representative participated in the Vancouver Island and Coastal Communities Committee's meetings. · Developed a Model Demolition Waste and Deconstruction Bylaw to be made available to local governments · The District of Saanich worked with The Diverters to operate waste-sorting booths at public events and festivals, improving material diversion and public education · The District of Saanich piloted reusable food service ware at three public events, including using 5,000 stainless steel bowls for Strawberry Festival, preventing the use of approximately 4,000 single-use containers · The District of Saanich sponsored 14 businesses to participate in the Synergy Circular Economy Accelerator Program
	6 **Continue and enhance policy development**	· Amended Hartland Landfill Tipping Fee and Regulation Bylaw No. 3881 and Ticket Information Authorization Bylaw No. 1857 to make adjustments to the tipping fee structure and increased bylaw fines · Registered 19 Hartland commercial customers, representing approximately 80% of Hartland's total general refuse tonnages, for the WSCI program which offers a $15/tonne rebate on general refuse for commercial customers who provide multi-stream collection services and voluntary report waste collection data · Continued renewal and delivery of Port Renfrew's local solid waste depot, including several site upgrades and a focus on improving operational efficiency. · Secured a contractor and began Disaster Debris Management Planning in collaboration with the City of Victoria · City of Victoria staff continue to attend Canadian Collaboration for Sustainable Procurement event and learning opportunities to improve understanding of sustainable procurement as it relates to waste reduction and climate action · Hired a Solid Waste Analyst to begin work on investigating regulatory mechanisms to manage MSW in the region. · Initiated and hosted Wildlife Attractant Working Group meetings to share options for local bylaws to address limiting bear attractants. Meetings were attended by representatives from 8 municipalities and 1 electoral area. · The District of Saanich drafted and piloted a Sustainable Procurement Policy, including staff guidelines and a purchasing checklist.

Recycling

Reducing the amount of waste created and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.

Overall Focus Area Status
On track

Status	Strategy	Update
Progress on Strategies		
	7 **Increase residential diversion**	· Partnered with Recycle BC for local collection of 18,428 tonnes of residential PPP through the Hartland Depot, the curbside single-family home recycling program and depot services for rural/island residents · Completed the pilot of expanded Saturday hours at Hartland Landfill to increase accessibility and made expanded hours permanent · Received 4,579 tonnes of recyclable material and 68 tonnes of orphan household hazardous waste at the Hartland Depot · Continued to support the Southern Gulf Islands Recycling Coalition as they deliver waste reduction and diversion services for their communities · Provided funding to the City of Victoria for the Beyond the Curb pilot program trialing new depot collection methods for non-curbside recyclables. The resulting Hub and Community Market depots had about 5,000 users and diverted over 10 tonnes of materials · Investigated flexible plastics curbside collection options for single family homes · Participated in monthly meetings with the South Island Sustainable Events Collective, a collective of private businesses/community members and local government aimed at coordinating event waste reduction efforts · Staff began working with Pacheedaht First Nation to investigate the possibility of extending curbside recycling collection to the community under the next curbside collection contract
	8 **Increase multi-family diversion**	· Implemented the MFD Sign Project, by hiring 2 outreach assistants to conduct site visits, offer advice, signage and resources on best practices and setup for the waste collection area; 48 buildings totalling 2,797 units across 7 municipalities participated · Installed 570 signs in MFDs and provided over 2,797 education materials for residents living in MFDs, including sorting guides, move-in and move-out guides, Hartland Depot sorting guide, and the kitchen scraps guide to promote proper waste disposal · Developed tools and guidelines for property managers outlining best practices for managing waste sorting areas and tips to increase diversion · Funded the City of Victoria's Beyond the Curb non-curbside depot recycling program designed to increase access to recycling depots in high density residential locations
	9 **Increase diversion from industrial, commercial and institutional facilities**	· Developed tools and guidelines for food and beverage businesses and developers outlining best practices for source separation and space and access for waste sorting areas · Met with representatives from School Districts 61, 63 and 64 to discuss barriers, challenges and opportunities to increase waste diversion in schools · Introduced a Zero-Waste Event Grant to support event organizers to implement waste reduction strategies at public events · Developed a resource for local governments outlining several approaches to implement source separation and space and access requirements
	10 **Support existing and new extended producer responsibility (EPR) programs**	· Continued to partner with 12 EPR stewards for local collection of 20,077 tonnes of provincially-regulated recyclables through the Hartland Depot, Gulf Islands and Port Renfrew Depot and the Curbside Blue Box Program · Participated in the Major Appliance Recycling Roundtable's Local Government Advisory Committee · Continued to engage in opportunities to refine the EPR system in BC by participating on the BC Product Stewardship Council and working with program stewards to support and enhance their services offered in the capital region · Sent an advocacy letter to the Ministry of Environment & Parks expressing objections to the decision to exclude mattresses from the forthcoming update to the Province's Recycling Regulation
	11 **Increase organics diversion and processing capacity**	· Provided consolidation, transfer and processing services for 16,578 tonnes of kitchen scraps collected by municipalities and private service providers at Hartland Landfill · Began working with a new contractor for hauling and processing of kitchen scraps from Hartland Landfill · Opened a new Kitchen Scraps Transfer Station · Provided transfer and processing services for 2,541 of yard and garden material received at Hartland Landfill · Continued to support restoration activities by offering reduced tipping fees for safe disposal of source separated invasive species · Staff participated in Environment and Climate Change Canada consultation on Source Separated Organics Variability Roundtable · The District of Saanich managed 10,400 tonnes of organic material through their curbside organics program, 7,000 tonnes of yard and garden materials at the municipal yard, and approximately 300 truck loads of leaf material was turned into compost and mulch for reuse · The District of Saanich waived cart exchange fees for residents for 12 months as a financial incentive to upsize their Organics carts at no charge · The District of Saanich implemented a utilities fee structure that directs operating cost increases to garbage cart fees until organics cart fees reach 50% of garbage fees, incentivizing organics diversion from landfill.

Recycling

Reducing the amount of waste created and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.

Overall Focus Area Status
On track

Status	Strategy	Update
Progress on Strategies		
	12 **Increase construction, renovation and demolition (CR&D) material diversion**	• Diverted about 789 tonnes of clean wood, 19,204 tonnes treated wood and 6,527 tonnes asphalt shingles for recycling and energy recovery • City of Victoria had 11 permits falling under the Demolition Waste and Deconstruction Bylaw, all were successful and salvaged over 72 tonnes of wood for reuse. • A CRD Model Demolition Bylaw was drafted and will be shared with municipalities to be adopted if they elect to do so • Introduced a $1,000 fine for the improper disposal of asbestos and for bringing loads of materials in walking floor trailers that have not been properly source separated • Worked with CRD bylaw to refine acceptance/contamination limits for C&D materials requiring source separation • Supported (through RWCG) Synergy Foundation to create and promote Green Trades Certification
	13 **Encourage proper public space waste management activities**	• Conducted an education campaign on abandoned waste, highlighting how residents and college students can dispose of unwanted items according to the 5R Pollution Prevention Hierarchy • Provided $3,859.82 in funding to six projects through the Community Clean-up Program. • Staff provided the Pacheedaht First Nation with educational resources and suggestions on supports to help reduce bear-human interactions in their community due to the presence of attractants • Responded to 8 inquiries regarding illegal dumping activity in Electoral Areas • The City of Victoria launched a new Streetscape Recycling Program with Recycle BC in December 2025 • The Township of Esquimalt launched a pilot program that placed new, larger waste bins at 12 high-traffic bus stops to reduce illegal dumping • The District of Saanich installed 40 new litter bins with restricted openings and signage highlighting the applicable bylaw and fines for dumping of household waste

Recovery and Residuals Management

Once material has been reduced, and technology has been applied to recover as much energy as possible, residuals management provides safe and effective ways to manage materials that don't have a next and best use.

Overall Action Status
Opportunity for Improvement

Status	Strategy	Update
Progress on Actions		
	14 **Optimize landfill gas management**	· Achieved a gas collection efficiency of 57% (ENV model) 67% (UBCi model) in 2024 · The new Biogas Upgrading Facility was completed and the generation of RNG for use in FortisBC gas systems began · Continued to implement strategies to improve gas collection and mitigate fugitive emissions · Continued annual installation of landfill gas collection infrastructure
	15 **Enhance Hartland disposal capacity**	· Calculated a disposal rate of 330 kg/capita, a decrease of 2.26% or 8 kg/capita from 2024 · Increased Hartland Landfill's general refuse tipping fee from $150 to $155/tonne, beginning January 1, 2025 · Increased tipping fees for controlled waste and asbestos from $157/tonne to $214/tonne, beginning January 2025 · Operated the Material Diversion Transfer Station at Hartland Landfill effectively diverting of approximately 27,300 tonnes wood (clean and treated) and asphalt shingles · Began deconstructing mattresses at the MDTS rather than off-site to decrease GHG generation and increase operational efficiency · Began a pilot project for diverting rigid plastics for processing and beneficial use at Hartland · Continued with onsite beneficial use opportunities with 2,006 tonnes of select waste material streams processed and utilized onsite in place of virgin material, as per the ENV guidelines · Calculated a 5-year average AUF of 0.67 tonnes of material per m3 of airspace · Newly constructed Cell 4 began receiving garbage in January 2025 · Cell 5a construction was complete and planning for construction of Cell 5b began · The Long-Term Biosolids Management Strategy received endorsement from the Ministry of Environment and Parks in March 2025 and identifies priorities and actions including a demonstration plant, expanded combustion options, and non-agricultural, out-of-region land application · Received 20,540 tonnes of controlled waste and 2,761 tonnes of asbestos containing material · Issued 576 tickets and 22 warnings, related to several offences, including recyclable materials being found commingled in the garbage; failure to follow site Regulations, and deposition of hazardous materials etc.

Capital Regional District

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2025 Solid Waste Management Plan Progress Report

Environmental Services Committee

April 15, 2026

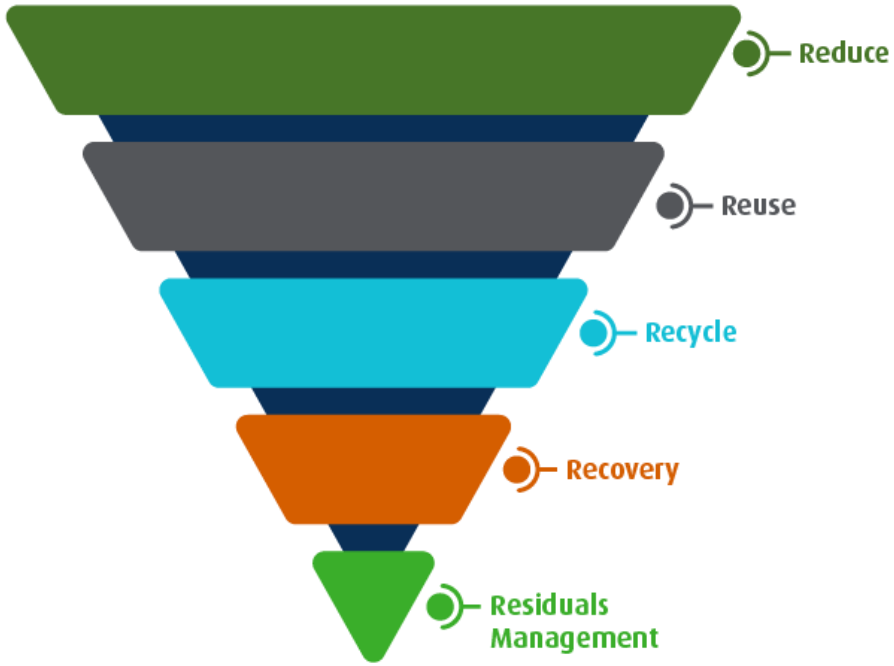
Agenda

1. Solid Waste Management Plan
2. Progress Summary
3. Report Card
4. Looking Ahead

Rethink waste

Solid Waste Management Plan

In BC, regional districts develop SWMPs under the provincial Environmental Management Act that are high-level, long-term visions of how the regional district would like to manage its solid waste, in accordance with the 5R Pollution Prevention Hierarchy.



Solid Waste Management Plan

Goals			
To surpass the provincial per capita waste disposal target	To extend the life of Hartland Landfill to the year 2100 and beyond	To have informed citizens that participate effectively in proper waste management practices	To ensure that the CRD's solid waste services are financially sustainable

Focus Areas		
Reduce and Reuse *Strategies 1-6*	**Recycling** *Strategies 7-13*	**Recovery and Residuals Management** *Strategies 14-15*

Reduce and Reuse

Overall Action Status
On Track

Progress Summary

- Launched the new What Goes Where tool
- The Rethink Waste Grant approved applications for 50 community projects and 15 zero-waste events
- Connected with over approx. 5,000 residents through education and outreach programs

Recycling

Overall Action Status
On Track

Progress Summary

- Operation of the MDTS[1] diverted 27,300 tonnes of wood and asphalt shingles.
- Opened a new kitchen scraps transfer station.
- Opened the new Kitchen Scraps Transfer Station
- Partnered with the City of Victoria to trial different depot collection methods for non-curbside recyclables.

[1]Material Diversion Transfer Station

Recovery and Residuals Management

Overall Action Status
Opportunity for Improvement

Progress Summary

- 2025 disposal rate was 330 kg/capita, a decrease of 2.26% or 8 kg/capita from 2024
- Opened Hartland North entrance for all commercial traffic
- Opened the Hartland Landfill Biogas Upgrading Facility
- 5-year average (2021-2025) Airspace Utilization Factor (AUF) was 0.67 tonnes of material per cubic metre of airspace, missing the target of 0.76 tonnes of material per cubic metre by 11.8%

Report Card

2025 Overall SWMP Progress

On track

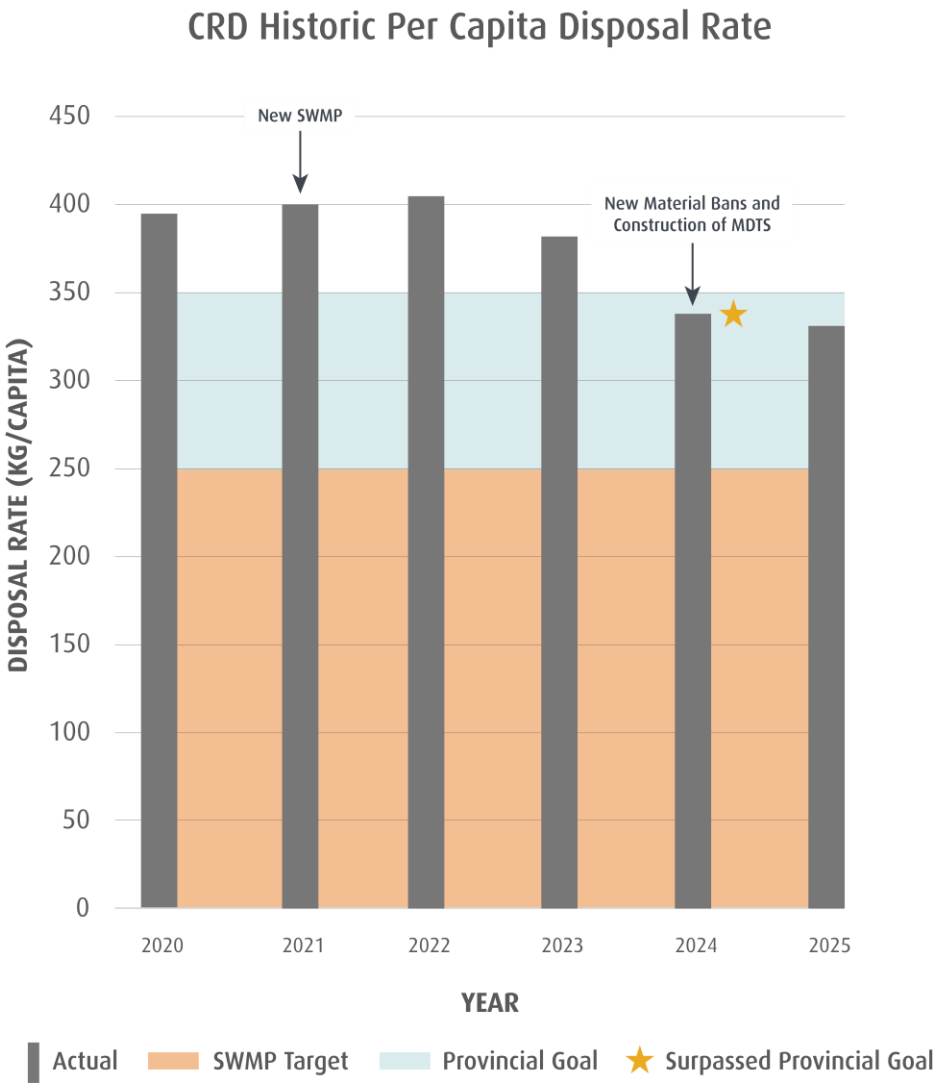
The SWMP identifies specific actions to guide the CRD's efforts over the lifespan of the plan. These include 15 strategies with 72 sub-actions and associated timelines divided into three focus areas.

Focus Areas

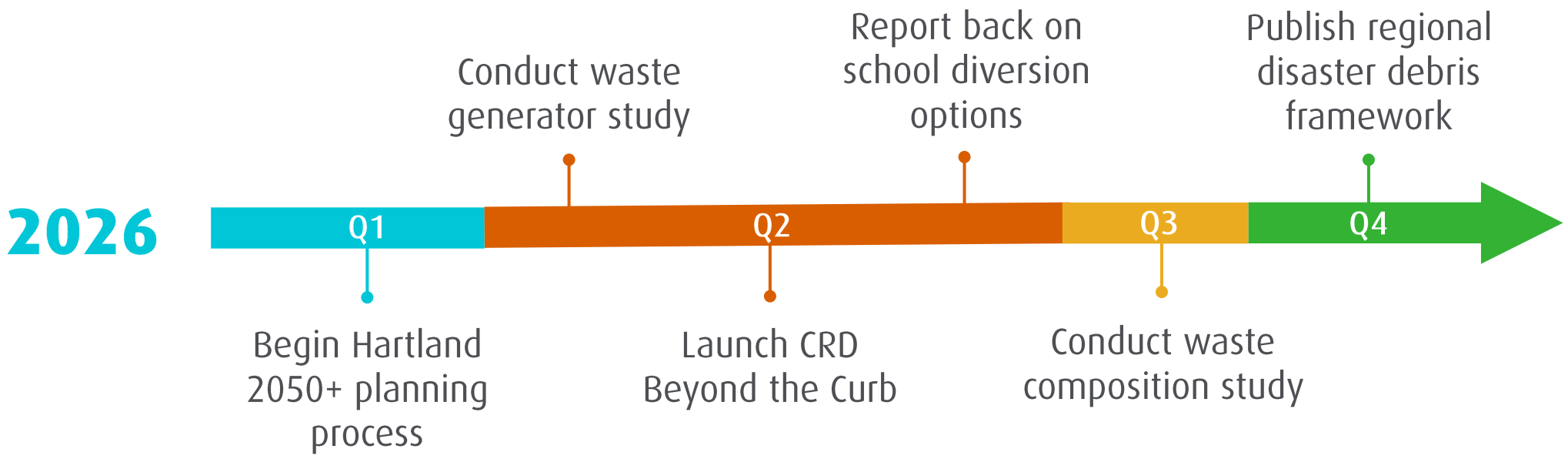
- **Reduce and Reuse**
- **Recycling**
- **Recovery and Residuals Management**

SWMP Progress 2021-2025

- Plan endorsed by CRD Board in 2021
- Surpassed the Provincial per capita disposal target of 350 kg/capita in 2024
- 2025 disposal rate is 330 kg/capita
- Currently 47% of the way to reaching the SWMP target of 250kg/capita, with a reduction of 80 kg/capita remaining.



Looking Ahead - 2026



Thank you

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Capital Regional District

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Making a difference...together

EEI 26-22

REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 15, 2026

SUBJECT **Climate Action Strategy – 2025 Progress Report**

ISSUE SUMMARY

To present the Capital Regional District's (CRD) 2025 Climate Action Progress Report, which identifies progress towards the CRD's Climate Action Strategy.

BACKGROUND

The CRD has a long-standing commitment to climate action and continues to prioritize efforts to address climate change both within its own operations and across the region. Since signing the BC Climate Action Charter in 2007, the CRD has taken significant steps, including:

- establishing a regional climate action service in 2009;
- integrating climate action targets and goals into the Regional Growth Strategy in 2018; and
- declaring a climate emergency in 2019.

In 2021, the Board approved an updated CRD Climate Action Strategy and a five-year action plan. This Strategy outlines how the CRD, within its service mandates, will demonstrate leadership on climate action. The CRD is committed to reporting on the progress of this Strategy annually.

A renewed Climate Action Strategy for 2026-2030 is currently under development and will be presented for Board consideration in early Summer 2026.

CRD Climate Action and Adaptation Service

Under Bylaw No. 3510, the CRD established a Climate Action service in 2009 with a regional collaboration mandate to directly support the organization and local governments in reaching mitigation and adaptation targets, policies and actions. The service hosts two inter-municipal networks and closely works with local government staff, senior governments, utilities and other stakeholders to identify other climate action opportunities and advance initiatives in collaboration. These initiatives are embedded in the Climate Action Strategy.

The service's core budget is funded from an annual requisition across all regional municipalities and electoral areas, with additional funding from corporate services and external grants. In 2025, the service:

- operated on a core annual budget of approximately $1.8 million, which includes five full-time employees, one full-time term position, and one temporary full-time position; and
- secured an additional ~$3.2 million in external grant funding for projects completed in 2025 or currently in progress.

PROGESS HIGHLIGHTS

The CRD climate action progress in 2025 included the following highlights:

- launched the **Climate Adaptation Capacity Building** Initiative for elected officials and public-sector staff, training a regional cohort in climate adaptation, including development of a regional climate adaptation roadmap
- completed or launched **efficiency upgrades** to the Goldstream UV water treatment facility, Panorama Recreation Centre and the SEAPARC Recreation Centre, saving approximately $120,000, 1,100,000 kWh of electricity, and 512 tonnes of Greenhouse Gas (GHG) emissions per year once completed (18% of CRD 2024 corporate emissions)
- **installed 17 public EV chargers** with a total of 164 public EV chargers installed since the program launch
- collaborated with the District of Saanich and the City of Victoria to create harmonized **energy and carbon emission reporting bylaws for large buildings**, and put contracts in place to launch and support a regional building benchmarking program in 2026
- Supported hundreds of **home heat pump and energy efficiency retrofits** through the CRD's Home Energy Navigator program, eliminating hundreds of tonnes of GHG emissions and making homes more resilient to extreme heat
- hosted the CRD's first Climate Community Gathering bringing together **volunteer climate action groups** from across the region and provided 118 Cool It! climate action leadership workshops training thousands of secondary students across the region in climate leadership
- completed construction of the Biogas Upgrading Facility (BUF) for **Renewable Natural Gas** (RNG) at Hartland Landfill, which now feeds renewable natural gas into the Fortis BC network. The BUF is estimated to result in up to 475,000 tonnes of CO_2 emissions avoided over 25 years - equivalent to the lifetime emissions of about 105,000 Canadian homes

Corporate Greenhouse Gas Emissions

The CRD completes an annual corporate emissions inventory. Emissions associated with Hartland Landfill and the Capital Region Housing Corporation are not included, as they are excluded from the provincial reporting framework. The results of the 2025 corporate inventory indicate:

- CRD operations generated 3,432 tonnes of CO_2e emissions, a 20% increase from 2024 and a 14% increase from the baseline level of emissions from 2007.
- emissions from buildings, facilities and infrastructure increased by 36% to 2,328 tonnes. This is primarily due to the emission factor for electricity used from the BC Hydro grid increasing by approximately threefold in 2025 compared to 2024. If the BC Hydro emissions factor had stayed the same as 2024, emissions from buildings, facilities and infrastructure would have decreased by 7.5%, and emissions from total CRD operations would have decreased by 6.5% compared to 2024. Emissions from fleet vehicle travel decreased by 4% to 1,104 tonnes.

While the emissions factor of BC Hydro's integrated grid electricity changes from year to year, staff expect any increases to be temporary. The Clean Energy Act requires that electricity supplied to BC's integrated grid be 100% renewable by 2030, and BC Hydro has made significant investments to bring new renewable energy online in the coming years to meet this objective.

Regional Greenhouse Gas Emissions

The CRD completes regional and local government GHG inventories every two years, following the internationally recognized Global Protocol Community-Scale GHG Inventories BASIC+ Framework. The Climate Action and Adaptation Service completed the 2024 regional emissions inventory and reported to the Environmental Services Committee on November 19, 2025. The report indicated that:

- the capital region emits approximately 1.8 million tonnes of CO_2e annually;
- an 11% reduction from 2007 levels and a decline in per capita GHG emissions (t CO_2e/capita) of 30%; and
- emissions decreased by 1% compared to the 2022 inventory.

Staff have also created a digital dashboard, to be launched online in the first half of 2026, making the data more accessible than ever for the public to compare municipal GHG emissions in the capital region.

Climate Change Impacts

Regardless of GHG emission reductions today, the capital region will continue to experience the impacts of climate change both now and in the future. Many CRD services already incorporate climate adaptation as a significant part of their work, helping to build resilience across the region. The CRD and regional partners must continue to reduce vulnerabilities in our communities by enhancing our ability to anticipate, respond to, and recover from both extreme weather events and the more gradual shifts brought on by climate change. Updates to the 2026 Climate Action Strategy will include multiple climate adaptation actions to advance this work over the next five years.

Climate Action Report Card

The 2025 Climate Action Progress Report summarizes corporate and community-focused climate actions undertaken in 2025 by CRD services. Appendix A includes a report card that compiles self-reported progress metrics from divisions responsible for implementing each action. Using these metrics, staff assigned a ‘status’ to each level of the Strategy. The status of each goal area is defined as follows:

- **On Track**: 75%-100% of the yearly target for the action were progressed as envisioned.
- **Opportunity for Improvement**: 50%-75% of the yearly target for the action(s) were progressed as envisioned.
- **Attention Required**: <50% of the yearly target for the action(s) were progressed as envisioned.

This systematic evaluation helps identify where additional focus or effort is needed to advance targeted actions, achieve intended outcomes and meet climate action goals.

Results

The overall status for the year 2025 was calculated as ‘on track’. The average status for all corporate actions and all community-focused actions was calculated as ‘on track’. Goal area statuses are listed as follows:

- **On Track**:
  - Goal 1: Climate-Focused Decision Making

- Goal 2: Sustainable Land Use, Planning and Preparedness
- Goal 3: Low-Carbon Mobility
- Goal 4: Low-Carbon and Resilient Buildings and Infrastructure
- Goal 5: Resilient and Abundant Nature, Ecosystems and Food Systems
- Goal 6: Minimized Waste

These statuses indicate substantial progress in all actions identified within the 2021 Climate Action Strategy. Staff are preparing an updated 2026 Climate Action Strategy describing next steps in all goal areas, scheduled to come to the Board in summer 2026.

Financial Implications

The Climate Action program had a total 2025 operating budget of approximately $3.3 million, including $1.0 million in grant-funded capital. As of year-end 2025, the service held total reserves of approximately $1.5 million, including $1.4 million in operating reserves and $68,000 in equipment replacement reserves.

CONCLUSION

The Capital Regional District's (CRD) Climate Action Strategy guides its leadership on climate action within its service mandates, covering both corporate operations and community-focused services. The 2025 Climate Action Progress Report details actions taken to advance the Strategy, Board priorities, and other commitments. In 2025, the CRD made progress on multiple initiatives and identified areas needing increased focus. The overall status was 'on track' (75-100% of yearly targets met). The CRD remains committed to accelerating key actions, reducing corporate emissions, preparing for climate impacts, and collaborating with partners to achieve regional goals.

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 Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: 2025 Climate Action Progress Report (April 2026)
Presentation: 2025 Climate Action Progress Report

Appendix A

2025 Climate Action Progress Report

Making a difference...together

April 2026

TERRITORIAL ACKNOWLEDGMENT

The CRD conducts its business within the Territories of many First Nations, including but not limited to BOḰEĆEN (Pauquachin), MÁLEXEŁ (Malahat), paaʔčiidʔatx̌ (Pacheedaht), Spune'luxutth (Penelekut), Sc'ianew (Beecher Bay), Songhees, SȚÁUTW̱ (Tsawout), T'Sou-ke, W̱JOŁEŁP (Tsartlip), W̱SIḴEM (Tseycum), and xʷsepsum (Kosapsum) Nations, all of whom have a long-standing relationship with the land and waters from time immemorial that continues to this day.

Cover photos:
Front: Aerial view of Victoria
Back: Goldstream River

Organizational Overview

The Capital Regional District (CRD) delivers regional, sub-regional and local services to 13 municipalities and three electoral areas on southern Vancouver Island and the Gulf Islands. Governed by a 24-member Board of Directors, the CRD works collaboratively with First Nations and all levels of government to enable sustainable growth, foster community well-being, and develop cost-effective infrastructure, while continuing to provide core services to residents throughout the region.

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Overview

In 2021, the CRD renewed its Climate Action Strategy and committed to annually report on all climate action-related activities undertaken by the organization. This report summarizes all 2025 activities and other annual indicators identified in the CRD's Climate Action Strategy.

Regulations and Commitments

The CRD is required to take action to reduce corporate and community-related greenhouse gas (GHG) emissions and prepare for the impacts of climate change under the following provincial regulations and commitments:

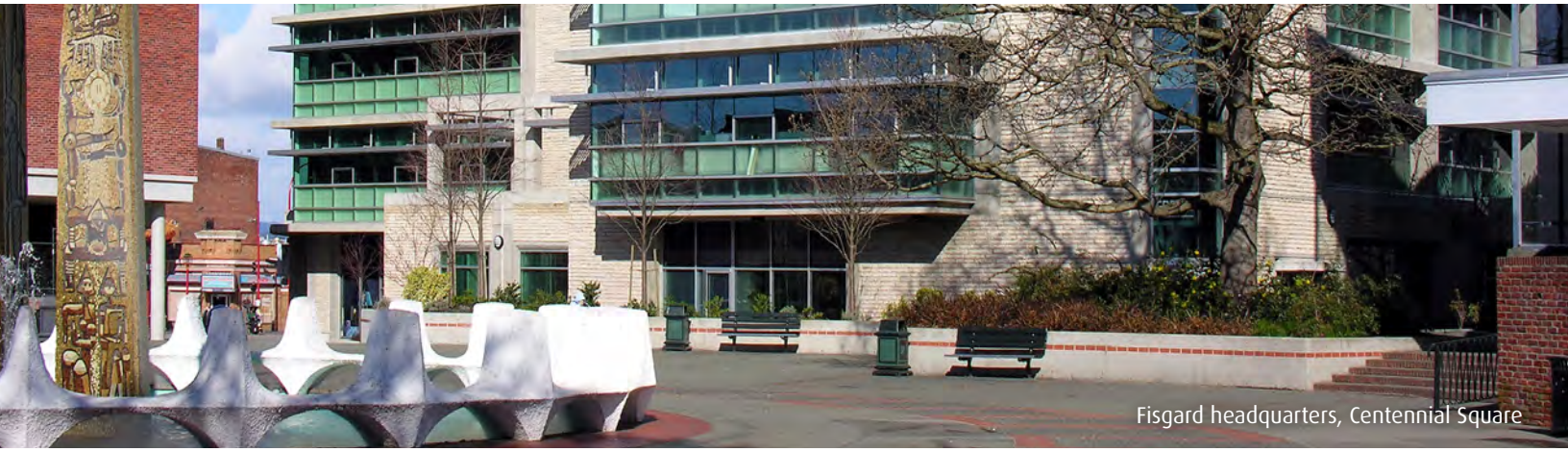
- **Local Government (Green Communities) Statutes Amendment Act** requires regional districts and local governments to include targets, policies and actions for the reduction of GHG emissions in Regional Growth Strategies and Official Community Plans. The Act also provides powers to local governments to support mitigation and adaptation through development permit areas, development cost charges and parking and building code requirements.
- **Landfill Gas Management Regulation** establishes province-wide criteria for landfill gas capture from municipal solid waste landfills. The regulation focuses on GHG emissions from landfills, with the objective of maximizing reductions of landfill gas emissions and identifying potential opportunities to increase landfill gas recovery. As manager of the Hartland Landfill, the CRD is responsible for adhering to this regulation.
- **Emergency and Disaster Management Act** was established in 2023, replacing the Emergency Program Act, with accompanying regulations still forthcoming. This new legislation aligns with the Sendai Framework for Disaster Risk Reduction, which includes a priority to better understand disaster risk. Regulations, which will stipulate specific requirements for local authorities, are forthcoming.
- **All local governments in the region, including the CRD, are signatories of the BC Climate Action Charter.** This includes a commitment to:
    - become carbon neutral in corporate operations.
    - measure and report on the community's GHG emissions profile.
    - work to create compact, complete and more energy-efficient communities.

CRD Climate Action & Adaptation Service

Under Bylaw No. 3510, the CRD established a climate action service in 2009 to act as a resource and facilitator for the CRD, local governments, citizens and organizations in the capital region on energy and climate issues. The service hosts two inter-municipal networks and works closely with local government staff, senior governments, utilities and other stakeholders to identify and advance climate action initiatives in collaboration. The Climate Action Service has five main focus areas:

- Provide support to local governments in developing and implementing climate action plans, programs and policies.
- Catalyze action through partnerships with public and private sectors, non-governmental organizations and community organizations and increase public awareness of climate change issues.
- Liaise with senior levels of government and utilities on climate change-related programs, policies and legislation that impact the capital region.
- Provide scientific information, data and indicators related to local and regional GHG emissions and projected climate impacts.
- Support the CRD in fulfilling its corporate climate objectives and support execution of climate-related Board priorities.

In 2025, the Climate Action Service operated on a core budget of approximately $1.8 million, which included five full-time employees, one full-time term position and one temporary auxiliary position. The program's core budget is provided through an annual requisition from all the region's municipalities and electoral areas (approximately $1.6 million) with supplemental funding from corporate services (approximately $200,000). The service successfully secured significant external grant funding to support Climate Action and other CRD services in implementing key climate and energy initiatives. This includes approximately $3.2 million in confirmed funding for projects completed in 2025 or currently underway.



Fisgard headquarters, Centennial Square

2025 Progress Highlights

CRD climate action progress in 2025 included the following highlights:

- Launched the grant-funded regional Climate Adaptation Capacity Building Initiative, providing targeted workshops, training, and a regional cohort to build understanding and technical proficiency in climate adaptation, leading to development of a regional climate adaptation roadmap;
- Received grant funding for a multi-year climate-based hazards and vulnerabilities review for the CRD's emergency response and critical infrastructure;
- Completed electrical efficiency upgrades at the Goldstream UV water treatment facility, saving approximately 1,100,000 kWh of electricity, 32 tCO_2e of GHG emissions, and $120,000 in cost per year.
- Advanced implementation of the Panorama Recreation Centre and SEAPARC Recreation Centre heat recovery systems, estimated to save 360 tCO_2e and 120 tCO_2e per year once complete, respectively.
- Coordinated the grant-funded Regional Public Electric Vehicle (EV) Charger program, including installation of 17 public EV chargers at municipal sites, with a total of 164 public EV chargers installed since the launch;
- Collaborated with the District of Saanich and the City of Victoria to create harmonized energy and carbon emission reporting bylaws for large buildings, and put contracts in place to launch and support a regional building benchmarking program in 2026;
- Added over 200 new registrants to the CRD's Home Energy Navigator program, which provides free concierge service for home energy retrofits, in addition to over 550 homes either already retrofitted or in-progress;
- Hosted the CRD's first Climate Community Gathering with community-led action groups and municipal staff in the region as an outcome of research conducted in the 2025 Community Mobilization Report.
- Continued supporting delivery of Cool It! climate action leadership workshops for students in the region, delivering 118 workshops (35 funded by the CRD and 83 additional workshops funded by municipalities) and reaching 2,742 students; and,
- Completed construction of the Biogas Upgrading Facility for Renewable Natural Gas (RNG) at Hartland Landfill, which now feeds renewable natural gas into the Fortis BC network.

Climate Action Strategy

Climate action is a long-standing CRD Board priority. Since 2009, the CRD has been committed to taking action to address climate change within its own operations, and at the regional level, to reduce emissions and prepare for climate impacts. This commitment was underlined by the Board's declaration of a climate emergency in early 2019. In response to this declaration, the CRD developed an updated five-year Climate Action Strategy in 2021.

The Climate Action Strategy provides direction for how the CRD, under its service mandates, will show leadership on climate action, both for the CRD's corporate operations and for its community-focused services. The strategy coordinates with other CRD plans and strategies and supports the overarching Regional Growth Strategy (RGS).

CRD headquarters boardroom

2021 Climate Action Vision

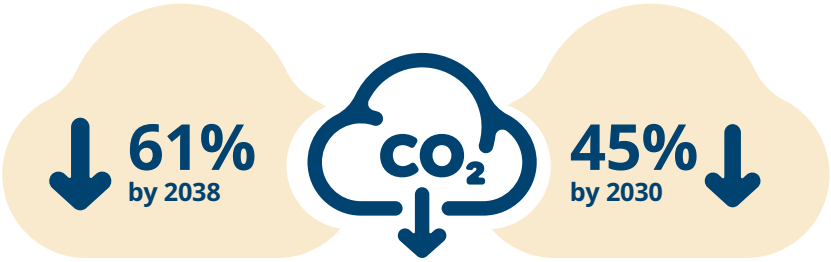
Through collective action, we eliminate emissions and foster healthy and resilient communities and natural areas now and in the future.

This vision recognizes that the CRD must act in concert with many partners to address the climate emergency, ensuring the region is minimizing its contribution to climate change while also preparing for the changes that have already begun. In this context, "we" is inclusive of all governments, First Nations, residents, businesses, institutions, organizations and residents.

In 2025, the CRD began the process to renew this strategy to reflect current opportunities and priorities.

Targets and Goals

The CRD's Climate Action Strategy outlines a pathway toward net-zero emissions by mid-century, in line with the Intergovernmental Panel on Climate Change modelled pathways to limit warming to a 1.5°C change this century. It also determined six goal areas where the CRD will focus its efforts.



Regional target

Reduce regional greenhouse gas (GHG) emissions 61% by 2038 based on 2007 levels (as per 2018 Regional Growth Strategy).

Corporate target

Reduce corporate GHG emissions 45% by 2030 based on 2007 levels and reach net-zero GHG emissions before 2050.

Climate Action Strategy Goals

- Climate focused decision making
- Sustainable land use, planning and preparedness
- Low carbon mobility
- Low carbon and resilient buildings and infrastructure
- Resilient and abundant nature, ecosystems and food systems
- Minimized waste

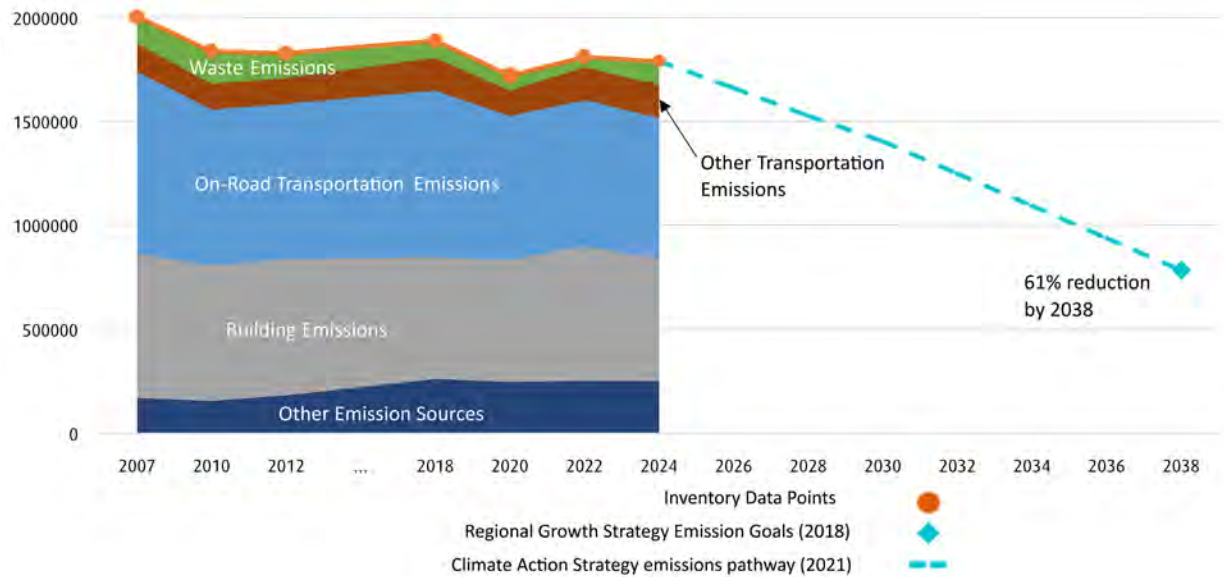
Tracking Our Emissions

Community Emissions

The CRD undertakes GHG accounting bi-annually to better understand the sources and trends of emissions within the capital region. The latest emissions inventory was completed for the 2024 calendar year, building on the 2018, 2020, and 2022 inventories. The inventories follow the internationally recognized Global Protocol Community-Scale GHG Inventories BASIC+ Framework and include GHG emissions from stationary energy (e.g., buildings), transportation (e.g., commuter vehicles), waste (e.g., landfills), industrial processes and product use (IPPU) (e.g., chemical industry), and agriculture, forestry and other land use (e.g., fertilizer application).

The territorial 2024 inventory indicated the capital region emits approximately 1.78 million tonnes of C02e annually. This represents an 11% reduction from 2007 levels and a decline in per capita GHG emissions (tCO_2e/capita) of 30%, which indicates that population growth is decoupling from GHG emissions. Emissions decreased by approximately 1% compared to the 2022 inventory. On-road transportation and the built environment remain the main sources of regional emissions, together accounting for approximately 71% of all emissions in 2024.

Capital Region Emissions (2007 to 2024) and 2038 RGS Emissions Goal



To achieve the CRD's regional GHG emission reduction target of 61% reduction by 2038, the region, and all key players, including senior levels of government, local governments, residents, businesses, industry and organizations, must continue to advance key initiatives, including:

- increase uptake of transit, walking, cycling and other modes of active transportation
- accelerate transition to zero-emissions vehicles
- retrofit existing buildings, improving energy efficiency and converting fossil fuel heating systems to electric
- construction of zero carbon new buildings

Corporate Emissions

In 2025, CRD operations generated 3,432 tonnes of tCO_2e, with 1,104 tonnes associated with vehicle and equipment use and 2,328 tonnes coming from facilities and infrastructure. Emissions associated with Hartland Landfill, Capital Region Housing Corporation (CRHC) and Capital Regional Hospital District (CRHD) are not included in this total, as they are excluded from the provincial reporting framework. This represents a 20% increase from 2024 and a 14% increase from the baseline level of emissions from 2007.

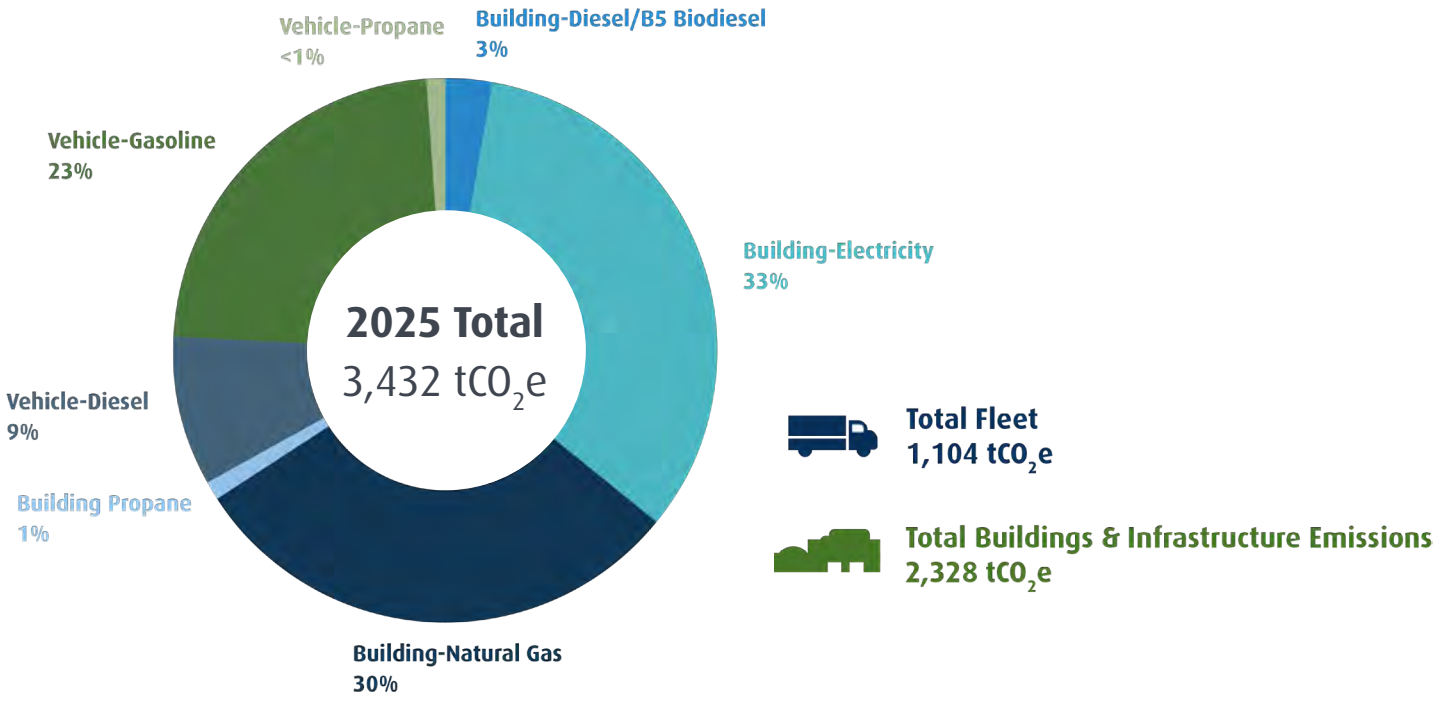
Emissions from vehicle and equipment use decreased by 4% in 2025 compared to 2024. This is a result of the increased use and additional procurement of several electrical vehicles and the use of e-bikes in CRD operations.

Overall emissions from facilities increased by 36% in 2025 compared to 2024. This is primarily as a result of the emission factor for electricity used from the BC Hydro grid increasing by approximately threefold in 2025 compared to 2024.

While the emissions factor of BC Hydro's integrated grid electricity changes from year to year, staff expect any increases to be temporary. The Clean Energy Act requires that electricity supplied to BC's integrated grid is 100% renewable by 2030, and BC Hydro has made significant investments to bring new renewable energy online in the coming years to meet this objective.

CRD electric fleet and chargers

Corporate Greenhouse Gas Emissions in 2025



Growth in infrastructure, facility operations, and fleet services has placed upward pressure on corporate GHG reduction targets. In response, the organization continues to prioritize energy efficiency, operational improvements, and fleet electrification to advance its climate objectives. Although overall fleet activity increased in 2025, travel continued to shift toward low-emission vehicles. While total corporate GHG emissions rose year over year, overall energy consumption declined and supported expanded fleet electrification, reflecting progress toward long-term emissions reduction goals.

Total vehicle activity increased by 7% in 2025 (approximately 150,000 additional kilometres travelled), while overall vehicle-related emissions reduced by 4%.

- Internal combustion engine (ICE) vehicle mileage decreased by 3% (50,000 km reduction).
- Low-emission vehicle (LEV) mileage increased by 49% (200,000 km increase).

Total organizational energy consumption decreased by 5% in 2025 (approximately 10,000 GJ reduction year over year).

- Electricity consumption declined by 5%, while also supporting fleet electrification through the dispensing of approximately 230,000 kWh to low-emission fleet vehicles.
- Natural gas consumption decreased by 3%, with further reductions anticipated in 2026 as additional efficiency and fuel-switching measures are implemented.

Pathway to 2030 Corporate GHG Reduction Target

To meet corporate GHG reduction targets, staff have prepared an updated corporate emissions reduction pathway based on "planned actions" that are scheduled for implementation. The CRD will prioritize actions addressing the largest GHG emitters in the CRD portfolio and scheduled equipment replacements. To achieve this goal, the CRD will continue to focus on accelerating the following critical actions in upcoming years:

- Light-duty vehicle electrification
- Heat Recovery projects at Panorama Recreation Centre and SEAPARC Recreation Centre
- Electrical efficiency projects at multiple sites
- Saanich Peninsula Wastewater Treatment Plant connection to the district energy shared system
- CRD Fisgard headquarters decarbonization
- Infrastructure and Water Services at 479 Island Highway headquarters decarbonization

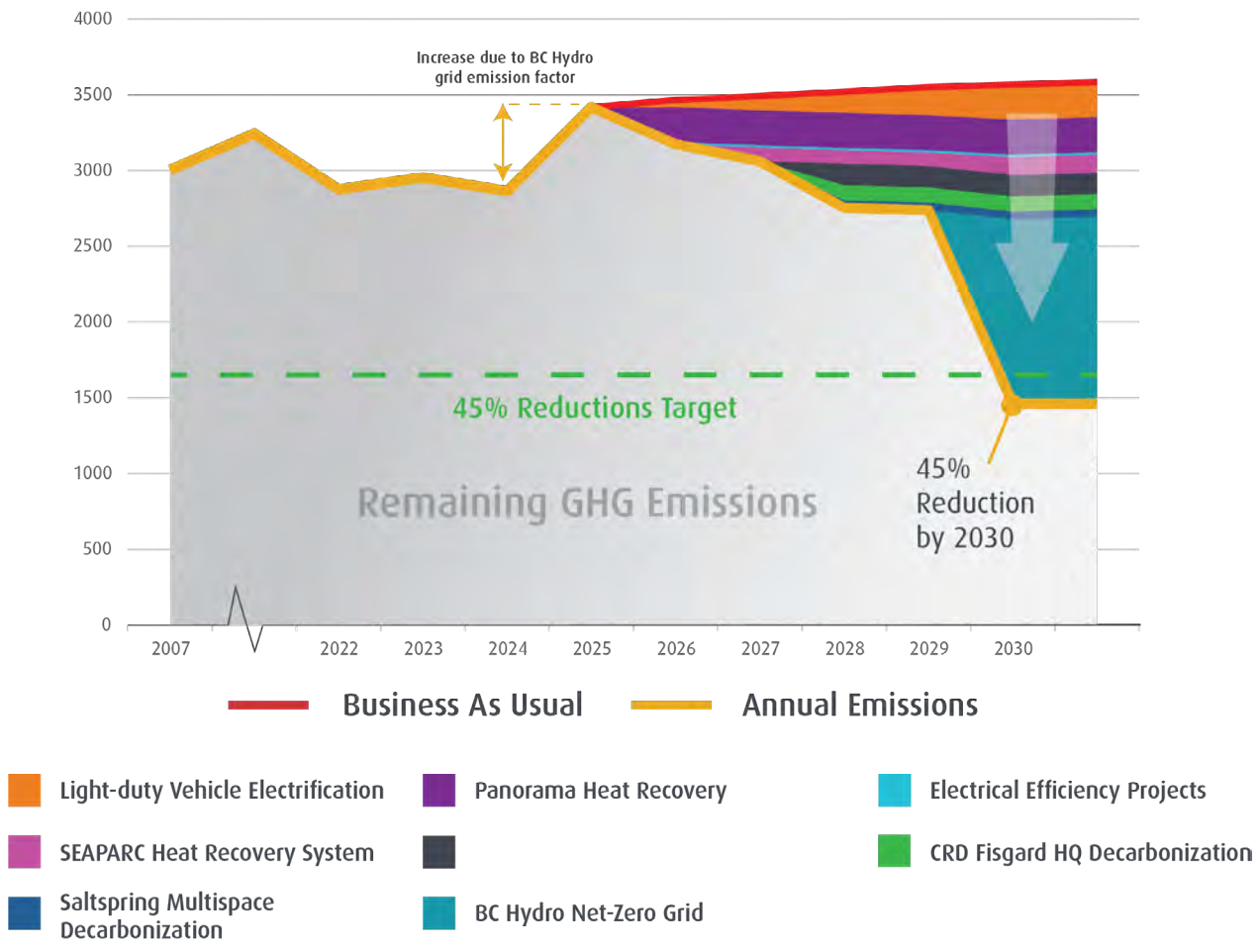


Figure 1: CRD corporate GHG emission reduction pathway based on planned actions by 2030.

Adapting to Climate Impacts

The global average temperature has increased by over 1°C in the past 150 years and the impacts on weather patterns are already being felt. Climate change is already impacting the capital region, and its effects will intensify in the coming decades. Given the region's geographic diversity, climate change will impact different areas in distinct ways, influencing health, infrastructure, water supply, agriculture, ecosystems, and species.

As a result of climate change, modelling indicates that the region will continue to experience:

- hotter summer temperatures, with more extreme heat days and heatwaves
- warmer winter temperatures and less frequent frost, with less snowfall in the colder months
- less rain and more dry days in the summer months
- more precipitation falling in autumn, winter and spring, with longer lasting and more frequent extreme rainfall events
- more extreme and unseasonal weather within and between years, and
- sea level rise.

Climate adaptation is closely tied to disaster risk reduction, requiring both immediate responses to current extreme weather events and long-term planning to address future warming expected in the mid to late century.

The CRD plays a key leadership role in coordinating adaptation efforts by leveraging data, managing critical infrastructure and services, and supporting municipalities, electoral areas, and regional interest holders. The CRD provides essential services that support climate resilience, including maintaining drinking water and wastewater systems, regional planning, regional parks, harbours, watersheds, invasive species programs, and emergency management coordination. To strengthen climate resilience, the CRD is integrating adaptation measures across its operations, as outlined in its Climate Action Strategy and other strategic plans.

Climate adaptation at the CRD must remain flexible and responsive to ongoing legislative changes—such as updates to British Columbia's Emergency and Disaster Management Act (EDMA)—as well as evolving science, increasing regional impacts, and new funding and partnership opportunities.

Watershed tour

While many adaptation measures are already embedded in CRD operations, there are opportunities to strengthen these efforts in the coming years. The CRD will continue to advance key climate adaptation initiatives to better respond to and prepare for a changing climate, such as:

- strengthening inclusion of climate adaptation considerations in governance, strategic and service planning
- completing infrastructure upgrades to address climate hazards
- leading and supporting the development of quality data, mapping, and monitoring products for the region
- undertaking and updating climate risk assessments as required
- supporting coordination through inter-municipal and inter-agency working groups, and,
- integrating new EDMA regulations into CRD emergency response plans and planning documents.

Progress on the CRD's Five-Year Action Plan

The CRD's Climate Action Strategy established six key goal areas, 56 actions and 127 sub-actions that were undertaken by several different services across the organization between 2021 and 2025. The strategy also outlined several indicators to help measure success and to track important trends.

The following sections are intended to provide a high-level, easy-to-understand overview of the CRD's performance and progress related to climate action, and to summarize progress made in the 2025 year for each goal area.

More information, including details on the scoring methodology and actions within each goal area, is contained in Appendix A: Climate Action Report Card.

2025 Overall Action Plan Progress

On Track

The Climate Action Strategy identifies 127 actions with specific timelines across the organization. Scores are based on the current status of each action within their goal areas.

Corporate Actions

Opportunity for Improvement

Community-Focused Actions

On Track

Goal Area

- **Goal 1:** Climate-Focused Decision Making
- **Goal 2:** Sustainable Land Use, Planning and Preparedness
- **Goal 3:** Low-Carbon Mobility
- **Goal 4:** Low-Carbon and Resilient Buildings and Infrastructure
- **Goal 5:** Resilient and Abundant Nature, Ecosystems and Food Systems
- **Goal 6:** Minimized Waste

Legend: Action Status

- **On Track:** 75% or greater of yearly target progress
- **Opportunity for Improvement:** 50% - 75% of yearly target progress
- **Attention Required:** less than 50% of yearly target progress
- **Future Action**

Legend: Indicators*

- Direction of arrow indicates **current trend direction**
- Indicator is trending in the **desired direction**
- Indicator is trending in the **wrong direction**
- Indicator is intended to provide **contextual information**

*While indicators are not considered in the calculation of the action status, they provide context and track long-term progress.

Climate-Focused Decision Making

Goal 1: Climate action priorities are integrated at all levels of decision making across the organization.

Overall Action Status
On Track

To provide its wide range of services, the CRD maintains and operates vehicles, equipment, buildings, facilities, infrastructure, landfills, trails, and parks. Decisions made in each service area can have implications for greenhouse gas (GHG) emissions generated or sequestered by CRD assets over time, as well as how prepared these assets are for the changing climate. The CRD has also identified the need to improve the organizational understanding of Indigenous knowledge, laws, and perspectives in relation to climate solutions.

The majority of sub-actions in this goal area are well progressed, resulting in an overall action status of *on track.*

Goal Progress Summary

- Continued to refine processes that integrate a climate lens, such as Initiative Business Cases, to improve the quality of information included.
- Piloted carbon price policy in key projects like the Panorama Heat Recovery design and Field Operations Centre design and incorporated it into all energy audits conducted in 2025.
- Launched the regional Climate Adaptation Capacity Building Initiative.
- Conducted annual corporate GHG reporting.
- Collaborated with First Nations on shoreline restoration projects, such as Coles Bay Regional Park, to protect ecological and cultural values, while integrating Indigenous knowledge and governance structures into regional park management.

CRD Roles

Operational decision making

This goal contains

15

sub actions

CRD Fisgard boardroom

Indicators

Annual CRD Corporate GHG emissions	• 3,432 tCO_2e (20% increase compared to 2024)

Panorama Recreation Arena B – Location of the ice plant and newly replaced dehumidifier, to be connected to the heat recovery system in 2026

Sustainable Land Use, Planning and Preparedness

Goal 2: Support the region on its pathway to livable, affordable and low carbon communities that are prepared for climate change.

Overall Action Status
On Track

How land use is managed has a strong influence on regional emissions, by affecting how far residents must travel to daily amenities, school and work, and what mode of travel is used, as well as affecting how much land can be protected as carbon sinks. The 2018 Regional Growth Strategy sets a regional vision and high-level policies for growth management. The key provision is to contain 95% of growth in designated areas and to concentrate growth in a way that is connected. In addition to land use, planning and preparedness efforts across the region are important to increase the resilience of the region by increasing our ability to cope with hazardous or emergency events and other impacts that result from a changing climate.

The majority of sub-actions in this goal area are well progressed, resulting in an overall action status of *on track*.

Goal Progress Summary

- Launched the public-facing emergency dashboard and expanded the Public Alert Notification System (PANS) for real-time weather and public safety updates.
- Received grant funding to conduct a multi-year project to develop climate-based hazards and vulnerabilities review for the CRD's emergency response and critical infrastructure.
- Undertook analysis of projects and policies to advance GHG mitigation and climate change adaptation beyond the CRD's existing climate action initiatives.
- Updated the 2024 Regional GHG Inventory.

CRD Roles

Regional planning

Juan de Fuca land use planning

Emergency management in electoral areas

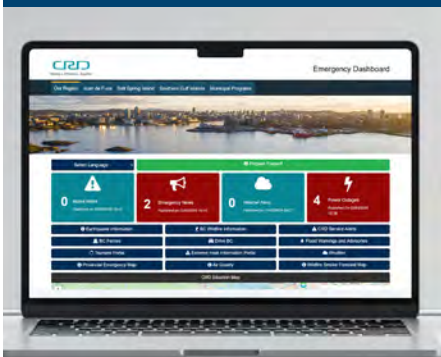
Inter-municipal coordination

Data management

This goal contains

24

sub actions



CRD public facing emergency dashboard

- Hosted the CRD's first annual Climate Community Gathering with community-led action groups and municipal staff in the region resulting from research conducted in the 2025 Community Mobilization Report.
- Continued to facilitate and administer several inter-municipal networks that serve to coordinate regional climate action, set priorities and disseminate resources, including the Climate Action Task Force and Climate Action Working Group, Development Planning Advisory Commission, Transportation Working Group, Local Government Emergency Program Advisory Committee, the Regional Emergency Management Partnership and the Healthy and Safe Environments Community Health Network.

Indicators	
Regional GHG emissions	• 1.78 million tCO_2e in 2024 (11% decrease compared to 2007).

** Progress on this indicator is reported in the Regional Growth Strategy Indicator Report.*

Climate Community Gathering at the Scottish Community Centre November 27, 2025

Low-Carbon Mobility

Goal 3: Rapidly reduce corporate fleet emissions. Support, endorse and encourage active, public and zero emission transportation options across the region.

Overall Action Status
On Track

On-road transportation is the region's largest source of GHG emissions. Not only do vehicles release significant emissions, but they also lead to increased traffic congestion in peak periods. Shifting from a vehicle focus to a low-carbon mobility focus means improving the options to get more people walking, biking and taking transit. For trips that use a vehicle, rapidly switching to electric vehicles (EVs) requires building out charging infrastructure throughout the region, making sure chargers are accessible to those who live in all types of homes and at key locations across the region. The CRD owns and operates a fleet of approximately 300 vehicles to provide its many services across the region and must reduce its GHG emissions by transitioning to EVs and utilizing low emission fuels in vehicles that are not yet electrified.

The majority of sub-actions in this goal area are well progressed, resulting in an overall action status of *on track.*

Goal Progress Summary

- Completed a five-year Fleet Electrification and EV Infrastructure Roadmap to continue to transition the CRD fleet to electric.
- Continued coordination of the Regional Public EV Charger program, funded by the Canadian Infrastructure Program and Clean BC Communities Fund. Installed 24 public electric vehicle chargers at municipal sites other than the City of Victoria, with a total of 164 public EV chargers installed since the program launched.
- Completed installation of two publicly available EV chargers at Witty's Lagoon Regional Park.
- Collaborated with BC Hydro and municipal partners as per a Memorandum of Understanding to advance key priorities related to EV charging infrastructure and policies across the region, including three fully installed and operational public fast-charging hubs in the region.

CRD Roles

CRD fleet

CRD infrastructure (regional trail system and EV charging)

Regional planning

Electoral area transportation

Data management

Community programs

This goal contains

31

sub actions

Charging one of CRD's light duty electric trucks

- Continued Ready Step Roll (RSR) Sustainable School Commute Program.
- Continued to participate in various technical and working groups to support transit access and infrastructure.
- Established a Regional Transportation Service to consolidate transportation planning and regional trail management across the region.
- Continued work on the Regional Trails Widening and Lighting Project.

Indicators	
Regional EV Infrastructure Roadmap implementation	• Level 2 ports: 87% (676 total installed). • DCFC ports: 98% (130 total installed).*
Annual EV ICBC registrations (region fleet size)	• 13,558 total EV and plug-in hybrid vehicle (PHEV) registrations, 4.6% of total registrations, 0.9% increase compared to 2023 (2025 data not available at time of reporting).
Number of corporate EVs purchased*	• 29 EVs purchased (82 total in fleet).

** Metric represents the total number of public chargers that were installed by various owners and installers in the region since before the Roadmap was approved. Future tracking of this metric will update to adjust for incremental installations.*

Electric Vehicle chargers installed at the Fisgard parkade

Low-Carbon and Resilient Buidlings Infrastructure

Goal 4: Accelerate energy efficiency, emission reductions and enhanced resilience in CRD buildings and infrastructure. Support and encourage the same for all buildings and infrastructure across the region.

Overall Action Status
On Track

A large portion of regional GHGs come from energy used in buildings across the capital region, almost all of which is from fossil fuels for space heating and hot water. Shifting from relying on fossil fuels for space heating and hot water and improving the energy efficiency of our buildings are key to achieving GHG reduction targets and can support resiliency measures. As the climate changes, it is increasingly important to prepare buildings and infrastructure. The capacity of infrastructure to be resilient to climate impacts must be considered, such as increased stormwater flows, power interruptions, poor air quality and heat waves.

The sub-actions in this goal area are well progressed, resulting in an overall action status of *on track.*

Goal Progress Summary

- Completed energy studies for Regional Parks Headquarters and Salt Spring Island Multi Space (SIMS).
- Completed Goldstream UV reactor replacement.
- Started lighting efficiency projects at Panorama and SEAPARC recreation centres, and significantly progressed delivery of heat recovery projects at both recreation centres, which when fully implemented will result in approximately 360 tCO_2e of GHG reductions per year at Panorama, and 120 tCO_2e per year at SEAPARC.
- Implemented the Home Energy Navigator program which saw over 200 new registrants. As of November 2025, over 300 people have completed the program and installed retrofits in their homes, with over 250 others midstream in the program.

CRD Roles

CRD buildings and infrastructure

Building inspection in electoral areas

Data management

Community programs

This goal contains

30

sub actions over the next five years

SEAPARC Recreation Centre ice rink

- Continued supporting the BC Sustainable Energy Association to deliver Cool it! climate action workshops for students in the region, delivering 118 workshops (35 funded by the CRD and 83 additional workshops funded by municipalities), reaching 2,742 students.
- Continued offering thermal imaging camera kits and Climate Action To Go Kits in partnership with local public libraries.
- Collaborated with the District of Saanich and the City of Victoria to create harmonized energy and carbon emission reporting bylaws for large buildings, and put contracts in place to launch and support a regional building benchmarking program in 2026.
- Continued to support municipalities in their considerations and adoptions of the Zero Carbon Step Code (ZCSC) and the transition to mandatory BC Energy Step Code requirements.
- Promoted green infrastructure and improved stormwater management approaches by hosting technical workshops in green infrastructure design, advancing the update for the Bowker Creek Blueprint, and ongoing collaboration with the Gorge Waterway Initiative and Bowker Creek Initiative.
- Incorporated climate impacts in risk assessments and infrastructure upgrades in the Greater Victoria Water Supply Area (GVWSA), including factoring climate projections into bridge designs and climate and stream flow inputs in the reservoir management model.

Indicators

Annual CRD corporate facilities GHG emissions

- 2,328 tCO_2e (36% increase compared to 2024).

Family outside with their heatpump installed with guidance from the Home Energy Navigator Program

Cool it! Workshop at Glenlyon Norfolk School

Resilient and Abundant Nature, Ecosystems and Food Systems

Goal 5: Protect, conserve and manage ecosystem health and nature's capacity to store carbon and adapt to climate change. Support the ongoing ability of natural systems to sustain life.

Overall Action Status
On Track

Green spaces, blue spaces and parks provide important services to store carbon in vegetation and soils, while at the same time providing ecological services that support the region's resilience to climate change. As temperatures in the region rise, natural areas can also serve to reduce the need for energy-intensive air conditioning and provide accessible areas of respite for all residents. Monitoring ecological changes over time and sharing this across all levels of government, including First Nations, as well as community organizations and citizens, can increase our collective understanding of the impacts of these changes and inform how the region can collectively respond to support the health of our ecosystems.

The sub-actions in this goal area are well progressed, resulting in an overall action status of *on track*.

Goal Progress Summary

- Continued development of the Regional Parks Stewardship Plan to guide management and acquisition decisions that build resiliency in regional parks and trails under a changing climate.
- Continued updates to the Regional Parks Land Acquisition Strategy which provides direction on the selection of land for regional park purposes that reflect the values identified in the Strategic Plan, including climate considerations.
- Collaborated with the W̱SÁNEĆ Leadership Council, Tsawout First Nation, Pauquachin First Nation, and T'Sou-ke First Nation on multiple initiatives related to parks planning and land restoration in regional parks.

CRD Roles

Stewardship of CRD lands

Land acquisition

Community and inter-municipal coordination

Education and outreach

Regional planning

Data management

This goal contains

19

sub-actions

Shiny Geranium removal

- Completed inventory of ecosystems in the GVWSA to facilitate analysis of climate vulnerability.
- Continued to chair and coordinate the Capital Region Invasive Species Partnership.

Indicators	
Hectares of regional park land*	• 13,350 ha (an additional 21.28 ha was acquired in 2024).
Number of volunteer stewardship hours	• 8,220 hours by 668 volunteers (increase of 45% since 2022).

** Progress on this indicator is reported in the Regional Growth Strategy Indicator Report.*

Foodlands plant salvaging led by PEPAKEN HÁUTW and CRD Regional Planning and Transportation Department

Minimized Waste

Goal 6: Waste generation and the resulting emissions are minimized, and remaining waste is transformed into a resource. Follow the 5R pollution prevention hierarchy.

Overall Action Status
On Track

Product use and the disposal of waste contribute to GHG emissions in the region. About 6.4% of regional GHG emissions are associated with waste—and the majority of this comes from decomposing organic waste that was added to Hartland Landfill over the last several decades (e.g., food scraps and construction wood waste). The most effective way to reduce future emissions from the landfill is to follow the 5R hierarchy – focusing first on decreasing the amount of waste produced, and then on decreasing the GHG emissions from the remaining waste.

The majority of sub-actions in this goal area are well progressed, resulting in an overall action status of *on track*.

Goal Progress Summary

- Continued Material Diversion Transfer Station operations at Hartland Landfill, processing clean and treated wood and asphalt shingles for reuse, recycling, or energy recovery, diverting approximately 26,520 tonnes of waste.
- Standardized waste disposal and recycling education for 48 multi-family buildings (2,797 units) across seven municipalities as part of the Multi-family Dwelling Waste Diversion Project. Installed 570 signs and distributed 2,797 educational materials.
- Continued operations of the Kitchen Scraps Transfer Station, which resulted in 16,578 tonnes of kitchen scraps processed.
- Approved the Long-Term Biosolids Management Strategy, focusing on advanced thermal processing, additional combustion, and non-agricultural land application.

CRD Roles

Solid waste management

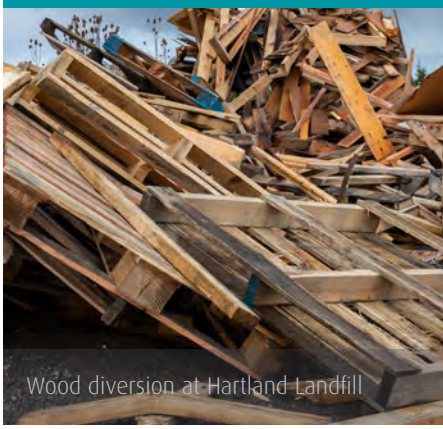
Liquid waste management

Education and outreach

This goal contains

8

sub actions over the next five years



Wood diversion at Hartland Landfill

- Supported 50 community-led waste reduction projects and 15 public events with the Rethink Waste Community Grant and Zero-Waste Event Grant.
- Between the Hartland Landfill Public Tours, Hartland Landfill Technical Tours, 3Rs K-12 program, and attending community events, the CRD connected with 5,232 residents.
- Completed construction of the Biogas Upgrading Facility for Renewable Natural Gas (RNG) at Hartland Landfill. The facility is feeding renewable natural gas into the Fortis BC network.

Indicators		
↓	**CRD's per capita disposal rate**	• 330 kg/per capita (decrease of 2.26% or 8 kg compared to 2024).
↓	**Landfill Gas Efficiency***	• Achieved a 50% gas collection efficiency based on UBCi model in 2024.

**Please refer to the Solid Waste Management Plan Progress Reports for additional information.*

Biogas Upgrading Facility at Hartland Landfill

Multi-family dwelling waste disposal and recycling standardized signage

Looking Ahead – 2026

The CRD will continue to show a leadership role, support inter-municipal collaborative efforts, pursue strategic partnerships and external funding sources, and respond to opportunities, as local and senior levels of governments advance their efforts. Some activities planned for 2026 include:

- **Climate Action Strategy Renewal:** Led by the Climate Action service, this renewal will update and focus planned actions to clearly articulate climate mitigation and adaptation focused work throughout the organization for the next five years.
- **Transportation Service:** Newly established service has initiated an update to the Regional Transportation Plan and is continuing work on the Regional Trail Widening and Lighting project.
- **Regional Rapid Transit Study:** Led by the Transportation Service, investigating a business case to revive sections of the E&N rail service and collaborating with BC Transit and the Province to understand implications of dedicated rapid transit in the region.
- **EV Infrastructure Roadmap:** Continue leveraging federal and provincial grant funding from the Investing in Canadian Infrastructure Program and Clean BC Communities Fund to install over 150 Level 2 EV chargers in partnership with municipalities at over 60 sites across the region.
- **Climate Adaptation Capacity Building Initiative:** Continue providing targeted workshops, training, and a regional cohort to build understanding and technical proficiency in climate adaptation topics, leading to development of a regional climate adaptation roadmap.
- **Building Benchmarking:** Continue advancing work with the City of Victoria and the District of Saanich to launch the benchmarking support program. The program will support local governments to promote and expand voluntary and mandatory energy and carbon emissions data reporting for large buildings.
- **Climate Risk and Emergency Management:** Advance integration of climate risk and adaptation into emergency management as per the new Emergency and Disaster Management Act.
- **Biodiversity and Environmental Stewardship Service:** This service will conduct research, collect and monitor biodiversity data, manage ecological stressors and invasive species, collaborate with partners to protect and restore key habitats, and develop public outreach and stewardship initiatives to enhance ecological conservation.

Sooke Hills Wilderness Regional Park

Appendix A: Climate Action Report Card

This Climate Action Report Card is intended to provide a high-level, easy-to-understand overview of the CRD's climate performance and progress.

Methodology

The Climate Action Strategy defines specific actions to guide CRD efforts over the lifespan of the strategy. These include 56 "umbrella" actions broken down into 127 sub-actions, with specific timelines and responsible divisions.

The Climate Action Report Card compiles the self-reported quantitative progress metrics from services for each of the 127 sub-actions. By averaging the progress of respective sub-actions, the report card measures the current action status for several informative categories, such as overall climate action status, corporate and community-focused actions, and the six goal areas of the strategy.

The report card uses a math-based system to produce a percent grade by comparing reported progress with expected progress based on the action timelines established in the strategy. For ongoing actions with no timeline, percentages are based on self-reported levels of progress satisfaction by the responsible service. Each action status score is accompanied by qualitative progress updates that summarize any actions taken or barriers encountered during the reporting year. For clarity, percentages are converted to three coloured status indicators: on track, opportunity for improvement, and attention required. In addition, several broader corporate and regional indicators are included. These are not considered in the evaluation of the action statuses.

For more information on timing, divisions involved, and sub-actions, please see Appendix C in the Climate Action Strategy.

2025 Overall Action Plan Progress
On Track

The climate action strategy identifies 127 actions with specific timelines across the organization. Scores are based on the current status of each action within their goal areas.

Corporate Actions Opportunity for Improvement

Community-Focused Actions On Track

Goal Areas:

- **Goal 1:** Climate-Focused Decision Making
- **Goal 2:** Sustainable Land Use, Planning and Preparedness
- **Goal 3:** Low-Carbon Mobility
- **Goal 4:** Low-Carbon and Resilient Buildings and Infrastructure
- **Goal 5:** Resilient and Abundant Nature, Ecosystems and Food Systems
- **Goal 6:** Minimized Waste

Legend: Action Status

- **On Track:** 75% or greater of yearly target progress
- **Attention Required:** less than 50% of yearly target progress
- **Opportunity for Improvement:** 50% - 75% of yearly target progress
- **Future Action**

Legend: Indicators*

- Direction of arrow indicates **current trend direction**
- Indicator is trending in the **wrong direction**
- Indicator is trending in the **desired direction**
- Indicator is intended to provide **contextual information**

*While indicators are not considered in the calculation of the action status, they provide context and track long-term progress.

Climate-Focused Decision Making

Goal 1: Climate action priorities are integrated at all levels of decision making across the organization.

Overall Action Status
On Track

Status	Action	Update
Progress on Actions		
	1-1 Integrate and standardize the climate lens framework across processes	• Continued to refine processes that integrate the climate lens to improve the quality of the information received, including identification in Initiative Business Cases, the service planning Reference Guide, corporate asset management, and annual reporting. The capital plan template includes identification of generation/increase of GHG emissions. Climate risks are not captured in the capital plan template. This process is supported by technical assessment by subject matter experts of the information to ensure accuracy. Updates to the procurement policy are underway and include added sustainability goals (economic, environmental and social responsibility).
	1-2 Develop internal carbon pricing policies and procedures	• An internal carbon pricing policy was adopted in 2023, and has been piloted with the Panorama Heat Recovery design and the Field Operations Center design. Staff have continued to use the policy in delivering energy audits, Heating, Ventilation, and Air Conditioning (HVAC) design, and lifecycle costings of vehicle purchases as prescribed by the Green Fleet Policy. Policy review is planned in 2026.
	1-3 Identify internal funding sources for climate action	• The Climate Action Reserve Fund (CARF) was continued and utilized in 2025 for limited commissioning projects. CARF funding was leveraged to apply for and access additional incentives from the Federation of Canadian Municipalities, BC Hydro, and Fortis BC.
	1-4 Support staff capacity building and coordination	• Provided staff training on climate action and adaptation as requested, including lunch and learn sessions for specific interest groups. • Began roll-out of Climate Adaptation Capacity Building Initiative, providing one virtual workshop with remaining training opportunities planned for 2026. • Continued to facilitate staff working groups, including a new Climate Adaptation Staff Working Group.
	1-5 Investigate how Indigenous knowledge can inform climate action at the CRD	• Participated in a gathering related to heritage sites and shoreline erosion hosted by Gulf Islands National Park Reserve Coastal Erosion Winter Working Group Meeting. • Participated in a Penelakut First Nation marine tour to observe shoreline erosion and related impacts to archaeological sites on Galiano Island. • Engaged local First Nations requesting input to the Bowker Creek Blueprint, the regional Climate Action Strategy update, the Regional Water Supply (RWS) strategic plan, Mount Work regional park management plan, operations at East Sooke Regional Park, Galiano Parks and Recreation Commission master plan, the regional transportation plan, and the Regional Trestles Renewal, Trails Widening and Lighting (RTWL) project. • Partnered with Pauquachin First Nation to begin addressing shoreline erosion at Coles Bay Regional Park. • Worked with involved First Nations to rebury ancestral remains in locations away from the shoreline to mitigate tidal impact. • Shared information on climate-related forums, sessions and trainings with key contacts from First Nations for further distribution to encourage participation of both leaders and community members. • Invited First Nations perspectives and traditional knowledge to be included into biological or other scientific assessment reports where possible.

Additional Action Plan Indicators

Annual CRD Corporate GHG emissions	• 3,432 tCO_2e (20% increase/decrease compared to 2024)

Sustainable Land Use, Planning and Preparedness

Goal 2: Support the region on its pathway to livable, affordable and low carbon communities that are prepared for climate change.

Overall Action Status
On Track

Status	Action	Update
Progress on Actions		
	2-1 Incorporate climate hazards and vulnerabilities into corporate CRD emergency response plans	• CRD Protective Services has released the CRD Emergency Dashboard to the public, creating a single source of truth and information for all threats including extreme weather. • CRD Protective Services received funding to conduct a multi-year project to develop climate-based hazard and vulnerabilities review to inform not only the CRD's emergency response and mitigation plans but also that of CRD's critical infrastructure and that of municipal partners.
	2-2 Monitor Regional Growth Strategy (RGS)	• Work has progressed for most local Regional Context Statements in relation to updated provincial housing legislation. Future updates to the RGS may be needed to better reflect updated climate policies.
	2-3 Integrate climate impacts into Juan de Fuca land use plans and policies	• Work is ongoing as part of regular service delivery.
	2-4 Collect and share pertinent energy, emissions, climate projections and vulnerability data	• Updated the 2024 Regional GHG Inventory, presented to the CRD Board and provided to local government staff in the region. • Participated as a project team member in the Gorge Coastal Flood Adaptation Strategy, a City of Victoria led project analyzing sea level rise and coastal flooding risk to the Gorge Waterway.
	2-5 Identify innovative actions to close the regional 2030 emissions reduction gap	• Staff undertook analysis to understand opportunities to advance GHG mitigation and climate change adaptation beyond the CRD's existing climate action initiatives. Three distinct areas of research were conducted in response to Board motions to strengthen the CRD's role in regional climate action: - Implement new policies to accelerate regional GHG reductions, with a focus on buildings. - Augment or enhance current climate adaptation efforts. - Enhance community mobilization for climate action. • Actions identified as part of this research are planned to be integrated into the updated Climate Action Strategy in 2026.
	2-6 Coordinate regional climate action, collaboration and capacity building among local governments and interested First Nations	• Continued participating in a project for a sub-regional coastal adaptation plan with local governments for the Gorge Waterway. • Hosted a Climate Community Gathering with community-led climate action groups in the region. • Continued to facilitate and administer several inter-municipal networks that improve coordinated regional climate action, set priorities and disseminate resources, including the CRD Inter-Municipal Climate Action Working Group, CRD Inter-Municipal Climate Action Task Force, Development Planning Advisory Commission, Transportation Working Group, and the Local Government Emergency Program Advisory Committee. • Produced and distributed a monthly local government climate newsletter.
	2-7 Incorporate regional climate projections into electoral area emergency planning and enhance FireSmart efforts	• Continued work on the Climate Adaptation Risk Assessment that will feed into Electoral Areas' Emergency Operations Work Plans once complete. • Improvements and continued efforts to the FireSmart program secured with funding through to mid-2026 via the Union of BC Municipalities (UBCM).
	2-8 Coordinate with emergency management stakeholders on planning and public outreach activities related to climate risks	• Continued to work to coordinate extreme heat, flood and drought awareness among emergency management stakeholders and partners in the region.

	Status	Action	Update
		2-9 Investigate Transition Salt Spring Island 2.0 Climate Plan implementation	• Provided Local Government Climate Action Program (LGCAP) funding through a contract with Transition Salt Spring to lead community driven climate action. Through Lighter Living stories, Repair Cafés, swaps, rebates, and food security webinars, Transition Salt Spring engaged hundreds of islanders in 2025. • Transition Salt Spring utilized LGCAP funding to support the installation of over 75,000 US gallons of rainwater catchment, preserve over 32,000 gallons of potable water, remove 12 uncertified wood stoves resulting in up to 4,100 lbs/year of particulate matter reduction, and planting over 2,300 native plants on restoration sites on Hwmet'utsum (Mt. Maxwell). • Repair Cafés led by Transition Salt Spring and partially funded by CRD LGCAP funding encouraged repair and redistribution of items, including over 400 items repaired, 3,120 lbs of clothing redistributed, and 3,000 lbs of toys shared, reducing waste.

Regional Climate Progress Indicators and Trends	
Regional GHG emissions	• 1.78 million tCO_2e (11% decrease compared to 2007)
Number of net new dwelling units in areas where more than 42% walk/bike/bus to work*	• Currently, the region is not meeting the desired trend. • In 2024, this target was updated from 45% to 42% to reflect the decrease in BC Transit's mode-share target from 15% to 12%.

**Progress on this indicator is reported in the Regional Growth Strategy Indicator Report.*

Low-Carbon Mobility

Goal 3: Rapidly reduce corporate fleet emissions. Support, endorse and encourage active, public and zero emission transportation options across the region.

Overall Action Status
On Track

Status	Action	Update
Progress on Actions		
	3-1 Administer and track the new Green Fleet Policy	• Continued to advance Green Fleet Policy implementation, transitioning the CRD fleet to electric with strong support from Corporate Fleet and Climate Action. • Monitored and mitigated risks to electric vehicle (EV) replacement schedule such as changes to the charger manufacturing market.
	3-2 Develop (EV) adoption and right-sizing plan for the corporate fleet	• Attended a Medium and Heavy-Duty Zero Emission Showcase hosted by the Community Energy Association. • Continued monitoring market availability of medium and heavy-duty EVs. • Rescheduled telematics and fuel purchase management software pilot, now planned for 2026.
	3-3 Develop EV infrastructure plan for the corporate fleet	• Completed a five-year Fleet Electrification and EV Infrastructure Roadmap. • Charging needs for current electric fleet continue to be met, supported by ongoing project estimates for capital planning, project support, BC Hydro coordination, and incentive applications.
	3-4 Investigate the feasibility of bio-based diesel supply and storage	• Investigated in 2024, with limited opportunities for fixed storage capacity. Staff continue to monitor and explore opportunities for this.
	3-5 Develop a region-wide approach to transportation demand management and safety policy	• Established Regional Transportation Service (RTS), enabling staff to explore program and policy expansions for transportation demand management (TDM). • New Regional Transportation Advisory Committee (RTAC) also established. The role of the Traffic Safety Commission has also been adsorbed by the new RTS, supported by RTAC.
	3-6 Collect and distribute transportation planning data regionally	• Continued collection, analysis and distribution of transportation data through traffic count program, volunteer bike program, permanent bike counter program, and short duration automated bike count pilot using cameras to do volume counts in locations throughout the region. Data is routinely utilized to inform decision making at a local, regional, provincial, and national level. • The Regional Trail portfolio is planned to fully transition to the RTS in 2026 which will further support data gathering.
	3-7 Accelerate infrastructure improvements that support active transportation	• Continued work on the Regional Trail Widening and Lighting project. • Established the RTS to consolidate transportation planning and regional trail management across the capital region, identifying the Galloping Goose, Lochside and E&N regional trails as initial priorities for the RTS. The Gulf Island Regional Trails Plan and associated trails were excluded from the transfer of regional trails functions from Regional Parks to the RTS. The establishing RTS bylaw allows for the inclusion of additional trails that support regional transportation, subject to CRD Board approval. Operation of these priority trails will continue by Regional Parks under an internal service agreement and allocation funded by the RTS. • The RTS began the development of a new Regional Transportation Plan to guide long term transportation planning and development in the capital region. • Regional Parks completed the Salt Spring Island Regional Trail Feasibility Study project, and with the implementation plan is in discussion with Regional Transportation Service. • Park Rangers allocated 432 hours to patrolling the three Regional Trails in 2025 with the main objective of enhancing trail user safety. These efforts coordinated with Go by Bike Weeks, educational booths with Park Naturalists, and joint bike patrols with local police and RCMP. Ensuring trail users are sharing the trail and traveling safely will make for a more inviting environment for others looking to switch to a green form of transportation. • Work continued on the Ganges Active Transportation Plan and Salish Trail. Designs were completed for Rainbow Road and Jackson Road.

Status	Action	Update
!	**3-8 Lead and support regional education programs focused on zero-emission mobility**	• Work planning associated with the RTS, including new policy and programs, will be defined within the ongoing update to the Regional Transportation Plan (RTP). • Continued Ready Step Roll – Sustainable School Commute Program, working with schools and their respective local governments and other partners. • Maintained current portfolio of education programs, including Charge Your Ride on the CRD website; provided outreach materials to community groups, as requested.
!	**3-9 Support acceleration of transit improvements and increased service**	• The RTS has now been established enabling increased focus and advocacy support. Work to support a governance review of transit service within the CRD is ongoing. • Discussed and successfully increased requisition to add additional routes to Salt Spring Island (SSI) Community Transit Service with BC Transit, with an estimated implementation timeline of 2028.
▶▶	**3-10 Support a public EV charging network and encourage uptake of zero-emission vehicles**	• Adopted policy for corporate use of CRD EV chargers with planned implementation in 2026. Policy was shared amongst other municipalities for their planning as well. • Supported and guided municipalities seeking to update the EV Fee Bylaw. • Continued coordination of the Regional Public EV Charger Program, funded by the Investing in Canadian Infrastructure and Clean BC Communities Fund (ICIP-CCF). 164 Public EV chargers have been installed since 2024, including 24 installed at municipal sites in Langford, Saanich, Sooke and Salt Spring Island. Advanced planning, design and procurement continues for remaining sites. • Collaborated with BC Hydro to identify ideal sites for installation of public fast chargers throughout the region, including three fast-charging hubs located in the City of Colwood and one in the Township of Sidney. • Completed the installation of two publicly accessible EV chargers at Witty's Lagoon Regional Park in 2025.
▶▶	**3-11 Implement Regional EV Charging Roadmap**	• Continued work to meet Roadmap targets with initiatives such as the Regional Public EV Charger Program. • Continued expansion of fast-charging hubs in the region through a BC Hydro memorandum of understanding (MOU) partnership, with three fast charging hubs fully commissioned in the region in 2025.
▶▶	**3-12 Improve internet access on Southern Gulf Islands**	• Entered into agreement with City West for Connected Coast broadband project on Galiano and Saturna Islands.

Additional Action Plan Indicators	
Regional EV Infrastructure Roadmap implementation	• Level 2 ports: 87% (676 installed). • DCFC ports: 98% (130 installed).
Percentage of the Regional Trail Network completed*	• 97.5% • No new sections of trail added in 2024.
Annual CRD corporate fleet GHG emissions	• 1,104 tCO_2e (4% decrease compared to 2024).
Number of corporate EVs purchased	• 29 new EVs acquired (total 82 in fleet).
Number of CRD fleet EV chargers installed	• 3 (82 to date).

Regional Climate Progress Indicators and Trends	
Percentage of total trips made by walking, cycling and transit in the Growth Management Planning Area*	• Progress is being made toward the target. The overall active transportation mode share has increased due to a sizeable increase in cycling trips and a steady increase in walking. There is no data update for this year, as the Origin Destination Household Travel Survey will not be updated until 2027.
Annual EV ICBC registrations (region fleet size)	• 2025 data for this indicator was unavailable at the time of reporting. • 2024 metric: 13,558 total EV and PHEV vehicle registrations, 4.6% of total registrations (0.9% increase compared to 2023).
Victoria Transit Region fuel sales	• 2025 data for this indicator was unavailable at the time of reporting. • 2024 metric: 322,700,000 taxable litres (2% decrease compared to 2023).
Regional GHG emissions from transportation	• 680,000 tCO_2e (22% decrease from 2007).

**Progress on these indicators is reported in the Regional Growth Strategy Indicator Report.*

Low-Carbon and Resilient Buildings and Infrastructure

Goal 4: Accelerate energy efficiency, emission reductions and enhanced resilience in CRD buildings and infrastructure. Support and encourage the same for all buildings and infrastructure across the region.

Overall Action Status

Opportunity for Improvement

Status	Action	Update
Progress on Actions		
	4-1 Develop and implement a corporate Green Building Policy	• Green Building Policy was fully finalized and implemented in 2023, setting standards for energy efficient and low-carbon new construction and retrofits of corporate buildings.
	4-2 Develop and implement a Strategic Energy Management Plan	• Renewed the Strategic Energy Management Plan, intended to give clear direction to future energy management and efficiency activities and projects at the CRD by defining key actions, stakeholders, and required resources. (updated in 2023 with a two-year renewal cycle).
	4-3 Conduct energy studies for CRD facilities to identify priority emission reduction and energy efficiency projects	• Conducted energy studies for Mill Hill Parks Headquarters and SIMS building. • Conducted Fisgard HVAC condition assessment as a precursor to an HVAC replacement project, to be completed in 2026. • Completed Goldstream UV reactor replacement. • Evaluated business case for installation of hydroelectric turbines at pressure control systems (PCS) in 2025, decision to be made in 2026 if work is to proceed.
	4-4 Complete identified high impact retrofits to CRD facilities	• Obtained approval via Alternative Approvals Process (AAP) to attain loan funding to SEAPARC energy recovery system and fuel oil burner replacement and removal. Request for proposals (RFP) posted for detailed design in 2025 with planned implementation in 2026. • Started lighting efficiency projects at SEAPARC and Panorama recreation centres. • Continued the installation of the Panorama Energy Recovery System, full commissioning estimated to take place in late summer/early fall 2026.
!	**4-5 Pursue climate-friendly development and retrofits for CHRC and CRHD facilities**	• Undertook Building Condition Assessments at all CRHC properties to determine condition and routine maintenance needs. Estimated routine capital funding gap of $64.6 million by 2030. Insufficient funding available and performance margins are too narrow to fund identified maintenance work. • Achieved all targets as required by relevant funding entities and/or municipal requirements. The full BC Housing Design Guidelines and Construction Standards can be found: https://www.bchousing.org/publications/BCH-Design-Guidelines-Construction-Standards.pdf
	4-6 Consider climate impacts in risk assessments and infrastructure upgrades	• Climate change considerations have been consistently incorporated into water supply risk assessments and infrastructure planning over the past year. • Considered climate change impacts in decision making and plans including culvert/bridge replacement, forest health, forest resilience, fuel management, wildfire and post-wildfire preparedness, purchase of new vehicles, electric chainsaws and weed whips, and new building design. • Worked with UVic to carry out modelling of potential climate change effects on forests within the GVWSA and how forest management treatments could mitigate forest mortality, forest fuels and wildfire extent and intensity. Results will guide forest and watershed management going forward. • Continue to design culvert and bridges to the latest climate change projections for the region.
	4-7 Implement a Regional Energy Retrofit Program	• Continued to implement the Home Energy Navigator program with over 200 residents joining the program in 2025. As of November 2025, almost 300 people have completed the program and installed retrofits in their homes, with over 250 others midstream in the program. • Began planning for a Home Energy Navigator program renewal to adjust for the new context of a very different provincial and federal rebate environment than when the program was launched.
	4-8 Develop, deliver and support building-related energy, emissions and water education	• Continued supporting the BC Sustainable Energy Association Cool It! Climate Leadership Training Program, which delivers climate action workshops to students in grades 4-12, followed by a four-week take-home challenge. The program delivered 118 workshops in the region (35 funded by the CRD and 83 additional workshops funded by municipalities), reaching 2,742 students. • Delivered public outreach events, as well as a Professional Development Day for teachers. • Continued partnership with regional libraries to provide free Climate Action To-Go Kits and Thermal Imaging Camera Kits to help residents take action on climate change at home and in their communities. • Developed a Community Mobilization Report and hosted a Climate Community Gathering for local government staff and community organizations from across the region to support networking and collaboration. • Partnered with the UVic Science Venture STEM Camp to provide a green buildings tour and workshop on energy efficiency to students in grades 8-10. • Launched a sustainability-focused community e-newsletter, SustainableCRD.

Status	Action	Update
▶▶	**4-9 Support acceleration of regional building energy benchmarking and local government regulation approaches**	• Continued collaborations with the District of Saanich and City of Victoria on mandatory energy and emission reporting. • Collaborated with the District of Saanich and City of Victoria to create harmonized bylaws requiring energy and carbon emission reporting and promoted this model bylaw to all municipalities in the region. • Issued a contract for the delivery of a regional benchmarking program launched early in 2026. • CRD staff participated in the Clean BC Review in 2025 and advocated for municipalities to exercise their authority.
▶▶	**4-10 Coordinate high-performance building policy support and capacity-building activities**	• Continued to participate in the numerous peer networks in 2025, including the Step Code Local Government Peer Network. • Delivered a policy and modeling review project to help member municipalities understand emission implications for adopting the Zero Carbon Step Code and other potential policy measures. • Hosted a Low Carbon & Resilient Building Deep Dive in support of municipal coordination on building emission reduction plans.
▶▶	**4-11 Collect and share data and research on building energy use and emissions**	• Provided energy and emission data via an updated regional greenhouse gas inventory for 2024 and distributed it to municipal staff; supported onboarding of new staff in several municipalities on data and metrics. • Utilized the intermunicipal working group on climate action to share knowledge about regional best practices. • Continued to participate in an embodied carbon peer network.
▶▶	**4-12 Promote green infrastructure and improved stormwater management approaches**	• Annual stormwater outreach programs (LiveGreen Summer) regularly promote the use of rain gardens, flow-through planters, healthy organic topsoil, and converting impervious areas to drought-tolerant landscapes through residential outreach campaigns. • Hosted two technical workshops in Green Infrastructure design with local municipal staff. • Continued to coordinate the Bowker Creek Initiative. Completed public consultation to update the Bowker Creek Blueprint a 100-year action plan to improve the watershed, including actions to implement green infrastructure projects and stormwater management facilities. • Continued working with the Gorge Waterway Initiative (GWI).
!	**4-13 Understand climate impacts on groundwater resources in Juan de Fuca Electoral Area**	• Work is ongoing as part of community Official Community Plan (OCP) updates.
▶▶	**4-14 Investigate regional renewable energy and storage potential**	• Completed a solar photovoltaic (PV) assessment of all corporate sites completed in 2024, identifying the top 10 sites and providing high-level designs for future consideration. • Completed hydroelectric turbine study at Humpback Pressure Control Station.

Additional Action Plan Indicators	
Annual CRD corporate facilities GHG Emissions	• 2,328 tCO_2e (36% increase compared to 2024).
Number of critical emissions reduction projects completed	• 1*
Number of site energy audits completed	• 13 (increase of 2 since 2024).

Regional Climate Progress Indicators and Trends	
Regional Energy Retrofit Program implementation	• 321 participants registered as of December 2023.
Annual FortisBC natural gas consumption numbers	• 7,164,449 GJ in 2023 (3% decrease compared to 2022).
Annual FortisBC natural gas connections	• 61,535 in 2023 (2% increase compared to 2022).
Regional GHG emissions from buildings	• 2024 data for this indicator was unavailable at the time of reporting.

**Studies have been undertaken that will direct capital projects in coming years. Heat recovery projects at both Panorama and SEAPARC recreation centres are expected to be online in 2026, resulting in combined GHG reductions of 570 tCO_2e per year.*

Resilient and Abundant Nature, Ecosystems and Food Systems

Goal 5: Protect, conserve and manage ecosystem health and nature's capacity to store carbon and adapt to climate change. Support the ongoing ability of natural systems to sustain life.

Overall Action Status
Opportunity for Improvement

Status	Action	Update
Progress on Actions		
	5-1 Integrate climate considerations into regional parks strategic and management planning	• Climate change adaptation and resiliency considerations are incorporated into decision frameworks and strategic documents such as the forthcoming Regional Parks Stewardship Plan and the State of Natural Features report presented to the Board in November 2025. • Progressed updates to the Regional Parks Land Acquisition Strategy to include climate change considerations and prioritize acquiring lands that support regional park and trail values—such as areas that enhance biodiversity, improve ecological integrity, increase natural area connectivity, buffer urban development, contribute to climate mitigation, and expand diverse outdoor recreation opportunities. • Collaborated with W̱SÁNEĆ Leadership Council on the Mount Work Regional Park Management Plan, and explored Indigenous signage opportunities at Brooks Point Regional Park. • Collaborated with Tsawout First Nation to host restoration events, conduct quarterly working group meetings, explore additional collaborative opportunities with marine and land-based Guardian programs, and support the drafting of co-developed interpretive signage at Island View Beach Regional Park. • Collaborated with Pauquachin First Nation on the development of a conceptual design for the Coles Bay Regional Park shoreline restoration project and initiated planning for a shared Green Shores workshop. • Collaborated with T'Sou-ke First Nation and others on watershed-scale planning for the management of invasive knotweed species.
	5-2 Monitor ecosystem health in the Greater Victoria Water Supply Area (GVWSA) and investigate expanding regionally	• Completed inventory of ecosystems in the GVWSA to facilitate analysis of climate vulnerability. • Progressed on inventorying of forest structure and density using LiDAR (Light Detection and Ranging) to facilitate climate assessments and prioritization of forest fuel management. • Completed 2025 forest health overview flight and follow up ground checks. • Continued expanded monitoring of forest defoliating insects. • Completed assessment of the potential threat to forest health from the Douglas-fir beetle in a changing climate. • Red alder bark beetle research project to examine the resilience of red alder in a changing climate. • Continued research on the mountain pine beetle on Vancouver Island. • Continued hydrology monitoring in all GVWSA watersheds to model water inflows for reservoir management and future infrastructure planning. • Continued to match water quality sampling to stream flow sampling to establish the relationship between water quality and stream flows streams flowing into Sooke Lake Reservoir.
	5-3 Undertake climate adaptation initiatives to increase the resilience of the GVWSA	• Advanced work to complete the GVWSA Climate Change Adaptation Strategy with completion planned in early 2026. • Maintained and expanded existing fuel break corridors. • Trialed prescribed understory burning of thinned area (approx. 4 ha) and planned for additional areas in 2026 in collaboration with the BC Wildfire Service. • Increased roadside vegetation management. • Received results of UVic modelling of forest composition, growth, and tree mortality associated with different stand densities to guide future forest management. • Continued juvenile spacing and some pruning in the Sooke and Leech Watershed Stewardship Areas (WSAs). • Identified potential areas for future forest management based on field reconnaissance and reviews of site characteristics, to be guided by the LiDAR derived Enhance Forest Inventory to be completed in 2026.
	5-4 Provide regional and local ecological data to support planning and policy efforts	• Established new Biodiversity Service to continue this work moving forward. • General ecological inventory data from provincial and federal databases was determined to be incomplete and too high level, resulting in limited usefulness for a comprehensive regional biodiversity inventory. • Completed intertidal and subtidal biological and physical inventory for Victoria Harbour, Portage Inlet, Gorge Waterway, Esquimalt Lagoon, and parts of Esquimalt Harbour, planned to be available to the public in 2026. • Completed multi-year project collecting flow data at seven hydrometric stations in the region. Data was collected to improve existing Stream-Discharge Relationship curves and was made available to municipalities and other interested parties.

Status	Action	Update
	5-5 Coordinate regional invasive species program	• The CRD continued to coordinate the Capital Region Invasive Species Partnership (CRISP) and coordinates the development and support implementation of the Early Detection Rapid Response program. • Updated the priority invasive species list and created two new alert sheets. • Participated in Invasive Species Month social media campaign and distributed outreach materials at approximately 20 summer outreach events. • Ongoing collaboration and support to T'Sou-ke Nation and other interested parties in dealing with knotweed infestation in Sooke River. Approval to proceed with treatment received from the Province, first treatment scheduled for Spring 2026. • Collaborated with Tsartlip Nation to discuss procedure for dealing with giant hogweed infestation.
	5-6 Support regional forest and urban tree programs	• Changes to the 2 Billion Trees program removed the need for a regional application, as individual municipalities are now submitting their own applications to the revised Growing Canada's Community Canopy program administered by Federation of Canadian Municipalities (FCM). • Considerations for coordinated planning to increase canopy and sequestration potential is being considered as part of the next update to the provincial LiDAR of land cover (urban and impervious cover) in 2027, and through the new Biodiversity service.
	5-7 Support Indigenous-led monitoring and restoration programs	• Progress discussions on First Nation Guardian monitoring in the watershed and provided two watershed tours for First Nations leadership, staff and Guardians. • Partnered with Guardians and Elders on archaeology and heritage conservation. • Partnered with Guardians and Elders to provide training for volunteers on how to remove invasive species without damaging archaeological sites. • Contracted First Nation cultural workers, field technicians and Guardians to provide cultural oversight during land altering activities in areas of high cultural sensitivity and archaeological potential. • Supported Pauquachin Nation Guardians to monitor water quality in Coles Bay and surrounding areas. • Staff worked collaboratively to support First Nation invasive species removal events at Island View Beach. • Ongoing work with W̱SÁNEĆ Nations who are advising on a knotweed population in Goldstream River. • Continued working with W̱SÁNEĆ Lands Trust on invasive species management on Maber Flats.
	5-8 Support local food and agriculture planning and programs	• Regional Foodlands Access Service has been established. • Continued Goose Management service in partnership with four First Nations in the region to support First Nation-led harvest of Canada Geese. The meat from the harvested birds is shared amongst the participating First Nations communities.
	5-9 Integrate climate impacts and solutions into environmental education and outreach campaigns	• Climate change projections and adaptation and resilience messaging has been fully integrated into multiple outreach programs, including water conservation, integrated watershed management, backyard biodiversity, stormwater management and invasive species awareness campaigns. • Hosted a Regional Parks volunteer appreciation event featuring a guest speaker who presented on wildfire ecology, providing valuable context and learning opportunities for volunteers. • Continued to regularly share public awareness information and campaigns online related to #ProtectCRDParks – showcasing how and why park visitors can help to protect and enhance ecosystems and species at risk within these valuable protected areas. Messaging included information on leaving no trace, wildfire prevention, the importance of staying on official trails, and how to minimize the establishment of invasive species within parks. • Provided school programs for students to learn about the importance of biodiversity, species at risk, and invasive species.

Additional Action Plan Indicators	
Total Regional Park land acquired*	• 13,350 hectares. • No new park land acquired in 2025.
Farm operating revenues in the Growth Management Planning Area*	• There is no data update this year as the next Census will be conducted in 2026.
Number of volunteer stewardship hours	• 8,220 hours by 668 volunteers (45% increase since 2022).

Minimized Waste

Goal 6: Waste generation and the resulting emissions are minimized and remaining waste is transformed into a resource. Follow the 5R pollution prevention hierarchy.

Overall Action Status
Opportunity for Improvement

Status	Action	Update
Progress on Actions		
	6-1 Implement the Solid Waste Management Plan	• Continued operation of Material Diversion Transfer Station (MDTS) at Hartland Landfill, processing clean and treated wood and asphalt shingles for reuse, recycling or energy recovery, diverting approximately 26,520 tonnes of waste. • Processed and utilized 1,920 tonnes of select waste materials onsite as per Ministry of Environment and Parks (ENV) guidelines, reducing reliance on virgin materials. • Continued the curbside Blue Box Collection Program utilizing contractor services that include use of 23 Compressed Natural Gas trucks. • Continued enforcement of landfill bans on yard and garden material. Processed 2,540 tonnes of yard and garden material at Hartland Depot. • New Kitchen Scraps Transfer Station and contract for the hauling and processing of kitchen scraps became operational in January 2025, providing consolidation, transfer and processing services for 16,578 tonnes of kitchen scraps collected by municipalities and private service providers. • Transferred mattress deconstruction and yard and garden material processing to MDTS to reduce transportation distances and resulting GHG emissions.
	6-2 Develop and deliver education programs to promote a circular economy, zero waste and the 3 Rs	• Provided funding to 50 community-led waste reduction projects under the Rethink Waste Community Grant. • Launched the Zero-Waste Event Grant which supported 15 public events to divert 89% of total waste generated across all the events. • Implemented the Multi-family Dwelling Sign Project to promote standardized education resources including signs, move-in and move-out guides, to encourage proper waste disposal and recycling procedures for 48 participating buildings (2,797 units) across seven municipalities within the capital region. Installed 570 signs and distributed 2,797 education materials. • Continued to deliver education workshops and landfill tours. Responded to 20,972 public inquiries via phone and email. • Continued participation in Coast Waste Management Association (CWMA) communications/educators Working Group. • Continued sponsorship of the Ecostar Awards. • Promoted food waste prevention through the Love Food Hate Waste Campaign, featuring movie theatre ads, social media, and local print/digital media. • Launched The Loop Lab, a new circular economy workshop for grades 9-12. • Launched the new What Goes Where tool, replacing myrecyclopedia.ca, creating a more user-friendly tool with enhanced ability to add and adopt information on diversion and disposal options in response to user feedback.
	6-3 Support education and engagement on waste management to be delivered by and for First Nations communities	• Continued regular meetings with W̱SÁNEĆ Leadership Council and the Capital Regional District Solid Waste Working Group. • Worked with the Pacheedaht First Nation on a long-term approach to managing solid waste and recyclables as part of the broader Port Renfrew community, provided education resources and suggestions on supports to help reduce bear-human interactions in their community, and investigated the possibility of extending curbside recycling collection to the community under the next contract.
	6-4 Continue to maximize and optimize the capture of landfill gas for beneficial use	• Collection efficiency of landfill gas calculated at 57% (ENV model) and 67% (UBCi model) in 2025. • Continued to implement strategies to improve gas collection and mitigate fugitive emissions. • Construction of Biogas Upgrading Facility for Renewable Natural Gas (RNG) facility at Hartland Landfill concluded and began generation of RNG. The facility is feeding renewable natural gas into the Fortis BC network. • Implemented strategies to improve gas collection and mitigate fugitive emissions. • Continued to install combined landfill gas and leachate collectors as landfilling progresses and in accordance with the Hartland Landfill gas design plan. • Selected Pyrocal PTY Ltd. Pyrocal as the preferred proponent to design and build a biosolids Advanced Thermal Plant at Hartland Landfill. • Expanded hours on Saturdays at Hartland Landfill and Public Drop-off Depot to increase access and further divert materials from the landfill. • Developed space, access and source separation resources for developers, food service industry and multi-family dwelling property managers. Resources will provide best practices and tools for the industrial, commercial, and institutional (ICI) sector to responsibly manage waste and increase diversion.
	6-5 Consider climate change impacts in liquid waste management	• Submitted Amendment 13 to the Core Area Liquid Waste Management Plan to amend municipal and regional commitments for management of inflow and infiltration (I&I) and control of wastewater overflows. In the amendment, the CRD committed to completing a study assessing the impacts of storm event overflows from the Clover Long outfall including climate change implications by 2030. With regards to the Saanich Peninsula Liquid Waste Management Plan, the CRD did not initiate any plan renewal in 2025.

Regional Climate Progress Indicators and Trends	
CRD's per capita disposal rate	• 330 kg/per capita (decrease of 2.26% or 8 kg compared to 2024).
Landfill Gas collection efficiency*	• Achieved a 67% gas collection efficiency based on UBCi model.

**Please refer to the Solid Waste Management Plan Progress Reports for additional information.*

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2025 Climate Action Progress Report

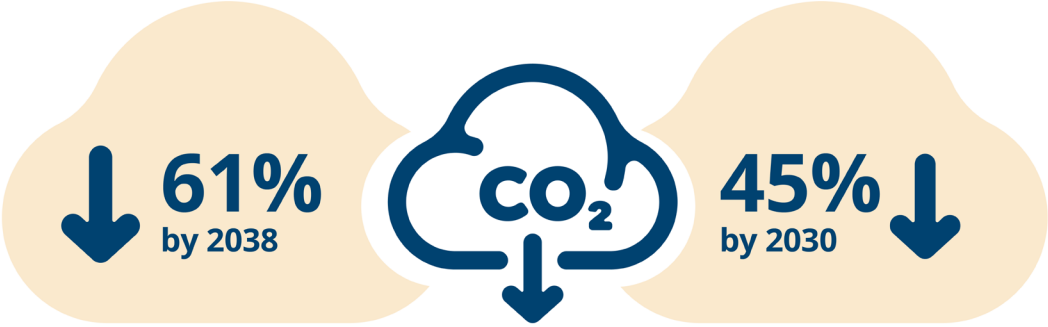
Environmental Services Committee

April 15, 2026

Agenda

1. Climate Action Strategy
2. Current Status
3. Progress Summary
4. Report Card
5. Looking ahead

Climate Action Strategy



Regional target

Reduce regional greenhouse gas (GHG) emissions 61% by 2038 based on 2007 levels (as per 2018 Regional Growth Strategy).

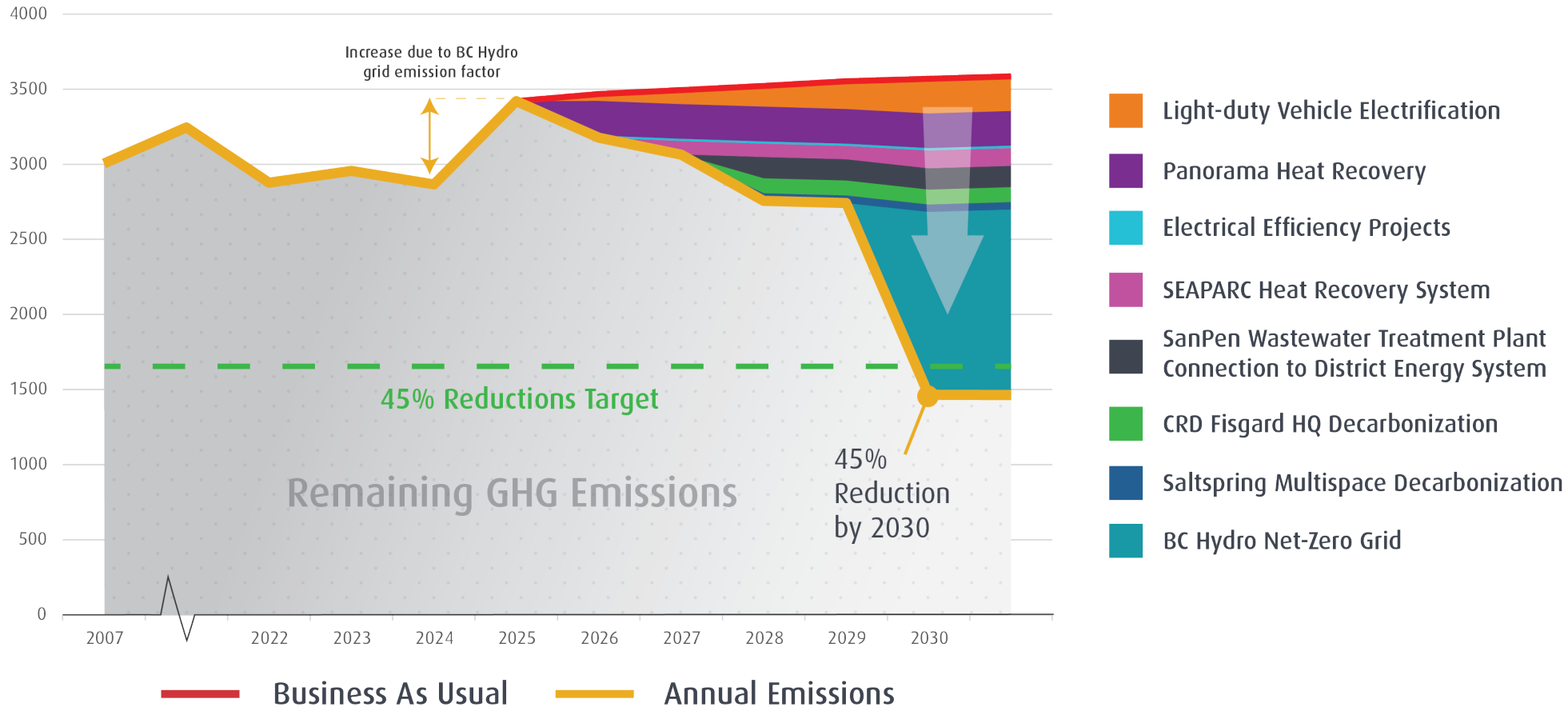
Corporate target

Reduce corporate GHG emissions 45% by 2030 based on 2007 levels and reach net-zero GHG emissions before 2050.

- Climate-focused decision making
- Sustainable land use, planning and preparedness
- Low-carbon mobility
- Low-carbon and resilient buildings and infrastructure
- Resilient and abundant nature, ecosystems and food systems
- Minimized waste

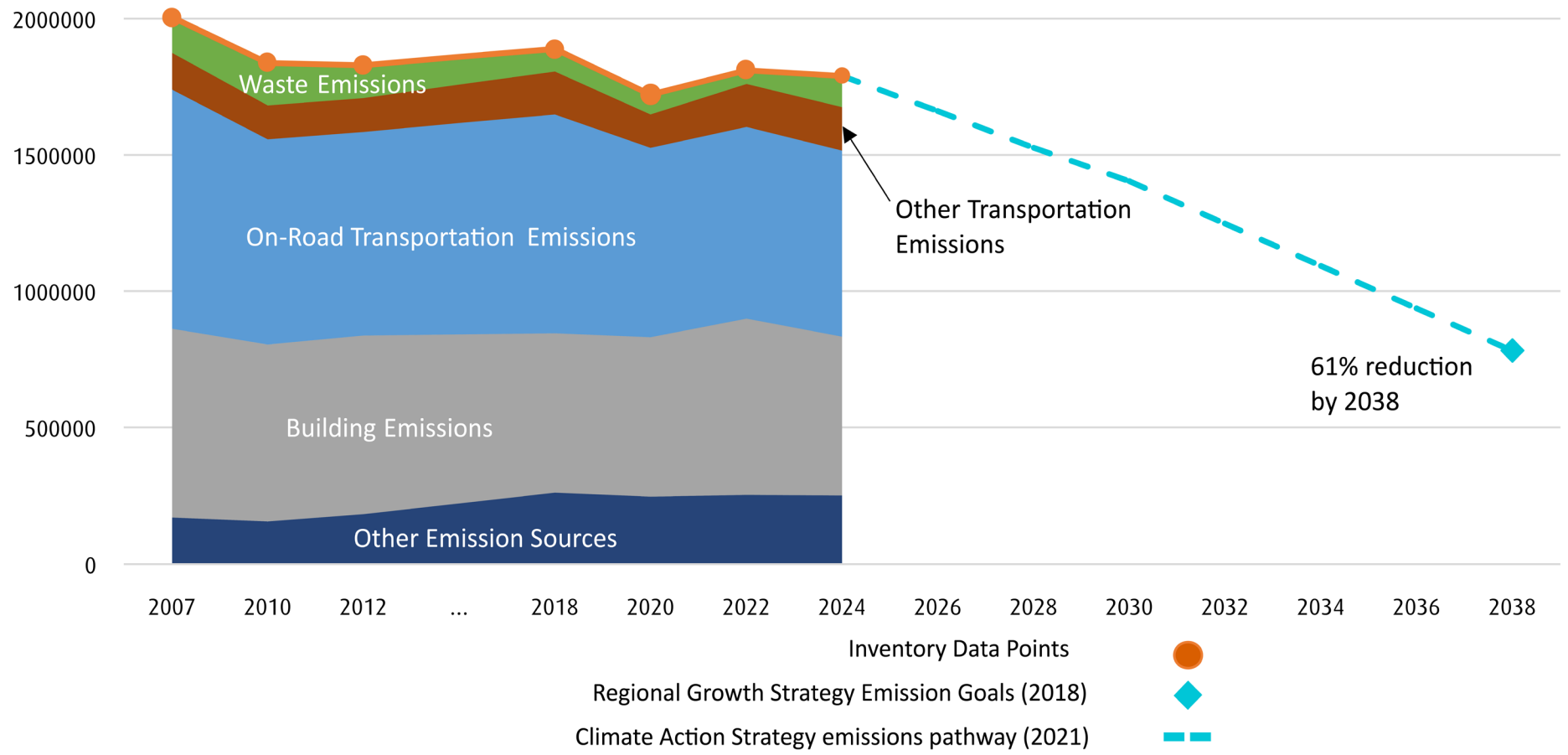
Current Status

Corporate Greenhouse Gas Emissions in 2025



Current Status

Capital Region Emissions (2007 to 2024) and 2038 Emissions Goal



Climate-Focused Decision Making

Goal 1: Climate action priorities are integrated at all levels of decision making across the organization.

Overall Action Status
On Track

Progress Summary

- Piloted carbon price policy in key projects such as the Panorama Heat Recovery design.
- Launched the regional Climate Adaptation Capacity Building Initiative.
- Improved quality of climate information in Initiative Business Cases

Sustainable Land Use, Planning and Preparedness

Goal 2: Support the region on its pathway to livable, affordable and low-carbon communities that are prepared for climate change.

Overall Action Status
On Track

Progress Summary

- Launched a public emergency dashboard for real-time weather and public safety updates.
- Began a multi-year project to review CRD's emergency response and critical infrastructure with a climate-based hazards and vulnerabilities lens.
- Hosted the CRD's first annual Climate Community Gathering with community-led action groups and municipal staff in the region resulting from research conducted in the 2025 Community Mobilization Report.

Low Carbon Mobility

Goal 3: Rapidly reduce corporate fleet emissions. Support, endorse and encourage active, public and zero-emission transportation options across the region

Overall Action Status
On Track

Progress Summary

- Completed a 5-year Fleet Electrification and EV Infrastructure Roadmap to continue transitioning CRD fleet to electric.
- Installed 19 public EV chargers
- Established a Regional Transportation Service to consolidate transportation planning and regional trail management across the region.

Low-Carbon and Resilient Buildings and Infrastructure

Goal 4: Accelerate energy efficiency, emission reductions and enhanced resilience in CRD buildings and infrastructure. Support and encourage the same for all buildings and infrastructure across the region.

Overall Action Status
On Track

Progress Summary

- Collaborated with District of Saanich and City of Victoria to develop harmonized energy and carbon emissions reporting bylaws for large buildings.
- Continued implementation of regional programs such as the Home Energy Navigator program and Cool it! Climate Leadership workshops.
- Completed multiple energy studies, lighting efficiency projects, and equipment replacements at CRD owned facilities such as the Goldstream UV Treatment Plant, Panorama and SEAPARC recreation centres, and Parks Headquarters.

Resilient and Abundant Nature, Ecosystems and Food Systems

Goal 5: Protect, conserve and manage ecosystem health and nature's capacity to store carbon and adapt to climate change. Support the ongoing ability of natural systems to sustain life.

Overall Action Status
On Track

Progress Summary

- Continued development of the Regional Parks Stewardship Plan and the Regional Parks Land Acquisition Strategy, embedding climate considerations as a key lens.
- Collaborated with WSÁNEĆ Leadership Council, Tsawout First Nation, Pauquachin First Nation, and T'Sou-ke First Nation on multiple initiatives related to parks planning and land restoration in regional parks.
- Completed inventory of ecosystems in the Greater Victoria Watershed Stewardship Area (GVWSA) to facilitate analysis of climate vulnerability.
- Established a new Biodiversity Service with the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship.

Minimized Waste

Goal 6: Waste generation and the resulting emissions are minimized and remaining waste is transformed into a resource. Follow the 5R pollution prevention hierarchy.

Overall Action Status
On Track

Progress Summary

- Diverted 27,300 tonnes of clean and treated wood and asphalt shingles (18% of 2025 landfilled material).
- Opened a new kitchen scraps transfer station.
- Approved the Long-Term Biosolids Management Strategy, focusing on advanced thermal processing, additional combustion, and non-agricultural land application.
- Completed construction of Biogas Upgrading Facility for Renewable Natural Gas at Hartland Landfill.
- Supported 50 community-led waste reduction projects and 15 public events with the ReThink Waste Community and Zero-Waste Event Grant.

Report Card

2025 Overall Action Plan Progress
On Track

The climate action strategy identifies 127 actions with specific timelines across the organization. Scores are based on the current status of each action within their goal areas.

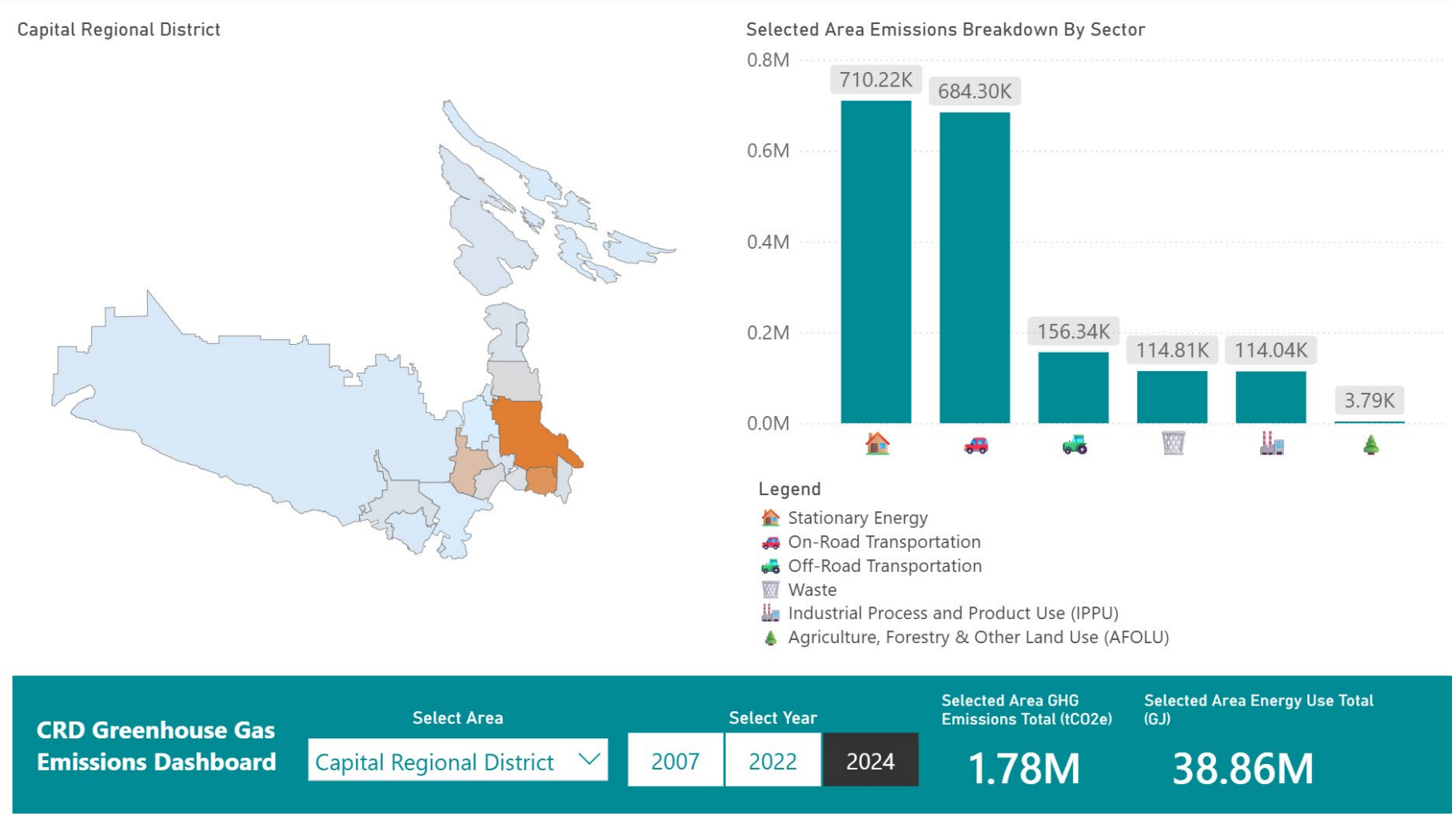
Corporate Actions Opportunity for Improvement

Community-Focused Actions On Track

Goal Areas:

- **Goal 1:** Climate-Focused Decision Making
- **Goal 2:** Sustainable Land Use, Planning and Preparedness
- **Goal 3:** Low-Carbon Mobility
- **Goal 4:** Low-Carbon and Resilient Buildings and Infrastructure
- **Goal 5:** Resilient and Abundant Nature, Ecosystems and Food Systems
- **Goal 6:** Minimized Waste

Online Dashboard



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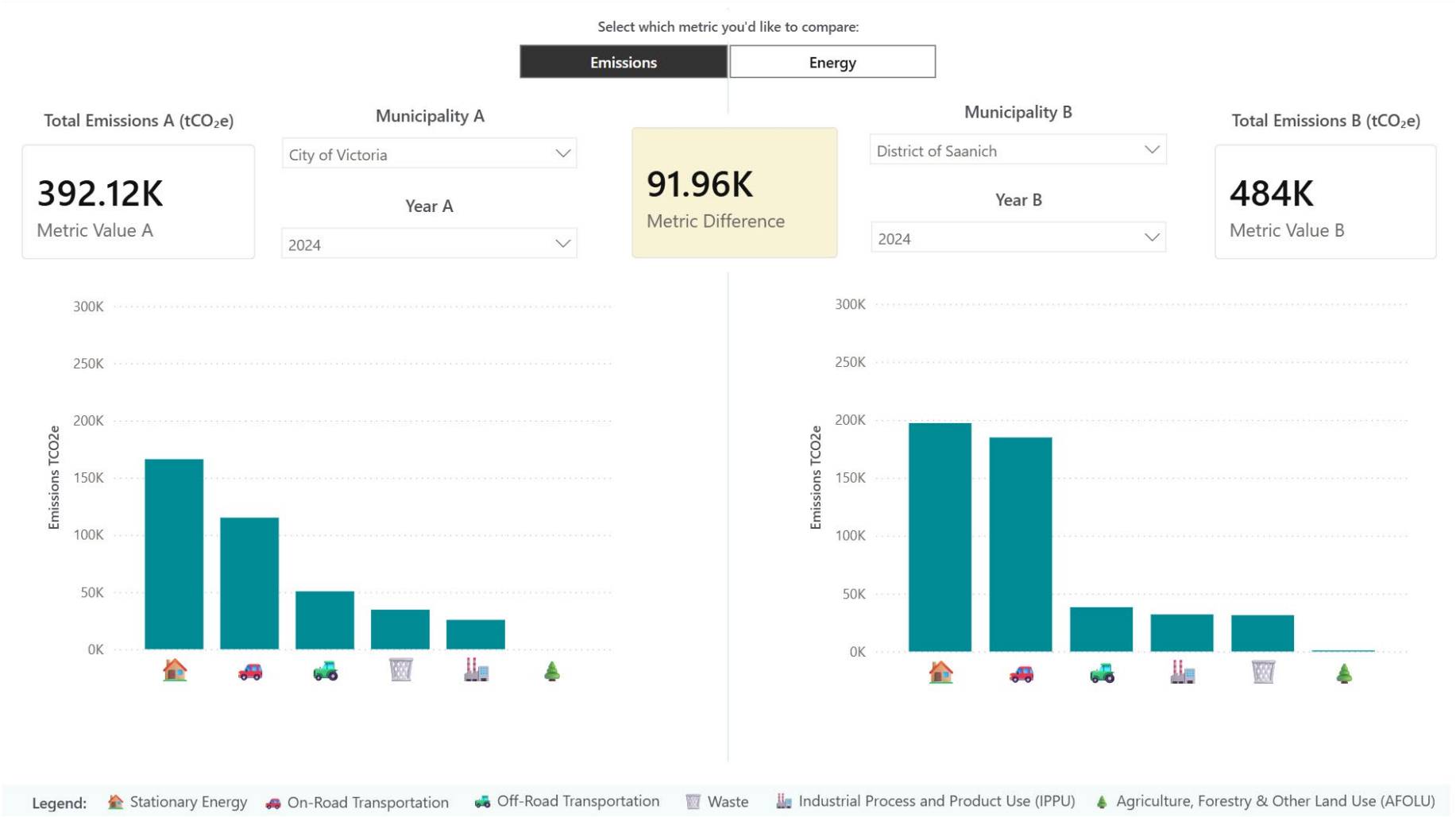
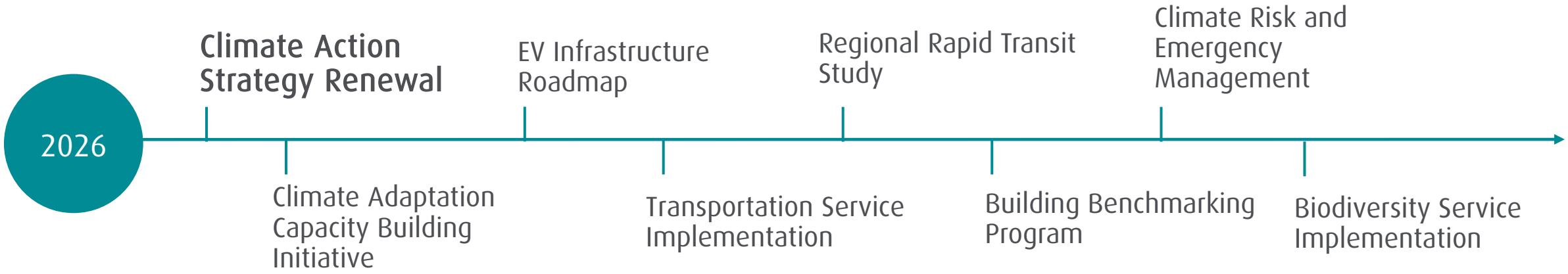


Looking Ahead – 2026 Initiatives



Thank you.

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Capital Regional District

CRDVictoria

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EEP 26-20

REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 15, 2026

SUBJECT **Board Advocacy for a New Invasive Species Legislative Framework**

ISSUE SUMMARY

To outline the current legislative framework for invasive species management in BC and to seek a letter advocating that the provincial government review and update the regulatory framework.

BACKGROUND

The Capital Regional District (CRD) has supported regional coordination of invasive species management since 2017. In 2024, the CRD Board expanded the service to cover the entire region through the establishment of the new regional Biodiversity and Environmental Stewardship Service. A recent Environmental Services Committee report (February 18, 2026) highlighted the accomplishments of the Regional Invasive Species Program; provided an updated 2025 Capital Region Invasive Species list; and signaled a need for CRD Board advocacy to the Province for improvements to the legislative framework for managing invasive species.

Legislation on invasive species in British Columbia is complex with multiple authorities having jurisdiction over invasive plant management. These include the Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation (SCJ-EWR), the *BC Weed Control Act* (WCA), the BC Weed Control Regulation (WCR), and other legislation. The WCA and WCR, developed in 1985, are outdated and focused primarily on agricultural weeds that are noxious to livestock. The authority for the import and sale of plants and their seeds, including banning their sale, lies with the provincial and federal governments. Appendix A provides a summary of the current provincial and federal regulatory framework.

Local governments and stewardship groups across BC have long advocated for improved invasive species legislative framework, including banning the sale, trade, barter, gifting and transport of invasive species (Appendix A. Table 2. UBCM Resolutions). In 2019, the CRD Board sent a letter requesting the province update the WCR Schedule A with additional invasive plants (Part 1) and include the Capital Region District in the regional list (Part 2).

ALTERNATIVES

Alternative 1
The Environmental Services Committee recommends to the Capital Regional District Board:
That the CRD Board Chair write a letter to the Province of BC (Ministry of Forests) requesting a review and update to the existing invasive species management regulatory framework in BC, including a ban on the sale, barter, gifting and transport of priority invasive species in British Columbia.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Environmental, Climate and Social Implications

The Early Detection and Rapid Response (EDRR) program in BC is a proactive, province-wide approach to managing invasive species that strives to prevent the establishment and subsequent impacts through targeted risk assessment, verification, containment, and eradication. As part of a regional EDRR program, CRD staff, in collaboration with the inter-municipal working group and provincial and local invasive plant experts, updated the regional list of invasive species for the Capital Region. This list classifies invasive plants into four categories (prevent, eradicate, contain, and strategic control), helps local land managers prioritize management of existing invasive plants, and supports awareness of new invasive plants adjacent to the region.

The 2025 Capital Region Invasive Species list includes 152 species with 58 new invasive plants added since 2019. Schedule A of the WCR lists 39 province-wide noxious weeds (Part 1) and 27 additional noxious weeds specific to regional districts in British Columbia (Part 2). Neither the Capital Regional District nor any other regional district on Vancouver Island are mentioned in Schedule A, Part 2. Furthermore, the Invasive Plant Regulation of the Forest and Range Practices Act lists 42 invasive plants and the SCJ-EWR lists 78 alien invasive species adding to the confusing and complex legislative framework.

With adjusted climate projections, an increasing number of species are deemed as “possible invasives” in the capital region. Furthermore, many known invasive plants are still available for sale online or at nurseries throughout the region and BC, putting more onus and economic pressure on local governments to manage invasive plants in their jurisdiction, without the ability to eliminate an obvious source of introductions. Jurisdiction to ban the import and sale of plants lies with the federal and provincial governments.

Economic Implications

Invasive species represent a significant environmental and economic risk to local ecosystems. They have the potential to overwhelm heathy watersheds and ecosystems, displace native species, negatively impact regional and municipal parks, disrupt infrastructure and impact service delivery. Climate change will likely accelerate these risks over the coming decades. While the extent of economic costs of invasive species in BC require further research, they are significant. The Invasive Species Council of BC estimated the combined damage of six important invasive plants at $139 million in 2020. Crop loss estimates in the BC agricultural industry are over $50 million annually.

Intergovernmental and First Nations Implications

Local governments do not have the authority to ban the sale of invasive plants. Staff have taken an educational approach with local nurseries to share best practices, including National Voluntary Code of Conduct for the Ornamental Horticulture Industry, which promotes best practices to avoid the introduction of high-risk invasive plants.

The network of jurisdictions responsible for managing invasive species is confusing with multiple agencies and governments involved in controlling invasive plants on adjoining land parcels. Furthermore, there are numerous pieces of legislation, regulation and policy that govern invasive plant management in BC. The *WCA* requires landowners to control listed noxious weeds, but its primarily agricultural focus no longer reflects the broader environmental impacts invasive species

now have on parks and natural areas. Additionally, many harmful new species that have arrived or been detected recently, are not listed in the *WCR*, nor are they prohibited to buy, sell or grow. For example, poison hemlock (*Conium maculatum*), a toxic and potentially fatal invasive plant with significant human health impacts, is now proliferating in our region, but is not listed in the *WCR*. This out-of-date legislation allows the damage of invasive species to persist, impacting ecosystems, economies, and human and livestock health.

Local governments and stewardship groups across BC have long advocated for improved invasive species legislative framework. Over the past ten years, numerous resolutions regarding invasive species have been put forward at the Union of BC Municipalities conferences, including at the 2023 UBCM where Resolution ED35, Ban on the Sale of Invasive Plant Species was endorsed. (Appendix A, Table 1). In 2019, the CRD Board sent a letter requesting the Province update Schedule A of the WCR with additional invasive plants in Part 1 (Species of Provincial Concern) and include the Capital Region District in Part 2 (Species of Regional Concern).

Beyond a ban on the sale of invasive species, the Inter-Ministry Invasive Species Working group, in 2023, reviewed existing invasive species legislation and policy and determined that the best approach to adequately address all high-risk invasive species and their pathways of introduction and spread was through the development of a new and comprehensive Invasive Species Act with supporting regulations. The Invasive Species Council of BC's Invasive Species Strategy for BC (2024-2028) identified an urgent need for "co-developed legislation to address invasive species".

Creating new legislation is a large undertaking, therefore the Province committed to pursue improved policy solutions to address invasive plant species in the interim. However, a new legislative framework for British Columbia, that includes banning the sale of invasive plants, is urgently required. The lack of a consolidated and comprehensive invasive species legislation coupled with the lack of funds and staff capacity to support such legislation remains an ongoing challenge for land managers.

Alignment with Board and Corporate Priorities

In alignment with Board Initiative 5a – "*Influence regional issues and advocate in consistent, focused way that aligns with Board strategic priorities*" - advocating for an updated provincial regulatory framework, could result in new legislation that reduces the burden on regional invasive species program staff, and local land managers, enabling them to more effectively perform their roles. New tools, guidance, and information would also provide needed support for many other land managing agencies in BC that are striving to prevent the harm of invasive species.

In alignment with Board Initiative 3b - "*Explore options for a regional approach to biodiversity and the protection of ecological assets*" – the development of a comprehensive and consolidated *Invasive Species Act* would decrease the sales, distribution and spread of invasives in the region, and with significant ecological benefit protecting waterways and natural areas.

CONCLUSION

Invasive species are a significant stressor on regional biodiversity and environmental sustainability. Climate change is exacerbating the issues and will lead to more challenges in the future. The Regional Invasive Species Program has demonstrated success through collaboration, capacity building and staff training, education and outreach, EDRR, disposal, inventory and mapping, and restoration and research. However, local government efforts at controlling invasive species spread are hampered when many invasive plants remain available for sale and with

outdated provincial legislation and regulation. Advocating to the Province for an updated regulatory framework for invasive species management in BC would support and compliment efforts at the regional and local government level.

RECOMMENDATION

The Environmental Services Committee recommends to the Capital Regional District Board:
That the CRD Board Chair write a letter to the Province of BC (Ministry of Forests) requesting a review and update to the existing invasive species management regulatory framework in BC, including a ban on the sale, barter, gifting and transport of priority invasive species in British Columbia.

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

ATTACHMENT

Appendix A: Existing Provincial Invasive Species Legislative Framework and UBCM resolutions related to invasive species (2010 – 2025)

Background: Key Federal & Provincial Legislation on Invasive Species in British Columbia

In British Columbia, invasive plant regulation is shaped by a combination of federal and provincial legislation. These frameworks collectively regulate importation, possession, movement, control, and management planning for invasive species, supported by provincial strategies and local government bylaws. This legislation supports coordinated planning, compliance, and decision-making.

- Seven federal government acts focus on invasives species, and 11 acts are related to invasive species.
- 10 provincial government acts address invasives species, and these acts are managed by five different ministries.

Key Takeaways

- **Federal laws** focus on preventing entry and national spread through import controls, seed regulation, aquatic invasive species rules and shipping pathways.
- **Provincial laws** require active control of listed invasive plants, regulate management activities on Crown land, and set standards for pesticide-based interventions.
- **Local governments** may add further restrictions through bylaws.
- **Provincial strategies and priority lists** guide coordinated action and resource allocation across B.C.

Provincial Legislation

	Act	Function
1.	**Weed Control Act** Ministry of Forests	Requires private landowners and government agencies to control provincially and regionally listed noxious weeds. British Columbia currently regulates 66 noxious weed species.
2.	**Forest and Range Practices Act** Ministry of Forests	Lists prescribed invasive plant species that require mandatory management on Crown lands, including many high-impact species such as knotweeds, Scotch broom, purple loosestrife, and thistles.
3.	**Integrated Pest Management Act & Regulation** Ministry of Environment and Parks	Governs the use of pesticides and integrated pest management (IPM) methods, including requirements for Pest Management Plans (PMPs) for invasive plant control on provincial public lands. This Act applies on provincial, regional, municipal and some private lands, with the exception of agriculture.
4.	**Environmental Management Act** Ministry of Environment and Parks	Enables regulation of additional plant taxa at the regional level through Spheres of Concurrent Jurisdiction.
5.	**Wildlife Act (Controlled Alien Species Regulation)** Ministry of Water, Land and Resource Stewardship	Restricts possession, breeding, shipping and release of exotic animals that may indirectly contribute to invasive plant spread (e.g., through habitat alteration).

6.	**Pipeline Act** Ministry for Energy and Climate Solutions	Requires companies constructing or operating pipelines for oil, gas or solids to root out and destroy each year, before they seed, thistles and noxious weeds growing on land adjacent to its pipelines.
7.	**Community Charter** Ministry of Housing and Municipal Affairs	Enables municipalities to create additional bylaws for invasive plant control under the Community Charter and Local Government Act. The plants that may be controlled are only those listed in the Community Charter (78 species). The Act enables management of provincial and regional noxious weeds under Weed Control Act Regulations.
8.	**Local Government Act** Ministry of Housing and Municipal Affairs	Enables regional districts to establish a weed control function to manage invasive plants listed under the provincial Weed Control Act Regulations. To enact this power, regional district must first establish a service having weed management as one of its purposes.
9.	**Hydro and Power Authority Act** Ministry for Energy and Climate Solutions	Establishes the British Columba Hydro and Power Authority and exempts them from certain provincial regulations, including the BC Weed Control Act, Community Charter and Forest and Range Practices Act.
10	**Right to Farm Act** Ministry of Agriculture and Food	Protects activities classified as normal farm practices including the application of pesticides.
Supporting Provincial Strategies & Programs		
7.	**Invasive Species Strategy for British Columbia (2024–2028)** Invasive Species Council of BC	Lays out a coordinated, province-wide approach emphasizing prevention, early detection, rapid response, and ecosystem protection.
8.	**Provincial Priority Invasive Species Lists** Ministry of Forests	Identifies high-risk species and supports consistent priority-setting across agencies.
9.	**Provincial Public Lands “Top 25” Invasive Plant Priority List** Ministry of Forests	Guides annual planning and resource allocation for invasive plant management across public lands.

Federal Legislation

	Act	Function
1.	**Plant Protection Act** Canadian Food Inspection Agency	Provides authority for the regulation of invasive plants as pests, including restrictions on importation, domestic movement, and other phytosanitary control to prevent establishment and spread. The focus of this Act is the agriculture and forestry sectors.
2.	**Seeds Act (Weed Seeds Order)** Canadian Food Inspection Agency	Regulates noxious weeds through the Weed Seeds Order, designating prohibited and restricted weed seeds that cannot be sold or moved in seed lots.
3.	**Aquatic Invasive Species (AIS) Regulations (Fisheries Act)** Department of Fisheries and Oceans	Prohibits importation, possession, transportation, release, and introduction of listed aquatic invasive species (160+ species). Establishes a national enforcement and permitting framework for managing AIS pathways.
4.	**Canada Shipping Act (Ballast Water Management)** Ministry of Transport & Ministry of Fisheries and Ocean	Regulates ballast water to reduce aquatic invasive species introductions through marine shipping.
5.	**Canada Border Services Agency Controls**	Enforces restrictions on high-risk goods (plants, soil, firewood, aquatic organisms) to prevent cross-border introductions and the resulting harms.
6.	**Wild Animal and Plant Protection and Regulation of International and Interprovincial Trade Act** Ministry of Environment and Climate Change	Regulates the protection of certain species of wild animals and plants and the international trade in these species to prevent overexploitation and illegal trade and to protect Canada's ecosystems from the introduction of harmful species.
7.	**Species at Risk Act** Ministry of Environment and Climate Change	Prevents endangered or threated species from becoming extinct. The Act calls for recovery plans which address control and eradication of invasive species that threaten the habitat of species at risk.

Background: UBCM Resolutions and Provincial Reponses on Invasive Species (2010 – 2025)

Topic/Decision	UBCM Resolution	Provincial Response
Adequate Funding for Invasive Species Management Invasive Species | Union of BC Municipalities **Convention Decision** Endorsed	**Year** 2010 **Number** B29 **Sponsor(s)** Squamish WHEREAS invasive plant species grow rapidly and outcompete native species, threaten public and animal safety, and have a significant environmental and financial impact on communities throughout British Columbia; AND WHEREAS the spread of invasive plant species is the second greatest threat to global biodiversity, after habitat destruction by land clearing: THEREFORE BE IT RESOLVED that the Province of British Columbia minimize the further introduction and spread of invasive species by: 1. educating the public, government agencies, and other land managers about non-native vegetation and their impacts; 2. dedicating resources to government agencies for control of invasive species; and 3. instituting a grants program to assist local organizations in invasive species control; AND BE IT FURTHER RESOLVED that the Province act as a conduit to information and sources of expertise on invasive species including identification, prevention and control.	**Ministry of Natural Resource Operations** The Province of BC currently provides support to various initiatives to assess and manage invasive plants on Crown lands, and inside Protected Areas. Ministries work collaboratively with other levels of governments and organizations like the Provincial Invasive Plant Council to deliver invasive plant control programs. This includes the assessment of various types of projects, such as land development, in-stream works and vegetation management proposed by both government agencies and private sector industry. The Province also provides information on the risks, appropriate mitigation and monitoring strategies to project proponents, various practitioners and property owners who are seeking input on various types of activities that are not directly regulated provincially. The assessment and management of invasive plants is also a major consideration of ongoing monitoring and assessment work being conducted by the Province. In a difficult economic climate, limited resources and competing priorities constrain the Provinces ability to directly financially support new initiatives. Improving awareness of what efforts various levels of government, Crown corporations, non-government organizations and industry could contribute in this regard would be beneficial and enhance the overall management of invasive plants in BC.
Ban on the Sale of Invasive Species Ban on the Sale of Invasive Species | Union of BC Municipalities **Convention Decision** Endorsed	**Year** 2017 **Number** B28 **Sponsor(s)** Squamish-Lillooet RD Whereas the introduction and spread of invasive plant species within British Columbia bring adverse impacts to the environment and economy; And whereas significant financial and human resources are being allocated to control treatments, labour and research while at the same time the commercial sale of known invasive species continues to occur through retail outlets in British Columbia: Therefore be it resolved that the Province ban the sale of known invasive species plants and seeds at retail outlets.	**Ministry of Forests, Lands, Natural Resource Operations Rural Development** The Inter-Ministry Invasive Species Working Group has been reviewing current legislation and policy regarding the sale of invasive plants and their seeds in BC. Discussions with the federal government about the Canada Seeds Act and the sale of certain seeds e.g. wildflower mixes are also ongoing. The Ministry of Forests, Lands, Natural Resource Operations and Rural Development is committed to looking at opportunities to improve the provincial Weed Control Act and the Weed Control Regulation. Preventing the introduction of invasive plants is the most cost-effective method of controlling these species. Banning the sale of listed invasive plants noxious weeds and their seeds is one of several options to help prevent new introductions of these species. The Ministry of Forests, Lands, Natural Resource Operations and Rural Development has developed collaborative partnerships with the Invasive Species Council of British Columbia ISCBC and regional invasive species organizations throughout the province. These organizations have taken positive steps to educate the horticulture industry and the general public about invasive species, which has resulted in a reduced number of potentially harmful species being offered for sale at retail

Topic/Decision	UBCM Resolution	Provincial Response
		outlets. The Grow Me Instead booklet available on the ISCBC website provides information on dozens of invasive plants and seeds and offers alternatives for gardeners: **http:bcinvasives.caresourcespublicationsgrow-me-instead-booklet**
Invasive Species Funding Invasive Species Funding | Union of BC Municipalities **Convention Decision** Endorsed	**Year** 2020 **Number** EB49 **Sponsor(s)** Burns Lake Whereas the spread of invasive species on provincial public lands results is the adverse effect on the economic wellbeing of municipalities and regional districts; And whereas effective management of invasive species requires long-term stable funding before the invasion is irreversible: Therefore be it resolved that UBCM lobby the provincial government to budget for long-term, stable funding for invasive species management.	**Ministry of Forests, Lands, Natural Resource Operations and Rural Development** The risks and impacts of invasive species are well recognized by the Government of British Columbia. Invasive species do not obey boundaries, so their management requires coordination across all jurisdictions. Over the past three years, the provincial government has committed close to 12M per year in staff and operational funding to address invasive species. Under the BC Economic Recovery Plan announced September 17, 2020, an additional 12M will provide training in invasive species identification, detection and control and up to 350 jobs across British Columbia over 12-17 months. Increasing annual resources dedicated to invasive species management must be considered against all other government fiscal pressures. Working collaboratively with partners has enabled leveraging of additional external funding and facilitated more land managers engaging at the local level to help address new invaders and reduce the impacts caused by existing invasive species populations. The introduction of new invasive species and spread of those already in BC is increasing and the Province is examining potential opportunities under CleanBC and the Climate Preparedness and Adaptation Strategy to increase resources dedicated to invasive species prevention and control.
Invasive Species Act Invasive Species Act | Union of BC Municipalities **Convention Decision** Not Considered - Automatic Referral to Executive **Executive Decision** Endorsed	**Year** 2020 **Number** NR57 **Sponsor(s)** Burns Lake Whereas there is no current provincial legislation that specifically addresses the negative impacts that invasive species cause for the economic well-being of municipalities and regional districts: Therefore be it resolved that UBCM lobby the provincial government to develop a comprehensive Invasive Species Act that addresses all taxa, prohibits the sale of invasive species, and includes appropriate enforcement clauses.	**Ministry of Forests, Lands, Natural Resource Operations and Rural Development** The Province recognizes that there are gaps in the current invasive species management and legislative framework in British Columbia, with the potential result that many high-risk species and their pathways of introduction may not be adequately controlled. The federal government has the legislative authority to prevent the introduction of invasive species of concern to Canada. Once a species has established in one or more areas of the country, the responsibility for prevention or management generally transfers to the provinces and territories. The Inter-Ministry Invasive Species Working Group IMISWG is the coordinating body for invasive species prevention and management and has representation from all resource and land management ministries. IMISWG completed a review of current legislation and policy and identified specific taxonomic groups and invasive species that are not addressed, and areas where changes and improvements to policy would support the prevention of invasive species introduction and spread. Ontario is the first provincial territorial jurisdiction to have an Invasive Species Act and regulations. Their staff have been sharing lessons learned through that process with the Inter-Ministry Invasive Species Working Group. The risks posed by invasive species are well recognized by the Provincial government. Invasive species do not obey boundaries, so their management requires coordination across all jurisdictions. The Province is committed to continuing to pursue improved policy solutions to address all invasive species.

Topic/Decision	UBCM Resolution	Provincial Response
Invasive Species Amendment to the Weed Control Act Invasive Species Amendment to the Weed Control Act | Union of BC Municipalities **Convention Decision** Endorsed	**Year** 2023 **Number** EB34 **Sponsor** Okanagan-Similkameen Whereas the Weed Control Act RSBC 1996 Chapter 487 provides that an occupier must control noxious weeds growing or located on land and premises, and on any other property located on land and premises, occupied by that person; And whereas the proliferation of invasive plants has grown exponentially throughout British Columbia; And whereas invasive plants continue to be sold commercially to uninformed property owners and landscapers; And whereas S. 41 of the Weed Control Regulation provides that no person shall transport, keep for sale, offer to buy or sell, or buy or sell any screenings containing seeds of a noxious weed, it says nothing about plants: Therefore be it resolved that UBCM request that the Province amend the Weed Control Act to restrict the commercial sale of plants identified in Schedule A, Part 1 2, of the Weed Control Regulation.	**Ministry of Forests** The risks and impacts of invasive plant species are well recognized by the Government of British Columbia. The BC Weed Control Act is an older piece of legislation that does not fully provide the foundation for improved regulation that could address invasive plant noxious weed sale, movement or trade. The Ministry of Forests recognize that there have been consistent, collective requests over the past 15 or more years for improved legislation to better address invasive species in BC and that this has been reflected in the Invasive Species Strategy for BC. The BC Inter-Ministry Invasive Species Working Group has completed a legislative gap analysis and policy work to address invasive species legislation needs. Closing pathways of introduction and spread of invasive plant species e.g. sale, movement, trade is a cost-effective and critical approach to reduce risk and future impacts.
Ban on the Sale of Invasive Plant Species Ban on the Sale of Invasive Plant Species | Union of BC Municipalities **Convention Decision** Endorsed	**Year** 2023 **Number** EB35 **Sponsor(s)** West Vancouver Whereas invasive plants can cause significant economic harm by damaging crops, fisheries, forests, and infrastructure, and impose costs on industry and taxpayers for control and eradication efforts; And whereas regulating the sale and distribution of invasive plants is a key strategy for preventing their introduction and spread, and for protecting native ecosystems and economies: Therefore be it resolved that UBCM request that the Province ban the sale and distribution of invasive plants within the jurisdiction of the Province of British Columbia, except for plants that have been determined to be non-invasive.	**Ministry of Forests** Preventing the introduction and distribution of invasive plant species continues to be a priority for Government, as we recognize the significant impacts invasive plants can have on economic, ecological, social and cultural values across BC. The Ministry of Forests leads invasive plant management and is aware of the gaps in the current invasive species legislative framework. High-risk invasive plant species and their pathways of introduction and spread are not adequately controlled and there are limited provisions to stop the retail sale, trade, barter, gifting or movement of regulated species. The Inter-Ministry Invasive Species Working Group IMISWG is the coordinating body for invasive species prevention and management and has representation from all resource and land management ministries. The IMISWG has completed a review of legislation and policy and identified invasive species that are not adequately addressed, and areas where improvements to policy would support preventing the introduction and spread of high-risk invasive plants and animals, which includes preventing their sale, trade, barter, gifting and transport. This review also determined that the Weed Control Act is antiquated and not feasible to update to make the improvements required to include needed prevention and movement prohibition provisions. Exploring the development of a new, comprehensive Act with supporting Regulations and policy has been recommended as the best approach to adequately address all high-risk invasive species and their pathways of introduction and spread. Creating new legislation is a

Topic/Decision	UBCM Resolution	Provincial Response
		large undertaking, however, in the interim, the province is committed to continuing to pursue improved policy solutions to address invasive plant species.
Controlling Invasive Scotch Broom Controlling Invasive Scotch Broom | Union of BC Municipalities **Convention Decision** Endorsed	**Year:** 2025 **Number:** E B39 **Sponsor(s)** Cowichan Valley RD Whereas Scotch Broom (*Cytisus scoparius*), a plant species not native to BC, has been identified by the BC Invasive Species Council as a Regulated Invasive Species and as the top worst offender impacting Species at Risk by the Coastal Invasive Species Committee as a Priority Invasive Plant; And whereas the proliferation of Scotch Broom results in ecological and economic impacts including displacement of native plant species, harm to sensitive ecosystems, reduced productivity on agricultural and forest lands and increased risk of wildfire; And whereas Scotch Broom spreads readily along disturbed corridors such as highways and power transmission lines, lands which are outside the jurisdiction of local government bylaws: Therefore be it resolved that UBCM lobby the provincial government and BC Hydro for increased support and resources to manage Scotch Broom (*Cytisus scoparius*) across the province including control, containment, eradication and prevention.	**Submitted Directly to UBCM Resolutions Committee** Recommendation: Endorse UBCM Resolutions Committee Comments: The Resolutions Committee notes that the UBCM membership endorsed resolution 2023-NR51 which sought to control the spread of scotch broom and resolution 2013-B31 which asked the Province to designate Scotch Broom as a noxious weed under the BC Weed Control Act. The Committee also notes that the membership has endorsed Resolution 2020-EB49, which called on the Provincial government to budget for long-term, stable funding for invasive species management.

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REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, MAY 06, 2026

SUBJECT **Capital Regional District 2025 Audit Findings Report and Statement of Financial Information**

ISSUE SUMMARY

This report summarizes the Capital Regional District (CRD) 2025 Statement of Financial Information (SOFI), the 2025 Audit Findings Report and requests approval of the SOFI.

BACKGROUND

The *Local Government Act* and the *Community Charter* require local governments to prepare financial statements each calendar year in accordance with Generally Accepted Accounting Principles and Canadian Public Sector Accounting Standards (PSAS). In addition, the statements must be independently qualified by an auditor.

The financial statements, along with the annual filing of the Local Government Data Entry form, must be submitted to the Inspector of Municipalities and available for public viewing by May 15. The SOFI and the annual report must be completed and submitted to the Inspector of Municipalities by June 30.

With the annual audit complete, management has prepared the SOFI (Appendix A) with the required statements, explanatory notes and schedules in accordance with PSAS.

The financial package also includes Appendix B through Appendix D, identified as follows:

- The 2025 Audit Findings Report and Management Letter from KPMG (Appendix B)
- The 2025 financial highlights with variance analysis of material year-over-year differences (Appendix C)
- Financial indicator analysis on the 2025 CRD results (Appendix D)

ALTERNATIVES

Alternative 1
The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2025 Statement of Financial Information be approved.

Alternative 2
That the Capital Regional District 2025 Statement of Financial Information be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

Audit Findings Report

The draft auditor's opinion is included as part of the Independent Auditors' Report within the financial statements (Appendix A).

The Audit Findings Report (Appendix B) summarizes the responsibilities of the auditor, the scope of work and audit results. The report also confirms there were no significant changes in the audit approach from the Audit Planning Report previously presented to the Finance Committee on January 7, 2026. The audit findings confirm the financial statements present fairly, in all material respects, the financial position of CRD as of and for the year ended December 31, 2025. Also included in the report is a summary of uncorrected misstatements (Appendix B, page 13).

Financial Statements

The Consolidated Statement of Financial Position and the Consolidated Statement of Operations form the basis of the audited financial statements.

The Capital Region Housing Corporation (CRHC) financial statements are consolidated in the CRD financial statements, as required by PSAS.

2025 Financial Statement Highlights

Summaries and analysis of the financial statements significant variances can be found in Appendix C.

Financial Indicators

The consolidated financial health of the organization is monitored and reported through financial indicators (Appendix D). These measures demonstrate a consistent, healthy financial position based on operational needs, market conditions and debt servicing costs.

Changes in Accounting Standards

As identified on page 22 of the Audit Findings Report (Appendix B), there will be an update to the Conceptual Framework for financial reporting and the implementation of PS 1202 *Financial statement Presentation.* These changes take effect for the CRD in fiscal 2027. These changes will impact how certain financial information is presented in the statements without changes to how transactions are recorded.

Staff will begin to assess the impact of these changes starting in 2026. The changes are not expected to have significant implications to the CRD's existing reporting practices; however, further work is required to complete the assessment.

CONCLUSION

Board approval of the CRD's 2025 SOFI is required under the *Local Government Act*, *Community Charter* and *Financial Information Act*. As noted in the Audit Findings Report, it is the auditor's opinion that these financial statements present fairly the consolidated financial position and the results of financial activities for the year ending December 31, 2025, in accordance with Canadian Public Sector Accounting Standards.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2025 Statement of Financial Information be approved.

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:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: CRD 2025 Statement of Financial Information
Appendix B: CRD Audit Findings Report and Management Letter
Appendix C: CRD 2025 Financial Highlights
Appendix D: CRD Financial Indicators
Appendix E: CRD 2025 Unaudited Financial Statements
Presentation: 2025 Statement of Financial Information

APPENDIX A

Capital Regional District

2025 Statement of Financial Information

British Columbia, Canada
Fiscal year ended December 31, 2025

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Consolidated Financial Statements

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Capital Regional District
Capital Region Housing Corporation

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

_____

Nelson Chan, MBA, FCPA, FCMA
Chief Financial Officer
May

_____

Cliff McNeil Smith
Chair, CRD Board
On behalf of the Board of
Directors May ,

*Prepared pursuant to the Financial Information Regulation, Schedule 1, section 9

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INDEPENDENT AUDITOR'S REPORT

To the Chair and Directors of the Capital Regional District

Opinion

We have audited the consolidated financial statements of the Capital Regional District (the District), which comprise:

- the consolidated statement of financial position as at December 31, 20
- the consolidated statement of operations for the year then ended
- the consolidated statement of change in net debt for the year then ended
- the consolidated statement of remeasurement gains and losses for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements")

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 20 , and its consolidated results of operations, its consolidated change in net debt, its consolidated remeasurement gains and losses, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

Other Information

Management is responsible for the other information. Other information comprises:

- the information, other than the financial statements and the auditor's report thereon, included in the Annual Report.

KPMG LLP, an Ontario limited liability partnership and member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. KPMG Canada provides services to KPMG LLP.

Draft

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the financial statements and the auditor's report thereon, included in the Annual Report as at the date of this auditor's report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

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

Draft

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

  The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

- Plan and perform the group audit to obtain sufficient appropriate audit evidence regarding the financial information of the entities or business units within the group as a basis for forming an opinion on the group financial statements. We are responsible for the direction, supervision and review of the audit work performed for the purposes of the group audit. We remain solely responsible for our audit opinion.

Chartered Professional Accountants

Victoria, Canada
May 1 , 202

Draft

Making a difference...together

Capital Regional District
Capital Region Housing Corporation

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with Canadian public sector accounting standards. The integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors are responsible for approving the financial statements and for ensuring that management fulfills its responsibilities for financial reporting and internal control.

The external auditor, KPMG LLP, conduct an independent examination, in accordance with Canadian public sector accounting standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the *Financial Information Act*. Their examination includes a review and evaluation of the District's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditor has full and free access to staff and management. The Independent Auditor's Report outlines the scope of the audit for the year ended December 31, 202 .

On behalf of Capital Regional District and Capital Region Housing Corporation,

_____

Nelson Chan, MBA, FCPA, FCMA
Chief Financial Officer
May , 202

* For municipalities, the officer assigned responsibility for financial administration signs
* Prepared pursuant to Financial Information Regulation, Schedule 1, Section 9

Consolidated Statement of Financial Position

As at December 31, 2025, with comparative information for 2024

	2025	2024
Financial Assets		
Cash and cash equivalents (Note 2)	**$ 211,060,469**	$ 97,513,561
Investments (Note 2)	**235,864,360**	319,121,456
Accounts receivable	**40,146,134**	40,062,783
Debt recoverable: member municipalities and other entities (Note 4)	**228,603,308**	166,494,464
Restricted cash: MFA Debt Reserve Fund (Note 5)	**3,127,532**	3,116,784
	718,801,803	626,309,048
Liabilities		
Accounts payable and accrued liabilities	**45,952,654**	60,562,910
Deferred revenue (Note 6)	**35,534,869**	29,559,088
Short-term debt (Note 3)	**114,818,767**	54,667,653
Long-term debt (Note 4)	**664,057,177**	590,862,986
Other liabilities (Note 8)	**1,212,799**	1,558,741
Asset retirement obligations (Note 7)	**31,725,891**	28,430,415
	893,302,157	765,641,793
Net Debt	**(174,500,354)**	(139,332,745)
Non-financial Assets		
Tangible capital assets (Note 9)	**2,260,995,052**	2,174,256,255
Inventory of supplies	**1,551,128**	1,312,169
Prepaid expenses	**6,353,699**	3,952,484
	2,268,899,879	2,179,520,908
Accumulated Surplus	**2,094,399,525**	2,040,188,163
Accumulated Surplus consists of:		
Accumulated surplus (Note 10)	**2,092,336,003**	2,040,205,955
Net remeasurement gains (losses)	**2,063,522**	(17,792)
Accumulated Surplus	**$ 2,094,399,525**	$ 2,040,188,163

Contractual obligations (Note 11)

Contractual rights (Note 12)

Contingencies (Note 13)

The accompanying notes are an integral part of the consolidated financial statements.

Nelson Chan, MBA, FCPA, FCMA

Chief Financial Officer, GM Finance & Information Technology

Consolidated Statement of Operations

For the year ended December 31, 2025, with comparative information for 2024

	Budget (Note 14)	2025	2024
Revenue			
Government transfers (Note 15)	$ 172,513,614	**$ 188,038,613**	$ 186,401,814
Sale of services	135,557,256	**120,272,781**	103,913,717
Affordable housing rental income	27,416,173	**27,434,354**	26,493,504
Other revenue	19,547,750	**27,634,647**	20,680,535
Investment income	1,216,402	**15,814,697**	15,892,155
Actuarial adjustment of long-term debt (Note 4a)	-	**2,189,065**	2,654,878
Grants in lieu of taxes	4,175,071	**4,175,069**	3,877,888
Developer contributions	-	**2,721,053**	1,318,010
Total Revenue	360,426,266	**388,280,279**	361,232,501
Expenses (Note 19)			
Sewer, water, and garbage services	153,243,938	**179,401,001**	154,881,828
Recreation and cultural services	42,121,972	**44,695,046**	41,653,710
General government services	28,457,624	**43,409,739**	54,801,618
Affordable housing rental expense and contributions	23,363,595	**27,406,831**	23,875,619
Debt payments: member municipalities & other entities (Note 4)	17,964,718	**19,118,524**	18,272,886
Protective services	15,755,497	**16,164,428**	14,343,558
Planning and development services	7,216,542	**4,796,956**	4,144,748
Transportation services	1,019,112	**1,157,706**	978,618
Total Expenses	289,142,998	**336,150,231**	312,952,585
Annual Surplus	71,283,268	**52,130,048**	48,279,916
Accumulated Surplus, beginning of year	2,040,205,955	**2,040,205,955**	1,991,926,039
Accumulated Surplus, end of year (Note 10)	$ 2,111,489,223	**$2,092,336,003**	$ 2,040,205,955

The accompanying notes are an integral part of the consolidated financial statements.

Consolidated Statement of Change in Net Debt

For the year ended December 31, 2025, with comparative information for 2024

	Budget (Note 14)	2025	2024
Annual surplus	$ 71,283,268	**$ 52,130,048**	$ 48,279,916
Acquistion of tangible capital assets	(377,623,462)	**(154,410,587)**	(167,851,314)
Contributed tangible capital assets	-	**(3,641,053)**	(1,318,010)
Asset retirement obligation additions	-	**(6,322,258)**	-
Amortization of tangible capital assets	-	**73,133,835**	69,128,750
Loss on disposal of tangible capital assets and asset retirement obligations	-	**2,759,696**	1,824,823
Proceeds on sale of tangible capital assets	-	**133,361**	521,169
Revaluation of asset retirement obligation	-	**1,608,209**	54,000
	(306,340,194)	**(34,608,749)**	(49,360,666)
Acquistion of inventory of supplies	-	**(3,617,304)**	(2,836,046)
Acquistion of prepaid expenses	-	**(11,640,641)**	(6,303,644)
Consumption of inventory of supplies	-	**3,378,345**	2,863,348
Use of prepaid expenses	-	**9,239,426**	6,838,747
	-	**(2,640,174)**	562,405
Net Remeasurement Gains	-	**2,081,314**	4,000,152
Change in Net Debt	(306,340,194)	**(35,167,609)**	(44,798,109)
Net Debt, beginning of year	(139,332,745)	**(139,332,745)**	(94,534,636)
Net Debt, end of year	$ (445,672,939)	**$ (174,500,354)**	$ (139,332,745)

The accompanying notes are an integral part of the consolidated financial statements.

Consolidated Statement of Remeasurement Gains and Losses

For the Year Ended December 31, 2025, with comparative information for 2024

		2025		2024
Accumulated remeasurement gain (loss), beginning of year	**$**	**(17,792)**	$	(4,017,944)
Unrealized gains (losses) attributable to:				
Foreign exchange		**(2,120)**		(14,768)
Investments measured at fair value		**2,083,434**		4,014,920
Net remeasurement gains and losses for the year		**2,081,314**		4,000,152
Accumulated remeasurement gain (loss), end of year	**$**	**2,063,522**	$	(17,792)

The accompanying notes are an integral part of the consolidated financial statements.

Consolidated Statement of Cash Flows

For the year ended December 31, 2025, with comparative information for 2024

	2025	2024
Cash provided by (used in):		
Operating activities:		
Annual surplus	**$ 52,130,048**	$ 48,279,916
Items not involving cash:		
Amortization	**73,133,835**	69,128,750
Contributed tangible capital assets	**(3,641,053)**	(1,318,010)
Loss on disposal of tangible capital assets	**2,759,696**	1,824,823
Actuarial adjustment of long-term debt	**(2,189,065)**	(2,654,878)
Accretion expense	**1,513,232**	1,132,832
Gain on asset retirement obligations	**(2,707,861)**	-
(Increase) decrease in non-cash assets:		
Accounts receivable	**(83,351)**	(3,715,336)
Prepaid expenses	**(2,401,215)**	535,103
Inventory of supplies	**(238,959)**	27,302
Increase (decrease) in non-cash liabilities:		
Accounts payable and accrued liabilities	**(14,610,256)**	20,702,807
Deferred revenue	**5,975,781**	(3,636,523)
Other liabilities	**(345,942)**	369,051
Cash used to settle asset retirement obligations	**(475,869)**	-
Net change in cash from operating activities	**108,819,021**	130,675,837
Capital activities:		
Proceeds on sale of tangible capital assets	**133,361**	521,169
Cash used to acquire tangible capital assets	**(154,410,587)**	(167,851,314)
Net change in cash from capital activities	**(154,277,226)**	(167,330,145)
Investing activities:		
Acquisition of investments	**(27,650,961)**	(96,841,443)
Proceeds from investments	**113,028,589**	151,088,416
Net change in cash from investing activities	**85,377,628**	54,246,973
Financing activities:		
Restricted cash - MFA debt reserve fund	**(10,748)**	(150,810)
Proceeds of debt	**134,396,290**	76,641,569
Repayment of debt	**(60,758,057)**	(40,147,474)
Net change in cash from financing activities	**73,627,485**	36,343,285
Net increase in cash and cash equivalents	**113,546,908**	53,935,950
Cash and cash equivalents, beginning of year	**97,513,561**	43,577,611
Cash and cash equivalents, end of year	**$ 211,060,469**	$ 97,513,561
Cash paid for interest	**$ 27,526,728**	$ 23,766,288
Cash received for interest	**11,917,754**	6,881,897

The accompanying notes are an integral part of the consolidated financial statements.

1. SIGNIFICANT ACCOUNTING POLICIES

a) BRITISH COLUMBIA REGIONAL DISTRICTS

The consolidated financial statements of the Capital Regional District (the District) are prepared by management in accordance with Canadian public sector accounting standards for local governments and regional districts as recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. The resources and operation of the District are segregated into various funds for accounting and financial reporting purposes, each being treated as a separate entity with responsibility for the stewardship of the assets allocated to it. Transactions and balances between funds are eliminated on consolidation. The consolidated financial statements exclude trust assets that are administered for the benefit of external parties.

b) BASIS OF CONSOLIDATION

The consolidated financial statements reflect the assets, liabilities, revenues, and expenses of the District and Capital Region Housing Corporation (CRHC). The CRHC is controlled by the District. All transactions and balances between these entities have been eliminated on consolidation.

c) BASIS OF ACCOUNTING

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

d) TAXATION

Each Municipality and Electoral Area within the District is requisitioned for their portion of each service in which they participate. These funds are then levied by the Municipalities and the Province (for Electoral Areas) to individual taxpayers and turned over to the District by August 1 of each year.

e) INTEREST

The District follows the practice of investing individually significant unspent funds. Interest earned is measured using the effective interest method and is reported in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

f) REVENUE

Revenues from transactions with performance obligations are recognized when (at a point in time) or as (over a period of time) the District satisfies the performance obligations, which occurs when control of the benefits associated with the promised goods or services has passed to the payor.

Revenues from transactions without performance obligations are recognized when the District has the right to claim or retain an inflow of economic resources received or receivable and there is a past transaction or event that gives rise to the economic resources.

1. SIGNIFICANT ACCOUNTING POLICIES continued

g) GOVERNMENT TRANSFERS

Government transfers without stipulations restricting their use are recognized in the consolidated financial statements as revenues in the period in which the transfers are authorized, any eligibility criteria are met, and reasonable estimates of the amounts can be made. Government transfers with stipulations restricting their use are recognized in the consolidated financial statements as revenues in the period in which stipulations that give rise to an obligation have been met.

h) DEFERRED REVENUE

Deferred revenue includes amounts received from third parties which may only be used in certain programs, in the completion of specific work, or for the purchase of tangible capital assets. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired, thereby extinguishing the related liability.

i) CASH AND CASH EQUIVALENTS

Cash and cash equivalents include short-term highly liquid investments with a term to maturity of less than 90 days at acquisition.

j) FINANCIAL INSTRUMENTS

Financial instruments are classified into two categories fair value or cost.

i. Fair value category: investments quoted in an active market are reflected at fair value as at the reporting date. Sales and purchases of investments are recorded on the trade date. The District's investments in MFA pooled funds are measured at fair value.

   Transaction costs related to the acquisition of investments are recorded as an expense. Unrealized gains and losses on financial assets are recognized in the consolidated statement of remeasurement gains and losses until such time that the financial asset is derecognized due to disposal or impairment. At the time of derecognition, the related realized gains and losses are recognized in the consolidated statement of operations and related balances reversed from the consolidated statement of remeasurement gains and losses.

ii. Cost category: investments not quoted in an active market, financial assets and liabilities are recorded at cost or amortized cost. Gains and losses are recognized in the consolidated statement of operations when the financial asset is derecognized due to disposal or impairment. Sales and purchases of investments are recorded on the trade date.

   Transaction costs related to the acquisition of financial assets are included in the cost of the related instrument.

1. SIGNIFICANT ACCOUNTING POLICIES continued

j) FINANCIAL INSTRUMENTS continued

Financial assets are assessed for impairment on an annual basis. If there is an indicator of impairment, the District determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the District expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

k) LONG-TERM DEBT

Long-term debt is recorded net of repayments and actuarial adjustments.

l) EMPLOYEE FUTURE BENEFITS

i. The District and its employees make contributions to the Municipal Pension Plan. These contributions are expensed as incurred.

ii. Sick leave and other benefits are also available to the District's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

m) ASSET RETIREMENT OBLIGATIONS

An asset retirement obligation (ARO) is a legal obligation to incur costs to retire a tangible capital asset in a future period. AROs are measured at the present value of expected future cash flows including an estimate for inflation. Future cash flows are based on the best information available at the financial reporting date. Accretion expense is recorded annually to reflect the cost associated with an increase in the present value of the ARO over time. The carrying amount of the liability is reassessed annually and updated as new information becomes available. Changes in estimates are recorded prospectively and the liability is derecognized when retirement activities are completed.

The asset retirement cost at initial recognition is capitalized along with the related tangible capital asset and amortized in accordance with the District's tangible capital asset policy Note 1 n) i.

1. SIGNIFICANT ACCOUNTING POLICIES continued

n) NON-FINANCIAL ASSETS

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful Life - Years
Engineering Structures	10 to 100 Years
Buildings	20 to 75 Years
Machinery and Equipment	5 to 20 Years
Vehicles	8 to 15 Years
Other Assets	5 to 25 Years

Amortization is charged annually, including in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the District's ability to provide goods and services or when the value of the future economic benefits associated with the asset is less than the book value of the asset.

The District is fortunate to have many natural assets that reduce the need for engineered infrastructure that would otherwise be required. This includes watersheds, creeks, ditches and wetlands (rain water management). Canadian public sector accounting standards do not allow for the valuation and recording of such assets into the consolidated financial statements of the District. As such, these natural assets are not reported in these consolidated financial statements.

Assets acquired by right, such as forests, water and mineral resources, are not recorded in the consolidated financial statements.

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

1. SIGNIFICANT ACCOUNTING POLICIES continued

n) NON-FINANCIAL ASSETS continued

iii. Works of Art and Cultural and Historic Assets

Works of art and cultural and historic assets are not recorded as assets in these consolidated financial statements.

iv. Interest Capitalization

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

v. Leased Tangible Capital Assets

Leases which transfer substantially all of the benefits and risks incidental to the District are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

vi. Inventories of Supplies

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.

o) CONTAMINATED SITES

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

i. an environmental standard exists

ii. contamination exceeds the environmental standard

iii. the District is directly responsible or accepts responsibility for the liability

iv. future economic benefits will be given up, and

v. a reasonable estimate of the liability can be made.

1. SIGNIFICANT ACCOUNTING POLICIES continued

p) PUBLIC PRIVATE PARTNERSHIP PROJECTS

A public private partnership (P3) is an infrastructure project where a private sector partner designs, builds, finances and operates public infrastructure assets.

The asset costs at initial recognition include development and financing fees estimated at fair value that require the extraction of capital cost information from the financial model in the project agreement. Costs that are incurred directly by the District are also included in the asset cost. The assets are capitalized and amortized in accordance with the District's tangible capital asset policy Note 1 n) i.

A liability is measured initially for the same amount as the capital cost from the financial model less any consideration paid to the private sector partner. The liability is recorded as long-term debt. The liability is subsequently measured at amortized cost. The implicit interest rate in the agreement is used to calculate the finance charge embedded in the financial model using the effective interest rate method.

Upon substantial completion of construction, the private sector partner receives monthly payments over the term of the agreement to cover the partner's operating, capital and financing costs. Operating and financing costs owing are recognized as expenses in the period to which they relate. Capital costs reduce the liability owning to the private sector partner.

q) USE OF ESTIMATES

The preparation of consolidated financial statements conforming with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating provisions for accrued liabilities, AROs and the useful lives of tangible capital assets. Actual results could differ from these estimates.

r) SEGMENTED INFORMATION

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information to achieve the objectives of the standard. The District has provided definitions of the District’s segments as well as presented consolidated financial information in segmented format in Note 19.

2. CASH AND CASH EQUIVALENTS AND INVESTMENTS

a) CASH AND CASH EQUIVALENTS

		2025		2024
CRD	**$**	**174,165,814**	$	71,260,716
CRHC		**36,894,655**		26,252,845
	$	**211,060,469**	$	97,513,561

2. CASH AND CASH EQUIVALENTS AND INVESTMENTS continued

b) INVESTMENTS

	2025	2024
Investments measured at fair value:		
CRD MFA pooled funds	**$ 110,690,359**	$ 104,697,456
Investments measured at cost		
CRD term deposits and GICs	**125,174,001**	214,424,000
	$ 235,864,360	$ 319,121,456

The cost of MFA pooled funds for CRD is $108,472,564 (2024 - $104,596,172).

3. SHORT-TERM DEBT

The District's short-term debt of $61,255,000 (2024 - $15,550,000) is borrowed through MFA. In 2025, $nil (2024- $5,000,000) of short-term debt was transferred to long-term debt, and $39,000,000 (2024 - $3,500,000) was repaid. The District paid $1,631,241 (2024 - $919,017) of variable short-term interest based on the MFA's floating daily rate. Short-term debt is repayable on demand and must be repaid or transferred to long-term debt within 5 years of initial draw.

CRHC's short-term debt of $53,563,767 (2024 - $39,117,653) is borrowed through BC Housing Management Commission (BCHMC) to finance the construction of affordable housing projects. During the year $420,176 of short-term debt was forgiven. Interest is charged at a variable rate based on BCHMC's short term cost of borrowing plus an administrative spread. The short-term debt is converted to a long-term mortgage at the completion of each construction project.

		2025		
	Outstanding December 31, 2024	**Additions**	**Repayments and Transfers**	**Outstanding December 31, 2025**
General Capital	$ 1,950,000	$ 42,405,000	$ (39,000,000)	**$ 5,355,000**
Sewer Capital	11,500,000	10,000,000	-	**21,500,000**
Water Capital	2,100,000	32,300,000	-	**34,400,000**
CRD Debt	15,550,000	84,705,000	(39,000,000)	**61,255,000**
CRD Total	15,550,000	84,705,000	(39,000,000)	**61,255,000**
CRHC Total	39,117,653	14,866,290	(420,176)	**53,563,767**
	$ 54,667,653	$ 99,571,290	$ (39,420,176)	**$ 114,818,767**

4. LONG-TERM DEBT

a) DEBT

The District is required by legislation to borrow debenture debt through MFA. The principal portion of long-term debt is added to the MFA sinking fund, which is secured against the debt and invested over the term of the loan. The balance of this fund is used to retire the debt at or before maturity of the loan depending on the actual return on investments in the sinking fund. The MFA provides the District with an estimated actuarial valuation, which is the estimated return on the invested balance of the sinking fund. Debt principal is reported net of repayments and actuarial adjustments. Revenue for actuarial adjustments is recorded as Actuarial adjustment of long-term debt in the consolidated statement of operations.

The District is also required by legislation to incur long-term debt on behalf of member municipalities and can incur long-term debt for other entities through agreements with the MFA. All monies borrowed are upon the District's credit at large and, in the event of any default, would constitute an indebtedness for which its members are jointly and severally liable.

The District reports the total principal and interest payments collected from member municipalities and other entities as revenues in Government transfers and as expenses in Debt payments: member municipalities & other entities. Total principal payments received from member municipalities and other entities in the year was $10,233,361 (2024 - $10,818,476).

Member municipalities includes all debt incurred by the District on behalf of other entities where the principle and interest payments will be recovered from third parties. In 2025, $117,301 (2024 - $124,531) was collected from member municipalities relating to payments into the Debt Reserve Fund (Note 5) and are included as expenses in Debt payments: member municipalities and other entities. Debt incurred on behalf of member municipalities and other entities is also presented as a receivable in Debt recoverable: member municipalities and other entities on the consolidated statement of financial position for $228,603,308 (2024 - $166,494,464).

Included in long-term debt is a P3 agreement liability for the Residuals Treatment Facility (RTF). The RTF contract has a 20-year term to December 31, 2040 with monthly capital cost and financing payments of $460,812 including interest of 6.29%. Interest paid in 2025 was $3,386,834 (2024 - $3,513,656).

Interest expense on long-term debt, including interest on the P3 agreement, is as follows:

	2025	**2024**
Interest expense on long-term debt	**$ 25,851,807**	$ 23,077,262
Interest received from member municipalities & other entities	**9,108,080**	7,670,341
Net interest expense related to long-term debt	**$ 16,743,727**	$ 15,406,921

4. LONG-TERM DEBT continued

a) DEBT continued

Debt is comprised of the amounts in the following table and includes varying maturities, with interest rates ranging from 0.61% to 6.29% and a weighted average rate of 2.75%. The District's debt with the MFA totals $197,444,048 (2024 - $178,338,555) and non-debenture debt of $54,295,896 (2024 - $56,546,642). Included in non-debenture debt is $54,204,112 (2024 - $56,347,020) owed for the RTF P3 agreement. Principal repayment on the P3 debt was $2,142,911 (2024 - $2,016,089). The CRHC debt consists of mortgage debt with BCHMC and commercial banks.

		2025				
	Outstanding December 31, 2024	**Additions**	**Principal**	**Sinking Fund**	**Total Debt Repayments**	**Outstanding December 31, 2025**
General Capital	$ 51,793,095	$ 24,825,000	$ (4,236,285)	$ (706,363)	$ (4,942,648)	**$ 71,675,447**
Sewer Capital	152,162,328	10,000,000	(7,847,855)	(859,283)	(8,707,138)	**153,455,190**
Water Capital	30,929,774	-	(3,313,104)	(1,007,363)	(4,320,467)	**26,609,307**
	234,885,197	34,825,000	(15,397,244)	(2,573,009)	(17,970,253)	**251,739,944**
Accrued Actuarial	(1,555,948)	-	-	383,941	383,941	**(1,172,007)**
CRD Debt	233,329,249	34,825,000	(15,397,244)	(2,189,068)	(17,586,312)	**250,567,937**
Member Municipalities	166,494,464	75,470,000	(10,233,361)	(3,127,795)	(13,361,156)	**228,603,308**
CRD Total	399,823,713	110,295,000	(25,630,605)	(5,316,863)	(30,947,468)	**479,171,245**
CRHC	191,039,273	-	(6,153,341)	-	(6,153,341)	**184,885,932**
	$ 590,862,986	$110,295,000	$ (31,783,946)	$ (5,316,863)	$ (37,100,809)	**$ 664,057,177**

b) DEMAND NOTES - CONTINGENT LIABILITY

The MFA holds demand notes related to the District's debenture debt in the amount of $16,341,465 (2024 - $14,793,419) of which $8,175,378 (2024 - $6,751,766) is held by the District for the member municipalities & other entities (Note 5). The demand notes are not recorded in the consolidated financial statements as they will only be called upon if the MFA does not have sufficient funds to meet its payment obligations.

4. LONG-TERM DEBT continued

c) LONG-TERM DEBT PAYABLE/MATURING

The following principal and actuarial amounts included in long-term debt are payable/maturing over the next five years and thereafter.

	2026	2027	2028	2029	2030	Thereafter
CRD						
General	$ 4,713,940	$ 4,396,692	$ 4,358,310	$ 4,320,732	$ 4,212,443	$ 32,725,516
Sewer	7,810,202	7,888,494	8,018,979	8,092,848	8,264,903	83,783,571
Water	2,868,298	2,747,515	2,278,428	1,890,445	1,622,037	7,639,851
CRD Debt	15,392,440	15,032,701	14,655,717	14,304,025	14,099,383	124,148,938
Member Municipalities	11,931,363	10,663,308	10,531,382	10,482,941	10,173,736	94,436,424
CRD Total	27,323,803	25,696,009	25,187,099	24,786,966	24,273,119	218,585,362
CRHC	5,961,692	5,840,552	5,531,061	5,475,443	5,352,698	156,724,485
Total Principal Repayment	33,285,495	31,536,561	30,718,160	30,262,409	29,625,817	375,309,847
Estimated Sinking Fund Income	4,042,855	5,316,346	5,793,503	6,254,617	6,617,817	105,293,750
	$ 37,328,350	$ 36,852,907	$ 36,511,663	$ 36,517,026	$ 36,243,634	$480,603,597

Member municipalities includes all debt incurred by the District on behalf of other entities where the principal and interest payments will be recovered from third parties.

5. MFA DEBT RESERVE FUND

The MFA provides capital financing for regional districts and their member municipalities. The MFA is required to establish a Debt Reserve Fund into which each regional district and member municipality, who shares in the proceeds of a debt issue through the District, is required to pay certain amounts set out in the debt agreements. Interest earned on these funds (less administrative expenses) becomes an obligation of the MFA to the regional district. If at any time insufficient funds are provided by the regional district or their member municipalities or any other MFA borrower, the MFA may then use these funds to meet payments on its obligations. Should this occur, the regional district and member municipalities may be called upon to restore the fund. The MFA has not required the debt reserve fund to meet obligations in its history. The cash deposits of the member municipalities $4,290,296 (2024 - $3,601,856) are not recorded in these consolidated financial statements. The District's restricted cash on its direct debt is $3,127,532 (2024 - $3,116,784).

		2025		2024
Cash Deposits				
Restricted cash - MFA Debt Reserve Fund	**$**	**3,127,532**	$	3,116,784
Cash deposits - Member Municipalities		**4,290,296**		3,601,856
Demand Notes				
Demand notes - Capital Regional District		**8,166,087**		8,041,653
Demand notes - Member Municipalities		**8,175,378**		6,751,766
	$	**23,759,293**	$	21,512,059

6. DEFERRED REVENUE

Continuity of deferred revenue is as follows:

		2025		2024
Balance, beginning of year	**$**	**29,559,088**	$	33,195,611
Externally restricted contributions received:				
Federal housing grants		**2,804,331**		4,201,961
Development cost charges		**2,902,958**		4,578,702
Developer advances for construction		**3,932,467**		2,645,606
Total externally restricted contributions received		**9,639,756**		11,426,269
Externally restricted contributions used and recognized in revenue		**(16,301,301)**		(15,511,664)
Net change in externally restricted contributions		**(6,661,545)**		(4,085,395)
Change in deposits and other deferred revenues		**12,637,326**		448,872
Balance, end of year	**$**	**35,534,869**	$	29,559,088

The deferred revenue reported on the consolidated statement of financial position consists of the following:

		2025		2024
Deferred revenue - general	**$**	**6,099,649**	$	8,406,052
Deferred revenue - water		**1,419,232**		1,136,598
Development cost charges		**21,715,221**		18,021,616
Developer advances for construction		**1,187,941**		1,245,522
Deferred revenue - CRHC		**5,112,826**		749,300
Balance, end of year	**$**	**35,534,869**	$	29,559,088

7. ASSET RETIREMENT OBLIGATIONS

The District has AROs for the removal of hazardous materials from buildings and engineering structures, as well as landfill closure and post-closure costs. All estimated cash flows have been discounted to present value. Discount and inflation rates in the future are estimates and subject to change. These changes can impact ARO's value significantly when being applied over an extended period of time.

The District uses the Municipal Finance Authority (MFA) long-term borrowing rate as the discount rate. The 10-year average B.C. consumer price index rate is used to estimate inflation and aligns with the Bank of Canada's target inflation range of 1.00% to 3.00%.

	2024	ARO Additions	ARO Settlements	Revisions to Estimate	Accretion Expense	2025
Hazardous materials	$ 12,837,743	$ 212,705	$ (2,339,547)	$ (1,793,915)	$ 548,172	**$ 9,465,158**
Landfill closure and post-closure costs	15,592,672	6,322,258	-	(619,257)	965,060	**22,260,733**
	$ 28,430,415	$ 6,534,963	$ (2,339,547)	$ (2,413,172)	$ 1,513,232	**$ 31,725,891**

a) HAZARDOUS MATERIALS

The District owns buildings that contain hazardous materials including asbestos and lead. There is a legal obligation to remove these materials in a prescribed manner when they are disturbed. These costs are expected to be incurred when demolishing or renovating the buildings and engineering structures. The retirement costs are estimated to include all costs directly attributable to the abatement of the hazardous materials, including overhead costs. The obligations are expected to be settled over the next 40 years as buildings are demolished or renovated.

	2025	2024
Discount rate	**4.42%**	4.27%
Inflation rate	**2.82%**	2.70%
Settlement timing	**1 to 40 years**	1 to 41 years

b) LANDFILL CLOSURE AND POST-CLOSURE COSTS

The District is responsible for the closure and post-closure costs of the Hartland Landfill. The landfill has a progressive closure plan where the site is split into cells, and the final cover system for each cell is constructed once the cell is filled. Post-closure costs are the environmental monitoring and leachate disposal costs that will be incurred over a 30-year period after the closure of the landfill. The timing and extent of cash flows required to settle the ARO are based on the District’s Design, Operate and Closure Plan (DOCP).

7. ASSET RETIREMENT OBLIGATIONS continued

b) LANDFILL CLOSURE AND POST-CLOSURE COSTS continued

	2025	2024
Discount rate	**4.61%**	4.32%
Inflation rate	**2.82%**	2.70%
Post-closure period	**30 years**	30 years
Closure date	**2075**	2075
Reserve balance	**$15,283,038**	$14,271,343

In 2023, the provincial government approved the District's Solid Waste Management Plan (SWMP). The SWMP contemplates changes in waste to coverage ratios and garbage per capita disposal rates that could result in the landfill life being extended to 2096. The more conservative closure date of 2075 has been used in estimating the ARO.

The District's operational certificate requires contributions to a reserve be sufficient to fund closure and post-closure costs. Annual contributions to reserve are made throughout the landfill operating period and are based on estimated timing and amounts of future cashflows, including an estimated return on reserve assets. The contribution rates are updated periodically to ensure the reserve balance is sufficient to fund ARO costs.

8. OTHER LIABILITIES

Other liabilities consist of the following balances:

	2025	2024
Sick leave benefits	**$ 503,799**	$ 490,299
Contaminated sites	**709,000**	876,500
Other benefits payable	**-**	191,942
	$ 1,212,799	$ 1,558,741

a) SICK LEAVE BENEFITS

The District provides sick leave benefits to its employees. The accrued benefit obligation is included in Other liabilities on the consolidated statement of financial position and has been estimated by an actuarial valuation completed at December 31, 2025. The District's accrued benefit obligation is $503,799 (2024 - $490,299).

The significant actuarial assumptions adopted in measuring the District's accrued benefit obligation are as follows:

	2025	2024
Discount rates	**4.6%**	4.3%
Expected future inflation rates	**2.00% to 2.50%**	2.00% to 2.50%
Expected wage and salary increases	**2.00% to 2.50%**	2.00% to 2.50%

The expected future inflation rates and wage and salary increases is 2.50% through 2028, and 2.00% thereafter.

b) CONTAMINATED SITES

The District estimated a liability of $709,000 as at December 31, 2025 (2024 - $876,500) for remediation of six known contaminated sites. Estimated undiscounted expenditures in 2025 are $709,000 (2024 - $876,500). The nature of the contamination includes heavy metals, chlorinated solvents, hydrocarbons, and other organic and inorganic compounds. The source of the contamination includes unregulated shooting activities, disposal of excess soil from utility projects, underground storage tanks, fuel bulk storage facilities, and disposal of septage and other trucked liquid and solid waste.

9. TANGIBLE CAPITAL ASSETS

	Cost					Accumulated Amortization				
	Balance at December 31, 2024	Additions	Disposals and Adjustments	Transfers	Balance at December 31, 2025	Balance at December 31, 2024	Disposals and Adjustments	Amortization Expense	Balance at December 31, 2025	Net Book Value December 31, 2025
Work in Progress										
CRD	$ 87,022,111	$ 30,849,165	$ (1,896,630)	$ (57,535,657)	**$ 58,438,989**	$ -	$ -	$ -	**$ -**	**$ 58,438,989**
Engineering Structures										
CRD	1,790,912,372	43,794,427	(741,236)	52,616,310	**1,886,581,873**	480,265,262	(255,734)	46,218,731	**526,228,259**	**1,360,353,614**
Buildings										
CRD	319,244,950	2,615,205	(272,061)	547,554	**322,135,648**	75,886,822	(21,536)	9,092,659	**84,957,945**	**237,177,703**
CRHC	241,774,624	30,607,582	(7,018,649)	-	**265,363,557**	94,074,332	(5,890,721)	4,068,954	**92,252,565**	**173,110,992**
	561,019,574	33,222,787	(7,290,710)	547,554	**587,499,205**	169,961,154	(5,912,257)	13,161,613	**177,210,510**	**410,288,695**
Machinery & Equipment										
CRD	99,299,906	6,465,562	(2,224,141)	2,423,910	**105,965,237**	56,689,913	(2,216,102)	6,076,515	**60,550,326**	**45,414,911**
CRHC	49,550,448	3,182,438	(4,230,529)	-	**48,502,357**	37,533,056	(3,493,731)	2,738,481	**36,777,806**	**11,724,551**
	148,850,354	9,648,000	(6,454,670)	2,423,910	**154,467,594**	94,222,969	(5,709,833)	8,814,996	**97,328,132**	**57,139,462**
Vehicles										
CRD	32,748,316	3,850,338	(687,906)	214,053	**36,124,801**	20,089,944	(687,906)	2,634,259	**22,036,297**	**14,088,504**
Land										
CRD	291,492,405	41,362,920	-	1,106,607	**333,961,932**	-	-	-	**-**	**333,961,932**
CRHC	9,496,053	1,451,637	-	-	**10,947,690**	-	-	-	**-**	**10,947,690**
	300,988,458	42,814,557	-	1,106,607	**344,909,622**	-	-	-	**-**	**344,909,622**
Land Depletion										
CRD	648,301	-	-	-	**648,301**	276,301	-	18,523	**294,824**	**353,477**
Land Under Prepaid Lease										
CRHC	12,243,900	-	-	-	**12,243,900**	2,869,086	-	210,258	**3,079,344**	**9,164,556**
Other Assets										
CRD	27,159,388	198,780	-	627,223	**27,985,391**	19,651,803	-	2,075,455	**21,727,258**	**6,258,133**
	$ 2,961,592,774	$ 164,378,054	$ (17,071,152)	$ -	**$ 3,108,899,676**	$ 787,336,519	$ (12,565,730)	$ 73,133,835	**$ 847,904,624**	**$ 2,260,995,052**
Totals										
CRD	2,648,527,749	129,136,397	(5,821,974)	-	**2,771,842,172**	652,860,045	(3,181,278)	66,116,142	**715,794,909**	**2,056,047,263**
CRHC	313,065,025	35,241,657	(11,249,178)	-	**337,057,504**	134,476,474	(9,384,452)	7,017,693	**132,109,715**	**204,947,789**
	$ 2,961,592,774	$ 164,378,054	$ (17,071,152)	$ -	**$ 3,108,899,676**	$ 787,336,519	$ (12,565,730)	$ 73,133,835	**$ 847,904,624**	**$ 2,260,995,052**

During 2025, $2,721,053 (2024 - $1,318,010) in water distribution infrastructure and $920,000 (2024 - $NIL) in other assets were contributed to the District. In addition, non-cash tangible capital asset additions of $6,322,258 (2024 - nil) were recognized related to an asset retirement obligation.

Notes to Consolidated Financial Statements continued

9. TANGIBLE CAPITAL ASSETS

	Cost					Accumulated Amortization				
	Balance at December 31, 2023	Additions	Disposals and Adjustments	Transfers	Balance at December 31, 2024	Balance at December 31, 2023	Disposals and Adjustments	Amortization Expense	Balance at December 31, 2024	Net Book Value December 31, 2024
Work in Progress										
CRD	$ 64,060,689	$ 59,528,298	$ -	$ (36,566,876)	**$ 87,022,111**	$ -	$ -	$ -	**$ -**	**$ 87,022,111**
Engineering Structures										
CRD	1,719,808,029	44,206,366	(3,777,360)	30,675,337	**1,790,912,372**	438,749,641	(1,511,304)	43,026,925	**480,265,262**	**1,310,647,110**
Buildings										
CRD	315,523,368	2,683,460	(43,246)	1,081,368	**319,244,950**	67,053,766	(1,153)	8,834,209	**75,886,822**	**243,358,128**
CRHC	199,057,658	42,716,966	-	-	**241,774,624**	90,279,342	-	3,794,990	**94,074,332**	**147,700,292**
	514,581,026	45,400,426	(43,246)	1,081,368	**561,019,574**	157,333,108	(1,153)	12,629,199	**169,961,154**	**391,058,420**
Machinery & Equipment										
CRD	86,598,154	11,066,426	(2,300,299)	3,935,625	**99,299,906**	52,592,073	(2,229,211)	6,327,051	**56,689,913**	**42,609,993**
CRHC	45,124,225	4,426,223	-	-	**49,550,448**	35,087,271	-	2,445,785	**37,533,056**	**12,017,392**
	131,722,379	15,492,649	(2,300,299)	3,935,625	**148,850,354**	87,679,344	(2,229,211)	8,772,836	**94,222,969**	**54,627,385**
Vehicles										
CRD	31,553,142	2,661,143	(1,755,090)	289,121	**32,748,316**	19,048,600	(1,684,494)	2,725,838	**20,089,944**	**12,658,372**
Land										
CRD	289,935,325	1,495,737	-	61,343	**291,492,405**	-	-	-	**-**	**291,492,405**
CRHC	9,496,053	-	-	-	**9,496,053**	-	-	-	**-**	**9,496,053**
	299,431,378	1,495,737	-	61,343	**300,988,458**	-	-	-	**-**	**300,988,458**
Land Depletion										
CRD	648,301	-	-	-	**648,301**	257,778	-	18,523	**276,301**	**372,000**
Land Under Prepaid Lease										
CRHC	12,243,900	-	-	-	**12,243,900**	2,658,609	-	210,477	**2,869,086**	**9,374,814**
Other Assets										
CRD	26,216,618	455,354	(36,666)	524,082	**27,159,388**	17,922,709	(15,858)	1,744,952	**19,651,803**	**7,507,585**
	$ 2,800,265,462	$169,239,973	$ (7,912,661)	$ -	**$ 2,961,592,774**	$ 723,649,789	$ (5,442,020)	$ 69,128,750	**$787,336,519**	**$ 2,174,256,255**
Totals										
CRD	2,534,343,626	122,096,784	(7,912,661)	-	**2,648,527,749**	595,624,567	(5,442,020)	62,677,498	**652,860,045**	**1,995,667,704**
CRHC	265,921,836	47,143,189	-	-	**313,065,025**	128,025,222	-	6,451,252	**134,476,474**	**178,588,551**
	$ 2,800,265,462	$169,239,973	$ (7,912,661)	$ -	**$ 2,961,592,774**	$ 723,649,789	$ (5,442,020)	$ 69,128,750	**$787,336,519**	**$ 2,174,256,255**

Notes to Consolidated Financial Statements continued

10. ACCUMULATED SURPLUS

	2025	2024
Invested in tangible capital assets	**$1,678,996,522**	$1,666,789,664
Net remeasurement gain and losses	**2,063,522**	(17,792)
CRD		
Operating funds and reserves	**122,379,357**	59,696,216
Capital funds and reserves	**287,830,460**	294,522,247
CRD Total Surplus	**410,209,817**	354,218,463
CRHC		
Operating funds and reserves	**3,090,221**	11,685,062
Capital funds and reserves	**39,443**	7,512,766
CRHC Total Surplus	**3,129,664**	19,197,828
Accumulated Surplus	**$2,094,399,525**	$2,040,188,163

Operating funds and reserves represent funds set-aside or available for operating activities to ensure sustainable service delivery. Capital funds and reserves represent funds set-aside or available for the acquisition of tangible capital assets. Investment in tangible capital assets represents surplus funds previously spent on acquiring tangible capital assets. Net remeasurement gains/losses is the unrealized gains/(losses) on changes in the fair value of investments.

11. CONTRACTUAL OBLIGATIONS

a) CAPITAL PROJECTS AND OPERATING CONTRACTS

At December 31, 2025, the District has outstanding commitments for capital projects of $64,949,702 (2024 - $39,562,612) and operating contracts of $166,517,375 (2024 - $168,499,181) including $92,693,985 (2024 - $97,722,590) for the operation and maintenance of the RTF. Total commitments are $231,467,077 (2024 - $208,061,793).

b) LONG-TERM LEASES

The District rents facilities and leases machinery and equipment under long-term operating leases. Future minimum lease payments are as follows:

		2025		**2024**
2026	**$**	**989,680**	$	548,125
2027		**735,012**		417,321
2028		**154,676**		79,949
2029		**139,277**		63,097
2030		**119,521**		18,250
Total future minimum lease payments	**$**	**2,138,166**	$	1,126,742

c) PUBLIC PRIVATE PARTNERSHIP

The District has entered into a multiple-year contract with a third party to design, build, finance, operate and maintain a RTF. The future obligations under the contract are as follows:

		Capital Cost and Financing		**Operating and Maintenance Costs**		**Total Payments**
2026	$	5,529,745	$	5,727,310	$	11,257,055
2027		5,529,745		5,251,410		10,781,155
2028		5,529,745		5,371,068		10,900,813
2029		5,529,745		5,493,336		11,023,081
2030		5,529,745		5,754,684		11,284,429
Thereafter		55,297,449		65,096,176		120,393,625
	$	82,946,174	$	92,693,984	$	175,640,158

Operating and maintenance costs to be paid to the private sector partner are contingent on specified performance criteria and the amounts in the table include an estimation of inflation but do not reflect performance holdbacks. The asset values are recorded as tangible capital assets and corresponding liabilities are recorded as debt and disclosed in Note 4.

12. CONTRACTUAL RIGHTS

a) THIRD PARTY AGREEMENTS

At December 31, 2025, the District has entered into a number of multi-year revenue contracts with third parties. The estimated contractual rights under these contracts are as follows:

		2025		2024
2026	**$**	**12,295,912**	$	11,861,822
2027		**12,658,300**		12,210,792
2028		**12,745,442**		12,264,311
2029		**12,997,401**		12,471,146
2030		**359,189**		254,859
	$	**51,056,244**	$	49,062,930

b) LONG-TERM LEASES

The District has entered into various contracts for rental revenue. The estimated contractual rights under these contracts are as follows:

		2025		2024
2026	**$**	**1,486,661**	$	1,414,434
2027		**1,205,340**		1,142,687
2028		**1,136,297**		1,084,660
2029		**153,101**		127,045
2030		**26,437**		-
	$	**4,007,836**	$	3,768,826

13. CONTINGENCIES

a) LAWSUITS

In the normal course of operations, the District is faced with lawsuits for damages of a diverse nature. At year-end, the District's estimated exposure to each such liability is either not determinable or is not considered to be significant. Claims paid by the District as a result of litigation are reported as expenses. Liabilities are recorded upon a determination that a loss is likely and a determination can be made of the estimated amounts.

b) BUILDING ENVELOPE REMEDIATION (BER) - (CRHC)

A number of low income housing buildings are operated by the CRHC under agreements with BCHMC. Prior to the signing of the new Umbrella Agreement in 2012, BCHMC provided funding for building envelope failure remediation for BCMHC and Homes BC buildings. In the event CRHC is unable to comply with agreement terms, BCHMC may require repayment of certain BER subsidies. Funding for future BER for all buildings except for buildings with no operating agreements is subject to future negotiations with BCHMC.

13. CONTINGENCIES continued

c) GOVERNMENT CONTRIBUTIONS

The CRHC has received funding to develop affordable housing units through forgivable loans. If the developments funded are not used for their approved purpose by the grantor, the loan will become repayable.

14. BUDGET DATA

The budget data presented in these consolidated financial statements is based on the 2025-2029 Financial Plan Bylaw 4665 as approved by the Board on March 12, 2025. Interfund transfers and debt principal payments are removed from the budget and the CRHC budget is added for presentation in the consolidated financial statements. Amortization is not contemplated in development of the budget and, as such, is not included. Other differences between budget and actuals exist such as higher demand for service, unexpected events, or changes in market and economic conditions. The District monitors budget by service and manages variances through service revenue, budget amendments, or reserve balances. The table below reconciles the budget surplus reported in the consolidated statement of operations to the budget surplus approved by the Board.

	Total
Budget annual surplus (deficit) as reported	**$ 71,283,268**
Deduct outflows for:	
Transfers to reserve funds	**(24,670,087)**
Transfers to capital funds	**(37,078,255)**
Transfers to equipment replacement fund	**(5,570,910)**
Debt principal payments	**(14,382,505)**
CRHC transfers to reserve funds	**(3,376,616)**
CRHC debt principal payments	**(6,154,232)**
Add inflows for:	
Transfers from reserve funds	**11,512,996**
Transfers from capital funds	**636,834**
Prior year net surplus	**7,514,913**
CRHC transfers from reserve funds	**690,981**
Annual surplus approved by the Board	**$ 406,387**

15. GOVERNMENT TRANSFERS

The following government transfers have been included in revenues:

		2025		2024
Federal	**$**	**3,955,392**	$	14,048,883
Provincial		**60,605,199**		37,552,631
Local		**123,478,022**		134,800,300
	$	**188,038,613**	$	186,401,814

Federal Government transfers include $nil (2024 - $9,198,064) relating to the Rapid Housing Initiative.

16. PENSION PLAN

The District and its employees contribute to the Municipal Pension Plan (a jointly trusteed pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2024, indicated a $2,675 million funding surplus for basic pension benefits on a going concern basis.

The District paid $6,957,114 (2024 - $6,500,002) for employer contributions to the plan in fiscal 2025, while employees contributed $6,390,843 (2024 - $5,980,192) to the plan in fiscal 2025.

The next valuation will be as at December 31, 2027 with results available later in 2028.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

17. RELATED PARTY TRANSACTIONS

The Capital Regional Hospital District (CRHD) is a related party to the CRD. The Board of Directors for each entity is comprised of the same individuals. As legislated by the Hospital District Act, the officers and employees of the CRD are the corresponding officers and employees of the CRHD. The CRD and CRHD are separate legal entities as defined by separate Letters Patent and authorized by separate legislation. During the year the CRHD purchased, at cost, $1,420,026 (2024 - $1,216,294) of administrative support and project management services from the CRD.

18. GVLRA - CUPE LONG-TERM DISABILITY TRUST

The Trust was established January 1, 1987 as a result of negotiations between the Greater Victoria Labour Relations Association (GVLRA) representing a number of employers and the Canadian Union of Public Employees (CUPE) representing a number of CUPE locals. The Trust's sole purpose is to provide a long-term disability income benefit plan. The employers and employees each contribute equal amounts into the Trust. The District paid $724,011 (2024 - $690,710) for employer contributions and District employees paid $731,210 (2024 - $696,466) for employee contributions to the plan in fiscal 2025. Based upon most recent information, at December 31, 2024, the total plan provision for approved and unreported claims was $31,688,000 with a net deficit of $(4,356,410).

19. SEGMENTED REPORTING

The District is a diversified regional government that provides a wide range of services to its stakeholders. For management reporting purposes, the District's operations and activities are organized and reported by Fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

District services are provided by departments and their activities are reported within these funds. Certain functions have been separately disclosed as segmented information, along with accounting for the services they provide as follows:

Water Services:

Water Services operations include responsibility for the supply of wholesale water to the core municipalities, distribution to the Saanich Peninsula, the Westshore Communities, and Sooke. This segment also includes accountability for a number of local water service areas in Port Renfrew, Saltspring Island, and the Southern Gulf Islands.

Sewer Services:

Sewer Services operations include responsibility for the design, build, and operation of sewage collection, treatment, and disposal systems in the District. This includes the accountability for liquid waste in the core area and a number of local sewer service areas in Port Renfrew, Saltspring Island, and the Southern Gulf Islands.

Environmental Health Services:

Environmental Health Services operations are responsible for solid waste management and related environmental assessment and regulatory programs. The department provides municipal solid waste disposal and recycling services.

19. SEGMENTED REPORTING continued

Recreation and Cultural Services:

Recreation and Cultural Services operations provide a wide variety of facilities and programs to residents of the capital region. Regional Parks is responsible for establishing and protecting a network of regional parks. Three recreation centers are operated in Sooke, Sidney, and Ganges. There are a number of parks and recreation programs located throughout the Southern Gulf Islands.

General Government Services:

General Government Services operations are responsible for providing the functions of Corporate Services (Financial Services, GIS & Information Technology, Business Development, Risk Management, Payroll, Arts Development, and Facilities Management), Administration (Human Resources and Corporate Communications), and Planning and Protective Services.

Capital Region Housing Corporation:

The CRHC is a wholly-owned subsidiary of the Capital Regional District. It was incorporated under the laws of British Columbia Company in 1982 and its principal activity is the provision of rental accommodation for citizens of the District.

The following page provides additional Segmented Information. The accounting policies used in these segments are consistent with those followed in preparation of the consolidated financial statements as disclosed in Note 1.

19. SEGMENTED REPORTING

For the year ended December 31, 2025

	Water Services	Sewer Services	Environmental Health Services	Recreation and cultural services	General government services	Capital Region Housing Corporation	2025
Revenue							
Government transfers	$ 1,465,479	$ 68,016,815	$ 1,044,190	$ 39,092,822	$ 67,135,500	$ 11,283,807	**$ 188,038,613**
Sale of services	71,342,251	2,602,582	37,696,250	6,591,994	2,039,704	-	**120,272,781**
Other revenue	7,901,842	6,425,486	13,921,161	6,178,780	13,655,085	2,263,112	**50,345,466**
Affordable housing - rental income	-	-	-	-	-	27,434,354	**27,434,354**
Actuarial adjustment of long-term debt	1,028,706	615,915	80,119	96,323	368,002	-	**2,189,065**
	81,738,278	77,660,798	52,741,720	51,959,919	83,198,291	40,981,273	**388,280,279**
Expenses							
Salaries, wages and benefits	20,455,103	964	4,755,086	21,962,254	57,443,636	5,175,295	**109,792,338**
Contract for services and consultants	5,108,597	11,215,460	21,526,012	1,497,245	8,426,838	1,136,112	**48,910,264**
Repairs and maintenance	210,992	1,462,537	2,788,172	896,923	1,503,750	2,342,833	**9,205,207**
Supplies	2,749,728	3,956,664	158,412	1,519,563	1,965,273	548,232	**10,897,872**
Utilities	1,066,148	2,729,064	314,636	1,051,714	282,968	2,337,648	**7,782,178**
Amortization of tangible capital assets	16,235,541	28,710,862	5,276,703	6,459,029	9,434,010	7,017,690	**73,133,835**
Interest on debt	2,335,381	7,602,114	932,745	823,959	10,829,425	4,959,435	**27,483,059**
Other expenses	5,277,587	25,824,713	8,707,780	10,484,359	(5,238,547)	3,889,586	**48,945,478**
	53,439,077	81,502,378	44,459,546	44,695,046	84,647,353	27,406,831	**336,150,231**
Annual Surplus (Deficit)	$ 28,299,201	$ (3,841,580)	$ 8,282,174	$ 7,264,873	$ (1,449,062)	$ 13,574,442	**$ 52,130,048**

19. SEGMENTED REPORTING

For the year ended December 31, 2024

	Water Services	Sewer Services	Environmental Health Services	Recreation and cultural services	General government services	Capital Region Housing Corporation	2024
Revenue							
Government transfers	$ 1,821,035	$ 67,002,516	$ 1,030,468	$ 39,975,630	$ 68,040,194	$ 8,531,971	**$ 186,401,814**
Sale of services	63,559,265	2,409,427	30,131,638	5,861,418	1,951,969	-	**103,913,717**
Other revenue	8,429,181	5,604,987	10,735,544	6,152,020	10,846,856	-	**41,768,588**
Affordable housing - rental income	-	-	-	-	-	26,493,504	**26,493,504**
Actuarial adjustment of long-term debt	1,145,938	815,892	(493,641)	(4,295,961)	5,482,650	-	**2,654,878**
	74,955,419	75,832,822	41,404,009	47,693,107	86,321,669	35,025,475	**361,232,501**
Expenses							
Salaries, wages and benefits	18,422,447	56,841	3,720,836	20,404,278	53,828,103	5,322,562	**101,755,067**
Contract for services and consultants	3,575,439	8,078,388	16,851,570	1,470,913	8,536,835	1,443,062	**39,956,207**
Repairs and maintenance	106,765	674,310	2,459,270	688,523	1,058,904	2,089,373	**7,077,145**
Supplies	2,098,048	3,981,957	201,083	1,289,306	2,042,157	(595,239)	**9,017,312**
Utilities	1,116,715	2,655,268	47,562	1,057,351	280,823	2,248,402	**7,406,121**
Amortization of tangible capital assets	15,211,113	28,032,766	3,659,411	6,302,952	9,471,259	6,451,249	**69,128,750**
Interest on debt	2,104,713	7,621,729	596,982	927,727	8,325,603	4,419,525	**23,996,279**
Other expenses	2,115,430	22,148,323	9,344,862	9,512,660	8,997,744	2,496,685	**54,615,704**
	44,750,670	73,249,582	36,881,576	41,653,710	92,541,428	23,875,619	**312,952,585**
Annual Surplus (Deficit)	$ 30,204,749	$ 2,583,240	$ 4,522,433	$ 6,039,397	$ (6,219,759)	$11,149,856	**$ 48,279,916**

Notes to Consolidated Financial Statements continued

20. FINANCIAL RISKS AND CONCENTRATION OF RISK

The District is potentially exposed to credit risk, market and interest rate risk, liquidity risk, and foreign exchange risk from the District's financial instruments. Qualitative and quantitative analysis of the significant risks from the District's financial instruments is provided below by type of risk.

a) CREDIT RISK

Credit risk primarily arises from the District's cash and cash equivalents, accounts receivable and investments. The risk exposure is limited to their carrying amounts at the date of the consolidated statement of financial position.

Accounts receivable primarily consist of amounts receivable from government organizations, residents and financial institutions. To reduce the risk, the District regularly reviews the collectability of its accounts receivable and if needed, will establish an allowance based on its best estimate of potentially uncollectible amounts. As at December 31, 2025, the amount of allowance for doubtful debts was $1,635,583 (2024 - $1,494,725). The District historically has not had difficulty collecting receivables, nor have counterparties defaulted on any payments.

There has been no change to the credit risk exposure from 2024.

b) MARKET AND INTEREST RATE RISK

Market risk is the risk that changes in market prices and inputs, such as interest rates, will affect the District's income. The objective of market risk management is to control market risk exposures within acceptable parameters while optimizing the return on risk.

The District manages market risk by holding cash balances with top rated Canadian Schedule I financial institutions. The investments are managed following the investment policy which is approved by the District's Board of Directors. The District periodically reviews its investments and is satisfied that the investments are being managed in accordance with the investment policy.

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in the market interest rates. The District's investments are disclosed in Note 2 and changes in the fair value of investments have parallel changes in unrealized gains or losses until realized on disposal. The District's exposure to interest rate risk in relation to debt instruments is limited to long-term debt and short-term financing. The risk applies only to long-term debt when amortization periods exceed the initial locked-in term. Short-term financing is subject to daily float rates, which can result in variability over the course of short-term financing. Interest rate risk related to debt instruments is managed through budget and cash forecasts. Interest rate risk relating to mortgages is mitigated by the subsidy assistance received from BCHMC and CMHC which is based on mortgage principal and interest payments.

There has been no change to the interest rate risk exposure from 2024.

The imposition of U.S. tariffs on cross-border trade will result in increased costs for goods and services procured from U.S. suppliers, impacting operations and infrastructure projects. While the long-term impact remains uncertain, the District is actively working to monitor and mitigate the risks and impacts of the tariffs.

20. FINANCIAL RISKS AND CONCENTRATION OF RISK continued

c) LIQUIDITY RISK

Liquidity risk is the risk that the District will not be able to meet its financial obligations as they become due. The District manages liquidity risk by continually monitoring actual and forecasted cash flows from operations, anticipated investing, and financial activities to ensure that its financial obligations are met.

There has been no change to the liquidity risk exposure from 2024.

d) FOREIGN EXCHANGE RISK

The District has not entered into any agreements or purchased any foreign currency hedging arrangements to hedge possible currency risks, as management believes that the foreign exchange risk derived from currency conversions is not significant. The foreign currency financial instruments are short-term in nature and do not give rise to significant foreign currency risk.

There has been no change to the foreign exchange risk exposure from 2024.

Schedule of Remuneration & Expenses: Employees

For the year ended December 31, 2025

Name	Position	Salary	Expenses	Total
Achuff, Michael	Environmental Technician 2	$ 77,685	$ -	$ 77,685
Acosta, Guillermo	Technical Services Technician 2	89,107	1,255	90,362
Ali, Nancy	Mgr Equity Diversity Inclusn Accessibty	140,699	866	141,565
Allen, Sandra	Administrative Coordinator 1	77,904	621	78,525
Allison, Cody	Project Engineer	115,057	2,203	117,260
Allwyn, Newmill	Senior Project Lead	95,635	-	95,635
Alsdorf, Melanie	Sr Mgr SEAPARC Recreation	163,791	1,659	165,450
Amyotte, Corinne	Mgr Payroll	135,686	876	136,562
Anderson, Corey	Mgr Emergency Programs	131,298	3,289	134,587
Anderson, Regan	Accounting Supervisor	114,363	1,108	115,471
Anderson, Ryan	Fitness Weights and Rehabilitation Coord	96,494	2,289	98,783
Anderson, Sam	Mgr Water Transmission Operations	129,297	4,522	133,819
Anderson, Sawyer	Water Treatment Operator	108,628	-	108,628
Apilan, Rico	Senior Project Lead	96,066	1,162	97,228
Arnet, Jessica	Real Estate Property Officer	99,237	327	99,564
Arthur, Cole	UO 2 Regional Supply JdF Saan Pen	77,360	1,031	78,391
Arthur, Derek	Technical Lead Development and Referrals	107,428	-	107,428
Ash, Shelby	Laboratory Technician 2	79,849	1,208	81,056
Atchison, James	Computer Support Technician	78,991	-	78,991
Attar, Armaghan	Environmental Contaminants Officer	94,637	2,396	97,034
Bader, Mathew	Financial Systems Advisor	107,256	1,423	108,679
Bandringa, Natalie	Planner	104,545	-	104,545
Barclay, Jeff	UO 2 Salt Spring and Pender Islands	105,022	821	105,843
Barnard, Kevin	Regulatory Inspector	89,568	-	89,568
Barnes, Michael	Sr Mgr Health and Capital Planning Strat	167,858	179	168,037
Barrett, Steven	Environmental Assessment Officer	90,798	1,005	91,803
Bateman, Cameron	UO 2 Wastewater Core Area Conveyance	80,636	641	81,277
Battaglia, Vilma	Contract Coordinator	78,532	-	78,532
Baynes, Carissa	Mgr Housing Operations	134,840	34	134,873
Beck, Katherine	Mgr Program Services Panorama	136,272	1,511	137,783
Beech, Chloe	UO 3 Regional Supply JdF Saan Pen	78,558	481	79,039
Bell, David	Park Ranger 2	80,545	-	80,545
Bellavie, Jesse	UO 2 Regional Supply JdF Saan Pen	78,527	-	78,527
Benjamin, Tom	Business Systems Analyst	103,702	215	103,917
Betanzo, Adrian	Engineering Technician 5	107,316	550	107,866
Bezeau, Jean-Paul	GIS Technologist 2	94,738	-	94,738
Biggs, Ryan	Watershed Technician Vegitation Mgmt	110,717	1,335	112,052
Bilodeau, Joel	Mgr Water Wastewater Services Operations	135,686	4,984	140,671
Bird, Aron	GIS Business Analyst	100,933	-	100,933

Name	Position	Salary	Expenses	Total
Bjelica, Aleksandar	Mgr Human Resources	145,059	624	145,683
Blacquiere, Kevin	Assistant Bylaw Enforcement Officer	95,316	-	95,316
Blaney, Jennifer	Mgr Water Quality Laboratory	135,678	-	135,678
Bonnar, Dustin	UO Team Lead Odour Response and Special	94,299	1,628	95,927
Booth, Monique	Mgr Communication Services	135,686	459	136,145
Boutilier, Jesse	Team Lead Water Treatment Operations	112,651	263	112,913
Boyne, Nathan	Fire Emergency Preparedness Team Lead	116,194	114	116,307
Bracey, Jordan	UO 3 Salt Spring and Pender Islands	92,774	252	93,026
Bradley, James	UO 3 Salt Spring and Pender Islands	95,228	155	95,382
Bradstock, Jacob	UO 2 WW Treatment Core Area McLoughlin	89,100	393	89,493
Bradstock, Sam	UO 3 WW Treatment Core Area McLoughlin	107,730	-	107,730
Breckenridge, Delton	Mgr Dam Engineering and Compliance	111,758	943	112,701
Brenay, James	Conveyance Team Lead	128,047	3,099	131,145
Bridges, George	Team Lead Construction and Capital Works	130,903	179	131,081
Bridges, Gordie	Team Lead Water System Operations	139,753	-	139,753
Brogan, John	Building Maintenance Attendant	76,731	5,847	82,578
Brooks, Garry	Gatekeeper	86,210	-	86,210
Brooks, Skylar	Team Lead McLoughlin Point WWTP	115,507	1,213	116,720
Brotman, Noah	Research Planner	101,674	26	101,701
Brusse, Michael	Building Maintenance Attendant	75,030	2,618	77,648
Buckland, Nigel	Watershed Technician Wildlife Biologist	118,917	28	118,945
Buckle, Danielle	Water Conservation Assistant	72,444	2,638	75,082
Burr, Richard	UO 4 Salt Spring and Pender Islands	125,802	446	126,248
Burrell, Michael	Watershed Technologist 2 GIS	96,438	-	96,438
Burrows, Nigel	Mgr Wildfire Security and Emerg Response	135,678	1,121	136,798
Bustard, Patrick	Mgr Financial Reporting	131,726	1,733	133,459
Butts, John	Supvr Core Area Wastewater Operations	133,897	3,012	136,909
Byrch, Sharon	Mgr Information Services	145,050	92	145,143
Byron, Justin	Senior Park Maintenance Worker	111,158	-	111,158
Cain, Cameron	Electrical and Instrumentation Team Lead	134,737	550	135,287
Callihoo, Owen	Landfill Attendant	78,132	-	78,132
Campbell, Sarah	Mgr Human Resources and Strategies	145,050	-	145,050
Cann, Nicole	Mgr Visitor Experience and Stewardship	104,250	11,306	115,556
Cannen, Romulo	SAP Business Analyst	108,293	-	108,293
Cao, Hieu	Senior Project Engineer	106,845	12	106,857
Carby, Shawn	Sr Mgr Protective Services	167,866	3,580	171,447
Carey, Rachelle	Resiliency and Recovery Coordinator	98,516	4,288	102,804
Carey, Steven	Sr Mgr Legal and Risk Management	183,382	1,846	185,228
Carlson, Richard	Senior Heavy Duty Mechanic	123,481	134	123,614

Name	Position	Salary	Expenses	Total
Carmichael, Doug	GIS and Planning Technologist	83,645	1,340	84,984
Carvill, Jennifer	Electoral Area Emergency Services Coord	92,291	2,939	95,230
Ceelen, Scott	Industrial Mechanic	108,862	169	109,031
Chamberlin, Luke	Field Supervisor Water Operations	116,473	1,288	117,761
Chambers, Allison	Administrative Officer 1	75,810	2,185	77,995
Chan, Nelson	CFO General Manager Finance and Tech	282,652	3,724	286,376
Chan, Wan-Yeung	Conveyancer	77,076	885	77,961
Chander, Swapnika	Planning Assistant	78,873	2,741	81,614
Chapman, Brenda	Coordinator Administrative Services	80,535	29	80,564
Charron, Chantalle	Administrative Coordinator 2	79,091	29	79,120
Cheney, Russ	Audio/Video Systems Analyst	101,219	2,663	103,882
Chernoff, Aidan	Conveyance Team Lead	106,682	2,687	109,369
Chettleburgh, Simon	PRV/CV Mechanic	93,893	1,752	95,645
Chokkalingam, Senthil	Mgr SAP Technical Services	162,617	-	162,617
Cholette, Charles	Senior Project Engineer	121,603	390	121,993
Christensen, Maxwell	Supvr Business Systems and GIS	133,243	-	133,243
Chytilova, Vanda	Mgr Enterprise Resource Planning	162,617	3,125	165,741
Clark, Blake	Senior Project Lead	107,228	-	107,228
Clease, Thea	Parks Financial Analyst	83,559	139	83,697
Cole, Stephanie	Equity Diversity Incl Accessibility Spec	92,538	-	92,538
Collison, Nadine	Coordinator of Volunteers	78,431	-	78,431
Connick, Adrienne	Park Maintenance Crew Lead	88,363	525	88,888
Constabel, Annette	Sr Mgr Watershed Protection	181,248	1,544	182,792
Cowley, Malcolm	Mgr Wastewater Engineering and Planning	137,715	381	138,096
Cranwell, Mark	Building Plumbing Inspector	101,996	3,700	105,695
Cronk, Jaimen	Planning Analyst	87,790	133	87,923
Cullen, Brennan	Utility Op 4 Heavy Duty Equipment Op	75,968	372	76,339
Cullen, Clayton	Manager Water Transmission Operations	83,449	1,144	84,593
Cullen, Jake	UO 2 Regional Supply JdF Saan Pen	76,073	1,823	77,897
Cullen, Kelsey	Park Operations Supervisor	128,048	835	128,883
Cullen, Max	UO 2 Regional Supply JdF Saan Pen	85,687	3,225	88,912
Curnow, Steven	Mgr Watershed Protection Operations	135,686	941	136,627
Curtis, Matthew	Mgr Operations	135,686	776	136,462
Dales, Jason	Sr Mgr Wastewater Infrastructure Ops	178,304	-	178,304
Dalton, Peter	Corporate Emergency Coordinator	95,549	-	95,549
David, Ivy Bernadette	SAP Business Analyst	108,786	-	108,786
Davies, Morgan	Environmental Conservation Specialist	89,355	1,735	91,089
Davis, Ian	Maintenance Management Analyst	136,447	-	136,447
Davis, Scott	Mgr Administrative Services Panorama	114,385	-	114,385

Name	Position	Salary	Expenses	Total
Davis, Spencer	Laboratory Technician 2	78,766	1,462	80,228
Dawson, Ryan	Senior Building Maintenance Attendant	82,978	2,739	85,718
Deelstra, Christy	Maintenance Management Analyst	95,554	-	95,554
Delgadillo Lopez, Francisca	Mgr Strategic Planning	153,237	33	153,270
Despins, Marc	Sr Financial Advisor	117,917	321	118,238
DiCastri, Amanda	Park Ranger 2	80,494	595	81,089
Dimock, Gordon	Purchasing Assistant	78,753	-	78,753
Dionne, Denise	Mgr IWS Business Support Services	90,597	1,349	91,946
Dixon, Michael	Warehouse Coordinator	84,290	-	84,290
Dolinsky, Gina	Community Planner	94,675	2,980	97,654
Donaldson, Daniel	Industrial Mechanic	120,958	1,173	122,132
Donovan, Shelley	Environmental Science Officer 1	83,586	1,371	84,957
Douillard, Jay	Senior Transportation Planner	109,758	-	109,758
Drew, James	UO 3 Regional Supply JdF Saan Pen	86,962	495	87,458
Drew, Nicholas	Park Maintenance Crew Lead	90,953	-	90,953
Dube, Seema	Mgr Finance - Regional Housing	108,455	1,428	109,883
Dunstan, Matthew	Senior Applications Analyst	107,984	-	107,984
Dupree, Daniel	Maintenance and Operations Leadhand	77,779	2,423	80,203
Dupuis, Jessica	Water Quality Officer	89,034	2,566	91,600
Durkin, Christopher	Industrial Mechanic	135,842	2,321	138,163
Duthie, Tanya	Mgr Contract Support Services	126,201	298	126,500
Dzus-Spady, Anita	Early Childhood Educator	78,185	-	78,185
Earle, Hayden	Field Supervisor Water Operations	157,595	-	157,595
East, Erica	Business Systems Analyst	108,739	4,380	113,119
Edwards, Kelly	Watershed Technologist 2 GIS	97,205	545	97,750
Edwards, Natasha	Utility Op 4 Heavy Duty Equipment Op	99,050	528	99,578
Elliott, Donald	Sr Mgr Regional Housing	183,417	4,407	187,824
Elliott, Nicole	Mgr Parks Planning and Development	143,524	130	143,654
Elliyoon, Arezou	Financial Analyst 4	92,135	1,168	93,302
Engwer, Justin	Network Analyst	131,114	1,723	132,837
Esterer, John	Project Engineer	120,388	-	120,388
Etherington, Andrew	Maintenance and Operations Leadhand	80,351	-	80,351
Evans, Nicole	Property Manager Housing Operations	88,587	1,821	90,408
Fafard, Drew	Supervisor Safety and Technical Services	129,384	1,296	130,680
Falconer, Kevin	UO 4 Regional Supply JdF Saan Pen	95,546	-	95,546
Farzad, Mahnaz	Mgr Development Strategies	135,686	2,329	138,015
Fernandez, Carlos	Electronics Technologist	148,895	1,626	150,520
Field, Karley	Budget Coordinator	91,852	2,149	94,000
Fisher, Kamar	Financial Systems Advisor	107,220	3,940	111,160

Name	Position	Salary	Expenses	Total
Fowles, Robert	Mgr Planning and Capital Projects	162,608	259	162,867
Frame, Duncan	Team Lead McLoughlin Point WWTP	117,490	481	117,971
Franklin, Phillip	Fleet Mechanic	104,378	134	104,512
Fraser, Alicia	GM Infrastructure and Water Services	248,073	4,091	252,164
Freer, Andrew	Senior Park Ranger	103,139	1,129	104,269
Gair, Geoffrey	Facility Maintenance Worker 3	75,248	-	75,248
Gann, Mark	Watershed Technologist	97,870	1,067	98,937
Gardner, David	UO 4 Wastewater Coll Core Area Saan Pen	108,468	607	109,075
Gardner, James	Senior Hydrologist	124,365	2,050	126,416
Garry, Emily	Senior Information Management Analyst	100,722	-	100,722
Gaultier, Lauren	Project Mgr IT Projects	128,757	4,162	132,919
George, Justin	Fleet Mechanic	105,398	-	105,398
George, William	Financial Analyst Accounting	74,327	764	75,091
Gerson-Neeves, Nicole	Senior Utility Billing Clerk	77,864	-	77,864
Gestwa, Tom	Park Technician	93,447	1,373	94,820
Gibbs, Abigail	Community Outreach Coordinator	76,040	70	76,110
Gilbert, Cole	Team Lead McLoughlin Point WWTP	103,481	-	103,481
Gill, Navdeep	Mgr Occupational Health and Safety	132,164	1,484	133,648
Gillies, Tyler	Capital Budget Analyst	78,422	1,901	80,323
Gilliland, Logan	Park Ranger 2	79,309	-	79,309
Gilmour Ford, Avril	Environmental Resource Mgmt Planner	90,578	-	90,578
Gilpin, Christopher	Mgr Arts and Culture Support Service	123,924	-	123,924
Girardet, Chase	UO 2 Regional Supply JdF Saan Pen	77,840	372	78,212
Girardet, Jeffery	Team Lead Water Transmission Operations	132,499	592	133,091
Glew, Debbie	Clerk 5	93,180	-	93,180
Glover, Kirsten	Sr Ppty Mgr Tenant and Community Svcs	83,514	-	83,514
Gollop, Pedro	Project Coordinator	78,134	-	78,134
Gordon, Rikki	Business System Support Technician	88,925	53	88,978
Gorman, Michael	Senior Bylaw Enforcement Officer	88,907	-	88,907
Gorman, Rob	Supervisor Infrastructure	145,775	-	145,775
Gosper, Christopher	Mgr Dam Safety	155,643	1,134	156,777
Govan, James	Facilities Maintenance Supervisor	115,118	8	115,126
Gowid, Joseph	Asset Management GIS Team Lead	93,877	2,016	95,892
Gray, Alexander	Computer Support Technician	78,578	-	78,578
Gray, Calvin	Mgr Building Inspection	138,328	1,270	139,597
Gray, Jason	Community Recreation Coord Youth Pgms	83,814	2,182	85,996
Gray, Zoe	Mgr Website and Public Engagement	135,686	2,515	138,201
Green, Dale	Sr Supervisor Regional Source Control	114,065	364	114,429
Greeno, Matthew	Community Energy Specialist	100,711	2,711	103,422

Name	Position	Salary	Expenses	Total
Gregg, Elizabeth	Mgr Facilities and Operations Panorama	120,257	3,806	124,063
Greig, Rob	Industrial Mechanic	81,981	398	82,379
Grigg, Sharon	Human Resources Advisor	98,878	14	98,892
Gripich, James	Regional Housing Communications Coordina	83,546	-	83,546
Groulx, Mark	Mgr Bylaw Enforcement and Animal Care	145,050	-	145,050
Guitar, Alexander	Maintenance and Operations Leadhand	82,321	530	82,852
Gullekson, Geoff	Radio and Geospatial Systems Coordinator	136,539	573	137,112
Haas, Tim	Field Supv Electrical and Instrum	157,579	1,075	158,653
Haesevoets, Kathy	Tour and Program Coordinator	75,023	-	75,023
Hagens, Peter	Regulatory Inspector	88,989	-	88,989
Hain, Janis	Park Maintenance Crew Lead	89,705	673	90,378
Hall, Derek	Wildfire, Security, and Emergency Response Assistant	94,328	2,063	96,391
Halliday, Shirley	Administrative Clerk 1	76,411	2,375	78,785
Hancock, Adam	Park Operations Team Lead Carpenter	120,361	-	120,361
Hannah, Elizabeth	Tenant Services Coordinator	73,090	1,979	75,070
Hardiman, Laura	Sr Mgr Corp Asset and Maintenance Mgmt	164,735	4,940	169,675
Hardy, Keegan	Corporate Energy Specialist	101,069	4,331	105,400
Harradine, Jim	Wildfire Security and Emerg Resp Asst	89,875	3,111	92,986
Harris, Chelsea	Aquatic Programmer	72,579	3,960	76,540
Harris, David	Fleet Mechanic	106,443	134	106,576
Harris, Glenn	Sr Mgr Environmental Protection	195,019	1,426	196,444
Hauff, Christopher	Sr Mgr Tech and Digital Transformation	182,994	1,463	184,457
Hawthorne, Scott	Field Supervisor Water Operations	149,566	286	149,852
Hayes, Alesha	Engagement Coordinator	85,117	250	85,368
He, Jenmei	Laboratory Technician 2	80,220	-	80,220
Heidary-Monfared, Sadra	Mgr Process Engineering	162,617	2,679	165,296
Heikkila, David	Project Engineer	89,424	-	89,424
Hemus, Burn	Operations Team Lead	97,118	1,186	98,304
Henderson, Coral-Lee	Administrative Officer 3	125,326	4,753	130,080
Henderson, Martin	Aquatic Program Coordinator	83,651	899	84,550
Henderson, Neil	Park Maintenance Crew Lead	91,137	-	91,137
Henderson, Stephen	GM Electoral Area Services	197,144	7,097	204,241
Hill, Larry	UO 2 Regional Supply JdF Saan Pen	78,852	-	78,852
Hliva, Adam	Mgr Wastewater Conveyance Operations	138,264	215	138,479
Hogarth, Jarrod	UO 4 Wastewater Treatment Saan Pen	110,799	-	110,799
Hoge, Andrew	Mgr Corporate Finance	146,440	4,271	150,711
Hoglund, Colleen	Mgr Program Services SEAPARC	118,158	482	118,639
Hohn, Abrahm	Local UO Team Lead Salt Spring Island	115,945	1,170	117,115
Holmes, Jennifer	Supervisor Business Systems Support	100,832	65	100,896

Name	Position	Salary	Expenses	Total
Hopp, Carolyn	Mgr SSI Engineering	84,879	3,016	87,895
Horhozer, Jocelyn	UO 3 WW Treatment Core Area McLoughlin	95,790	169	95,959
Hozack, John	Supvr Hartland Maintenance and Ops	118,609	504	119,113
Hube, Laura	Active Transportation Planner	79,528	672	80,200
Huculak, Shauna	Mgr Archaeology	134,512	3,744	138,257
Hughes, Dana	Tenant and Community Svcs Coordinator	80,193	1,895	82,088
Iley, Evan	Integrated O and M Planner and Scheduler	96,922	1,274	98,195
Iluk, David	UO 4 Wastewater Treatment Saan Pen	98,093	184	98,277
Ince, Rachael	Outdoor Recreation Specialist	82,291	4,227	86,517
Iqbal, Yasar	SAP Business Analyst	109,306	-	109,306
Irg, Shayne	Sr Mgr Water Infrastructure Operations	181,257	2,897	184,154
Irwin, Marie	Supvr Regulatory Inspections	101,197	630	101,827
Iyeke, Idaresit	Mgr Occupational Health and Safety	108,134	1,669	109,803
Jasinsky, Denis	Mgr Core Area Wastewater Operations	137,498	4,358	141,855
Jefferies, Andrew	Team Lead Water Treatment Operations	118,392	263	118,655
Jenkinson, Carolyn	Manager Executive Operations	118,149	48	118,197
Jenkinson, Paiden	Assistant Aquatics Program Coordinator	76,252	2,667	78,919
Jo, Kyu-Chang	Sr Financial Advisor	114,777	1,423	116,200
Johansson, Kenneth	Mgr IT Service Delivery	158,979	4,669	163,648
Johnson, Robin	Engineering Technician 2	85,125	-	85,125
Johnson, Tyler	Industrial Mechanic	103,295	1,426	104,721
Johnston, Jesse	Team Lead Construction and Capital Works	97,559	719	98,278
Jones, Luisana	GM Parks Rec and Environmental Svcs	201,197	2,166	203,363
Jubb, Damon	Creative Services Coordinator	78,431	-	78,431
Keeghan, Michael	Mgr Financial Processes and Systems	144,296	1,108	145,403
Kelly, Jared	Mgr IWS Capital Projects	161,991	3,272	165,263
Kent, Ian	UO 3 WW Treatment Core Area McLoughlin	101,042	134	101,175
Khan, Usama	Mgr Cybersecurity	129,921	2,272	132,193
Khoddam, Saman	Process Engineer	121,032	1,449	122,481
Kickham, Peter	Mgr Environmental Regulations	139,476	698	140,174
Kilvert, Todd	Technical Services Technician 2	89,062	550	89,612
Kippan, Robin	Team Lead McLoughlin Point WWTP	105,762	169	105,930
Kirkpatrick, Darren	Park Maintenance Crew Lead	90,440	20	90,460
Klassen, Patrick	Sr Mgr Rgnl Planning and Transportation	181,314	696	182,010
Koby, Patrick	Building Inspector 3	81,905	832	82,737
Kolic, Joe	Electrician Class A FSR	99,655	-	99,655
Konicek, Katarina	Mgr Water Distribution Eng and Planning	125,467	1,742	127,210
Kornelson, James	Electrician 2	119,888	659	120,546
Kosiance, Bradley	Electronics Technologist	115,936	134	116,069

Name	Position	Salary	Expenses	Total
Kozak, Craig	Team Lead Water Treatment Operations	110,922	398	111,320
Krishna, Sudha	Mgr Social Marketing	135,678	-	135,678
Kroening, James	Utility Operator Team Lead	111,845	-	111,845
Kurapati, Kapil	Mgr SAP Payroll and HCM	135,686	-	135,686
Kuzman, Michael	UO 4 Salt Spring and Pender Islands	140,300	1,319	141,620
Lacey, Dean	Environmental Technician 1	77,774	-	77,774
Lagoa, Marlene	Sr Mgr Legislative Services	136,627	372	136,999
Lambert, Katharine	Sr Ppty Mgr Tenant and Community Svcs	94,665	4,987	99,652
Lane, Krista	Property Manager Housing Operations	94,379	-	94,379
Lathigee, Jonathan	Supvr Business Systems and GIS	135,304	-	135,304
Lavigueur, Eric	Maintenance Management Analyst	95,504	-	95,504
Lavoie, Alexandrea	Capital Asset Accountant	81,519	875	82,394
Lawrence, Iain	Sr Mgr Juan de Fuca Administration	167,866	1,035	168,901
Lazaro, Dianne	Senior Business Analyst	107,402	-	107,402
Leahy, Cathy	Emergency Management Assistant	80,429	48	80,477
Lee, Joldine	Building Inspector 3	100,400	6	100,406
Lee, Patricia	Treasury Analyst	101,066	1,733	102,798
Lee, Wendy	Laboratory Technical Supervisor	100,868	100	100,968
Lesperance, Bruce	Maintenance Management Analyst	92,245	-	92,245
LeTourneux, Michael	Facility Maintenance Worker 4	77,469	-	77,469
Li, Ye	Sr Financial Advisor	115,133	1,460	116,594
Lincoln, Craig	Team Lead McLoughlin Point WWTP	127,329	134	127,463
Lindsay, Christopher	Watershed Technician Operations	94,548	1,382	95,930
Linwood, Angela	Controller	160,109	1,992	162,102
Littlejohn, Warren	Field Supervisor Watershed	144,927	1,173	146,100
Locke, Henry	Draftsperson 3	88,961	550	89,511
Lorette, Kevin	GM Housing Planning and Protective Svcs	248,065	1,571	249,636
Lowe, Chris	Supervisor Environmental Monitoring	113,801	1,481	115,281
Lucas, Darren	Planner	102,509	2,664	105,173
Lunday, Tysha	Laboratory Technician 2	78,630	-	78,630
Lundrie, Zachary	Recreation Program Coordinator 3	89,189	1,143	90,332
Lynk, Tyler	UO 4 WW Treatment Core Area McLoughlin	119,361	169	119,529
Lyons, Daniel	Environmental Science Officer 1	83,522	263	83,785
MacDonald, Colin	Team Lead Water Treatment Operations	115,301	315	115,616
MacDonald, Mieko	SAP Business Analyst	107,866	-	107,866
MacIntyre, Michael	Sr Mgr Regional Parks	169,787	709	170,496
MacPherson, Abbie	Mgr Development Projects	115,692	142	115,834
Mah, Kirsten	Health Communities Planner	88,916	755	89,671
Maher, Kelly	Water Treatment Operator	95,931	1,690	97,620

Name	Position	Salary	Expenses	Total
Maherali, Riyaz	Supervisor Application Development	110,548	-	110,548
Maloney, Jeffrey	UO 4 Wastewater Coll Core Area Saan Pen	116,896	-	116,896
Manktelow, Gayle	Administrative Coordinator 2	78,458	-	78,458
Mann, Matt	Maintenance Management Analyst	95,526	-	95,526
Manning, Anthony	Electrician 2	123,180	1,180	124,360
Marquez-Velasco, Maria Daniela	Policy and Legislative Analyst	76,004	899	76,903
Marr, Joseph	Sr Mgr Infrastructure Planning and Eng	182,986	2,460	185,445
Marte, Nathan	UO 2 Wastewater Core Area McLoughlin Pt	91,297	314	91,610
Martin, Darren	Database Administrator	135,371	-	135,371
Maslen, Lucas	Biosolids Coordinator	88,312	2,421	90,733
Mason, Scott	Mgr Water Supply Eng and Planning	162,616	2,208	164,824
May, Stephen	Sr Mgr Corp Capital Proj Delivery Svcs	181,257	945	182,202
McAloon, James	Engineering Technician 2	89,062	-	89,062
McCoubrey, Patrick	Security Team Lead	114,825	-	114,825
McCrea, John	Fire Chief	140,795	-	140,795
McCreesh, Shari	Purchaser	101,687	1,243	102,930
McDonough, Jeff	Electrician 2	118,091	-	118,091
McEwen, Ian	Asset Integration Technician	89,892	296	90,188
McEwen, Jennifer	Park Technician	93,825	227	94,052
McGuire, Jamie	Laboratory Technician 2	78,786	1,462	80,247
McIntyre, Shawn	Field Supervisor Mechanical	171,478	6,298	177,776
McKeown, Sharon	Tenant Services Coordinator	84,599	-	84,599
McLean, Pamela	Human Resources Advisor	84,262	449	84,712
McLellan, Cale	Sr Bldg Maint Att - Housing Unit Turnove	83,175	1,020	84,195
McLorg, Michael	Senior CAD GIS Technologist	100,862	-	100,862
McNabb, Tanner	Facility Maintenance Worker 4	80,621	-	80,621
McNeill, James	Water Treatment Operator	104,915	1,057	105,972
McPherson, Scott	Team Lead Water Treatment Operations	119,871	915	120,786
Medland, John	Sr Financial Advisor	115,334	1,565	116,899
Medler, Derek	UO 4 Wastewater Coll Core Area Saan Pen	95,918	694	96,612
Meikle, Steven	Sr Mgr Panorama Recreation	164,601	64	164,665
Mellors, Nathan	Landfill Maintenance Worker	79,488	-	79,488
Mendoza, Carlos	SAP ABAP Developer	86,007	-	86,007
Menzies, Curtis	UO 4 Regional Supply JdF Saan Pen	133,102	4,564	137,666
Miao, Jiayu	Cybersecurity Analyst	98,686	-	98,686
Middleton, David	UO 4 Wastewater Core Area McLoughlin	109,649	130	109,779
Middleton, Evan	Web Coordinator	76,553	-	76,553
Miklas, Alexander	Project Engineer Asset Management	94,812	550	95,362
Mildenberger, Jeffrey	Field Supervisor Water Treatment Ops	127,912	1,613	129,525

Name	Position	Salary	Expenses	Total
Miles, Carli	Weigh Scale Attendant	78,005	-	78,005
Milkert, Cory	Cross Connection Control Inspector	88,925	878	89,803
Miller, Jacey	Industrial Mechanic	135,725	35	135,760
Miller, Travis	Warehouse Worker	77,089	-	77,089
Milne, Jeffrey	Mgr Risk and Insurance	135,769	794	136,563
Moazzezi Moghaddam, Dominique	Solid Waste Initiatives Coordinator	81,151	24	81,175
Moch, Christoph	Mgr Water Quality	145,059	2,908	147,967
Mollet, Keith	SAP ABAP Developer	108,227	-	108,227
Mooney, John	Mgr Park Operations	135,686	149	135,836
More, Nancy	Information Management Analyst	83,664	80	83,744
Morley, Kristen	GM Corporate Services	250,225	2,215	252,440
Mulder, Michael	Mgr Procurement	75,323	1,057	76,380
Murphy, Renee	Project Engineer	119,137	999	120,136
Murray, Cody	Project Engineer	112,581	419	113,001
Nakata, Tony	Senior Project Engineer	120,540	1,979	122,519
Nardi, Natalia	Mgr Housing Operations	114,902	1,790	116,693
Navarrete, Mauricio	Facility Management Project Coordinator	95,663	-	95,663
Nawroth, Hannah	Racquet Sports Coordinator	84,820	253	85,073
Neilson, Christopher	Sr Mgr People Safety and Culture	208,088	806	208,894
Nelson, Douglas	Watershed Operator Equipment Operator	121,769	-	121,769
Nesbitt, Gloria	Human Resources Advisor	76,336	-	76,336
Nestor, Cameron	Team Lead Construction and Capital Works	109,204	-	109,204
Nguyen, Huy	Aquatic Ecology Technician 3	94,674	1,496	96,170
Noble, Cole	Integrated O and M Planner and Scheduler	97,293	158	97,450
Noddings, Jaime	Water Sampling Technician 2	78,531	-	78,531
Novy, Lukas	Mgr Solid Waste Operations	135,686	2,122	137,808
O'Dwyer, Lani	Engineering Technician 5	104,830	-	104,830
O'Keefe, Stephen	Team Lead Water Transmission Operations	106,753	528	107,281
Olsen, Sheri	Property Manager Housing Operations	95,777	1,613	97,390
Ong'anda, Jonah	Water Treatment Operator	117,621	1,990	119,611
Onita, Peter	Building Maintenance Attendant	75,344	4,747	80,092
Orr, Andy	Sr Mgr Corporate Comms and Engagement	167,858	-	167,858
Orr, Sharon	Administrative Officer 1	80,716	760	81,476
Oulton, Jason	Clean Demolition Permit Assistant	93,341	-	93,341
Ovington, Dan	Sr Mgr Salt Spring Island Administration	164,998	1,700	166,697
Pacheco, Joe	Supervisor Weigh Scales	133,139	-	133,139
Padmore, Hew	Watershed Operator 3	96,588	-	96,588
Page, Ryan	UO 4 Regional Supply JdF Saan Pen	123,703	3,025	126,728
Pallan, Nicole	Mgr Human Resources	144,165	624	144,789

Name	Position	Salary	Expenses	Total
Panagrot, Tim	Cross Connection Control Inspector	87,220	1,686	88,906
Parker, David	Mgr Systems Maintenance	135,686	9	135,695
Parker, Robert	UO Team Lead Saan Pen and Gulf Islands	145,625	394	146,019
Parkhurst, Austin	Telecommunications Analyst	108,475	1,665	110,141
Patade, Rakesh	SAP Business Analyst	107,935	1,283	109,218
Patel, Mitul	SAP Business Analyst	108,559	1,250	109,809
Patterson, Benjamin	Assistant Fire Chief	129,608	-	129,608
Patterson, Neil	Building Maintenance Attendant	74,945	4,187	79,132
Pedlar, Jon	Watershed Hydrology Technician	110,877	25	110,902
Penner, Owen	Corporate Asset and Grant Mgmt Analyst	86,966	-	86,966
Perra, Michael	Business Systems Analyst	107,228	468	107,696
Perreault, Avrael	Marine Assessment Officer	74,558	788	75,345
Pickrell, Allison	Senior Parks and Trails Planner	106,426	-	106,426
Pickup, Wyatt	UO 1 Regional Supply JdF Saan Pen	75,400	1,250	76,651
Piva, Daniel	Quality Assurance Coordinator	89,329	-	89,329
Poole, Justin	Administrative Coordinator 1	89,266	-	89,266
Prakash, Anju	Financial Analyst 2	82,370	1,140	83,510
Prenger, Nathan	Supvr Watershed Security and Emerg Resp	142,259	2,330	144,588
Priel, Dan	Equipment Operator 3	85,005	136	85,142
Proctor, Elliott	Senior Planner Housing Capital Planning	109,434	854	110,287
Proctor, James	Mgr Housing Planning Policy and Programs	131,048	3,303	134,351
Putter, Jacques	Mgr Technology Delivery	145,039	1,795	146,834
Quayle, Kristin	Communications Coordinator	83,872	-	83,872
Ramsden, Benjamin	Associate Legal Counsel	85,360	-	85,360
Ranns, John	PRV/CV Mechanic	102,685	-	102,685
Rashead, Maen	Regulatory Inspector	81,349	-	81,349
Rees, Pat	Team Lead Water Treatment Operations	110,821	344	111,166
Reid, Robert	Senior Building Maintenance Attendant	82,728	3,467	86,195
Reilander, Mitchel	Financial Analyst Local Services	80,126	28	80,153
Reimer, Jonathan	Mgr Emergency Programs	86,228	2,351	88,580
Reimer, Matthew	Field Supvr Core Area WWTO	142,206	1,342	143,548
Richards, Colin	Watershed Operator Equipment Operator	115,462	-	115,462
Rickinson, Christopher	Mgr Corporate Occ Health and Safety	123,262	3,413	126,675
Ridewood, Peter	Facility Maintenance Worker 3	75,426	-	75,426
Robbins, Ted	Chief Administrative Officer	350,602	4,506	355,108
Robertson, Haylee	Weigh Scale Attendant 2	76,736	118	76,855
Robertson, Marie	Supervisor Watershed Operations	144,328	2,536	146,864
Robinson, Jill	Senior Conservation Biologist	89,501	545	90,046
Robson, Dan	Mgr Saanich Peninsula Operations	155,957	2,373	158,329

Name	Position	Salary	Expenses	Total
Rodinger, Hans	Mgr Housing and Business Development	154,552	1,767	156,319
Rudolph, Barri-Lynn	Stormwater Officer	89,601	942	90,542
Ruljancich, Shane	Geomatics Technical Services Supervisor	100,868	-	100,868
Rushton, Kyla	Planning and Development Assistant	77,239	630	77,869
Ryan, Barry	Engineering Technician 5	108,280	550	108,830
Saidi, Mohamed Ali	Desktop Support Services Supervisor	123,402	-	123,402
Salter, Helen	Solid Waste Initiatives Coordinator	75,051	124	75,175
Saprunoff, Dan	Watershed Specialist	89,026	-	89,026
Saunier, Remi	Facility Management Project Coordinator	87,916	1,775	89,690
Say, Kimberly	Community Recreation Coord Adult Pgms	94,710	2,175	96,885
Scaber, Todd	Mgr Water Distribution Operations	136,986	5,052	142,039
Schaerer Martin, Graziella	Park Maintenance Crew Lead	90,790	1,353	92,143
Scharbach, David	Mgr Radio AV and Multimedia	136,219	4,949	141,168
Scheuer, Darren	Electronics Technologist	85,592	43	85,635
Schnorr Von Carolsfeld, Kirstin	Climate Action Coordinator	88,925	1,333	90,258
Schoening, Debbie	Financial Systems Trainer	89,062	-	89,062
Schubert, Dan	Maintenance Worker Depot	89,000	389	89,389
Scott, Sharon	Senior Geoscientist	116,741	578	117,319
Semmens, Benjamin	Mgr Financial Planning and Performance	145,059	1,912	146,970
Shabrang, Frieda	Regulatory Inspector	88,953	-	88,953
Shand, Jordan	Licensed Childcare Assistant Coordinator	83,747	1,000	84,747
Shannon, Todd	Park Operations Supervisor	126,108	5	126,113
Sheets, Clayton	UO 2 Wastewater Core Area McLoughlin Pt	90,047	1,342	91,389
Sheppard, Alexander	Project Controls Coordinator	78,644	-	78,644
Sheppard, Nathan	Park Maintenance Crew Lead	86,297	263	86,560
Sheppard, Rodney	UO 4 Regional Supply JdF Saan Pen	141,079	5,468	146,547
Shoemaker, Robert	Conservation Technician	84,290	1,733	86,023
Shuck, Robert	Cross Connection Control Coordinator	101,949	1,091	103,039
Siebring, Peter	Electrician 2	103,201	635	103,836
Silva, Samantha	Mgr PRES Business Support Services	91,877	-	91,877
Simard, Michael	Assistant Bylaw Enforcement Officer	84,340	-	84,340
Sinclair, Drew	Park Facility Coordinator	85,847	818	86,665
Single, Mark	Park Maintenance Crew Lead	90,415	-	90,415
Sitwell, Aaron	Building Maintenance Attendant	76,211	2,514	78,725
Sladen, Trevor	UO 4 Wastewater Coll Core Area Saan Pen	99,478	297	99,775
Smart, James	Team Lead Water Treatment Operations	122,321	607	122,928
Smith, Devon	Communications Coordinator	84,506	1,326	85,832
Smith, Russ	Sr Mgr Environmental Resource Management	182,868	1,688	184,556
Smithson, Michael	Electrician Class A FSR	115,117	788	115,904

Name	Position	Salary	Expenses	Total
Smits, Diana	Payroll Coordinator	88,916	55	88,972
Sneek, Jeff	Welder	100,907	-	100,907
Sneek, Lisa	Communications and Special Event Coordin	83,696	1,419	85,115
Solomon, Marc	Park Operations Supervisor	129,359	926	130,285
Somosan, Varinia	Sr Mgr Financial Services / Deputy CFO	173,655	4,634	178,290
Starke, Justine	Sr Mgr SGI Administration	140,807	2,400	143,207
Stephens, Patrick	Project Engineer	115,881	368	116,249
Stewart, Derek	Landfill Gas and Maintenance Technician	89,898	4	89,902
Stock, Mary	Mgr Human Resources	145,050	1,602	146,652
Storie, Rob	Facility Mgmt Coordinator Client Svcs	123,566	-	123,566
Stott, Tara	Environmental Stewardship Specialist	83,659	-	83,659
Sturdy, Luke	Field Spvsr SSI Water Wastewater Ops	159,488	471	159,959
Sugden, Scott	Fire Chief South Galiano	84,343	-	84,343
Sunshine, Michael	Mgr Corporate Fleet	135,686	100	135,786
Swan, Ryan	Field Supervisor Wastewater Operations	124,382	4,561	128,943
Swanwick, Peter	UO 2 Regional Supply JdF Saan Pen	76,717	-	76,717
Taggart, Colette	Regulatory Inspector	89,217	-	89,217
Tatikonda, Anil	Data Analytics Specialist	98,121	-	98,121
Taylor, Teresa	Administrative Officer 1	86,677	2,339	89,016
Tejeda, Alejandro	Java Developer	107,361	-	107,361
Thomson, James	Senior Project Lead	78,335	1,278	79,613
Thonger, James	Facility Maintenance Worker 4	84,628	3,820	88,447
Thorsteinson, Kristjan	Fleet Mechanic	81,156	134	81,290
Tierney, John	Building Maintenance Attendant	72,237	4,573	76,810
Tokgoz, Genevieve	Mgr Transportation	140,797	271	141,068
Tokgoz, Natalie	Mgr Wastewater Engineering and Planning	156,235	1,126	157,362
Tooke, Thoreau	Sr Mgr Environmental Innovation	143,063	1,550	144,614
Tradewell, Kelly	Environmental Science Officer 4	107,329	4,319	111,648
Trent, Lorna	Mgr IT Projects Corp Initiatives	145,050	1,973	147,024
Trotter, Peter	Project Engineer	105,071	-	105,071
Tworuschka, Dylan	Water Treatment Operator	105,892	656	106,548
Tyler, Jennifer	Harbours and Watersheds Coordinator	100,942	191	101,134
Unger, Tanya	Senior Privacy and Information Analyst	87,199	-	87,199
Urbanoski, Michael Max	Electrician Class A FSR	111,564	2,177	113,741
Urquhart, Tracy	Supv Communications and Education Devel	103,916	68	103,984
Ussery, Joel	Mgr Watershed Resource Planning	142,311	136	142,447
Vahamaki, Timo	Building Inspector 3	95,075	832	95,907
Vaillancourt, Lauren	Reaching Home Program Coordinator	82,655	2,153	84,808
Valentine, Mackenzie	Local Utility Operator Team Lead	138,762	779	139,541

Name	Position	Salary	Expenses	Total
Vander-Hoek, Sheila	Mgr IT Projects Corp Initiatives	145,050	924	145,975
Vernon, Leona	Mgr First Nations Relations	145,059	362	145,421
Vincent, Kimberley	Senior Financial Advisor	113,699	1,451	115,149
Vrabel, Christopher	Mgr Fire Services	153,663	4,662	158,325
Vuljak, Nicholas	UO 2 Regional Supply JdF Saan Pen	79,415	640	80,055
Wallace, Kristy	Park Facility Coordinator	96,010	441	96,451
Walsh, Stuart	Park Operations Supervisor	123,401	126	123,527
Wang, Robin	Field Supervisor SCADA and Controls	142,826	-	142,826
Ward, Cameron	Outdoor Recreation Technician	74,387	2,777	77,164
Wardle, Adrian	Project Engineer	122,084	-	122,084
Watkins, Tom	Mgr Envr Res Mgmt Policy and Planning	83,235	43	83,278
Watson, Christopher	Building Inspector 2	89,026	3,778	92,803
Watson, Jody	Supvr Envir Planning and Initiatives	107,702	-	107,702
Way, Mark	Building Services Maint Supvr	123,928	80	124,008
Weaver, Mike	Mgr Water Treatment and Operations	135,723	2,325	138,049
Webber, Kevin	Parks Planner	100,722	672	101,394
Wei, Zebang	Senior Project Coordinator	107,220	726	107,945
Weihing, Doug	Engineering Technician 4	101,478	2,702	104,180
Werfl, Bryan	Equipment Operator 3	85,726	116	85,843
West, Adam	Landfill Maintenance Worker	78,665	-	78,665
Westinghouse, Laurel	Mgr Revenue	133,419	2,804	136,223
Whipp, Chaz	Mgr Structures and Systems	156,977	2,239	159,216
Whipps, Steven	Field Supervisor Water Operations	152,292	922	153,214
Wicker, Brett	Facilities Maintenance Supervisor	88,026	9	88,035
Wiebenga, Harry	Mgr Project Engineering	162,616	2,112	164,728
Wijekoon, Kalpa	Mgr HR Systems and Operations	108,818	-	108,818
Williams, Janice	Mgr Occupational Health and Safety	135,826	2,776	138,603
Williams, Philip	Senior Bylaw Enforcement Officer	83,322	1,222	84,545
Williamson, Levi	Web Coordinator	83,682	-	83,682
Wilson, Kirsten	Project Engineer	120,960	-	120,960
Wilson, Kristi	Demand Management Coordinator	94,752	2,412	97,164
Wilson, Michael	UO 2 Regional Supply JdF Saan Pen	74,272	1,682	75,954
Wiltshire, Rae-Lynn	Administrative Clerk 1	77,930	3,119	81,049
Winger, Todd	Building Maintenance Attendant	72,119	5,871	77,990
Wolting, Jason	Environmental Health and Safety Tech	109,842	841	110,683
Wood, Nicholas	Utility Op 4 Heavy Duty Equipment Op	97,866	5,700	103,566
Wood, Sophie	Communications Coordinator	83,573	-	83,573
Woodsend, Cameron	Equipment Operator 3	79,713	152	79,865
Wrede, Doreen	Administrative Clerk 1	83,291	-	83,291

Name	Position	Salary	Expenses	Total
Wright, Graeme	Electrician 2	117,037	700	117,737
Wu, Pei	Mgr Business Solutions	126,702	1,423	128,125
Xu, Liaoxin	Mgr Local Services and Corporate Grants	146,440	1,990	148,430
Yaciw, Dwayne	Mgr Occupational Health and Safety	131,625	1,641	133,266
Yao, Lilong	Draftsperson 3	89,821	-	89,821
Zakordonski, Derek	Revenue Analyst	98,659	2,592	101,251
Zhang, Yong	Electronics Technologist	116,978	-	116,978
Zheng, Jeannette	Purchaser	79,271	395	79,666
Zimmerman, Jen	Communications Coordinator	77,767	2,494	80,261
Zoltay, Hugh	Senior Applications Analyst	112,861	-	112,861
Zou, Bing	Capital Projects Business Analyst	95,396	1,108	96,503
Zubko, Dana	Outreach Coordinator	75,857	-	75,857
Total of Employees with remuneration of $75,000 or more		**$ 61,531,222**	**$ 610,600**	**$ 62,141,821**
Total of Employees with remuneration of $75,000 or less		**$ 25,360,172**	**$ 171,130**	**$ 25,531,302**
Total Employee Remuneration		**$ 86,891,393**	**$ 781,730**	**$ 87,673,123**

Capital Regional District

Schedule of Remuneration & Expenses: Directors & Alternate Directors

For the year ended December 31, 2025

Name	Position	Salary	Allowances	Expenses	Total
Alto-Bond, Marianne	Board Director, Victoria	$ 23,025	$ 11,513	$ -	$ 34,538
Bateman, Jeff	Alternate Director	807	403	-	1,210
Brent, Paul	Board Director, SGI EA	53,896	26,948	945	81,789
Brice, Susan	Board Director, Saanich	23,099	11,550	6	34,654
Brownoff, Judith	Board Director, Saanich	23,006	11,503	-	34,510
Caradonna, Jeremy	CRHC Board Vice Chair	21,482	10,741	-	32,223
Cavens, Stuart	Alternate Director	587	293	-	880
Chambers, Natalie	Alternate Director	587	293	-	880
Coleman, Christopher	Board Director, Victoria	23,612	11,806	-	35,418
de Vries, Zac	CRHC Board Chair	23,612	11,806	-	35,418
Desjardins, Barbara	Board Director, Esquimalt	23,025	11,513	-	34,538
Fawcett, Robert	Alternate Director	73	37	-	110
Goodmanson, Scott	CRHD Acting Board Chair	20,694	10,347	-	31,041
Guiry, Kimberley	Alternate Director	587	293	-	880
Hammond, Stephen	Alternate Director	587	293	-	880
Harder, Rezina	Board Director, Langford	11,716	5,858	-	17,573
Harper, Karen	Alternate Director	953	477	-	1,430
Holman, Gary	Board Director, SSI EA	44,861	22,430	4,037	71,328
Jones, Peter	Board Director, North Saanich	20,749	10,374	-	31,123
Kim, Susan	Alternate Director	1,393	697	-	2,090
Kobayashi, Douglas	Board Director, Colwood	20,749	10,374	23	31,146
Little, Marie-Terese	CRD Board Vice Chair	28,164	14,082	1,324	43,570
Loughton, Krista	Alternate Director	147	73	-	220
McNeil-Smith, Cliff	CRD Board Chair	39,473	19,737	2,740	61,950
Murdoch, Kevin	CRHD Board Chair	27,724	13,862	-	41,586
Murdock, Dean	Board Director, Saanich	23,392	11,696	-	35,088
Phelps Bondaroff, Teale	Alternate Director	660	330	-	990
Plant, Colin	Board Director, Saanich	18,744	9,372	40	28,156
Riddell, Sarah	Alternate Director	513	257	-	770
Rogers, John	Alternate Director	660	330	-	990
Smart, Caroline	Alternate Director	73	37	-	110
Stock, Celia	Alternate Director	513	257	-	770
Szpak, Lillian	Board Director, Langford	9,050	4,525	-	13,574
Tait, Maja	Board Director, Sooke	18,592	9,296	-	27,888
Thompson, David	Board Director, Victoria	20,675	10,338	-	31,013
Tobias, David (Sid)	Board Director, View Royal	20,822	10,411	-	31,233
Wagner, Mary	Alternate Director	1,247	623	107	1,977
Westhaver, Filomena	Alternate Director	1,173	587	47	1,807
Wickheim, Michael (Al)	Board Director, JdF EA	51,912	25,956	1,092	78,961

Schedule of Remuneration & Expenses: Directors & Alternate Directors

For the year ended December 31, 2025

Williams, Kenneth	Board Director, Highlands	20,675	10,338	685	31,698
Windsor, Ryan	Board Director, Central Saanich	20,675	10,338	-	31,013
		$ 643,983	**$ 321,994**	**$ 11,047**	**$ 977,024**

Capital Regional District

Schedule of Remuneration & Expenses: Committee & Commission Members

For the year ended December 31, 2025

Name	Position	Salary	Allowances	Expenses	Total
Baird, Gordon	Water Commission	$ -	$ 990	$ -	$ 990
Baker, Gayle	SSI Commission	8,737	4,369	-	13,106
Bolt, Tanelle	Accessibility Advisory Committee	-	550	-	550
Briante, Joseph	Accessibility Advisory Committee	-	330	-	330
Corno, Benjamin	SSI Commission	8,737	4,369	-	13,106
Danforth, Patricia	Accessibility Advisory Committee	-	660	-	660
Duncan, Sara	Water Commission	-	880	-	880
Essery, Marnie	Accessibility Advisory Committee	-	550	-	550
Graham, Christopher	Water Commission	-	880	-	880
Gray, Stephen	Water Commission	-	770	-	770
Green, Cairine	Water Commission	-	880	-	880
Herring, Leslie	Land Use Committee	-	770	147	917
Jordison, Kimberly	Water Commission	-	660	-	660
King, P. Zeb	Water Commission	-	110	-	110
Manning-Jones, Bonnie	Accessibility Advisory Committee	-	660	-	660
McConnell, Vernon	Land Use Committee	-	660	423	1,083
McIntyre, Roy	Land Use Committee	-	770	660	1,430
Morrison, Timothy	Water Commission	-	880	-	880
Parr, Jasmine	Accessibility Advisory Committee	-	550	-	550
Pearson, Kevin	Water Commission	-	770	-	770
Ramsay, Ronald	Land Use Committee	-	770	-	770
Risvold, Dale	Land Use Committee	-	770	330	1,100
Robinson, Gregory	Accessibility Advisory Committee	-	550	-	550
Rook, Earl	SSI Commission	8,737	4,369	-	13,106
Russell, Anna	Land Use Committee	-	770	-	770
Syring, Elizabeth	Accessibility Advisory Committee	-	550	-	550
Webster, Brian	SSI Commission	8,737	4,369	-	13,106
Welland, Richard	Accessibility Advisory Committee	-	660	-	660
		$ 34,950	**$ 33,865**	**$ 1,560**	**$ 70,375**

Severance Agreements

For the year ended December 31, 2025

There were no severance agreements under which payment commenced between the Capital Regional District and its non-unionized employees during fiscal year 2025.

Capital Regional District

Schedule of Payments to Suppliers for Goods and Services

For the year ended December 31, 2025

Vendor		Total
0859291 BC Ltd. DBA CHEK Media Group	$	50,491
0988936 BC Ltd.		36,582
625515 BC Ltd.		57,566
Aarc-West Mechanical Insulations 2013 Inc.		26,996
ABC Fire & Safety Equipment Ltd.		31,878
Aboriginal Coalition to End Homelessness Society		158,400
Acklands - Grainger Inc.		90,275
Acme Safe Ltd.		34,043
Acme Supplies Ltd.		112,273
Active Earth Engineering Ltd.		30,120
Adam's The Tarp & Tool Co Ltd.		36,594
ADT Security Services Canada, Inc.		63,139
AECOM Canada ULC		618,135
Aeroquest Mapcon Inc.		78,400
AES Engineering Ltd.		32,763
Air Liquide Canada Inc.		28,461
Akerman Electric Ltd.		38,632
Alexander Holburn Beaudin + Lang LLP		135,473
All Out Septic Ltd.		44,929
Allegro Performing Arts Centre		31,078
Alpha Roofing & Cladding Inc.		119,071
Alumichem Canada Inc.		180,717
Amazon		265,598
Amrize Canada Inc.		2,401,483
Andrew Sheret Ltd.		337,931
Anixter Canada Inc.		32,505
Anthratech Western Inc.		29,723
Aon Reed Stenhouse Inc.		2,312,483
Apex Steel & Gas Ltd.		231,363
Apis Innovation Inc.		143,451
Aplin and Martin Consultants Ltd.		44,268
Applied Industrial Technologies, LP		96,978
Aqua Irrigation Systems Inc.		38,493
Aquatech West Breathing Air Systems Ltd.		33,483

Vendor	Total
Archie Johnstone Plumbing & Heating Ltd.	306,505
Archipelago Marine Research Ltd.	122,143
Arcori	95,422
Arctic Decorating Inc.	162,330
Aristos Mail Tech	44,470
Armtec Ltd. Partnership	52,150
Associated Engineering (BC) Ltd.	293,984
Associated Fire Safety Equipment	102,470
ATCO Structures & Logistics Ltd.	37,342
A-Tech Doors Inc.	58,451
Atkinsrealis Canada Inc.	111,687
Atticus Environmental Services (Canada) Ltd.	80,118
Aura Cabinet Works Ltd.	205,286
Automated Aquatics Canada Ltd.	26,267
Avensys Solutions Inc	30,197
B A Blackwell & Associates Ltd.	84,938
Barefoot Planning Ltd.	33,831
Barr Plastics Inc.	40,012
Bartlett Tree Experts	287,966
Basic Rock Products Ltd.	247,371
Bayshore Home Health	171,789
BBA Engineering Ltd.	54,016
BC Housing Management Commission	2,007,778
BC HYDRO	5,678,900
BC Non Profit Housing Association	53,869
BC Sustainable Energy Association	68,280
BC Transit	652,117
BD Hall Constructors Corp.	7,410,519
Beacon Community Association	321,200
Beaver Electrical Machinery Ltd.	186,486
Bee-Clean Building Maintenance Inc.	397,509
Bell Media Inc.	35,425
Belzona Molecular (B.C.) Ltd.	27,116
Ben Symons	48,418

Vendor	Total
Big Dig Em Excavating Ltd.	27,271
Biologica Environmental Services	110,138
BioWest Environmental Research Consultants	42,000
Black Press Ltd.	139,190
Blackbird Collective Inc.	41,473
Boleyn Media Group Inc.	35,049
Borden Ladner Gervais	95,001
Brandt Tractor Ltd.	28,627
Brenntag Canada Inc.	2,694,009
Brent Jansen Plumbing & Heating Ltd.	352,932
British Columbia Ferry Services	77,186
British Columbia Water & Waste Association	33,625
Brogan Fire & Safety	56,015
Bullet Security Cameras, Inc.	38,496
BullfrogControl.com Inc.	86,750
Bunt & Associates Engineering Ltd.	27,505
Bunzl Cleaning & Hygiene	224,685
Bureau Veritas Canada (2019) Inc.	463,007
Butler Brothers Supplies Ltd.	76,052
Caird Consulting	92,741
Caird Mechanical Contractors Ltd.	359,481
Campbell Construction (2021) Ltd.	52,500
Canada Border Services Agency	32,633
Canadian Dewatering L.P.	50,981
Canadian Linen Supply Company Ltd.	38,431
Canadian Linen Uniform	36,921
Canadian Springs	67,509
Canadian Tire	95,224
Canadian Water and Wastewater Association	34,640
Canadian Water Network Inc.	40,000
Canoe Procurement Group of Canada, a division of RMA	102,890
Canreal Management Corporation ITF	62,501
Cansel Survey Equipment Inc.	45,615
Cantec Fire Alarms Ltd.	28,592

Vendor	Total
CanWest Mechanical Inc.	43,334
Cap-It Victoria	113,192
Capital City Paving Ltd.	732,219
Carollo Engineers Canada, Ltd.	213,452
Cascadia Sports Systems Inc.	145,955
Cascadia West Contracting Ltd.	1,745,566
Casman Projects Ltd.	1,382,770
Catapult Strategy Inc. (1007316 B.C Ltd.)	47,167
Category 1 Cleaning	30,752
CB Process Instrumentation & Controls	147,537
CBC/Societe Radio-Canada	25,195
CBS Masonry Ltd.	35,154
CDW Canada Corp.	1,767,622
Ceifa IT Services Inc. (Regroove)	28,613
Central Island Powerlines Ltd.	58,094
CentralSquare Canada Software Inc.	28,112
CGI Information Systems and Management Consultants Inc.	56,627
Chamco Industries Ltd.	34,914
Charter Telecom Inc.	102,155
ChartWater LLC	33,740
Chew Excavating Ltd.	5,310,964
Chinook Scaffold Systems Ltd.	161,587
Cimco Refrigeration	224,698
Circular Waste BC Inc.	1,681,617
Citizens Bank of Canada	272,088
City Green Solutions Society	232,683
City of Colwood	419,911
City of Langford	237,515
City of Nanaimo	33,149
City Of Victoria	23,075,543
CitySpaces Consulting Ltd.	67,450
Claro Environmental Technologies	175,546
Clear Connections Group Inc.	192,009
Cleartech Industries Inc.	62,480

Vendor	Total
CMG Services	63,167
CMJ Equipment Ltd.	26,156
CMLS Financial	1,212,734
Coast Capital Savings Federal Credi Union	1,601,193
Coast Utility Contracting Ltd.	3,907,761
Coast Wholesale Appliances Ltd.	173,022
Coastal Green & Clean	105,903
Coastal Heat Pumps Co. Inc.	28,368
Coastal Wolf Construction Inc.	748,872
Colin's Plumbing and Heating	43,103
Colquitz Engineering Ltd.	431,509
Columbia Fuels	146,389
Columbia Promotions	171,538
Commercial Lighting Products Ltd.	98,308
Commercial Truck Equipment Co.	170,632
Community Carpet Cleaning	25,447
Community Fire Prevention Ltd.	477,250
Compass Electric Ltd.	30,642
Compost Education Centre	130,697
ConnexUS Industries Inc.	85,680
Copcan Civil LP	3,800,807
Cora Venture Corporation	26,184
Cord Choppers Ltd.	30,854
Cordillera Archaeology Inc.	52,915
Core Two Management Group Ltd.	52,395
Corrosion Service Company Ltd.	149,377
Cottam Enterprises Ltd.	38,607
Counterspil Research Inc.	62,405
CREST Inc.	29,478
Cridge Centre for the Family	244,537
Crystal Blue Pool Services	44,951
CSAP Society	68,775
Cummins Canada ULC	182,436
Cunningham & Rivard Appraisals	40,373

Vendor	Total
CUPE Local 1978	1,101,257
Custom Craftsman Contracting and Renovations	150,356
D.R. Clough Consulting	65,230
Darktrace Holdings Ltd.	184,250
David Babbage	36,264
DB Perks & Associates Ltd.	58,574
Deloitte Inc.	371,108
Delta Scientific Laboratory Products	28,484
Depend-A-Dor Repairs & Installation	97,180
Devon Transport Ltd.	49,165
dHKarchitects Inc.	939,183
Digi Key Corp	42,539
District of Central Saanich	8,003,199
District of Metchosin	59,578
District of North Saanich	474,802
District of Oak Bay	27,272
District Of Saanich	51,837,084
DL's Bins Ltd.	9,613,338
Don Mann Excavating Ltd.	136,933
Downs Construction Ltd.	476,677
Downtown Appliance Repair	69,232
Draycor Construction Ltd.	1,137,971
Driftwood Publishing Ltd.	29,451
Drillwell Enterprises Ltd.	47,151
Durwest Construction Management Inc.	2,318,603
E B Horsman & Son	119,911
E H Emery Electric Ltd.	750,531
E Lees & Associates Consulting Ltd.	78,381
E2 Engineering Inc.	133,256
Eaton Industries (Canada) Company	67,856
Eco Source Septic	49,103
ECOfluid Systems Inc.	226,329
E-Comm, Emergency Communications for British Columbia Inc.	165,516
Econics Services Inc.	87,853

Vendor	Total
ECS Electrical Cable Supply Ltd.	36,485
Eecol Electric Corp.	41,249
Elisco Enterprises	28,563
Ellice Recycle Ltd.	93,986
Emco Corporation	976,601
Emcon Services Inc.	39,900
Emterra Environmental C/O Halton Recycling Ltd.	53,773
Endress & Hauser Canada Ltd.	240,032
Environmental 360 Solutions	61,959
Esquimalt Nation	30,500
Esri Canada Limited	112,000
EST Environmental Technologies	42,442
Ethan Wigley DBA Bronson Trailworks	44,625
Euna Solutions Inc.	168,234
Ever Plan Consulting	29,348
Evergreen Lawn & Garden Services Ltd.	176,374
Evolve Engineering Inc.	108,032
Evoqua Water Technologies Ltd.	652,700
Excel Contracting Ltd.	526,237
Expertec Innovative Commerical Vehicle Equipment	152,827
Express Custom Manufacturing (2024) Ltd.	99,117
Federated Co-operatives Ltd.	56,597
Fettback & Heesterman Energy Ltd.	106,962
FilterPro Services Canada Ltd.	156,318
Finishing Touch Painting Ltd.	82,115
Finlayson Bonet Architecture Ltd.	77,058
Fisher Scientific Co.	79,005
Fitness Experience	153,931
Fitz's Walker Power Equipment (2013) Ltd.	25,780
Fix Auto Collision Westshore	73,751
Flagtrux Traffic Control	764,203
Flocor Inc.	172,558
Flotech Mechanical Systems Specialists Ltd.	53,235
Footprints Security Patrol Ltd.	91,271

Vendor	Total
Forest Technology Systems	157,228
Fortis BC-Natural Gas	895,162
Fountain Tire	138,013
G&E Contracting LP	811,186
Garden City Snow & Anti-Ice Service	32,585
Garden City Tree and Landscape Ltd.	400,502
Gartner Canada Co.	46,095
GEI Consultants	97,010
Generous Forest Services	55,474
GeoAdvice Engineering Inc.	99,115
Georgeson Tug Ltd.	80,354
Geo-Tech Industries Inc.	69,088
Gescan - Division of Sonepar	47,493
GFL Environmental Inc.	11,627,949
GHD Ltd.	400,187
GJD Planning & Design	28,451
Glass-Smith & Company Ltd.	41,884
Glen Oak Ford	83,583
Goldstream Rock Products Ltd.	75,141
Grainger Canada	27,654
Grand & Toy	33,891
Granicus Canada Holdings ULC	103,790
Graphic Office Interiors Ltd.	415,370
Great West Life Assurance Company	227,708
Greater Victoria Labour Relations Association	163,828
Greater Victoria Police Victim Services Society	78,690
GreatPacific Consulting Ltd.	87,823
Gregg Distributors LP	260,916
Guardians of Our Salish Estuaries	118,234
Guillevin International Co.	40,931
Gulf Islands Septic Ltd.	53,600
Gulf Pacific ITF - Creekside Mall	51,377
GVLRA/CUPE Long Term Disabiltiy Trust	1,457,328
Gwaii Engineering Ltd.	132,137

Vendor	Total
H2Flow Tanks & Systems Inc.	28,434
Hach Sales & Service Canada Ltd.	99,897
Hardal Management Inc.	54,563
Hartland Renewable Resources Group Inc.	10,268,126
Hartland Resource Management General Partnership	17,578,336
Hatch Ltd.	289,670
Hatfield Consultants LLP	404,381
Hazelwood Construction Services Inc.	2,376,842
HCMA Architecture + Design	2,193,468
HDR Corporation	225,655
Heather Verdin	40,731
Heavy Metal Marine Ltd.	772,058
Heightsafe Fall Protection Systems	266,926
Hetek Solutions Inc.	67,839
HHS Drilling & Blasting Ltd.	81,429
Hoel Contracting Ltd.	478,369
Home Depot Credit Services	26,383
Hootsuite Inc.	34,971
Hoskin Scientific Limited	96,482
Houle Electric Ltd.	248,180
HUB International Insurance Brokers	964,448
Hughes Painting	132,547
Hydro-Force Excavating Ltd.	292,312
ICBC	48,655
Iconix Waterworks LP	1,315,389
IMJ Consulting Inc.	60,772
Industra Construction Corp	2,351,638
Info-Tech Research Group Inc.	78,750
Innov8 Digital Solutions Inc.	163,609
Insituform Technologies Ltd.	2,390,965
Insurance Corporation of BC (ICBC)	275,712
Integrated Operations Group	39,992
Introba Canada LLP	113,685
ISCO Canada Inc.	34,430

Vendor	Total
ISE Metal Inc.	36,483
ISL Engineering and Land Services	388,804
Island Corridor Foundation	75,455
Island Culinary Servi	32,813
Island Floor Centre Ltd.	289,937
Island Flow Control Water Solutions Ltd.	26,285
ISLAND FORD	165,599
Island Junk Solutions Ltd.	42,763
Island Key Computer Ltd.	1,141,357
Island Temperature Controls Ltd.	316,996
Island Window Coverings Ltd.	67,252
IslandEarth Landscape Services Ltd.	339,903
IWA - FI Pension & Ltd. Plans	57,905
J & L Moving & Storage Ltd.	49,957
J J Plumbing & Heating	468,027
Jacob Bros. Construction Inc.	70,806
Jacobs Consultancy Canada Inc.	1,270,788
James Frederick Akerman	26,802
Jani-King Of Vancouver Island	45,780
JB Lawyers LLP	115,745
JB Lawyers LLP, In Trust	158,000
JDG Construction Management Ltd.	780,658
Jemma Scoble Consulting	119,316
Jenkins Marine Ltd.	73,056
Jenner Chevrolet Buick GMC	718,610
Joe Newell Architects	174,343
John Brooks Company Ltd.	48,481
John Wakefield	46,598
Jones Lang LaSalle Real Estate Services, Inc.	529,616
Juan de Fuca Search and Rescue	41,401
Justice Institute of BC	38,737
K.D. Engineering Co.	31,154
K2 Services	25,947
KAESER Compressors Canada Inc.	223,483

Vendor	Total
Ken MacKay and Son	38,945
Kendrick Equipment	28,879
K'ENES Transportation LLP	993,605
Kerr Wood Leidal Associates Ltd.	669,468
Key-2 Auto Parts & Engine Rebuilder	52,029
Kia Victoria	321,590
Kinetic Construction Ltd.	83,073
Kinetic Design-Build Ltd.	1,624,379
KJ Controls Ltd.	1,671,665
KMS Tools	46,982
KMS Tools & Equipment Ltd.	79,974
Kone Inc.	157,300
KPMG LLP	263,398
KSB Pumps, Inc.	134,226
KTI Ltd.	1,013,571
Landmark Sign Ltd.	49,319
Latoria South Development LLP	55,079
Leavitt Machinery Canada Inc.	116,847
LGL Ltd.	34,561
Licker Geospatial Consulting Ltd.	149,907
LinkedIn Corporation	25,322
Littluniverse Education	54,301
Locality Media LLC	65,669
Login Radius Inc.	38,586
Loki Cleaning Services	44,699
Lordco Auto Parts Ltd.	37,253
Low Hammond Rowe Architects	329,426
Luxcor Cleaning Services Inc.	64,685
M.R. Crane Service Ltd.	29,534
M3 Mechanical Consultants Inc.	68,088
Mack Kirk Roofing & Sheet Metal Ltd.	55,304
Mac's Heating Ltd.	49,842
Madrone Environmental Services Ltd.	118,144
Manage to Engage Consulting Inc.	56,831

Vendor	Total
Manulife Financial Group Benefits	288,646
Marcotte Rock Products Ltd.	37,207
Marsh Canada Ltd. BCE Place	1,636,356
Master Blasters Industrial	477,189
Matthews Store Fixtures & Shelving	28,215
Maximilian McLean o/a McLean Automation	51,015
Mayne Island Recycling Society	111,945
MCAP Financial Corporation	3,890,430
McCullough Coachlines	29,575
McElhanney Associates Land Surveying Ltd.	61,912
McElhanney Ltd.	985,437
McRae's Environmental Services Ltd.	939,932
MDI Landscape Architects Inc.	38,518
Melody Pender	47,262
Mequipco Sales Ltd.	30,882
Messer Canada Inc.	39,586
Metro Motors Ltd.	908,426
MFR Resolutions Consulting Corp	74,954
Miami Filter Inc.	59,016
MICA Technologies Ltd.	78,908
Michael Burgess	65,452
Michael Carrothers	89,931
Michael James Bradley	49,875
Michael Vernon	183,496
Microbial Insights	87,386
Microserve	80,853
Microsoft Licensing, GP	1,231,594
Milestone Equipment Contracting Inc.	381,566
Minister of Finance	1,301,592
Mitacs Inc.	47,250
MNP LLP	46,720
Mobility Foresight Services Ltd.	85,995
Mobius Architecture Inc.	56,596
Monarch North America Structures Lt	25,953

Vendor	Total
Monk Office	93,619
Moonstone Cleaning Corp.	78,325
Motion Industries (Canada) Inc.	49,926
Motorola Canada Ltd.	31,004
Mr Baker's Plumbing	103,664
Mr. Plow Snow Removal Services	35,389
N & N Courier	65,613
Namaste Janitorial Service Inc.	63,698
Nautilus Environmental	202,262
ND Graphics Inc.	32,113
Network Innovations Inc.	34,863
Netzsch Canada Inc.	38,662
New Commons Development Society	125,892
New Line Skateparks Inc.	212,578
New Value Solutions Group Inc.	32,914
Nexom Inc.	508,883
NGL Nordicity Group Ltd.	41,108
North Pacific Divers Inc.	65,057
North Salt Spring Waterworks District	61,925
North West Environmental Group Ltd.	188,536
Northwest Hydraulic Consultants	444,110
Norton Rose Fulbright Canada LLP	206,552
Ocean Island Painters	47,328
Oceanside Coatings & Finishing	31,500
On the Island Bath Liners Ltd.	140,794
Open Regenerative Technologies Inc.	47,908
Optrics Inc.	86,469
Orkin Canada Corporation	101,105
Osborne Electro-Mechanics Ltd.	39,004
Osprey Forest Operations Ltd.	228,469
Pacheedaht First Nation	28,124
Pacific Archery Academy	58,002
Pacific Audio Works Ltd.	72,799
Pacific Blue Cross	3,473,558

Vendor	Total
Pacific Coast Floors	35,859
Pacific Flow Control Ltd.	241,286
Pacific Industrial & Marine Ltd.	95,582
Pacific NorthWest Raptors	173,172
Pacific Power Vacuum	36,230
Pac-West Ventures Corp	3,430,523
Paladin Security Group Ltd.	292,122
Paradigm Software LLC	111,965
Parker Johnston Industries Ltd.	548,834
Pattison Outdoor Advertising LP	27,975
Pavery Holdings Ltd.	36,591
Paypal	38,494
PBX Engineering Ltd.	56,328
PE Tech Ltd.	71,025
Pearlman & Lindholm Law Corp.	137,185
Pender Islands Conservancy Association	37,549
Pender Islands Fire Protection Society	90,867
Pender Islands Recreation & Agricultural Hall Association	29,773
Penn Valley Pump Co., Inc.	32,510
Peoples Trust Company	99,521
PerfectMind Inc.	67,326
Perma Construction	29,568
Perry Fiberglass Products Inc.	115,113
Pinchin Ltd.	34,860
Polar Engineering Ltd.	28,654
Polaris Land Surveying 2024 Inc.	44,130
Prairie Coast Equipment	31,253
Precision Greens	51,398
Precision Service & Pumps Inc.	125,269
Prices Lock & Safe	82,252
Prism Engineering Ltd.	38,924
Prismatic Data Solutions	25,889
Procom Consultants Group Ltd.	31,395
Procon Systems Inc.	30,269

Vendor	Total
Protelec Security & Safety Ltd.	72,691
Protex Fence Services	40,084
PSM Safety Ltd.	192,145
Puma Utility Monitoring Inc.	33,364
Pure Technologies Ltd.	78,724
QCA Systems Ltd.	155,863
QIT Canada Inc.	90,125
Quadient Canada Ltd.	253,404
R & L Concrete Coring Ltd.	82,597
Rachael Gilliam	44,356
Radio Works	45,305
Raincoast Conservation Foundation	62,130
Ralmax Contracting Ltd.	346,994
Ramtech Environmental Products	65,892
RanBro Enterprises Inc.	832,829
RC Strategies Inc.	26,880
Read Jones Christoffersen Ltd.	55,066
Receiver General for Canada	127,547
RedBlue Heatpumps & Refrigeration Inc.	25,796
Rentsync	49,079
Reshape Infrastructure Strategies	33,917
Rob Syverson	41,065
Robbins Parking	28,108
Rocky Mountain Phoenix Inc.	199,368
Rogers	464,956
Rollins Machinery Ltd.	40,289
Routeware Inc.	38,869
Royal Roads University	69,114
RTM Masonry (2022) Ltd.	810,426
Ryzuk Geotechnical	260,205
Saanichton Village Veterinary Hospital	37,524
Salish Sea Industrial Services Ltd.	350,557
Salt Spring Slinger	33,793
Saltspring Propane	32,336

Vendor	Total
Sandy Dawn Bath	31,960
SAP Canada Inc.	1,243,382
Saturna Community Club Recycling	56,527
Save-On-Septic Services Inc.	257,169
Sawmill Sales Direct	25,064
SCG Process	54,702
School District #63 (Saanich)	76,748
School District #64 (Gulf Islands)	122,737
Scho's Line Painting Ltd.	41,307
Scotia Mortgage Corporation (BNS)	1,822,939
Seaton Mechanical Ltd.	125,530
Seattle Business Software Inc. dba Orbus Software	67,483
Seaward Engineering and Research Ltd.	50,978
SFC Energy Ltd.	191,926
SFE Ltd.	33,614
SGI Community Resource Centre	131,828
SGS AXYS Analytical Services Ltd.	692,287
Shades Tankers (1976) Ltd.	67,589
Shaw Cable Payment Centre	36,284
Shaw Cablesystems Gp	191,944
SHIFT Collaborative	27,011
SideLines Promotional Products Inc.	79,245
Sigma Safety Corp	28,032
Simpson Controls Ltd.	65,691
Skyline Engineering Ltd.	85,511
Slegg Building Materials	126,175
Soare Contracting Inc.	38,479
Softchoice LP	484,095
Solid Soil Solutions Ltd.	53,277
SolidCAD	35,168
Songhees First Nation	52,500
Sooke Slinger Service Ltd.	551,737
South Island Water Ltd.	28,377
Southcoast Electric Ltd.	56,352

Vendor	Total
SP Pump & Tanks Ltd.	43,666
Spectre Security Inc.	36,309
Sperling Hansen Associates	284,800
Spicers Canada ULC	32,579
Spot Solutions Ltd.	489,510
Stantec Architecture Ltd.	44,663
Stantec Consulting Ltd.	1,024,462
Staples	37,247
Steffanie Warriner	82,384
Stericycle ULC	34,937
Stewart McDannold Stuart	661,649
Stewart McDannold Stuart In Trust	41,194,591
Stone Pacific Contracting Ltd.	3,739,149
StoneCroft Engineering Ltd.	37,922
Suburban Motors	1,347,935
Summit Valve and Controls Inc.	436,311
Sunbelt Rentals, Inc.	109,842
Suncor Energy Products Partnership	223,114
Sylvis Environmental Service Inc.	111,465
Talcore Walls & Ceilings Ltd.	51,593
TD Canada Trust	248,305
TDH Fluid Systems Inc.	25,071
Technical Safety BC	57,957
Tedford Overhead Doors Ltd.	30,669
Telus	843,421
Telus Communications Inc.	25,982
Terrane Engineering Group Ltd.	28,711
The AME Consulting Group	37,931
The Appian Way Traffic Data Service	39,942
The Game Changers Inc.	26,523
The Home Depot	103,516
The Lock Doctor	26,415
The Mustard Seed Street Church	45,448
The RESTORERS Group Inc.	312,178

Vendor	Total
The Royal and McPherson Theatres Society	701,246
The Salvation Army NRO Thrift Store	74,681
The Signpad	48,954
Thurber Engineering Ltd.	469,934
Times - Colonist	51,230
Total Power Ltd.	63,424
Tower Fence Products Ltd.	133,107
Tower Fitness Equipment Services Inc.	46,102
Town of Sidney	42,199
Town of View Royal	45,206
Townsend Bros Construction Co. Ltd.	100,808
Townsend Bros Construction Inc.	36,057
Township of Esquimalt	154,806
Tran Sign 2022 Ltd.	26,306
Trane Canada ULC	274,743
Transition Salt Spring Society	32,000
Trinity Consultants Canada Inc.	98,293
Tri-X Excavating Ltd.	1,199,727
Trojan Technologies	242,852
Troy Life & Fire Safety Ltd.	44,535
Trylon TSF Inc.	32,951
Tsawout First Nation	56,870
Tsolum Forest Services Ltd.	52,474
T'Sou-ke Nation	43,937
Two Worlds Consulting Ltd.	101,203
Uline Canada Corporation	229,160
Unified Alloys	44,327
Uni-Select Inc.	47,322
Unitech Construction Management Ltd.	14,684,724
Universal Sheet Metal Ltd.	363,399
University Of Victoria	55,139
Upanup Studios Inc.	288,410
Urban Matters	34,230
Urban Systems Ltd.	37,933

Vendor	Total
V.I. Powell & Associates	27,889
Van Isle Water Services Ltd.	102,311
Vancouver Island Health Authority	161,021
Velocity Truck Centres	28,700
Veolia Water Technologies & Solutions Canada GP	436,185
Veolia Water Technologies Canada In	61,453
VertiGIS North America Ltd.	31,304
Vertiv Canada ULC	37,948
Vet Services	29,794
VI Rentals Ltd.	41,269
Victoria Battery Ltd.	27,084
Victoria Drain Services Ltd.	37,070
Victoria Flying Club	44,882
Victoria Pest Control Ltd.	69,628
Victoria PlayCo	44,486
Victoria Window Cleaning	122,462
Vimar Equipment Ltd	37,043
Viva Automation Ltd.	108,316
VWR International Co	50,552
Waste Connections Of Canada Inc.	40,069
Waste Management	556,383
Waste 'n WaterTech Ltd.	286,570
Water Street Engineering Ltd.	83,311
Watt Consulting Group	93,344
WCS Engagement and Planning Ltd.	46,909
Wesco Distribution Canada LP	442,309
West Bay Mechanical Ltd.	53,956
West Coast Circuits Ltd.	72,903
West Coast Cranes Inc.	131,979
West Coast Wildlife Control Service	52,500
West Shore Environmental Services Limited Partnership	861,486
Westbrook Consulting Ltd.	44,476
Westburne West	117,394
Westcan Advanced Communications Solutions	229,237

Vendor	Total
Westcoast Roof Inspection Services	25,314
Western Compensation & Benefit	41,665
Western Grater Contracting Ltd.	99,831
Western Tank & Lining Ltd.	59,136
Westerra Equipment	140,519
Westower Communications Ltd.	31,005
Westshore Structural Engineering Ltd.	70,508
WEX Canada Ltd.	318,689
Wholesale Fire & Rescue Ltd.	156,184
William Thomas	28,618
Wishbone Industries Ltd.	50,953
WSANEC Leadership Council Society	239,995
WSP Canada Inc.	478,273
Total of aggregate payments exceeding $25,000	**$ 367,713,367**
Consolidated total of payments of $25,000 or less	**$ 12,025,167**
Consolidated total of grants and contributions exceeding $25,000	**$ 14,572,446**
Total Payments	**$ 394,310,979**

The District prepares its financial statements in accordance with Public Sector Accounting Standards, resulting in differences between the expenses recorded in the financial statements and the cash payments made to suppliers reported on the Schedule of Payments to Suppliers for Goods & Services. The variance between the two reported figures is due to several factors, including timing differences between payments and receipt of the related goods and services, GST rebates, payroll expenditures, capital asset acquisitions, and non-cash expenses like amortization.

Capital Regional District

Schedule of Guarantee & Indemnity Agreements

For the year ended December 31, 2025

NIL

The Capital Regional District has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

APPENDIX B

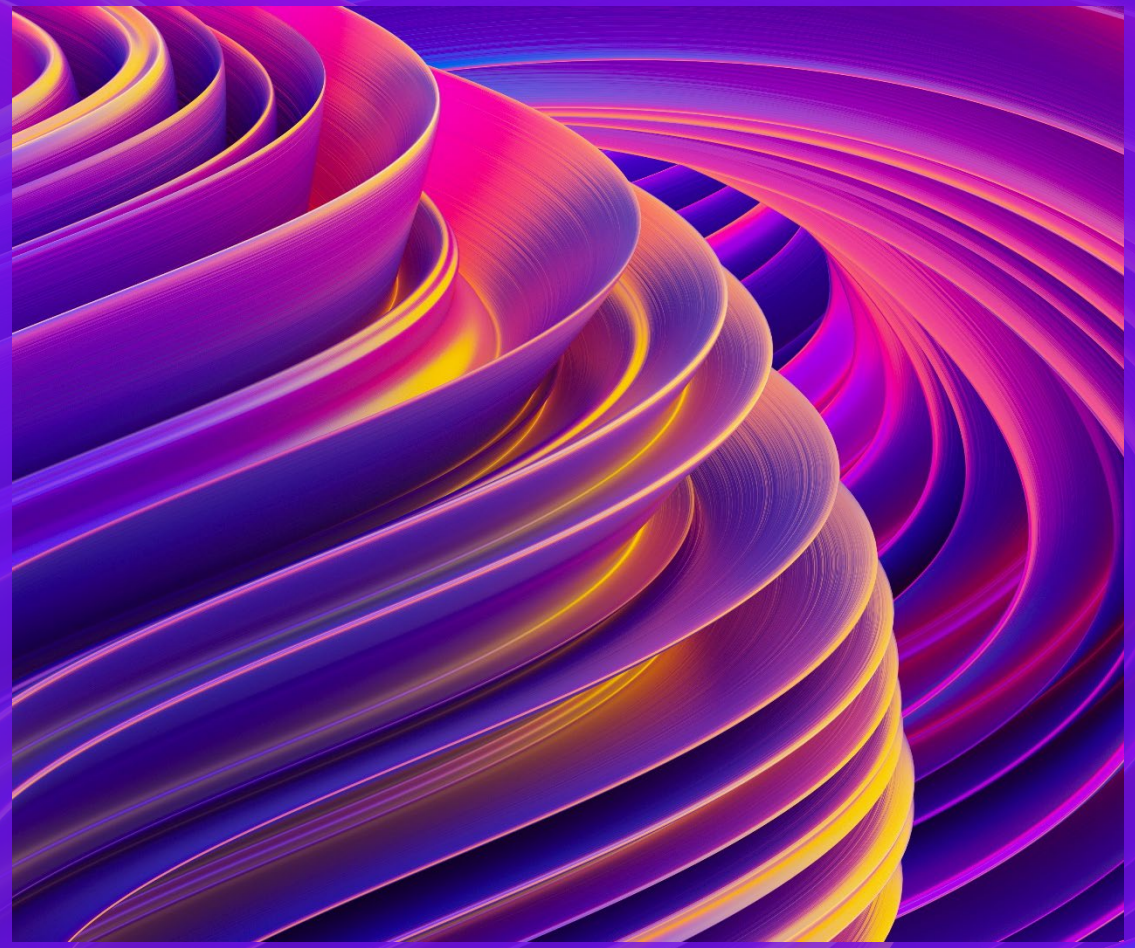
Capital Regional District

Audit Findings Report for the year ended December 31, 2025

KPMG LLP

Prepared for the Finance Committee meeting on May 6, 2026

kpmg.ca/audit



KPMG contacts

Key contacts in connection with this engagement

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Digital use information

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

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

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

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Audit highlights

No matters to report

Matters to report – see link for details

Status

We have completed the audit of the audit of the consolidated financial statements (the "financial statements"), with the exception of certain remaining outstanding procedures, which are highlighted on the 'Status' slide of this report.

Significant changes

Significant changes since our audit plan

Risks and results & Significant unusual transactions

Significant risks

- Presumed risk of management override of controls

Other risks of material misstatement

Significant unusual transactions

Policies and practices & Specific topics

Accounting policies and practices

Other financial reporting matters

Misstatements uncorrected

Uncorrected misstatements

- An uncorrected difference was identified related to the correction of a prior year error detected by management in the current year. We concur with management's representation that the difference is not material to the financial statements

Misstatements Corrected

Corrected misstatements

- There are no matters to report.

Control deficiencies

Significant deficiencies

- We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting.

Independence

Independence Confirmation

KPMG

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

Status

As of the date of this report, we have completed the audit of the financial statements, with the exception of certain remaining procedures, which include amongst others:

- Receipt of legal confirmation responses
- Completing our discussions with the Finance Committee
- Obtaining evidence of the Board of Director's approval of the financial statements
- Obtaining a signed management representation letter
- Completing subsequent event review procedures up to the date of the Board of Director's acceptance of the financial statements

We will update the Board of Directors, and not solely the Chair, on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures.

A draft of our auditor's report is provided.

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Significant risks and results

We highlight our significant findings in respect of **significant risks.**

Fraud risk from management override of controls

RISK OF
ERROR FRAUD

Significant risk

This is a presumed fraud risk. Management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Although the level of risk of management override of controls will vary from entity to entity, the risk nevertheless is present in all entities. We have not identified any specific additional risks of management override relating to this audit.

Our response

Our procedures included:

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

Significant findings

- There were no issues noted in our testing.

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Other risks of material misstatement and results

We highlight our significant findings in respect of **other risks of material misstatement**.

Tangible Capital Assets (non-routine)

The District had land acquisitions and several ongoing capital projects, including but not limited to Kapoor Lands acquisition and projects under the Regional Housing First Program, among others. Capital projects are material in value, span multiple years and may have unique funding and/or contract terms to consider for financial reporting.

Our response

- We updated our understanding of the process activities and controls over non-routine capital asset transactions.
- We reviewed the Board meeting minutes and related committees for new capital projects, and performed inquiries with management to obtain an understanding of the status of all new projects, including any remaining commitments under the Regional Housing First Program.
- We obtained and reviewed the statement of adjustments and external supporting documentation related to land acquisitions during the year.
- We obtained and reviewed the relevant contracts and agreements for any new or ongoing material capital projects, including testing a sample of capital additions incurred during 2025 to contractual agreements and 3rd party invoices.
- For material non-cash land transactions during the year, we obtained supporting documentation, including contracts and appraisal documents, to assess the accuracy of transaction values at the acquisition date.
- We assessed management's accounting and disclosures for capital commitments, including an estimate of obligations arising in previous years but not paid.
- We assessed management's process for updating assets and liabilities for remediation work completed in the year, new and settled liabilities identified and revaluation of AROs from new information obtained or passage of time since initial recognition.

Significant findings

- No issues were identified with respect to non-routine capital transactions.

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Other risks of material misstatement and results

We highlight our significant findings in respect of **other risks of material misstatement**.

Government transfers and deferred revenue

Our response

- We updated our understanding of the process activities and controls over government transfers and deferred revenue.
- We selected a sample of government transfers received and government transfers recognized as revenue and obtained supporting documentation to validate the appropriateness of the accounting treatment either as revenue or as deferred revenue.
- We obtained an understanding of performance obligations related to government transfers and whether there are stipulations that result in recognition as deferred revenue until the District has completed activities required to earn the revenue.
- We obtained and reviewed material funding agreements and assessed management's accounting analysis for recognition of such funding, including assessing funding as forgivable loans, mortgages or government grants.
- We assessed revenue recognition in accordance with the requirements of public sector accounting standards including government transfers.

Significant findings

- There were no issues noted in our testing.

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Other procedures performed

Operating expenses

Response and findings

- We completed a test of details over contract for services and other expenses, comparing a sample of expenses recognized to invoice support.
- We completed analytical procedures over expenses as a whole by developing an expectation based on prior year and budget and comparing to our expectation to actual
- Salaries and wage expense included testing internal controls over management review of payroll expense as well as comparing actual to prior year, incorporating changes in expected pay rates based on collective agreements and changes in headcount.
- There were no issues noted in our testing.

Cash, investments and debt

Response and findings

- We confirmed the balances with the respective financial institutions and MFA.
- We verified the expected interest income on investments based on the interest rate and maturity date of investments held during the year.
- We tested subsequent payments to determine if they were recorded in the correct accounting period.
- There were no issues noted in our testing.

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Other procedures performed

Tangible Capital Assets (routine transactions)

Response and findings

- A sample of capital asset additions, disposals, and WIP transfers were compared to underlying source documents. An estimate of amortization expense was compared to actual.
- We identified an uncorrected difference relating to capital projects completed and placed in use in prior to 2025 but not amortized until 2025. The difference results in an understatement of 2024 amortization expense and overstatement of 2025 amortization expense of approximately $426,000. We concur with management's representation that the differences is not material to the financial statements.

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Other procedures performed

Concluding and reporting

Response and findings

We performed the following procedures as part of the overall conclusion and reporting phases of the audit:

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

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Significant accounting policies and practices

Initial selection of significant accounting policies and practices

There have been no initial selections of accounting policies and practices.

Description of new or revised significant accounting policies and practices

There have been no new or revised significant accounting policies and practices.

Significant qualitative aspects

No matters to report.

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Uncorrected misstatements

Uncorrected misstatements include financial presentation and disclosure omissions.

Impact of uncorrected misstatements – Not material to the financial statements

The management representation letter includes the Summary of Uncorrected Audit Misstatements, which discloses the impact of all uncorrected misstatements considered to be other than clearly trivial, including the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole.

We identified an uncorrected difference relating to capital projects completed and placed in use but not amortized until 2025. The difference has both an accounting and a disclosure impact:
i) $0.4 million of depreciation that should have been recorded in prior years
ii) A disclosure difference related to the categorization of opening cost balance as work in progress instead of in use of $1.6 million.

Based on both qualitative and quantitative considerations, management have decided not to correct certain misstatements and represented to us that the misstatements —individually and in the aggregate—are, in their judgment, not material to the financial statements. This management representation is included in the management representation letter.

We concur with management's representation that the uncorrected misstatements are not material to the financial statements. Accordingly, the uncorrected misstatements have no effect on our auditor's report.

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Control deficiencies

Consideration of internal control over financial reporting (ICFR)

In planning and performing our audit, we considered ICFR relevant to the Entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on ICFR.

Our understanding of internal control over financial reporting was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies. The matters being reported are limited to those deficiencies that we have identified during the audit that we have concluded are of sufficient importance to merit being reported to those charged with governance.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors. Had we performed more extensive procedures on internal control over financial reporting, we might have identified more significant deficiencies to be reported or concluded that some of the reported significant deficiencies need not, in fact, have been reported.

A deficiency in internal control over financial reporting

A deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed, or when the person performing the control does not possess the necessary authority or competence to perform the control effectively.

Significant deficiencies in internal control over financial reporting

A deficiency, or a combination of deficiencies, in internal control over financial reporting that, in our judgment, is important enough to merit the attention of those charged with governance.

We did not identify any significant deficiencies in internal control over financial reporting.

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Independence: Shared responsibilities

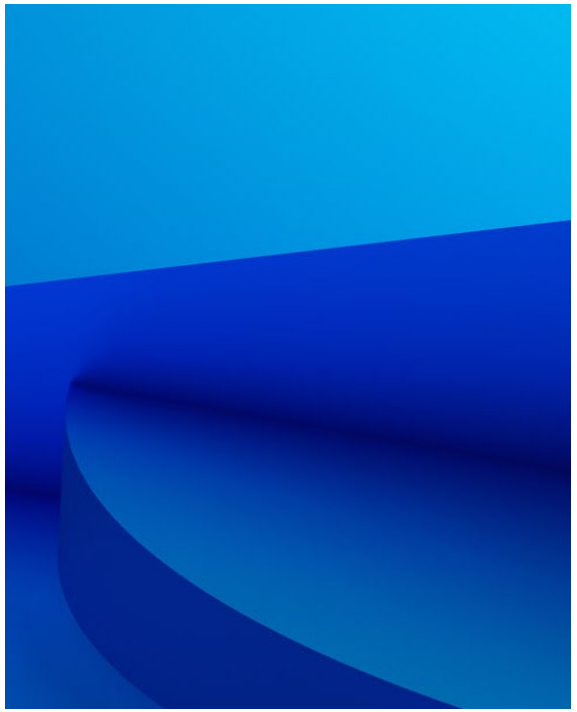
Auditor independence is a shared responsibility and most effective when management, audit committees, and audit firms work together in considering compliance with relevant independence rules. In order for KPMG to fulfill its professional responsibility to maintain and monitor independence, management, the audit committee, and KPMG each play an important role. We apply the following ethical requirements, including independence requirements, in:

- the rules of professional conduct / code of ethics applicable to the practice of public accounting issued by various professional accounting bodies in Canada ("CPA code") that are relevant to audits of financial statements of non-reporting issuers; and
- the International Code of Ethics for Professional Accountants (including International Independence Standards) issued by the International Ethics Standards Board for Accountants ("IESBA independence rule") that are relevant to audits of financial statements of non-public interest entities.

The firm maintains a system of quality control over compliance with independence rules and firm policies. Timely information before the effective date of transactions or other business changes is necessary to effectively maintain the firm's independence in relation to:

- New related entities
- Any former KPMG professional who are directors, officers, or employee in a position to exert significant influence over the preparation of the client's accounting records or the financial statements.

- We will report to those charged with governance all relationships that may reasonably be thought to bear on our independence, including fees charged, and discuss the potential effects of such relationships on our independence. We will also report the related safeguards that have been applied, as applicable, to eliminate identified threats to independence or reduce them to an acceptable level.
- This communication, if any, will be provided during our year-end communications.



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Independence

Under the newly effective *Narrow-scope Amendments to Canadian Auditing Standard (CAS) 700, Forming an Opinion and Reporting on Financial Statements, and CAS 260, Communication with Those Charged with Governance*, the auditor shall communicate with those charged with governance the relevant ethical requirements, including those related to independence, that the auditor applies for the audit engagement, including if applicable in the circumstances, any independence requirements specific to audits of financial statements of certain entities.

In accordance with this requirement, we communicate to the Committee that we apply the following ethical requirements, including independence requirements, in:

- the rules of professional conduct / code of ethics applicable to the practice of public accounting issued by various professional accounting bodies in Canada (“CPA Code”) that are relevant to audits of financial statements; and
- the International Code of Ethics for Professional Accountants (including International Independence Standards) issued by the International Ethics Standards Board for Accountants that are relevant to audits of financial statements.

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Appendices

1. Required communications
2. Management representation letter
3. Current developments
4. Thought leadership and insights
5. Canadian sustainability reporting activities

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Appendix 1: Required communications

Auditor's report	Engagement letter
Refer to the draft report attached to the financial statements.	The objectives of the audit, our responsibilities in carrying out our audit, as well as management's responsibilities, are set out in the engagement letter.

Independence	Management representation letter
As required by professional standards, we have considered all relationships between KPMG and the Entity that may have a bearing on independence. We confirm that we are independent with respect to the Entity within the meaning of the relevant rules and related interpretations prescribed by the relevant professional bodies in Canada and any other standards or applicable legislation or regulation from January 1, 2025 up until the date of this report.	We will obtain from management certain representations at the completion of the audit. In accordance with professional standards, a copy of the representation letter is attached.

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Appendix 1: Required communications (continued)

Management's responsibilities

Under the auditing standards, we are required to obtain the agreement of management that it acknowledges and understands its responsibility. An audit of the annual financial statements does not relieve management or those charged with governance of their responsibilities. We have obtained management's acknowledgment and understanding of their responsibilities in the engagement letter and as described below:

(a) the preparation and fair presentation of the annual financial statements in accordance with the financial reporting framework referred to above.
(b) providing us with all information of which management is aware that is relevant to the preparation of the financial statements ("relevant information") such as financial records, documentation and other matters, including:
— the names of all related parties and information regarding all relationships and transactions with related parties
— the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of Council, and committees of Council that may affect the financial statements. All significant actions are to be included in such summaries.
(c) providing us with unrestricted access to such relevant information.
(d) providing us with complete responses to all enquiries made by us during the engagement.
(e) providing us with additional information that we may request from management for the purpose of the engagement
(f) providing us with unrestricted access to persons within the Entity from whom we determine it necessary to obtain evidence
(g) such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. Management also acknowledges and understands that they are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
(h) ensuring that all transactions have been recorded and are reflected in the financial statements.
(i) ensuring that internal auditors providing direct assistance to us, if any, will be instructed to follow our instructions and that management, and others within the entity, will not intervene in the work the internal auditors perform for us.
(j) providing us with written representations required to be obtained under professional standards and written representations that we determine are necessary. Management also acknowledges and understands that, as required by professional standards, we may disclaim an audit opinion when management does not provide certain written representations required.

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Appendix 2: Management representation letter

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(Letterhead of Client)

KPMG LLP
Chartered Professional Accountants
St. Andrew's Square II
800-730 View Street
Victoria, BC V8W 3Y7

DATE

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the consolidated financial statements (hereinafter referred to as "financial statements") of Capital Regional District ("the Entity") as at and for the period ended December 31, 2025.

General:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Responsibilities:

1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated September 9, 2022, including for:

   a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.

   b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements ("relevant information"), such as financial records, documentation and other matters, including:

      — the names of all related parties and information regarding all relationships and transactions with related parties;

      — the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, board of directors and committees of the board of directors that may affect the financial statements. All significant actions are included in such summaries.

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c) providing you with unrestricted access to such relevant information.

d) providing you with complete responses to all enquiries made by you during the engagement.

e) providing you with additional information that you may request from us for the purpose of the engagement.

f) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.

g) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation, and maintenance of internal control to prevent and detect fraud.

h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.

Internal control over financial reporting:

2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

Fraud & non-compliance with laws and regulations:

3) We have disclosed to you the following matters and addressed them as required:

a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

b) all information in relation to fraud or suspected fraud that we are aware of that involves:

— management;

— employees who have significant roles in internal control over financial reporting; or

— others

where such fraud or suspected fraud could have a material effect on the financial statements.

c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.

d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements or illegal acts, whose effects should be considered when preparing financial statements.

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e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

f) complete reviews or investigations into allegations of fraud or misconduct, when brought forward.

g) take required actions arising from any reviews or investigations into allegations brought forward.

h) provide available supporting information and documentation relevant to matters investigated.

Subsequent events:

4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

Related parties:

5) We have disclosed to you the identity of the Entity's related parties.

6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.

7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

Estimates:

8) The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

Going concern:

9) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.

10) We confirm that we are not aware of material uncertainties related to events or conditions that may cast significant doubt upon the Entity's ability to continue as a going concern.

Misstatements:

11) The effects of the uncorrected misstatements described in **Attachment II** are immaterial, both individually and in the aggregate, to the financial statements as a whole.

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Other:

12) We confirm that we have provided you with a complete list of service organizations (SO) and sub-service organizations (SSO) and that the relevant complementary user entity controls (CUECs) related to each SO/SSO have been designed and implemented. For the purpose of this representation, a service organization is one as defined in CAS 402.

Non-SEC registrants or non-reporting issuers:

13) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002).

14) We also confirm that the financial statements of the Entity will not be included in the group financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Yours very truly,

_____

Ted Robbins, Chief Administrative Officer

_____

Nelson Chan, Chief Financial Officer

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Attachment I – Definitions

Materiality

Certain representations in this letter are described as being limited to matters that are material.

Information is material if omitting, misstating or obscuring it could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in light of surrounding circumstances, and are affected by perception of the needs of, or the characteristics of, the users of the financial statements and, the size or nature of a misstatement, or a combination of both while also considering the entity's own circumstances.

Information is obscured if it is communicated in a way that would have a similar effect for users of financial statements to omitting or misstating that information. The following are examples of circumstances that may result in material information being obscured:

a) information regarding a material item, transaction or other event is disclosed in the financial statements but the language used is vague or unclear;
b) information regarding a material item, transaction or other event is scattered throughout the financial statements;
c) dissimilar items, transactions or other events are inappropriately aggregated;
d) similar items, transactions or other events are inappropriately disaggregated; and
e) the understandability of the financial statements is reduced as a result of material information being hidden by immaterial information to the extent that a primary user is unable to determine what information is material.

Fraud & error

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

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Attachment II – Summary of Audit Misstatements Schedule

Uncorrected Misstatement – Current Year

Presented in dollars	**Statement of operations effect**	**Statement of financial position effect**		
Description of individually significant misstatements	**(Decrease) Increase**	**Assets (Decrease) Increase**	**Liabilities (Decrease) Increase**	**Accumulated surplus (Decrease) Increase**
Overstatement of amortization expense due to acceleration of amortization in the current year for assets placed into service in prior years but for which no amortization was recognized.	426,042	-	-	426,042
Total misstatements	**426,042**	**-**	**-**	**426,042**

Uncorrected Misstatement – Prior year

Presented in dollars	**Statement of operations effect**	**Statement of financial position effect**		
Description of individually significant misstatements	**(Decrease) Increase**	**Assets (Decrease) Increase**	**Liabilities (Decrease) Increase**	**Accumulated surplus (Decrease) Increase**
Understatement of amortization expense for assets placed into services but for which no amortization was recognized.	(14,065)	426,042	-	(411,977)
Total misstatements	**(14,065)**	**426,042**	**-**	**(411,977)**

Disclosure misstatements

- $1.573 million of assets placed in service before 2025 were not presented as in service assets. The opening cost balance of engineering structures is understated by $1.062 million, the opening cost balance of other assets is understated by $347K, the opening cost balance of vehicles is understated by $131K, the opening cost balance of machinery and equipment is understated by $32K and the opening work-in-progress balance is overstated by $1.573 million.

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Appendix 3: Current developments

Effective for periods beginning on or after December 15, 2024

ISA 260/CAS 260

Communications with those charged with governance

Summary of Changes:

New requirements for the auditor to communicate:

- about the relevant ethical requirements, including those related to independence, that the auditor applied to the audit of the financial statements; and
- any enhanced independence requirement that the auditor applied specific to the audit of financial statements of certain entities.

ISA 700/CAS 700

Forming an opinion and reporting on the financial statements

Summary of Changes:

New requirements for the auditor to publicly disclose when the auditor applied independence requirements specific to audits of financial statements of certain entities WHEN the ethical requirements require public disclosure.

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Appendix 3: Current developments (continued)

Accounting standards

Conceptual Framework for Financial Reporting in the Public Sector

Effective for years commencing on or after April 1, 2026 with early adoption permitted.

- The framework provides the core concepts and objectives underlying Canadian public sector accounting standards.
- The ten chapter conceptual framework defines and elaborates on the characteristics of public sector entities and their financial reporting objectives. Additional information is provided about financial statement objectives, qualitative characteristics and elements. General recognition and measurement criteria, and presentation concepts are introduced.

Financial Statement Presentation

Effective for years commencing on or after April 1, 2026 with early adoption permitted.

- The proposed section PS 1202 *Financial statement presentation* will replace the current section PS 1201 *Financial statement presentation*. PS 1202 *Financial statement presentation*.
- The proposed section includes the following:
  - Relocation of the net debt indicator to its own statement called the statement of net financial assets/liabilities, with the calculation of net debt refined to ensure its original meaning is retained.
  - Separating liabilities into financial liabilities and non-financial liabilities.
  - Restructuring the statement of financial position to present total assets followed by total liabilities.
  - Changes to common terminology used in the financial statements, including re-naming accumulated surplus (deficit) to net assets (liabilities).
  - Removal of the statement of remeasurement gains (losses) with the information instead included on a new statement called the statement of changes in net assets (liabilities). This new statement would present the changes in each component of net assets (liabilities), including a new component called “accumulated other”.
  - A new provision whereby an entity can use an amended budget in certain circumstances.
  - Inclusion of disclosures related to risks and uncertainties that could affect the entity’s financial position.

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Appendix 3: Current developments (continued)

Accounting standards (continued)

Employee Benefits

Effective for years commencing on or after April 1, 2029 with early adoption permitted.

- The Public Sector Accounting Board has issued a new standard PS 3251 *Employee benefits* which will replace the current sections PS 3250 *Retirement benefits* and PS 3255 *Post-employment benefits, compensated absences and termination benefits*.
- The standard uses principles from International Public Sector Accounting Standard 39 *Employee benefits* as a basis for the Canadian standard.
- The standard results in public sector entities recognizing the impact of revaluations of the net defined benefit liability (asset) immediately on the statement of financial position.
- The standard also requires that fully funded post-employment benefit plans use a discount rate based on the expected market-based return of plan assets and underfunded plans use a discount rate based on the market yield of government bonds, high-quality corporate bonds or another appropriate financial instrument. A simplified approach to determining a plan's funding status is provided.
- The standard also requires that:
  - Deferral provisions – Remeasurement gains and losses are presented as part of accumulated remeasurement gains and losses.
  - Valuation of plan assets – Upon adoption, public sector entities may continue to recognize non-transferable financial instruments balances that meet the definition of plan assets under existing PS 3250 guidance. This transitional provision does not permit the recognition of additional amount after adoption that do not meet the revised definition of plan assets.
  - Joint defined benefit plans – Defined benefit accounting is used for measurement of the proportionate share of the plan, instead of previously proposed multi-employer plan accounting which permitted accounting based on defined contribution concepts where insufficient information exists to use defined benefit accounting.
  - Disclosure of other long-term employee benefits and termination benefits – The standard does not include prescriptive disclosure requirements for other long-term employee benefits and termination benefits.
- The standard's guidance will be applied retroactively, with or without prior period restatement.

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Appendix 3: Current developments (continued)

Accounting standards (continued)

Intangible Assets

Proposed to be effective for years commencing on or after April 1, 2030 with early adoption permitted.

- The Public Sector Accounting Standards Board has issued proposed new standard PS 3155 *Intangible Assets* which would replace Public Sector Guideline 8 *Purchased Intangibles*.
- The standard will include foundational guidance on acquired and internally generated intangibles. It excludes intangible assets addressed in other public sector accounting standards and other intangible items such as exploration and extraction costs for non-renewable resources or intangible assets related to insurance contracts.
- The definition of “intangible assets” requires an intangible resource to be separate and identifiable from goodwill. It also requires that the entity has control over the intangible resource, future economic benefits flow from the intangible resource, and the intangible resource is the result of a past transaction and/or other events.
- Internally generated goodwill is not permitted to be recognized as an asset.
- An intangible resource is recognized when it meets the definition of an intangible asset and the asset’s cost can be measured in a faithfully representative way. The generation of the asset is classified into a research phase and a development phase. Expenditures from the research phase of an internally generated project are expensed. An intangible asset arising from the development phase can be recognized if it meets certain requirements.
- Intangible assets are initially measured at cost and subsequently carried at cost less accumulated amortization and accumulated impairment losses. Intangible assets acquired through a non-exchange transaction are measured at fair value as of the date it is acquired.

Cloud Computing Arrangements

- As part of its intangible assets project, the Public Sector Accounting Standards Board is also developing guidance on cloud computing arrangements. To ensure the development of this accounting guidance reflects current practices and needs, a survey was used to gather insights. The survey will inform the Public Sector Accounting Board about the types of cloud computing arrangements being encountered, magnitude of costs, key arrangement terms, current accounting policies and unique challenges in practice.

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Appendix 4: Thought leadership and insights

Half of Public Servants Turn to AI Raising Risks

KPMG survey finds public sector unready for AI, low literacy, need for digital sovereignty.

While less than a quarter (**22 per cent**) of Canadian public sector organizations have adopted artificial intelligence (AI), half of the public servants who use AI in their jobs rely on publicly available AI tools, exposing governments to potential risks including data privacy and security breaches, intellectual property theft and exposure to biased or inaccurate information that can lead to legal and ethical issues, finds a new KPMG in Canada research.

Click here for more information

Intelligent Government

The emergence of generative AI, alongside advanced autonomous and agentic systems, is transforming how government and the public sector innovate and operate. Our findings reveal an actionable blueprint for governments and organizations aiming to leverage AI's potential to drive efficiency, reduce time to market and improve patient outcomes. This report provides insights into how they can take a value based approach to AI that helps to accelerate innovation, unlock new growth opportunities, and maximize the impact of their AI investments.

Click here for more information

KPMG 2025 Canadian CEO Outlook

Our 2025 CEO Outlook survey reveals a compelling paradox: Canadian CEOs are increasingly confident in the growth of their companies and industries, yet their optimism about the Canadian and global economies is waning.

Despite the evolving pressures, CEOs alike are proactively focusing on making their organizations more resilient to external shocks. They are not just reacting to changes, but are actively seeking ways to mitigate external risks, improve productivity and optimize revenue.

Click here for more information

Midyear Observations on the 2025 Board Agenda

Disruption, volatility, and uncertainty aren't new operating conditions by any means. But the assumptions that have long driven corporate thinking the role of government, geopolitical norms, and consistency in US policies as administrations change, and the speed of technological advances are being upended. Few business leaders have experienced the scope, complexity, and combination of issues companies are facing today and many will earn their stripes in the months ahead.

Click here for more information

Accelerate

The Canadian business landscape is experiencing profound interconnected geopolitical, technological and sustainability challenges which are causing compound impacts on the balance sheet. The audit committee's role in stewarding their organization towards increased productivity, resilience, and growth has never been more essential.

Our *Accelerate* series strives to provide audit committees with actionable insights and clear guidance for navigating through these interconnected challenges.

Click here for more information

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Appendix 4: Thought leadership and insights (continued)

From Smart to Smarter Cities

Leveraging integration, data and enablement for sustainable and resilient urban transformations.

Cities are reaching a crisis point. City populations are growing. Citizen satisfaction with government services is weakening. And net zero deadlines are looming. Cities recognize that their traditional approaches to city planning, development, management and renewal will not get them to their goals in time. They must become smarter, more integrated, data driven and enabling.

From Smart to Smarter Cities explores how a focus on becoming more integrated, data driven and enabling can help city decision makers, infrastructure leaders and private companies accelerate their smart city agendas.

In this report, professionals from KPMG's global network join with experienced industry and city leaders to unpack these three priorities integrated, data driven and enabling across the lens of the six challenges facing cities today urban planning, data and privacy, transportation and mobility, sustainability and social equity, governance and oversight, and funding and financing.

Click here for more information

Blueprint for Livable Economies

Unlocking livability through place-based business cases

Rapid urbanization, climate volatility, fiscal constraint and rising social expectations are exposing the limits of traditional approaches to urban planning and investment. The challenge is not a lack of ambition or funding, but rather how decisions are made, investments are structured and delivery is governed and coordinated. Addressing the gap between investment and outcomes requires cities to move beyond asset level justification towards integrated, geography specific portfolios and place based business cases that reflect how places function and are experienced in practice.

Developed in collaboration by KPMG International, Davos Baukultur Alliance and UN Habitat, this white paper supports that shift. Drawing on global case studies, executive insight and practical tools, it sets out how public sector leaders can apply a place based approach using levers already within their control.

At the center of the paper is the *Blueprint for livable economies*, a decision making framework designed to help city leaders, investors and partners align outcomes, economic pathways and delivery mechanisms.

Click here for more information

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Appendix 4: Thought leadership and insights (continued)

Our latest thinking on the issues that matter most to Boards, Committees and management.

KPMG Audit & Assurance Insights

Curated research and insights for audit Committees and Boards.

Sustainability Reporting

Resource centre on implementing the new Canadian reporting standards.

Board Leadership Centre

Leading insights to help board members maximize boardroom opportunities.

Audit Committee Guide – Canadian Edition

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

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Appendix 4: Thought leadership and insights (continued)

Where are Finance Teams adopting AI

Finance's role as a business partner has put them an ideal position to lead enterprise adoption

Generating commentary

Reduce the time and effort needed to create recurring materials required for financial reporting, business reviews, management reports, and board meetings.

Generating strategic insights

Partner with other functions to provide insights across the business. Use finance's position to inform strategic decisions and solve problems with pricing, performance, and benchmarking metrics.

Managing contracts

Generative AI tools can draft contracts with preferred term and prioritize contract reviews based on deviations from standard terms and conditions.

Forecasting & budgeting

Integrating predictive models, creating scenarios, and generating insights on potential financial outcomes.

Collecting marketing intelligence

Powerful research tool able to find and synthesize public data to generate insights on markets, competitors, and customers.

Detecting anomalies

Generative AI shows promise as a tool for detecting errors and potential fraud. It can compare new data with past patterns to identify anomalies.

AI naturally aligns to CFO's existing responsibilities related to business strategy, digital transformation, and risk management

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Appendix 4: Thought leadership and insights (continued)

AI brings Risks as well as Opportunities

Internal Risks & Considerations

Breaking Confidentiality

Many Generative AI models are built to absorb user-inputted data to improve the model over time. This could lead to exposure of key confidential information

Employee Misuse and Inaccuracies

Models generate responses based on input, so there is a risk of providing false or malicious content. Employees need to be cautious and review AI-generated content with a critical

Talent Implications

Professionals need to be made aware of their role in training and evolving the solution as high- quality output can only be achieved through high- quality, expert queries

Policies and Regulations

As the world's understanding of AI evolves, more policies and regulations will be brought upon by regulators which in turn need to be complied with

External Risks & Considerations

Misinformation, Bias and Discrimination

The model could generate a response containing inappropriate information or language. In cases where the model does not have an accurate response, it may 'hallucinate' with a false response.

Financial, Brand & Reputational Risk

Copying AI-produced information or code into any deliverable or product could constitute copyright infringement leading to legal and reputational harm

Intellectual Property and Copyright

Risks in copyright includes the potential creation of unauthorized plagiarized content, leading to infringement and violations of intellectual property rights

Cybersecurity

Generative AI models could be trained and employed for many cybersecurity attacks such as phishing scams, malware, data poisoning etc.

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Appendix 5: Canadian sustainability reporting activities

Get ready for Canadian Sustainability Standards Board (CSSB) sustainability disclosures

What was issued?

- The first Canadian Sustainability Disclosure Standards[1], which mark the next step towards equal prominence for sustainability and financial reporting in Canada.
- They are aligned with the IFRS® Sustainability Disclosure Standards, with the exception of effective date and transition relief.
- They are based on existing frameworks and standards, including Task Force on Climate-Related Financial Disclosures (TCFD) and Sustainability Accounting Standards Board (SASB).
- They are investor-focused.

What's the impact?

- Companies applying these standards will report on all relevant sustainability topics (not just on climate) under a consistent framework and focus on how these topics impact a company's prospects.
- Reporting will be connected to the financial statements. Therefore, companies will need processes and controls in place so that they can provide sustainability-related information of the same quality, and at the same time, as their financial information.

What's next?

- The standards are effective from January 1, 2025 on a voluntary basis.
- Canada's provincial and territorial regulators and legislators will determine whether application of the standards should be mandated, and if so, who will need to apply them and over what time frame.
- Some public and private companies may choose to apply them voluntarily – e.g., in response to investor or societal pressure.

[1] Canadian Sustainability Disclosure Standards – CSDS 1 *General Requirements for Disclosure of Sustainability-related Financial Information* and CSDS 2 *Climate-related Disclosures*, both published on December 18, 2024.

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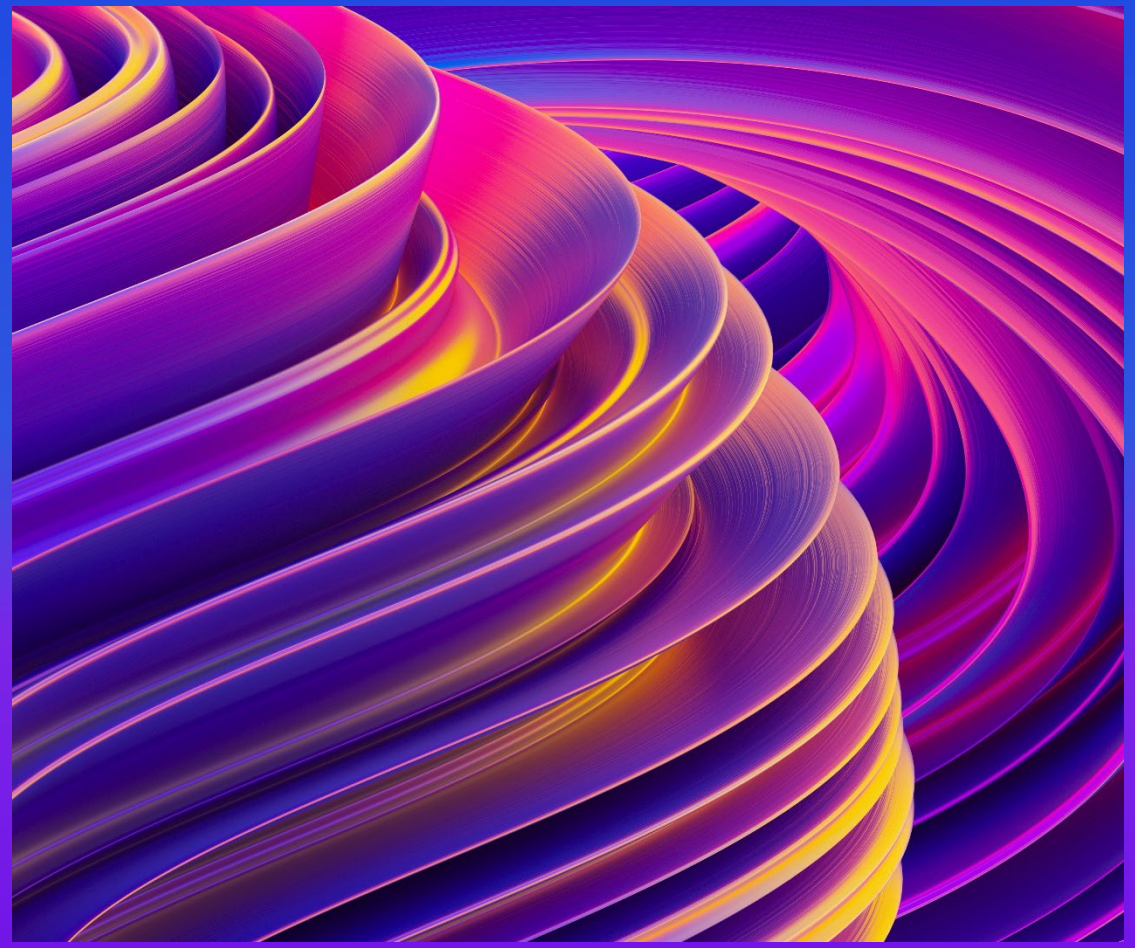

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PRIVATE & CONFIDENTIAL

Nelson Chan
Chief Financial Officer
Capital Regional District
625 Fisgard Street
Victoria, BC V8W 2S6

May 6, 2026

Dear Mr. Chan:

Re: Reporting on internal control matters

In planning and performing our audit of the consolidated financial statements of Capital Regional District ("the District") for the period ended December 31, 2025, we obtained an understanding of internal control over financial reporting (ICFR) relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on ICFR. Accordingly, we do not express an opinion on the effectiveness of the District's ICFR.

Our understanding of ICFR was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies and therefore, there can be no assurance that all significant deficiencies and other control deficiencies have been identified. As a result, any matters reported below are limited to those deficiencies in ICFR that we identified during the audit.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors.

IDENTIFICATION

We did not identify any significant deficiencies in internal control.

Refer to the Appendix B for the definitions of various control deficiencies.

OTHER CONTROL MATTERS

We identified certain control matters that have not been communicated to management by other parties and that, in our professional judgment, are of sufficient importance to merit management's attention. Refer to Appendix A. There were no new control observations identified in the current year.

MANAGEMENT'S RESPONSES

Management's responses have not been subjected to the audit procedures applied in the audit, and accordingly, we express no opinion on them.

USE OF LETTER

This letter is for the use of management and those charged with governance in carrying out and discharging their responsibilities and should not be used for any other purpose or anyone other than management and those charged with governance. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this letter has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.

Yours very truly,

KPMG LLP

Lenora Lee, FCPA, FCA
Partner
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Appendix A — Update on Previous Year's Continuing Other Control Matters

1. **Recurring financial reporting adjusting entries**

Observation and implication:
During our audit, we noted that many manual adjusting entries required for financial reporting are not recorded in SAP but are recorded each year end as "PSAB" entries. These entries are tracked in excel and are the trail to reconciling balances in SAP to the final audited financial statements. Tracking these entries in excel rather than directly in SAP increases the risk entries are incorrect, incomplete or knowledge of their source is lost during unexpected employee turnover or extended leave.

Update from 2025 audit:
In 2025, Phase 2 of the project was substantially complete. During 2025, PSAB entries were integrated into the S/4HANA system, through the extension ledger. However, a full integration of PSAB entries through the S/4HANA system was not completed during the year, as some PSAB entries were still being manually tracked. In 2025, 8 PSAB entries were being manually tracked compared to 27 entries prior to migration to S/4HANA.

Recommendation:
The manual "PSAB" entries continue to pose a high risk on the accuracy of financial reporting due to their complexities and we recommend management continue to enhance the controls around these entries and work towards integration of the entries when migrating to S/4HANA.We acknowledge the progress that has been made to date on enhancing controls around these entries and support management's longer term plan to integrate the remaining entries to S/4HANA.

Management Response:
In 2025, the most complex and high-risk PSAB entries were addressed by leveraging new system functionality and implementing enhanced processes. As a result, 2025 was the final year these entries were required. Management will continue to address the remaining items in 2026 to fully align the accounting system with reporting requirements and further minimize manual intervention.

2. **Tangible Capital Asset Process**

Observation and implication:
Our testing performed over the tangible capital asset process highlighted the manual nature of the process (capitalization, amortization, revaluation, classification) and resulting potential risk of error. We identified an opportunity to mitigate risks by leveraging technology enhancements and evaluating if existing monitoring controls continue to be sufficient for the growing size of the capital asset portfolio.

Management is placing enhanced efforts on its review controls to monitor capital additions as they arise to reduce the amount of adjustments required subsequent to their recognition.

Update from 2025 audit:
Through our testing of work-in-progress transfers, we identified $1,573K in assets that were placed in use in prior years but not transferred to the applicable asset category or amortized until 2025. This resulted in an understatement of amortization in prior years and overstatement in future years.

Further, we noted certain expenditures were initially recognized as capital assets when costs were

incurred but subsequently expensed when reviewed under PSAB accounting standards. In 2025, the amount of capital assets written off related to prior years was $1,897K, with a net book value of $nil.

While S/4HANA has helped to automate certain processes, we continue to identify errors relating to capitalization, amortization, revaluation, and classification. This highlights the need for a more robust process to prevent and detect corrections before year end. We recommend the capital asset continuity be reviewed on a routine basis, for example quarterly to align with existing close processes in place.

Recommendation:
We encourage management's efforts to evaluate the nature, communication and sufficiency of its internal controls related to reviewing the accuracy, classification and useful life of tangible capital asset additions as they occur and throughout their useful life. We recommend that management implement a quarterly review of the capital asset continuity to reduce the risk of error as it relates to capitalization, amortization, revaluation and classification of capital assets. These reviews should assess the accuracy, classification, capitalization, appropriate useful lives, and the timely recognition of assets when they are placed into service. This process should also focus on the timely identification of asset disposals and changes in asset status throughout their useful lives.

Management response:
Management agrees with the recommendation and recognizes the need to strengthen controls over tangible capital assets. Management will focus on improving processes and increasing the frequency of accounting and review activities, including more timely settlement of asset additions, disposals, and adjustments throughout the year. These enhancements are intended to address current challenges, reduce reliance on year-end adjustments, and improve the accuracy and timeliness of capital asset reporting.

Appendix B – Definitions

Terminology	Definition
DEFICIENCY IN INTERNAL CONTROL	A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing; or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed or the person performing the control does not possess the necessary authority or competence to perform the control effectively.
SIGNIFICANT DEFICIENCY IN INTERNAL CONTROL	A significant deficiency in internal control is a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

Appendix C: CRD 2025 Financial Highlights

Making a difference...together

Variances over $1M and 10% change detailed below

Assets	2025	2024	$ Variance	% Variance	Reason
Cash and cash equivalents	211.1	97.5	113.6	117%	Working capital was reallocated from GICs into higher-yielding HISA balances and increased short term financing to fund capital projects.
Investments	235.9	319.1	(83.2)	-26%	Decreased as working capital was shifted from GICs to cash and cash equivalents to take advantage of improved HISA rates.
Accounts receivable	40.1	40.1	-	0%	
Member & Third Party Debt	228.6	166.5	62.1	37%	Increased primarily due to $75.4M of new municipal borrowing, partially offset by scheduled principal repayments.
MFA Debt Reserve Fund	3.1	3.1	-	0%	
Total Assets	**718.8**	**626.3**	**92.5**	**15%**	

Liabilities	2025	2024	$ Variance	% Variance	Reason
Accounts Payable (AP) and Accrued Liabilities	46.0	60.6	(14.6)	-24%	AP decreased due to the completion of the Renewable Natural Gas (RNG) gas plant ($4.8M), payout of construction holdbacks ($4.1M), and payments for the Residuals Treatment Facility upgrades ($5.2M).
Deferred revenue	35.5	29.5	6.0	20%	Increased by $3.6M, primarily due to development cost recoveries collected in excess of expenditures and $5.8M in unrestricted capital grants received by CRHC, partially offset by lower deferred operating grants of ($1.7M).
Short term debt	114.8	54.7	60.1	110%	Increased due to capital borrowing for watershed land acquisition $32.3M, CRHC housing projects $14.9M, and sewer capital projects $10.0M, with the balance related to other capital projects.
Long term debt	664.1	590.9	73.2	12%	Increase reflects $75.4M of new municipal borrowing.
Asset Retirement Obligation (ARO)	31.7	28.4	3.3	12%	The increase reflects a $6.3M new landfill ARO related to a new active landfill cell, partially offset by $(3.4M) decrease in hazardous-materials ARO from the settlement of obligations on three buildings and updated estimates.
Other liabilities	1.2	1.5	(0.3)	-20%	
Total Liabilities	**893.3**	**765.6**	**127.7**	**17%**	

Non Financial Assets	2025	2024	$ Variance	% Variance	Reason
Tangible capital assets	2,261.0	2,174.3	86.7	4%	
Other Non-Financial Assets	7.9	5.2	2.7	52%	Increase driven by higher prepaid software licences of $0.6M and CRHC construction insurance of $1.8M.
Total Non-Financial Assets	**2,268.9**	**2,179.5**	**89.4**	**4%**	

Appendix C: Financial Statement Highlights

Variances over $1M and 10% change detailed below

Revenue	2025	2024	$ Variance	% Variance	
Government transfers	188.0	186.4	1.6	1%	
Sale of services	120.3	103.9	16.4	16%	The increase reflects higher water sales of $6.3M from rate and volume increases across services, $4.6M in natural gas sales from the new RNG plant, and $3.0M in additional landfill revenue due to higher pricing and volumes.
Affordable housing - rental income	27.5	26.5	1.0	4%	
Other revenue	27.6	20.7	6.9	33%	Recycle BC revenue increased by $4.1M, from an increase in the price per household of 66%.
Interest earnings	15.8	15.9	(0.1)	-1%	
Actuarial Adjustment of Long-Term Debt	2.2	2.6	(0.4)	-15%	
Grants in Lieu of Taxes	4.2	3.9	0.3	8%	
Developer contributions	2.7	1.3	1.4	108%	Water connection charge revenue increased by $1.3 million, primarily due to the completion of projects during the year.
Total Revenue	**388.3**	**361.2**	**27.1**	**8%**	

Expense	2025	2024	$ Chg	% Chg	
Salaries, Wages and Benefits	109.8	101.7	8.1	8%	The increase relates to higher staffing levels, wage progression, and overtime across all service areas, including approximately $3.9M for an expired collective agreement accrual.
Contract for services and consultants	48.9	40.0	8.9	22%	The increase in Contract for Services is mainly driven by an increase of $4.1M for the Hartland waste diversion program, $1.5M in operating costs for the new RNG plant, $1.0M in higher Residuals Treatment Facilities operating costs, and $1.1M from landfill service contracts, and RTF operations. The remaining increase reflects general cost pressures across all services.
Amortization of Tangible Capital Assets	73.1	69.1	4.0	6%	
Interest on Debt	27.5	24.0	3.5	15%	The increase in interest on debt reflects higher overall borrowing and includes municipal debt. Excluding municipal debt, the CRD's debt service costs as a percentage of revenue declined from 12.4% in 2024 to 11.5% in 2025.
Other expenses	76.9	78.1	(1.2)	-2%	
Total Expenses	**336.2**	**312.9**	**23.3**	**7%**	

CRD Financial Indicators Dashboard

Aligned to PSAB SORP-4 & DBRS Financial Risk Assessment

Trend Legend:	Improving	Stable	Weakening
	▲	●	▼

	2021	2022	2023	2024	2025	Trend
Capital Capacity & Asset Renewal						
#1 Post-CapEx Surplus as % of Total Revenue	29.5%	11.2%	2.5%	-12.2%	-6.9%	▼
What it tells you: Indicates whether current revenues are sufficient to support operations and capital reinvestment without increasing debt or drawing down reserves.						
(Annual Surplus + Amortization – Net Capital Expenditure) / Total Revenue						
DBRS Benchmark:	AAA	AAA	AA	BBB	BBB	
Rolling 5-Year Weighted Average:	*26.1%*	*27.4%*	*25.1%*	*15.9%*	*5.2%*	▼
#2 Asset Sustainability Ratio	4.2x	1.6x	2.3x	2.5x	2.2x	●
What it tells you: Indicates whether capital reinvestment is keeping pace with asset wear or whether the CRD is falling behind on infrastructure renewal.						
Annual Capital Investment / Amortization Expense						
Internal Benchmark:	Strong	Adequate	Strong	Strong	Strong	
Budgetary Flexibility						
#3 Current Ratio	7.5x	2.4x	2.0x	2.3x	5.5x	▲
What it tells you: Indicates whether liquid assets are sufficient to cover short-term obligations and maintain operational cushion.						
Adjusted Current Assets / Adjusted Current Liabilities						
Internal Benchmark:	Strong	Strong	Strong	Strong	Strong	
#4 Debt Service Cost as % of Total Revenue	10.2%	13.1%	12.5%	12.4%	11.5%	●
What it tells you: Shows how much revenue is committed to debt repayment and how much flexibility remains for services and new priorities.						
Debt Service (Principal + Interest) / Total Revenue						
Internal Benchmark:	Moderate	Moderate	Moderate	Moderate	Moderate	
Debt Burden						
#5 Interest Costs as % of Total Revenue	4.0%	5.2%	4.4%	4.8%	5.0%	●
What it tells you: Measures how much revenue is consumed by interest alone, signalling exposure to higher rates and refinancing risk.						
Interest Expense / Total Revenue						
DBRS Benchmark:	AA	AA	AA	AA	AA	
#6 Outstanding Debt as % of Total Revenue	107.9%	131.1%	123.0%	139.8%	149.2%	●
What it tells you: Measures how large the CRD's debt burden is relative to the revenue available to support it.						
Total Amount Borrowed / Total Revenue						
Internal Benchmark:	Moderate	Moderate	Moderate	Moderate	Moderate	
Affordability vs Consumer Price Index (CPI)						
National CPI -Year over Year (YoY) growth	3.4%	6.8%	3.9%	2.4%	2.1%	●
#7 Total Requisition ($M)	$72.6M	$78.1M	$82.1M	$88.5M	$96.2M	
What it tells you: Shows how much the CRD collects through tax requisition each year and whether that growth is outpacing national CPI.						
YoY Growth:	2.3%	7.4%	5.1%	7.8%	8.7%	▼
Growth vs CPI:	< CPI	> CPI	> CPI	>> CPI	>> CPI	
#8 Service Revenue ($M)	$128.1M	$134.6M	$140.7M	$149.2M	$169.3M	
What it tells you: Shows how user-pay revenue is changing relative to national CPI, indicating potential affordability pressure as service charges change.						
YoY Growth:	11.1%	5.1%	4.5%	6.0%	13.5%	▼
Growth vs CPI:	>> CPI	< CPI	> CPI	>> CPI	>> CPI	

Capital Regional District

2025 Financial Performance Measures

These eight indicators provide a concise view of the CRD's financial position and trends. Six align with DBRS Morningstar credit risk dimensions, while two assess core revenue growth relative to national CPI. Results should be read alongside the DBRS Morningstar Canadian Municipal Governments methodology (April 2024) and the 2025 Audited Financial Statements (Notes 3, 4, and 5). Where relevant, the measures are compared with published DBRS thresholds, CRD-selected benchmarks, and national Consumer Price Index. Supporting detail is provided in the Financial Dashboard.

Capital Capacity & Asset Renewal

Can current revenues support operations and capital reinvestment?

1) Post-CapEx Surplus as % of Total Revenue — 5-yr weighted avg: 5.2% | 2025: -6.9%

The five-year weighted average remains positive at 5.2%, supported by stronger results earlier in the period. However, annual results were negative in both 2024 (-12.2%) and 2025 (-6.9%), indicating capital spending exceeded annual operating capacity in each year. The 2025 result improved from 2024, but continued weak annual performance would further narrow the five-year average.

2) Asset Sustainability Ratio — 2025: 2.2x | Benchmark: Strong (>= 2.0x)

The CRD invested $2.16 for every $1.00 of depreciation in 2025, comfortably above the 1.0x replacement threshold. While down from 2.45x in 2024 and 4.24x in 2021, the ratio still points to solid capital reinvestment. The recent decline warrants monitoring but does not indicate underinvestment.

Budgetary Flexibility

Does the CRD retain capacity to absorb unforeseen costs or new priorities?

3) Current Ratio — 2025: 5.5x | Benchmark: Strong (>= 2.0x)

Liquidity strengthened materially in 2025, with the current ratio rising to 5.47x from 2.27x in 2024. This is the strongest result since 2021 and remains well within the strong range, providing a substantial buffer for cash flow timing and unexpected short-term costs. On the adjusted basis used in the dashboard, liquidity appears sound.

4) Debt Service Cost as % of Total Revenue — 2025: 11.5% | Benchmark: Moderate (10%-15%)

Debt service consumed 11.5% of revenue in 2025, down from 12.4% in 2024 and below the 2022 peak of 13.1%. The ratio remains within the CRD's moderate internal benchmark range and comfortably below the Province's 25% limit used in municipal assessments. This indicates debt service remains manageable within the current revenue base.

Debt Burden

How large is the debt burden, and how much revenue is absorbed by interest?

5) Interest Costs as % of Total Revenue — 2025: 5.0% | DBRS Rating: AA (1.5%-9.0%)

Interest costs increased modestly to 5.0% of revenue in 2025 from 4.8% in 2024. The ratio remains within the DBRS AA range (1.5%–9.0%) and has stayed within a narrow 4.0%–5.2% band since 2021. Revenue growth has helped contain the interest burden despite higher borrowing costs.

6) Outstanding Debt as % of Total Revenue — 2025: 149.2% | Benchmark: Moderate (100%-150%)

Outstanding debt reached 149.2% of total revenue in 2025, up from 107.9% in 2021 and just below the >150% High threshold. The ratio remains in the Moderate internal benchmark tier, but only narrowly. The trend indicates leverage has grown faster than revenue and should remain a key monitoring item.

Affordability vs Consumer Price Index (CPI)

How are core revenue streams growing relative to inflation?

7) Total Requisition ($M) — 2025: $96.2M | YoY Growth: 8.7% | Benchmark: >> CPI (Well Above CPI)

Total requisition reached $96.2M in 2025, increasing 8.7% year over year versus national CPI of 2.1%. This places 2025 in the "Well Above" CPI category. Growth above CPI may reflect service expansion, capital delivery, or board-approved funding decisions, but it also signals that the tax requisition is rising faster than general inflation.

8) Service Revenue ($M) — 2025: $169.3M | YoY Growth: 13.5% | Benchmark: >> CPI (Well Above CPI)

Service revenue reached $169.3M in 2025, up 13.5% year over year versus national CPI of 2.1%. This places 2025 in the "Well Above" CPI category and indicates user-fee growth materially exceeded general inflation in the year. Depending on service mix and cost drivers, that may support cost recovery but can also add affordability pressure.

Overall Assessment

CRD's financial profile remains sound, supported by strong liquidity and solid asset reinvestment. In 2025, the current ratio was 5.5x and the asset sustainability ratio remained strong at 2.2x, while debt service represented 11.5% of total revenue. Five-year weighted post-CapEx surplus remained positive at 5.2%, although annual results were negative in 2024 and 2025. Leverage and interest burden remain manageable but are trending higher, while revenue growth remained well above national CPI.

Key strengths:

- **Strong liquidity:** The current ratio was 5.5x.
- **Manageable debt service:** Debt service represented 11.5% of total revenue.
- **Positive five-year post-CapEx surplus:** Five-year weighted post-CapEx surplus remained positive at 5.2%.
- **Moderate interest burden:** Interest burden was 5.0% of revenue, within the DBRS AA range.
- **Solid asset reinvestment:** The asset sustainability ratio remained strong at 2.2x.

Areas to watch:

- **Negative annual post-CapEx results:** Annual post-CapEx results were negative in both 2024 (-12.2%) and 2025 (-6.9%).
- **Elevated leverage:** Outstanding debt reached 149.2% of total revenue in 2025, just below the >150% High threshold.
- **Higher interest burden:** Interest burden increased modestly to 5.0% from 4.8% in 2024.
- **Requisition growth above inflation:** Requisition increased 8.7% year over year in 2025, well above national CPI.
- **Service revenue growth above inflation:** Service revenue increased 13.5% year over year in 2025, well above national CPI.

Overall, the trends are consistent with a growing regional government continuing to invest in long-lived infrastructure. The five-year post-CapEx surplus remains positive, but leverage has increased faster than revenue. Preserving balance-sheet flexibility will depend on maintaining operating capacity as capital and debt needs evolve.

Capital Regional District

2025 Unaudited Financial Statements

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Consolidated Debt Charges (Unaudited)

For the year ended December 31, 2025

	Principal Payments on Mortgages and Debenture Debt	Principal Payments on Long-Term Non-Debenture Debt	Principal Payments on Short-Term Non-Debenture Debt
GENERAL REVENUE FUND			
Issued by Municipal Finance Authority			
Member municipalities and other	$ 10,233,361	$ -	$ -
Capital Regional District	4,128,449	-	
Non-Debenture - Capital Regional District	-	107,836	1,950,000
	14,361,810	107,836	1,950,000
SEWER REVENUE FUND			
Issued by Municipal Finance Authority	5,704,947	-	-
Non-Debenture - Capital Regional District	-	2,142,911	-
	5,704,947	2,142,911	-
WATER REVENUE FUND			
Issued by Municipal Finance Authority	3,313,103	-	-
Non-Debenture - Capital Regional District	-	-	-
	3,313,103	-	-
HOUSING GENERAL REVENUE FUND			
Mortgages Payable	6,152,555	-	
Short-Term Capital Financing	-	-	420,176
	$ 29,532,416	$ 2,250,747	$ 2,370,176

Interest on Mortgages and Long-Term Debt	Interest on Temporary Borrowings	Accrued Debt Charges	2025	2024
$ 9,108,080	$ -	$ -	$ 19,341,441	$ 18,488,817
2,738,873	765,867	(9,692)	7,623,497	5,170,940
-	-	-	2,057,836	8,643,703
11,846,953	765,867	(9,692)	29,022,774	32,303,460
3,648,300	496,045	(31,541)	9,817,752	9,846,982
3,386,834	-	-	5,529,745	5,529,745
7,035,134	496,045	(31,541)	15,347,498	15,376,728
2,048,873	369,329	2,644	5,733,949	5,855,568
-	-	-	-	-
2,048,873	369,329	2,644	5,733,949	5,855,568
4,959,435	-	-	11,111,990	12,376,900
-	-	-	420,176	14,049,571
$ 25,890,395	$ 1,631,241	$ (38,588)	$ 61,636,386	$ 79,962,227

Summary of Long-Term Debt (Unaudited)

For the year ended December 31, 2025

		Outstanding Dec 31/24
General Capital - Debenture	(Schedule B)	$ 51,593,473
Non-Debenture	(Schedule B)	199,622
Sewer Capital - Debenture	(Schedule C)	95,815,310
Non-Debenture	(Schedule C)	56,347,018
Water Capital - Debenture	(Schedule D)	30,929,774
Non-Debenture	(Schedule D)	-
		234,885,197
Accrued actuarial valuation - CRD Debt		(1,555,948)
		233,329,249
Member Municipalities and Other	(Schedule B)	166,494,464
CRD Total		**399,823,713**
CRHC Total		**191,039,273**
Consolidated Total		**$ 590,862,986**

2025				
Additions	Principal	Sinking Fund	Total Debt Retirement	Outstanding Dec 31/25
$ 24,825,000	$ (4,128,449)	$ (706,363)	$ (4,834,812)	$ 71,583,661
-	(107,836)	-	(107,836)	91,786
10,000,000	(5,704,947)	(859,283)	(6,564,230)	99,251,080
-	(2,142,908)	-	(2,142,908)	54,204,110
-	(3,313,104)	(1,007,362)	(4,320,466)	26,609,308
	-	-	-	-
34,825,000	(15,397,244)	(2,573,008)	(17,970,252)	251,739,945
-	-	383,941	383,941	(1,172,007)
34,825,000	(15,397,244)	(2,189,068)	(17,586,311)	250,567,938
75,470,000	(10,233,361)	(3,127,796)	(13,361,157)	228,603,307
110,295,000	**(25,630,605)**	**(5,316,864)**	**(30,947,468)**	**479,171,245**
-	**(6,153,341)**	**-**	**(6,153,341)**	**184,885,932**
$ 110,295,000	**$ (31,783,946)**	**$ (5,316,864)**	**$ (37,100,809)**	**$ 664,057,177**

TOTAL OUTSTANDING DEBT	
General Capital (CRD and municipalities)	**$ 300,278,754**
Sewer Capital	**153,455,190**
Water Capital	**26,609,308**
Less accrued actuarial valuation	**1,172,007**
CRD	**479,171,245**
CRHC	**184,885,932**
Total	**$ 664,057,177**

Long-Term Debt: General Capital Fund (Unaudited)

For the year ended December 31, 2025

Long-Term Debt – General Capital Fund (Unaudited)

Issue Date	LA Bylaw	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
Regional Parks												
2017	4142	4198	142	2032	560,000	3.150%	329,289	-	30,110	6,921	37,031	292,258
2018	4142	4222	145	2033	4,000,000	3.150%	2,608,863	-	215,067	41,734	256,801	2,352,062
2021	4142	4399	153	2031	1,040,000	2.410%	751,917	-	93,899	6,482	100,381	651,536
2022	4142	4476	157	2032	500,000	3.360%	409,626	-	44,630	2,259	46,889	362,737
2024	4506	4621	162	2039	5,000,000	3.830%	5,000,000	-	261,044	-	261,044	4,738,956
Total Regional Parks					11,100,000		9,099,695	-	644,750	57,397	702,147	8,397,549
South Galiano Fire												
2022	4239	4476	157	2047	2,100,000	3.360%	1,975,504	-	61,479	3,113	64,592	1,910,912
2022	4239	4503	158	2047	135,000	4.090%	127,947	-	3,466	247	3,713	124,234
Total South Galiano Fire					2,235,000		2,103,451	-	64,945	3,360	68,305	2,035,146
SEAPARC Golf Course												
2017	4052	4175	141	2032	660,000	2.800%	388,090	-	35,486	8,157	43,643	344,447
Total SEAPARC Golf Course					660,000		388,090	-	35,486	8,157	43,643	344,447
Peninsula Recreation - Community Recreation												
2017	4116	4175	141	2032	1,080,000	2.800%	635,057	-	58,068	13,348	71,416	563,641
Total Peninsula Recreation - Community Rec.					1,080,000		635,057	-	58,068	13,348	71,416	563,641
Solid Waste - Refuse Disposal												
2011	3518	3769	116	2026	2,200,000	1.470%	370,629	-	118,099	64,028	182,127	188,502
2023	4515	4562	160	2038	7,450,000	4.970%	7,066,744	-	383,256	13,797	397,053	6,669,691
2024	4515	4597	161	2039	4,300,000	4.440%	4,300,000	-	222,848	-	222,848	4,077,152
2024	4515	4621	162	2039	5,500,000	3.830%	5,500,000	-	287,148	-	287,148	5,212,852
2025	4515	4659	166	2040	4,900,000	4.130%	-	4,900,000	-	-	-	4,900,000
2025	4515	4701	167	2040	3,500,000	3.730%	-	3,500,000	-	-	-	3,500,000
Total Solid Waste - Refuse Disposal					27,850,000		17,237,374	8,400,000	1,011,351	77,825	1,089,176	24,548,197
Salt Spring Island - Library												
2011	3613	3800	117	2026	2,000,000	1.470%	336,936	-	107,363	58,207	165,570	171,366
2013	3613	3910	126	2028	100,000	3.850%	32,573	-	5,368	2,360	7,728	24,845
Total Salt Spring Island - Library					2,100,000		369,509	-	112,731	60,567	173,298	196,211

Issue Date	LA Bylaw	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
Gossip Island - Electrification												
2012	3579	3850	121	2027	715,000	2.900%	177,644	-	38,383	18,807	57,190	120,454
Total Gossip Island - Electrification					715,000		177,644	-	38,383	18,807	57,190	120,454
Galiano Island Public Building												
2013	3793	3910	126	2028	310,000	3.850%	100,978	-	16,641	7,316	23,957	77,021
Total Galiano Island Public Building					310,000		100,978	-	16,641	7,316	23,957	77,021
Galiano Island Fire												
2013	3793	3910	126	2028	290,000	3.850%	94,463	-	15,568	6,844	22,412	72,051
Total Galiano Island Fire					290,000		94,463	-	15,568	6,844	22,412	72,051
North Galiano Fire												
2014	3844	3936	127	2029	280,000	3.300%	112,112	-	15,030	5,876	20,906	91,206
Total North Galiano Fire					280,000		112,112	-	15,030	5,876	20,906	91,206
East Sooke Fire												
2014	3863	3966	130	2029	1,800,000	3.000%	720,723	-	93,258	40,473	133,731	586,992
2016	3863	4114	139	2031	150,000	2.100%	78,283	-	8,065	2,151	10,216	68,067
Total East Sooke Fire					1,950,000		799,006	-	101,323	42,624	143,947	655,059
Land Banking and Housing												
2015	3715	4009	131	2030	9,413,000	2.200%	1,093,557	-	802,377	291,180	1,093,557	-
2024	3715	4621	162	2039	9,075,000	3.830%	9,075,000	-	473,794	-	473,794	8,601,206
2025	3715	4659	165	2040	6,425,000	4.130%	-	6,425,000	-	-	-	6,425,000
2025	4327	4659	165	2040	10,000,000	4.130%	-	10,000,000	-	-	-	10,000,000
Total Land Banking and Housing					34,913,000		10,168,557	16,425,000	1,276,171	291,180	1,567,351	25,026,206
911 Call Answer												
2019	4119	4198	147	2034	7,000,000	2.660%	5,001,821	-	376,366	59,945	436,311	4,565,510
2019	4119	4318	149	2034	5,900,000	2.240%	4,215,821	-	317,222	50,526	367,748	3,848,073
Total 911 Call Answer					12,900,000		9,217,642	-	693,588	110,471	804,059	8,413,583
Southern Gulf Island Small Craft Harbour												
2022	4408	4476	157	2042	710,000	3.360%	653,716	-	27,794	1,407	29,201	624,515
2022	4408	4503	158	2042	470,000	4.090%	436,179	-	16,620	1,184	17,804	418,375
Total Southern Gulf Island Small Craft Harbour					1,180,000		1,089,895	-	44,414	2,591	47,005	1,042,890
Total General - Debenture Debt					**97,563,000**		**51,593,473**	**24,825,000**	**4,128,449**	**706,363**	**4,834,812**	**71,583,661**

Long-Term Debt – General Capital Fund (Unaudited) continued

Issue Date	LA Bylaw	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
Non-Debenture Debt												
Panorama Recreation					2,400,000		1,300,000	1,100,000	-	-	-	2,400,000
Panorama Recreation					1,500,000		650,000	850,000	-	-	-	1,500,000
Regional Parks					605,000		-	605,000	-	-	-	605,000
Regional Parks					500,000		-	500,000	-	-	-	500,000
SEAPARC					350,000		-	350,000	-	-	-	350,000
CRD Revenue Anticipation					39,000,000		-	39,000,000	39,000,000	-	39,000,000	-
Equipment Financing Loan - SEAPARC					227,000		1,327	-	1,327	-	1,327	-
Equipment Financing Loan - Pender Firetruck					545,000		198,295	-	106,509	-	106,509	91,786
Total General - Non-Debenture Debt					**45,127,000**		**2,149,622**	**42,405,000**	**39,107,836**	**-**	**39,107,836**	**5,446,786**
Total Debt - General					**$ 142,690,000**		**53,743,095**	**67,230,000**	**43,236,285**	**706,363**	**43,942,648**	**77,030,447**

Long-Term Debt – General Capital Fund (Unaudited) continued

Issue Date	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
MUNICIPALITIES											
Victoria											
2003	3026	79	2033	10,000,000	2.250%	4,623,740	-	150,514	268,813	419,327	4,204,413
2003	3026	80	2033	10,000,000	2.850%	4,604,720	-	219,303	215,811	435,114	4,169,606
2004	3026	81	2034	10,000,000	2.850%	5,023,099	-	219,302	199,076	418,378	4,604,721
2010	3515	110	2025	5,200,000	1.280%	445,550	-	279,144	166,406	445,550	-
2011	3770	115	2031	10,200,000	3.890%	4,479,167	-	569,002	-	569,002	3,910,165
2014	3770	130	2034	23,200,000	3.000%	13,846,083	-	815,918	350,772	1,166,690	12,679,393
2016	3770	139	2036	5,500,000	2.100%	3,679,860	-	204,687	54,604	259,291	3,420,569
2017	3770	142	2037	9,600,000	3.150%	6,862,426	-	357,271	82,127	439,398	6,423,028
2025	4662	166	2045	14,700,000	4.130%	-	14,700,000	-	-	-	14,700,000
2025	4662	167	2045	5,000,000	3.730%	-	5,000,000	-	-	-	5,000,000
Total Victoria				103,400,000		43,564,645	19,700,000	2,815,141	1,337,609	4,152,750	59,111,895
Central Saanich											
2010	3674	110	2025	1,000,000	1.280%	85,683	-	53,682	32,001	85,683	-
2011	3772	116	2026	1,333,333	1.470%	224,624	-	71,575	38,805	110,380	114,244
2015	4032	133	2040	8,523,540	2.750%	6,254,564	-	218,834	79,414	298,248	5,956,316
2025	4661	166	2040	6,570,000	4.130%	-	6,570,000	-	-	-	6,570,000
Total Central Saanich				17,426,873		6,564,870	6,570,000	344,091	150,220	494,311	12,640,560
Esquimalt											
2005	3293	95	2025	2,012,000	0.910%	138,200	-	81,986	56,214	138,200	-
2006	3369	99	2026	1,129,000	1.530%	156,685	-	37,913	38,893	76,806	79,879
2007	3464	102	2027	2,353,000	2.250%	478,276	-	88,358	65,615	153,973	324,303
2021	4439	156	2051	35,000,000	2.580%	32,455,159	-	829,477	57,259	886,736	31,568,423
Total Esquimalt				40,494,000		33,228,321	-	1,037,734	217,981	1,255,715	31,972,605

Long-Term Debt – General Capital Fund (Unaudited) continued

Long-Term Debt – General Capital Fund (Unaudited) continued

Issue Date	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
Saanich											
2003	3051	79	2028	1,500,000	2.250%	377,391	-	31,428	56,131	87,559	289,832
2010	3726	111	2025	1,797,000	3.350%	149,361	-	149,361	-	149,361	-
2010	3726	112	2025	1,150,000	1.280%	98,535	-	61,734	36,801	98,535	-
2011	3771	114	2026	8,400,000	3.650%	1,397,306	-	686,131	-	686,131	711,175
2014	3968	130	2029	4,725,000	3.000%	1,891,898	-	244,804	106,241	351,045	1,540,853
2016	4061	137	2031	8,064,600	2.600%	4,281,462	-	417,949	132,410	550,359	3,731,103
2017	4163	141	2032	2,800,000	2.800%	1,646,444	-	150,546	34,607	185,153	1,461,291
2017	4199	142	2032	3,695,800	3.150%	2,173,188	-	198,711	45,678	244,389	1,928,799
2018	4163	144	2028	836,630	3.410%	292,821	-	83,663	-	83,663	209,158
2019	4283	147	2034	4,605,000	2.660%	3,290,484	-	247,596	39,435	287,031	3,003,453
2019	4319	149	2034	5,910,000	2.240%	4,222,966	-	317,760	50,611	368,371	3,854,595
2020	4361	152	2025	695,000	0.910%	143,864	-	134,219	9,645	143,864	-
2020	4361	152	2035	2,585,000	0.910%	1,960,040	-	152,198	10,937	163,135	1,796,905
2021	4400	153	2036	7,200,000	2.410%	5,945,560	-	408,876	28,225	437,101	5,508,459
2021	4438	156	2036	3,200,000	1.980%	2,642,472	-	181,724	12,544	194,268	2,448,204
2022	4504	158	2037	5,355,000	4.090%	4,790,240	-	277,523	19,767	297,290	4,492,950
2023	4563	160	2053	1,925,400	4.970%	1,889,314	-	36,087	1,335	37,422	1,851,892
2023	4563	160	2038	10,324,400	4.970%	9,793,275	-	531,125	19,121	550,246	9,243,029
2025	4663	165	2040	9,200,000	3.880%	-	9,200,000	-	-	-	9,200,000
2025	4663	165	2055	25,000,000	3.880%	-	25,000,000	-	-	-	25,000,000
2025	4702	167	2035	2,200,000	3.730%	-	2,200,000	-	-	-	2,200,000
2025	4702	167	2040	800,000	3.730%	-	800,000	-	-	-	800,000
2025	4702	167	2055	12,000,000	3.730%	-	12,000,000	-	-	-	12,000,000
Total Saanich				123,968,830		46,986,621	49,200,000	4,311,435	603,488	4,914,923	91,271,698
North Saanich											
2007	3465	102	2032	7,722,907	2.250%	3,314,144	-	211,828	154,307	366,135	2,948,009
2014	3938	127	2029	1,680,000	3.300%	672,675	-	90,185	35,256	125,441	547,234
Total North Saanich				9,402,907		3,986,819	-	302,013	189,563	491,576	3,495,243
Sidney											
2010	3676	110	2035	1,448,000	1.280%	805,442	-	38,798	22,490	61,288	744,154
2011	3801	117	2036	1,073,000	1.470%	640,729	-	28,750	15,129	43,879	596,850
2012	3817	118	2037	479,000	3.400%	303,700	-	14,187	5,259	19,446	284,254
2017	4200	142	2047	3,000,000	3.150%	2,516,822	-	63,058	14,495	77,553	2,439,269
2019	4284	147	2049	2,500,000	2.660%	2,221,015	-	52,548	8,370	60,918	2,160,097
2020	4346	150	2050	3,000,000	1.990%	2,695,208	-	73,950	6,096	80,046	2,615,162
2024	4623	162	2044	1,300,000	3.830%	1,300,000	-	45,969	-	45,969	1,254,031
Total Sidney				12,800,000		10,482,916	-	317,260	71,839	389,099	10,093,817

Long-Term Debt – General Capital Fund (Unaudited) continued

Issue Date	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
View Royal											
2011	3802	117	2026	2,445,000	1.470%	411,904	-	131,252	71,158	202,410	209,494
2014	3937	127	2034	5,490,000	3.300%	3,276,508	-	201,822	77,472	279,294	2,997,214
Total View Royal				7,935,000		3,688,412	-	333,074	148,630	481,704	3,206,708
Highlands											
2016	4115	139	2026	500,000	2.100%	112,159	-	43,615	11,635	55,250	56,909
Total Highlands				500,000		112,159	-	43,615	11,635	55,250	56,909
Colwood											
2012	3852	121	2038	3,710,323	2.100%	2,442,533	-	93,803	44,373	138,176	2,304,357
2016	4060	137	2046	4,501,000	2.600%	3,711,780	-	87,190	27,623	114,813	3,596,967
2024	4622	162	2054	4,656,000	3.830%	4,656,000	-	90,193	-	90,193	4,565,807
Total Colwood				12,867,323		10,810,313	-	271,186	71,996	343,182	10,467,131
Sooke											
2006	3360	99	2026	8,800,000	1.530%	1,221,283	-	295,519	303,149	598,668	622,615
2007	3413	101.00	2027	617,101	2.250%	124,853	-	25,627	14,767	40,394	84,459
Total Sooke				9,417,101		1,346,136	-	321,146	317,916	639,062	707,074
Vancouver Island Regional Library - Sooke											
2022	3915	157	2052	6,000,000	3.360%	5,723,252	-	136,666	6,919	143,585	5,579,667
Total VIRL - Sooke				6,000,000		5,723,252	-	136,666	6,919	143,585	5,579,667
Total Municipal Debenture Debt				**344,212,034**		**166,494,464**	**75,470,000**	**10,233,361**	**3,127,796**	**13,361,157**	**228,603,307**
Total General Debenture Debt				**97,563,000**		**51,593,473**	**24,825,000**	**4,128,449**	**706,363**	**4,834,812**	**71,583,661**
Total Debenture Debt				**441,775,034**		**218,087,937**	**100,295,000**	**14,361,810**	**3,834,159**	**18,195,969**	**300,186,968**
Total General Non-Debenture Debt				**45,127,000**		**2,149,622**	**42,405,000**	**39,107,836**	**-**	**39,107,836**	**5,446,786**
Total Non-Debenture Debt				**45,127,000**		**2,149,622**	**42,405,000**	**39,107,836**	**-**	**39,107,836**	**5,446,786**
Grand Total				**$ 486,902,034**		**220,237,559**	**142,700,000**	**53,469,646**	**3,834,159**	**57,303,805**	**305,633,754**

Long-Term Debt – General Capital Fund (Unaudited) continued

Long-Term Debt: Sewer Capital Fund (Unaudited)

For the year ended December 31, 2025

Long-Term Debt – Sewer Capital Fund (Unaudited) continued

Issue Date	LA Bylaw	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
Function: 3.701												
Millstream Site Remediation												
2010	3513	3725	112	2025	288,234	1.280%	24,697	-	15,473	9,224	24,697	-
Total Millstream Site Remediation					288,234		24,697	-	15,473	9,224	24,697	-
Function: 3.705												
Septage/Composting - Salt Spring Island												
2010	3564	3677	110	2025	650,000	1.280%	55,694	-	34,893	20,801	55,694	-
2013	3564	3910	126	2028	770,000	3.850%	250,815	-	41,335	18,171	59,506	191,309
Total Septage/Composting - S.S.I.					1,420,000		306,509	-	76,228	38,972	115,200	191,309
Function: 3.798B												
Core Sewage Integrated Treatment Facilities												
2010	3615	3677	110	2025	12,000,000	1.280%	1,028,192	-	644,178	384,014	1,028,192	-
Total Core Sewage Integrated Trtmnt. Facs.					12,000,000		1,028,192	-	644,178	384,014	1,028,192	-
Function: 3.798C												
Core Area Wastewater Treatment Program												
2018	3887	4253	146	2043	15,000,000	3.200%	12,338,779	-	411,417	79,837	491,254	11,847,525
2019	4204	4282	147	2044	60,000,000	2.660%	51,262,902	-	1,645,672	262,113	1,907,785	49,355,117
2021	4204	4347	155	2031	20,000,000	3.030%	13,000,000	-	2,000,000	-	2,000,000	11,000,000
2023	4374	4562	160	2038	10,470,000	4.970%	9,931,385	-	538,616	19,390	558,006	9,373,379
2025	4375	4659	166	2040	10,000,000	4.130%	-	10,000,000	-	-	-	10,000,000
Total Core Area Wastewater Trtmnt. Pgrm.					115,470,000		86,533,066	10,000,000	4,595,705	361,340	4,957,045	91,576,021
Function: 3.810												
Ganges Sewer (S.S.I.)												
2016	4007	4114	139	2036	350,000	2.100%	234,173	-	13,026	3,474	16,500	217,673
2017	4007	4198	142	2042	1,500,000	3.150%	1,184,752	-	41,142	9,457	50,599	1,134,153
2018	4007	4253	146	2038	1,800,000	3.200%	1,366,693	-	66,988	13,000	79,988	1,286,705
2019	4007	4318	149	2044	250,000	2.240%	213,595	-	6,857	1,092	7,949	205,646
Total Ganges Sewer (S.S.I.)					3,900,000		2,999,213	-	128,013	27,023	155,036	2,844,177
Function: 3.830												
Magic Lake Estates (P.I.)												
2016	4048	4114	139	2026	745,000	2.100%	167,116	-	64,987	17,337	82,324	84,792
2017	4048	4198	142	2027	250,000	3.150%	82,900	-	21,808	5,013	26,821	56,079
2018	4048	4253	146	2028	535,000	3.200%	233,130	-	46,668	9,056	55,724	177,406
2021	4320	4399	153	2051	2,500,000	2.410%	2,318,226	-	59,248	4,090	63,338	2,254,888
2021	4320	4437	156	2051	1,260,000	1.980%	1,168,386	-	29,861	2,061	31,922	1,136,464
2022	4320	4476	157	2052	1,000,000	3.360%	953,875	-	22,778	1,153	23,931	929,944
Total Magic Lake Estates (P.I.)					6,290,000		4,923,633	-	245,350	38,710	284,060	4,639,573
Total Sewer - Debenture Debt					**139,368,234**		**95,815,310**	**10,000,000**	**5,704,947**	**859,283**	**6,564,230**	**99,251,080**

Long-Term Debt – Sewer Capital Fund (Unaudited) continued

Issue Date	LA Bylaw	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
MFA Non-Debenture Debt												
2021	4374	4424			500,000	Variable	500,000	-	-	-	-	500,000
2021	4375	4425			1,000,000	Variable	1,000,000	-	-	-	-	1,000,000
2023	4374	4424			5,000,000	Variable	5,000,000	-	-	-	-	5,000,000
2025	4375	4425			1,000,000	Variable	5,000,000	10,000,000	-	-	-	15,000,000
Total Sewer - MFA Non-Debenture Debt					**7,500,000**		**11,500,000**	**10,000,000**	**-**	**-**	**-**	**21,500,000**
P3 Agreement Non-Debenture Debt												
2025				2040	63,391,394	6.293%	56,347,020	-	2,142,908	-	2,142,908	54,204,112
Total Sewer - P3 Agreement Non-Debenture Debt					**63,391,394**		**56,347,020**	**-**	**2,142,908**	**-**	**2,142,908**	**54,204,112**
Total Sewer - Non-Debenture Debt					**70,891,394**		**67,847,020**	**10,000,000**	**2,142,908**	**-**	**2,142,908**	**75,704,112**
Total Debt - Sewer					**$ 210,259,628**		**163,662,330**	**20,000,000**	**7,847,855**	**859,283**	**8,707,138**	**174,955,192**

Long-Term Debt – Sewer Capital Fund (Unaudited) continued

Long-Term Debt – Water Capital Fund (Unaudited) continued

Issue Date	LA Bylaw	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
Saanich Peninsula Water												
Highland Water												
2009	3580	3634	106	2024	-	2.250%	-	-	-	-	-	-
2012	3580	3817	118	2027	150,680	3.400%	37,264	-	8,654	3,402	12,056	25,208
Total Highland Water					150,680		37,264	-	8,654	3,402	12,056	25,208
Highland & Fernwood Water (S.S.I.)												
2011	3754	3800	117	2026	500,000	1.470%	84,234	-	26,841	14,552	41,393	42,841
Total Highland & Fernwood Water (S.S.I.)					500,000		84,234	-	26,841	14,552	41,393	42,841
Fulford Water												
2012	3758	3817	118	2027	145,000	3.400%	35,859	-	8,327	3,274	11,601	24,258
2012	3758	3850	121	2027	25,000	2.900%	6,212	-	1,342	658	2,000	4,212
Total Fulford Water					170,000		42,071	-	9,669	3,932	13,601	28,470
Cedar Lane Water												
2009	3425	3634	106	2024	-	2.250%	-	-	-	-	-	-
Total Cedar Lane Water					-		-	-	-	-	-	-
Magic Lakes Water												
2010	3633	3677	110	2025	723,000	1.280%	61,949	-	38,812	23,137	61,949	-
2011	3633	3769	116	2026	250,000	1.470%	42,117	-	13,420	7,276	20,696	21,421
2012	3633	3850	121	2027	559,500	2.900%	139,009	-	30,034	14,717	44,751	94,258
2013	3633	3882	124	2028	1,002,500	3.150%	326,549	-	53,816	23,658	77,474	249,075
2013	3633	3882	126	2028	25,000	3.850%	8,143	-	1,342	590	1,932	6,211
Total Magic Lakes Water					2,560,000		577,767	-	137,424	69,378	206,802	370,965
Lyall Harbour/Boot Cove Water												
2009	3587	3634	106	2024	-	2.250%	-	-	-	-	-	-
2010	3587	3677	110	2025	180,000	1.280%	15,423	-	9,663	5,760	15,423	-
Total Lyall Harbour/Boot Cove Water					180,000		15,423	-	9,663	5,760	15,423	-
Fernwood Water												
2009	3581	3634	106	2024	-	2.250%	-	-	-	-	-	-
2010	3581	3677	110	2025	50,000	1.280%	4,284	-	2,684	1,600	4,284	-
2012	3581	3817	118	2027	45,000	3.400%	11,129	-	2,585	1,016	3,601	7,528
Total Fernwood Water					95,000		15,413	-	5,269	2,616	7,885	7,528
Wilderness Mountain Water												
2012	3504	3817	118	2027	281,000	3.400%	69,493	-	16,138	6,345	22,483	47,010
Total Wilderness Mountain Water					281,000		69,493	-	16,138	6,345	22,483	47,010

Issue Date	LA Bylaw	CRD Security Issue Bylaw	MFA Issue	Maturity Date	Original Debt	Interest Rate	December 31, 2024 Previous Outstanding	Additions 2025	Principal 2025	Actuarial 2025	Debt Retirement 2025	December 31, 2025 Outstanding
Regional Water Supply												
2009	3419	3594	105	2024	-	2.250%	-	-	-	-	-	-
2009	3419	3634	106	2024	-	2.250%	-	-	-	-	-	-
2010	3661	3725	112	2025	6,500,000	1.280%	556,937	-	348,930	208,007	556,937	-
2011	3661	3769	116	2026	1,500,000	1.470%	252,702	-	80,522	43,655	124,177	128,525
2012	3661	3817	118	2027	4,500,000	3.400%	1,112,869	-	258,433	101,613	360,046	752,823
2013	3661	3882	124	2028	1,700,000	3.150%	553,748	-	91,259	40,119	131,378	422,370
2015	3902	4009	131	2030	3,000,000	2.200%	1,387,956	-	155,475	56,423	211,898	1,176,058
2016	3902	4059	137	2031	1,500,000	2.600%	796,344	-	77,738	24,628	102,366	693,978
2018	3902	4222	145	2033	5,000,000	3.150%	3,261,079	-	268,833	52,168	321,001	2,940,078
2023	4382	4536	159	2038	4,000,000	4.150%	3,792,700	-	207,300	7,256	214,556	3,578,144
Total Regional Water Supply					27,700,000		11,714,335	-	1,488,490	533,870	2,022,359	9,691,976
Juan De Fuca Water Distribution												
2012	3782	3817	118	2027	2,500,000	3.400%	618,261	-	143,574	56,452	200,026	418,235
2013	3782	3882	124	2028	4,500,000	3.150%	1,465,804	-	241,566	106,197	347,763	1,118,041
2014	3782	3936	127	2029	5,000,000	3.300%	2,002,008	-	268,408	104,929	373,337	1,628,671
2016	3981	4059	137	2031	2,000,000	2.600%	1,061,791	-	103,650	32,837	136,487	925,304
2018	3981	4222	145	2033	3,000,000	3.150%	1,956,647	-	161,300	31,301	192,601	1,764,046
2020	3981	4344	150	2035	5,100,000	1.990%	3,884,497	-	294,910	24,310	319,220	3,565,277
2023	4379	4562	160	2038	6,000,000	4.970%	5,691,338	-	308,662	11,112	319,774	5,371,564
2024	4379	4621	162	2039	1,500,000	3.830%	1,500,000	-	78,313	-	78,313	1,421,687
Total Juan De Fuca Water Distribution					29,600,000		18,180,346	-	1,600,383	367,138	1,967,521	16,212,825
Florence Lake Water System												
2023	4394	4536	159	2038	204,000	4.150%	193,428	-	10,573	369	10,943	182,485
Total Florence Lake Water System					204,000		193,428	-	10,573	369	10,943	182,485
Total Water - Debenture Debt					**61,440,680**		**30,929,774**	**-**	**3,313,104**	**1,007,362**	**4,320,466**	**26,609,308**
MFA Non-Debenture Debt												
2024	4532	4488			2,100,000	Variable	2,100,000	-	-	-	-	2,100,000
2025	4700	4664			32,300,000		-	32,300,000	-	-	-	32,300,000
Total Water - Non-Debenture Debt					**34,400,000**		**2,100,000**	**32,300,000**	**-**	**-**	**-**	**34,400,000**
Total Debt - Water					**$ 95,840,680**		**33,029,774**	**32,300,000**	**3,313,104**	**1,007,362**	**4,320,466**	**61,009,308**

Long-Term Debt – Water Capital Fund (Unaudited) continued

Revenue Funds Statement of Financial Position (Unaudited)

As at December 31, 2025, with comparative information for 2024

	2025	2024
Financial Assets		
Cash and cash equivalents	**$ 172,293,712**	$ 69,738,628
Term deposits - short term	**203,036,368**	287,431,763
Accounts receivable:		
AR - federal government	**(225)**	451
AR - local government	**274,832**	244
AR - trade/other	**35,482,574**	33,890,737
Due to/from own funds	**(350,130,694)**	(338,883,256)
Due to/from CRHD	**223,453**	-
Due to/from CRHC	**278,166**	1,470,186
Other assets:		
Prepaid - CRD	**2,376,124**	1,792,937
Municipal Finance Authority Debt Reserve Fund:		
Capital Regional District	**11,293,619**	11,158,437
Member Municipalities	**12,465,674**	10,353,622
	87,593,603	76,953,749
Financial Liabilities		
Accounts payable:		
AP and accrued liabilites - CRD	**40,143,917**	32,983,853
Due to/from CRHD	**-**	540,620
Other liabilities:		
Sick leave bank	**2,870,936**	2,613,562
Deferred revenue - CRD	**8,495,659**	8,920,649
Long-term debt:		
Municipal Finance Authority Debt Reserve Fund:		
Capital Regional District		
Cash deposits - Capital Regional District	**3,127,535**	3,116,784
Demand notes - Capital Regional District	**8,166,086**	8,041,653
Member municipalities:		
Cash deposits - Member Municipalities	**4,290,297**	3,601,858
Demand notes - Member Municipalities	**8,175,379**	6,751,766
Insurance reserves	**2,220,281**	1,782,355
	77,490,090	68,353,100
Net Financial Assets	**10,103,513**	8,600,649
Accumulated remeasurement (losses) / gains	**(3,016,825)**	(1,106,243)
Accumulated Surplus	**$ 7,086,688**	$ 7,494,406

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Revenue Funds Statement of Surplus/Deficit (Unaudited)

For the Year Ended December 31, 2025, with comparative information for 2024

	Stmt #	2025	2024
General Revenue			
Legislative & General	8	**$ 1,163,397**	$ 790,547
Environmental Services	8	**555**	(12,482)
Env Srvc Operations	8	**(557)**	-
EA Health	8	**451**	486
EA UBCM	8	**(445)**	(178)
EA Admin	8	**12,001**	59,068
Saturna Health	8	**12,304**	1,327
Pender Island Health	8	**1,970**	(727)
Southern Gulf Islands Grants in Aid	9	**8,197**	4,489
Salt Spring Island Grants in Aid	9	**(140)**	147
Juan de Fuca Grants in Aid	9	**19,927**	18,516
CRD Grants in Aid	9	**1,714,451**	1,642,433
Ani Con General Exp-Labour Consumption	10	**-**	-
Building Inspection	10	**-**	-
Bylaw Enforcement	10	**-**	-
Noise Control	10	**-**	(10,000)
Soil Deposits	10	**-**	-
Nuisances & Unsightly Premises	10	**-**	-
Traffic Safety	10	**14,000**	23,457
CREST	10	**(2,331)**	21,670
Emerg Prog SGI Exp-Interest	11	**-**	-
Juan de Fuca Emergency Program	11	**-**	-
Salt Spring Island Emergency Program	11	**-**	-
EA Emergency Program Coordinator	11	**-**	-
Regional Emergency Support	11	**-**	-
Juan de Fuca Search and Rescue	11	**-**	-
SSI Search and Rescue	11	**4,035**	945
Emergency Response Telephone Service	11	**(54,026)**	(67,132)
Hazardous Materials	12	**-**	-
Family Court Committee	12	**25,841**	32,849
Victim Assistance Program	12	**5,714**	2,465
Family Court Building	12	**-**	-
Port Renfrew Street Lighting	12	**4,016**	2,274
Juan de Fuca House Numbering	12	**37**	52
Salt Spring Island House Numbering	12	**(29)**	(59)
Southern Gulf Islands House Numbering	12	**14**	(7)
JDF Livestock Injury Compensation	12	**3,091**	3,104

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Revenue Funds Statement of Surplus/Deficit (Unaudited)

For the Year Ended December 31, 2025, with comparative information for 2024

	Stmt #	2025	2024
SGI Livestock Injury Compensation	12	**3,141**	3,165
SSI Livestock Injury Compensation	12	**3,132**	3,143
North Galiano Island Fire Protection	13	**-**	10,000
Otter Point Fire Protection	13	**-**	8,097
Port Renfrew Fire Protection	13	**-**	-
Shirley Fire Protection	13	**-**	-
Willis Point Fire Protection	13	**10,906**	-
East Sooke Fire Protection	13	**50,805**	8,781
Durrance Rd Fire Protection	14	**-**	-
Malahat Fire Protection	14	**(1,349)**	2,775
Pender Island Fire Protection	14	**-**	(11,560)
South Galiano Island Fire Protection	14	**-**	-
Saturna Island Fire Protection	14	**319**	313
Electoral Area Fire Protection	14	**-**	-
Port Renfrew Disposal	15	**-**	-
Refuse Disposal	15	**-**	-
Storm Water Quality Management Core	15	**-**	-
Storm Water Quality Management Southern Gulf Islands	15	**-**	-
Storm Water Quality Management Sooke	15	**-**	-
Storm Water Quality Management Salt Spring Island	15	**-**	15,000
Storm Water Quality Management Saanich Peninsula	15	**-**	-
Economic Development Commission Salt Spring Island	16	**11,717**	51,652
Economic Development Commission SGI	16	**14,639**	39,172
Electoral Area Community Planning	16	**-**	-
Growth Management Strategy	16	**-**	-
Regional Planning	16	**-**	-
Geo Spatial Referencing	16	**-**	-
GIS Information Systems	16	**-**	-
Climate Change Development	16	**-**	-
Regional Parks	17	**340,001**	535,000
Panorama Administration	18	**13,674,470**	13,170,081
Panorama Ice Arena	18	**(4,666,080)**	(4,597,988)
Panorama Swimming Pool	18	**(4,322,494)**	(3,653,915)
Panorama Community Recreation Programs	18	**(2,744,261)**	(2,924,543)
Panorama Second Pool Service	18	**(1,941,635)**	(1,941,635)
SEAPARC	19	**-**	25,000
Juan de Fuca Electoral Area Community Parks	20	**-**	-
Juan de Fuca Electoral Area Community Recreation	20	**1,466**	-
Salt Spring Island Community Recreation	21	**22,261**	-

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Revenue Funds Statement of Surplus/Deficit (Unaudited)

For the Year Ended December 31, 2025, with comparative information for 2024

	Stmt #	2025	2024
Salt Spring Island Community Parks	21	**(26,239)**	-
Salt Spring Island Community Pool	21	**(39,583)**	-
Salt Spring Island Park Land and Community Recreation	21	**43,561**	-
Galiano Island Community Parks	22	**13,500**	20,000
Galiano Island Community Recreation	22	**32**	140
Mayne Island Community Recreation	22	**6,859**	8,076
Mayne Island Community Parks	22	**29,287**	23,999
Pender Island Community Recreation	22	**-**	-
North & South Pender Island Parks	22	**1,066**	4
Saturna Island Community Parks	22	**1,445**	1,299
Saturna Island Community Recreation	22	**8,967**	3,576
Vancouver Island Regional Library	23	**517**	563
Royal Theatre	23	**-**	-
McPherson Theatre	23	**-**	-
Sooke Regional Museum	23	**(9)**	57
Greater Victoria Library	23	**962**	723
Salt Spring Island Library	23	**-**	-
Southern Gulf Island Library	23	**1,417**	2,565
Galiano Island Library	23	**-**	2,500
Arts Development	23	**-**	-
Salt Spring Island Arts	23	**-**	2,312
Local Debt Services	24	**-**	-
Gossip Island Electricity	24	**472**	297
Land Bank and Housing	25	**3,377,111**	4,198,273
Southern Gulf Islands Small Craft Harbours	26	**-**	-
Salt Spring Island Small Craft Harbours	26	**-**	-
Salt Spring Island Transit and Transport	26	**-**	-
Sewer Revenue Funds			
Septage Disposal Facilities	27	**-**	-
Salt Spring Island Septage Disposal	27	**-**	-
Trunk Sewers and Sewage Disposal Operations and Maintenance	27	**-**	-
Trunk Sewers and Sewage Disposal Debt	27	**378,978**	3,186
Ganges Sewer System	27	**-**	-
Malaview Estates Sewer System	27	**-**	-
Magic Lake Estates Sewer System	27	**-**	-
Port Renfrew Sewer System	27	**-**	-
Harbours Environmental Action	27	**-**	-
Debt LWMP Servicing	27	**-**	-

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Revenue Funds Statement of Surplus/Deficit (Unaudited)

For the Year Ended December 31, 2025, with comparative information for 2024

	Stmt #	2025	2024
Water Revenue Funds			
Fernwood Water Supply	28	**2,344**	2,091
Magic Lake Estates Water Supply	28	**(88,518)**	-
Port Renfrew Water Supply	28	**-**	(7,395)
Saanich Peninsula Water Supply	28	**-**	-
Highland Water Supply	28	**58**	5,240
Lyall Harbour/Boot Cove Water Supply	28	**-**	-
Sticks Allison Galiano Island Water Supply	28	**-**	-
Highland/Fernwood Water Supply	28	**-**	-
Florence Lake Debt	28	**(79)**	118
Skana Water Supply	29	**-**	-
Surfside Water Supply	29	**(14,970)**	(14,000)
Beddis Water Supply	29	**-**	-
Fulford Water Supply	29	**-**	-
Cedars of Tuam Supply	29	**-**	-
Reg Water Supply	29	**(13,168)**	-
Wilderness Mountain Water	29	**-**	(15,000)
Regional Water Supply	29	**13,167**	-
Seagirt Debt	29	**-**	-
		$ 7,086,688	$ 7,494,406

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

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General Revenue Fund Statement of Operations (Unaudited)

General Government Services

For the Year Ended December 31, 2025, with comparative information for 2024

	Legislative & General	Environmental Services	EA Elections	EA Health	EA UBCM
Revenue					
Government transfers	$15,683,296	$ 5,006	$ -	$ 148,509	$ 13,500
Sale of services:					
Recreation revenue	171,288	-	-	-	-
Other sales	-	-	-	-	-
Other revenue from own sources:					
Interest earnings	1,061,107	-	9	439	-
Other revenue	1,982,495	529,776	-	-	-
Grants in lieu of taxes	653,466	-	162	98	43
Total Revenue	19,551,652	534,782	171	149,046	13,543
Expenses					
General administration	(22,389,229)	2,182,894	-	2,895	652
Grants in aid	-	82,192	-	-	-
Other operating expenses	10,726,749	(18,114,248)	67	146,180	13,063
Salaries and wages	25,982,446	20,604,041	(71)	-	-
Recoveries	(5,557,671)	(4,968,157)	-	-	-
Total Expenses	8,762,295	(213,278)	(4)	149,075	13,715
Net Revenue (Expenses)	10,789,357	748,060	175	(29)	(172)
Transfers to own funds:					
Transfers to capital	(2,589,903)	(198,636)	-	-	-
Transfers to reserve	(7,689,997)	(24,317)	(175)	-	-
Transfers to ERF	(509,240)	(875,388)	-	-	-
Transfers from own funds:					
Transfers from capital	117,908	-	-	-	-
Transfers from reserve	941,109	363,318	-	-	-
Debt charges:					
Interest on short term debt	(686,383)	-	-	(6)	(95)
Interest on long term debt	-	-	-	-	-
Annual Surplus (Deficit)	372,851	13,037	-	(35)	(267)
Accumulated surplus (deficit), beginning of year	790,546	(12,482)	-	486	(178)
Accumulated Surplus, end of year	$ 1,163,397	$ 555	$ -	$ 451	$ (445)

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

General Government Services

For the Year Ended December 31, 2025, with comparative information for 2024

EA Admin	Saturna Health	Pender Island Health	Joint EA Admin	Env Srvc Operations	2025 Budget	2025 Actual	2024 Actual
$ 1,319,404	$ 9,623	$ 277,376	$ 174,997	$ -	**$ 16,892,108**	**$ 17,631,711**	$15,693,301
-	-	-	-	-	**106,580**	**171,288**	115,296
-	-	-	-	-	**-**	**-**	30
3,275	303	846	517	-	**183,090**	**1,066,496**	221,702
11,644	-	-	-	-	**2,349,639**	**2,523,915**	1,954,951
4,801	1,571	2,306	-	-	**662,449**	**662,447**	567,581
1,339,124	11,497	280,528	175,514	-	**20,193,866**	**22,055,857**	18,552,861
125,461	520	5,325	-	-	**(19,260,566)**	**(20,071,483)**	(17,010,441)
-	-	-	-	-	**-**	**82,192**	-
67,243	-	272,500	174,997	557	**24,505,109**	**(6,712,892)**	(7,000,586)
1,371,285	-	-	-	-	**52,523,609**	**47,957,701**	44,558,921
(287,910)	-	-	-	-	**(39,593,082)**	**(10,813,738)**	(9,786,053)
1,276,079	520	277,825	174,997	557	**(18,175,070)**	**10,441,780**	10,761,841
63,045	10,977	2,703	517	(557)	**2,018,796**	**11,614,077**	7,791,020
-	-	-	-	-	**(2,164,470)**	**(2,788,539)**	(1,571,737)
(135,440)	-	-	(517)	-	**(3,364,662)**	**(7,850,446)**	(5,252,491)
(1,130)	-	-	-	-	**(1,019,817)**	**(1,385,758)**	(1,411,736)
-	-	-	-	-	**636,834**	**117,908**	-
34,600	-	-	-	-	**3,172,913**	**1,339,027**	556,248
(8,142)	-	(6)	-	-	**(19,635)**	**(694,632)**	-
-	-	-	-	-	**(98,000)**	**-**	-
(47,067)	10,977	2,697	-	(557)	**(838,041)**	**351,637**	111,304
59,068	1,327	(727)	-	-	**838,041**	**838,040**	726,737
$ 12,001	$ 12,304	$ 1,970	$ -	$ (557)	**$ -**	**$ 1,189,677**	$ 838,041

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Grants-In-Aid

For the Year Ended December 31, 2025, with comparative information for 2024

	Southern Gulf Islands Grants in Aid	Salt Spring Island Grants in Aid	Juan de Fuca Grants in Aid	CRD Grants in Aid
Revenue				
Government transfers	$ 113,352	$ 73,725	$ 11,476	$ -
Sale of services:				
Other revenue from own sources:				
Interest earnings	474	22	767	72,018
Grants in lieu of taxes	1,118	32	-	-
Total Revenue	114,944	73,779	12,243	72,018
Expenses				
General administration	5,560	5,009	1,476	-
Grants in aid	105,110	68,986	9,356	-
Other operating expenses	-	-	-	-
Total Expenses	110,670	73,995	10,832	-
Net Revenue (Expenses)	4,274	(216)	1,411	72,018
Debt charges:				
Interest on short term debt	(566)	(71)	-	-
Annual Surplus (Deficit)	3,708	(287)	1,411	72,018
Accumulated surplus (deficit), beginning of year	4,489	147	18,516	1,642,433
Accumulated Surplus (Deficit), end of year	$ 8,197	$ (140)	$ 19,927	$ 1,714,451

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Grants-In-Aid

For the Year Ended December 31, 2025, with comparative information for 2024

2025 Budget	2025 Actual	2024 Actual
$ 198,553	$ 198,553	$ 1,341,106
50,512	73,281	73,094
1,159	1,150	1,152
250,224	272,984	1,415,352
12,045	12,045	11,803
1,902,944	183,452	163,881
-	-	1,187,001
1,914,989	195,497	1,362,685
(1,664,765)	77,487	52,667
(820)	(637)	-
(1,665,585)	76,850	52,667
1,665,585	1,665,585	1,612,918
$ -	$ 1,742,435	$ 1,665,585

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - General A

For the Year Ended December 31, 2025

	Ani Con General Exp-Labour Consumption	Building Inspection	Bylaw Enforcement	Noise Control
Revenue				
Government transfers	$ 543,640	$ 666,762	$ -	$ 77,349
Sale of services:				
Recreation revenue	335,320	42,222	-	-
Other sales	988,320	-	52,445	-
Other revenue from own sources:				
Interest earnings	-	40,646	6,387	142
Other revenue	24,385	1,104,814	2,222	-
Grants in lieu of taxes	13,050	2,340	-	269
Total Revenue	1,904,715	1,856,784	61,054	77,760
Expenses				
General administration	127,284	228,640	45,272	2,169
Other operating expenses	476,221	405,169	(719,177)	59,468
Salaries and wages	1,320,526	1,402,692	711,626	-
Recoveries	-	(33,016)	-	-
Total Expenses	1,924,031	2,003,485	37,721	61,637
Net Revenue (Expenses)	(19,316)	(146,701)	23,333	16,123
Transfers to own funds:				
Transfers to capital	-	(245)	(4,000)	-
Transfers to reserve	-	(55,248)	-	(5,723)
Transfers to ERF	(17,074)	(30,000)	(19,333)	-
Transfers from own funds:				
Transfers from reserve	41,000	232,194	-	-
Debt charges:				
Interest on short term debt	(4,610)	-	-	(400)
Annual Surplus (Deficit)	-	-	-	10,000
Accumulated surplus (deficit), beginning of year	-	-	-	(10,000)
Accumulated Surplus (Deficit), end of year	$ -	$ -	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - General A

For the Year Ended December 31, 2025

Soil Deposits	Nuisances & Unsightly Premises	Traffic Safety	CREST	2025 Budget	2025 Actual	2024 Actual
$ 11,069	$ 56,236	$ 73,021	$ 2,376,691	**$ 3,804,768**	**$ 3,804,768**	$ 3,554,642
-	-	-	-	**354,280**	**377,542**	99,293
-	-	-	-	**1,032,306**	**1,040,765**	1,032,010
155	118	1,080	4,112	**8,870**	**52,640**	33,947
-	-	-	-	**1,357,010**	**1,131,421**	1,632,959
-	214	2,951	105,797	**124,620**	**124,621**	117,631
11,224	56,568	77,052	2,486,600	**6,681,854**	**6,531,757**	6,470,482
618	2,871	5,263	9,969	**422,086**	**422,086**	387,056
25,942	54,727	59,479	2,489,563	**3,907,609**	**2,851,392**	2,858,521
-	-	-	-	**3,357,265**	**3,434,844**	3,021,185
-	-	-	-	**(822,551)**	**(33,016)**	(32,060)
26,560	57,598	64,742	2,499,532	**6,864,409**	**6,675,306**	6,234,702
(15,336)	(1,030)	12,310	(12,932)	**(182,555)**	**(143,549)**	235,780
-	-	-	-	**(13,860)**	**(4,245)**	(12,488)
-	(2,094)	(21,767)	-	**(23,300)**	**(84,832)**	(230,626)
-	-	-	-	**(141,285)**	**(66,407)**	(114,678)
15,336	3,350	-	-	**345,729**	**291,880**	160,060
-	(226)	-	(11,069)	**(19,856)**	**(16,305)**	-
-	-	(9,457)	(24,001)	**(35,127)**	**(23,458)**	38,048
-	-	23,457	21,670	**35,127**	**35,127**	(2,921)
$ -	$ -	$ 14,000	$ (2,331)	**$ -**	**$ 11,669**	$ 35,127

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - General B

For the Year Ended December 31, 2025

	Emerg Prog SGI Exp-Interest	Juan de Fuca Emergency Program	Salt Spring Island Emergency Program	EA Emergency Program Coordinator	Regional Emergency Support
Revenue					
Government transfers	$ 255,098	$ 109,138	$ 124,080	$ 488,339	$ 164,591
Sale of services:					
Other sales	-	-	-	-	-
Other revenue from own sources:					
Interest earnings	312	80	-	935	1,227
Other revenue	582	-	-	220	-
Grants in lieu of taxes	2,508	169	96	688	7,376
Total Revenue	258,500	109,387	124,176	490,182	173,194
Expenses					
General administration	12,736	4,621	6,709	56,178	11,615
Other operating expenses	139,649	47,811	89,430	309,632	36,577
Salaries and wages	106,941	48,303	56,538	628,176	88,016
MFA reserve	-	-	-	-	-
Recoveries	-	-	-	(524,820)	-
Total Expenses	259,326	100,735	152,677	469,166	136,208
Net Revenue (Expenses)	(826)	8,652	(28,501)	21,016	36,986
Transfers to own funds:					
Transfers to capital	-	-	-	-	-
Transfers to reserve	(14,600)	(11,880)	-	(15,335)	(36,539)
Transfers to ERF	-	-	-	(5,000)	-
Transfers from own funds:					
Transfers from reserve	16,475	3,730	29,222	-	-
Debt charges:					
Interest on short term debt	(1,049)	(502)	(721)	(681)	(447)
Interest on long term debt	-	-	-	-	-
Principal	-	-	-	-	-
Annual Surplus (Deficit)	-	-	-	-	-
Accumulated surplus (deficit), beginning of year	-	-	-	-	-
Accumulated Surplus (Deficit), end of year	$ -	$ -	$ -	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - General B

For the Year Ended December 31, 2025

Juan de Fuca Search and Rescue	SSI Search and Rescue	Emergency Response Telephone Service	Reg Goose Mgmt Srvc	Env Stwd & Biodiver	2025 Budget	2025 Actual	2024 Actual
$ 72,050	$ 26,480	$ 297,328	$ 252,226	$ 110,507	**$ 1,918,718**	**$ 1,899,837**	$ 1,071,883
-	-	114,073	-	-	**120,238**	**114,073**	123,946
142	96	5,574	539	1,469	**7,270**	**10,374**	(4,654)
18,173	-	1,994,013	-	-	**2,077,127**	**2,012,988**	2,100,934
113	17	(6,390)	12,793	-	**17,374**	**17,370**	(15,367)
90,478	26,593	2,404,598	265,558	111,976	**4,140,727**	**4,054,642**	3,276,742
4,438	1,290	98,267	4,870	10,151	**210,875**	**210,875**	179,337
67,089	22,134	1,865,801	293,508	136,970	**3,469,811**	**3,008,601**	2,610,846
8,788	-	-	-	-	**812,290**	**936,762**	729,785
-	-	4,422	-	-	**4,300**	**4,422**	4,970
-	-	(594,054)	-	(102,296)	**(1,258,873)**	**(1,221,170)**	(1,154,180)
80,315	23,424	1,374,436	298,378	44,825	**3,238,403**	**2,939,490**	2,370,758
10,163	3,169	1,030,162	(32,820)	67,151	**902,324**	**1,115,152**	905,984
-	-	-	-	-	**-**	**-**	(9,089)
-	-	(12,084)	(32,365)	(66,565)	**(40,468)**	**(189,368)**	(88,943)
(9,763)	-	-	-	-	**(9,000)**	**(14,763)**	(14,229)
-	-	14,646	66,422	-	**232,690**	**130,495**	159,832
(400)	(79)	(7,669)	(1,237)	(586)	**(7,410)**	**(13,371)**	-
-	-	(318,360)	-	-	**(318,360)**	**(318,360)**	(318,360)
-	-	(693,589)	-	-	**(693,589)**	**(693,589)**	(693,589)
-	3,090	13,106	-	-	**66,187**	**16,196**	(58,394)
-	945	(67,132)	-	-	**(66,187)**	**(66,187)**	(7,793)
$ -	$ 4,035	$ (54,026)	$ -	$ -	**$ -**	**$ (49,991)**	$ (66,187)

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - General C

For the Year Ended December 31, 2025

	Hazardous Materials	Family Court Committee	Victim Assistance Program	Family Court Building	Salt Spring Island Street Lighting	Port Renfrew Street Lighting	Juan de Fuca House Numbering
Revenue							
Government transfers	$ 480,313	$ 15,000	$ 314,164	$ -	$ 32,832	$ 4,148	$ 14,169
Sale of services:							
Other sales	-	-	-	-	-	4,309	-
Other revenue from own sources:							
Interest earnings	2,731	1,243	1,354	3,653	119	105	16
Other revenue	-	-	-	149,360	-	318	-
Grants in lieu of taxes	18,731	802	16,212	-	23	85	22
Total Revenue	501,775	17,045	331,730	153,013	32,974	8,965	14,207
Expenses							
General administration	20,264	1,172	6,464	-	1,592	460	694
Grants in aid	-	707	-	-	-	-	-
Other operating expenses	379,272	22,174	321,054	-	26,817	6,763	13,449
Salaries and wages	28,737	-	-	-	-	-	-
Total Expenses	428,273	24,053	327,518	-	28,409	7,223	14,143
Net Revenue (Expenses)	73,502	(7,008)	4,212	153,013	4,565	1,742	64
Transfers to own funds:							
Transfers to reserve	(44,000)	-	-	(153,013)	(4,410)	-	-
Transfers to ERF	(60,382)	-	-	-	-	-	-
Transfers from own funds:							
Transfers from reserve	32,066	-	-	-	-	-	-
Debt charges:							
Interest on short term debt	(1,186)	-	(963)	-	(155)	-	(79)
Annual Surplus (Deficit)	-	(7,008)	3,249	-	-	1,742	(15)
Accumulated surplus (deficit), beginning of year	-	32,849	2,465	-	-	2,274	52
Accumulated Surplus (Deficit), end of year	$ -	$ 25,841	$ 5,714	$ -	$ -	$ 4,016	$ 37

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - General C

For the Year Ended December 31, 2025

Salt Spring Island House Numbering	Southern Gulf Islands House Numbering	JDF Livestock Injury Compensation	SGI Livestock Injury Compensation	SSI Livestock Injury Compensation	2025 Budget	2025 Actual	2024 Actual
$ 10,575	$ 10,290	$ 13	$ -	$ 13	**$ 881,517**	**$ 881,517**	$ 748,890
-	-	-	-	-	**4,310**	**4,309**	3,892
11	12	132	135	134	**493**	**9,645**	5,892
-	-	-	-	-	**149,630**	**149,678**	150,943
-	101	-	-	-	**35,996**	**35,976**	33,681
10,586	10,403	145	135	147	**1,071,946**	**1,081,125**	943,298
510	505	158	159	158	**32,136**	**32,136**	30,448
-	-	-	-	-	**37,820**	**707**	15,246
9,985	9,820	-	-	-	**902,523**	**789,334**	660,398
-	-	-	-	-	**12,840**	**28,737**	21,494
10,495	10,325	158	159	158	**985,319**	**850,914**	727,586
91	78	(13)	(24)	(11)	**86,627**	**230,211**	215,712
-	-	-	-	-	**(149,360)**	**(201,423)**	(219,140)
-	-	-	-	-	**(9,560)**	**(60,382)**	(9,560)
-	-	-	-	-	**32,066**	**32,066**	6,600
(61)	(57)	-	-	-	**(6,759)**	**(2,501)**	-
30	21	(13)	(24)	(11)	**(46,986)**	**(2,029)**	(6,388)
(59)	(7)	3,104	3,165	3,143	**46,986**	**46,986**	53,374
$ (29)	$ 14	$ 3,091	$ 3,141	$ 3,132	**$ -**	**$ 44,957**	$ 46,986

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - Fire A

For the Year Ended December 31, 2025

	N. Galiano Island Fire Protection	Otter Point Fire Protection	Port Renfrew Fire Protection	Shirley Fire Protection
Revenue				
Government transfers	$ 327,495	$ 742,112	$ 135,069	$ 230,874
Sale of services:				
Recreation revenue	-	-	-	-
Other sales	-	-	91,604	-
Other revenue from own sources:				
Interest earnings	1,160	2,091	1,100	743
Other revenue	-	-	2,047	-
Grants in lieu of taxes	785	-	1,268	-
Total Revenue	329,440	744,203	231,088	231,617
Expenses				
General administration	13,615	24,920	8,709	6,282
Other operating expenses	87,637	163,540	89,173	86,960
Salaries and wages	165,359	304,123	87,635	51,240
MFA reserve	225	-	-	-
Total Expenses	266,836	492,583	185,517	144,482
Net Revenue (Expenses)	62,604	251,620	45,571	87,135
Transfers to own funds:				
Transfers to capital	(1,888)	(12,836)	-	-
Transfers to reserve	(8,083)	(43,260)	(20,742)	(25,600)
Transfers to ERF	(5,000)	(200,107)	(24,210)	(60,715)
Debt charges:				
Interest on short term debt	(1,271)	(3,514)	(619)	(820)
Interest on long term debt	(25,764)	-	-	-
Principal	(30,598)	-	-	-
Annual Surplus (Deficit)	(10,000)	(8,097)	-	-
Accumulated surplus (deficit), beginning of year	10,000	8,097	-	-
Accumulated Surplus, end of year	$ -	$ -	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - Fire A

For the Year Ended December 31, 2025

Willis Point Fire Protection	East Sooke Fire Protection	2025 Budget	2025 Actual	2024 Actual
$ 160,629	$ 612,666	**$ 2,208,845**	**$ 2,208,845**	$ 1,930,541
-	110,247	**71,430**	**110,247**	77,166
-	-	**91,604**	**91,604**	80,740
647	4,794	**3,310**	**10,535**	1,150
53,447	31,702	**61,994**	**87,196**	132,849
-	-	**2,053**	**2,053**	(488)
214,723	759,409	**2,439,236**	**2,510,480**	2,221,958
6,982	16,504	**77,012**	**77,012**	61,387
116,171	222,033	**1,207,851**	**765,514**	682,843
19,751	131,283	**415,920**	**759,391**	645,198
-	745	**940**	**970**	1,073
142,904	370,565	**1,701,723**	**1,602,887**	1,390,501
71,819	388,844	**737,513**	**907,593**	831,457
-	-	**(42,747)**	**(14,724)**	(46,491)
(15,804)	(5,150)	**(70,770)**	**(118,639)**	(105,978)
(44,383)	(161,587)	**(411,487)**	**(496,002)**	(490,371)
(726)	(1,809)	**(4,750)**	**(8,759)**	(1,774)
-	(76,950)	**(102,714)**	**(102,714)**	(82,106)
-	(101,324)	**(131,923)**	**(131,922)**	(129,508)
10,906	42,024	**(26,878)**	**34,833**	(24,771)
-	8,781	**26,878**	**26,878**	51,649
$ 10,906	$ 50,805	**$ -**	**$ 61,711**	$ 26,878

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - Fire B

For the Year Ended December 31, 2025

	Durrance Rd Fire Protection	Malahat Fire Protection	Pender Island Fire Protection	South Galiano Island Fire Protection
Revenue				
Government transfers	$ 3,016	$ 66,234	$ 1,354,104	$ 634,583
Sale of services:				
Other revenue from own sources:				
Interest earnings	-	1,022	2,778	1,184
Other revenue	-	-	500	-
Grants in lieu of taxes	-	-	11,786	-
Total Revenue	3,016	67,256	1,369,168	635,767
Expenses				
General administration	136	3,684	54,816	17,754
Other operating expenses	2,525	67,696	1,090,802	136,159
Salaries and wages	-	-	-	237,842
MFA reserve	-	-	-	727
Total Expenses	2,661	71,380	1,145,618	392,482
Net Revenue (Expenses)	355	(4,124)	223,550	243,285
Transfers to own funds:				
Transfers to capital	-	-	-	(2,843)
Transfers to reserve	(355)	-	(105,072)	(34,510)
Transfers to ERF	-	-	(101,670)	(61,130)
Transfers from own funds:				
Transfers from reserve	-	-	111,596	-
Debt charges:				
Interest on short term debt	-	-	(10,335)	(3,775)
Interest on long term debt	-	-	-	(76,082)
Principal	-	-	(106,509)	(64,945)
Annual Surplus (Deficit)	-	(4,124)	11,560	-
Accumulated surplus (deficit), beginning of year	-	2,775	(11,560)	-
Accumulated Surplus (Deficit), end of year	$ -	$ (1,349)	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Protective Services - Fire B

For the Year Ended December 31, 2025

Saturna Island Fire Protection	Electoral Area Fire Protection	2025 Budget	2025 Actual	2024 Actual
$ 321,909	$ 400,768	**$ 2,780,614**	**$ 2,780,614**	$ 2,466,392
340	1,029	**2,860**	**6,353**	(4,922)
-	-	**340**	**500**	-
15,329	-	**27,115**	**27,115**	22,369
337,578	401,797	**2,810,929**	**2,814,582**	2,483,839
6,329	18,778	**101,497**	**101,497**	82,244
331,243	218,260	**1,843,127**	**1,846,685**	1,704,792
-	249,670	**467,150**	**487,512**	378,578
-	-	**700**	**727**	817
337,572	486,708	**2,412,474**	**2,436,421**	2,166,431
6	(84,911)	**398,455**	**378,161**	317,408
-	-	**(13,000)**	**(2,843)**	(3,790)
-	(2,973)	**(136,480)**	**(142,910)**	(179,072)
-	-	**(180,460)**	**(162,800)**	(175,908)
-	90,604	**202,200**	**202,200**	283,300
-	(2,720)	**(17,238)**	**(16,830)**	(13,311)
-	-	**(76,082)**	**(76,082)**	(76,082)
-	-	**(168,923)**	**(171,454)**	(163,230)
6	-	**8,472**	**7,442**	(10,685)
313	-	**(8,472)**	**(8,472)**	2,213
$ 319	$ -	**$ -**	**$ (1,030)**	$ (8,472)

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Environmental Health

For the Year Ended December 31, 2025

	Port Renfrew Disposal	Refuse Disposal	Storm Water Quality Management Core	Storm Water Quality Management Southern Gulf Islands
Revenue				
Government transfers	$ 62,346	$ -	$ 699,679	$ 42,252
Sale of services:				
Refuse revenue	5,350	38,814,009	-	-
Recreation revenue	-	40	-	-
Other revenue from own sources:				
Interest earnings	-	65,152	1,419	322
Other revenue	62,346	12,233,916	35,778	-
Grants in lieu of taxes	391	-	51,554	416
Total Revenue	130,433	51,113,117	788,430	42,990
Expenses				
General administration	4,634	7,431,946	16,786	2,074
Grants in aid	-	120,639	-	-
Other operating expenses	134,357	48,168,751	755,289	40,865
Salaries and wages	72,378	4,682,088	461	-
MFA reserve	-	91,348	-	-
Recoveries	(81,516)	(15,160,868)	-	-
Total Expenses	129,853	45,333,904	772,536	42,939
Net Revenue (Expenses)	580	5,779,213	15,894	51
Transfers to own funds:				
Transfers to revenue	-	(9,129)	-	-
Transfers to capital	-	(59,002)	-	-
Transfers to reserve	(14)	(4,667,260)	(13,402)	-
Transfers to ERF	-	(204,000)	-	-
Transfers from own funds:				
Transfers from reserve	-	1,104,868	-	-
Debt charges:				
Interest on short term debt	(566)	(27,978)	(2,492)	(51)
Interest on long term debt	-	(905,360)	-	-
Principal	-	(1,011,352)	-	-
Annual Surplus (Deficit)	-	-	-	-
Accumulated surplus (deficit), beginning of year	-	-	-	-
Accumulated Surplus (Deficit), end of year	$ -	$ -	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Environmental Health

For the Year Ended December 31, 2025

Storm Water Quality Management Sooke	Storm Water Quality Management Salt Spring Island	Storm Water Quality Management Saanich Peninsula	2025 Budget	2025 Actual	2024 Actual
$ 41,656	$ 15,350	$ 182,907	**$ 1,044,190**	**$ 1,044,190**	$ 1,000,468
-	-	-	**40,565,939**	**38,819,359**	31,767,575
-	-	-	**-**	**40**	-
545	1,106	1,363	**52,730**	**69,907**	107,960
-	-	-	**9,633,846**	**12,332,040**	7,650,141
154	18	6,102	**58,646**	**58,635**	61,537
42,355	16,474	190,372	**51,355,351**	**52,324,171**	40,587,681
4,530	9,482	3,687	**7,473,139**	**7,473,139**	6,007,059
-	-	-	**-**	**120,639**	-
16,205	512	134,177	**51,881,429**	**49,250,156**	37,939,158
80	79	-	**4,471,440**	**4,755,086**	3,720,836
-	-	-	**88,920**	**91,348**	103,400
-	-	-	**(15,492,665)**	**(15,242,384)**	(11,652,448)
20,815	10,073	137,864	**48,422,263**	**46,447,984**	36,118,005
21,540	6,401	52,508	**2,933,088**	**5,876,187**	4,469,676
-	-	-	**(9,129)**	**(9,129)**	(6,537)
-	-	-	**-**	**(59,002)**	-
(21,497)	(33,513)	(51,975)	**(4,709,113)**	**(4,787,661)**	(3,182,252)
-	-	-	**(206,000)**	**(204,000)**	(200,000)
-	12,112	-	**3,914,851**	**1,116,980**	2,450
(43)	-	(533)	**(1,439)**	**(31,663)**	(98,917)
-	-	-	**(928,017)**	**(905,360)**	(498,065)
-	-	-	**(1,009,241)**	**(1,011,352)**	(501,355)
-	(15,000)	-	**(15,000)**	**(15,000)**	(15,000)
-	15,000	-	**15,000**	**15,000**	30,000
$ -	$ -	$ -	**$ -**	**$ -**	$ 15,000

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Planning and Development

For the Year Ended December 31, 2025

	Economic Development Commission Salt Spring Island	Economic Development Commission SGI	Electoral Area Community Planning	Growth Management Strategy	Regional Planning
Revenue					
Government transfers	$ 64,482	$ 130,605	$ 816,916	$ 324,392	$1,578,304
Sale of services:					
Recreation revenue	-	-	-	-	-
Other sales	-	-	41,825	-	-
Other revenue from own sources:					
Interest earnings	1,627	1,467	1,290	1,701	8,187
Other revenue	5,000	-	800	-	5,000
Grants in lieu of taxes	40	1,285	1,197	16,410	62,761
Total Revenue	71,149	133,357	862,028	342,503	1,654,252
Expenses					
General administration	12,127	7,795	59,794	21,945	126,332
Other operating expenses	99,344	141,124	241,531	124,127	491,178
Salaries and wages	-	-	552,507	129,381	1,065,812
Recoveries	-	-	(34,176)	-	(91,440)
Total Expenses	111,471	148,919	819,656	275,453	1,591,882
Net Revenue (Expenses)	(40,322)	(15,562)	42,372	67,050	62,370
Transfers to own funds:					
Transfers to capital	-	-	-	-	-
Transfers to reserve	(2,958)	(8,887)	(115,713)	(65,967)	(274,143)
Transfers to ERF	-	-	-	-	(2,500)
Transfers from own funds:					
Transfers from reserve	3,345	-	77,274	-	219,941
Debt charges:					
Interest on short term debt	-	(84)	(3,933)	(1,083)	(5,668)
Annual Surplus Deficit)	(39,935)	(24,533)	-	-	-
Accumulated surplus (deficit), beginning of year	51,652	39,172	-	-	-
Accumulated Surplus (Deficit), end of year	$ 11,717	$ 14,639	$ -	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Planning and Development

For the Year Ended December 31, 2025

Geo Spatial Referencing	GIS Information Systems	Climate Change Development	2025 Budget	2025 Actual	2024 Actual
$ 171,427	$ 150,782	$2,096,529	**$6,239,533**	**$5,333,437**	$5,432,541
7,200	-	-	**34,267**	**7,200**	9,600
-	-	-	**46,660**	**41,825**	46,125
1,987	1,506	9,469	**5,950**	**27,234**	3,013
-	-	-	**610**	**10,800**	1,450
8,222	6,545	83,841	**180,301**	**180,301**	167,642
188,836	158,833	2,189,839	**6,507,321**	**5,600,797**	5,660,371
23,879	15,028	58,998	**325,898**	**325,898**	300,491
29,606	102,948	1,140,398	**4,541,978**	**2,370,256**	1,852,868
-	465,212	609,521	**2,990,146**	**2,822,433**	2,598,400
-	(524,684)	-	**(650,300)**	**(650,300)**	(740,053)
53,485	58,504	1,808,917	**7,207,722**	**4,868,287**	4,011,706
135,351	100,329	380,922	**(700,401)**	**732,510**	1,648,665
(30,550)	-	(309,649)	**(1,073,807)**	**(340,199)**	(458,688)
-	-	-	**(309,270)**	**(467,668)**	1,345,142)
(104,508)	(99,067)	(68,066)	**(123,806)**	**(274,141)**	(164,153)
-	-	-	**2,125,280**	**300,560**	367,492
(293)	(1,262)	(3,207)	**(8,820)**	**(15,530)**	-
-	-	-	**(90,824)**	**(64,468)**	48,174
-	-	-	**90,824**	**90,824**	42,650
$ -	$ -	$ -	**$ -**	**$ 26,356**	$ 90,824

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Regional Parks

For the Year Ended December 31, 2025

	Regional Parks	2025 Budget	2025 Actual	2024 Actual
Revenue				
Government transfers	$18,931,316	**$18,906,854**	**$18,931,316**	$18,038,490
Sale of services:				
Recreation revenue	239,880	**248,400**	**239,880**	230,284
Other revenue from own sources:				
Interest earnings	61,562	**57,050**	**61,562**	(4,729)
Other revenue	594,348	**597,456**	**594,348**	537,246
Grants in lieu of taxes	887,899	**887,899**	**887,899**	778,746
Total Revenue	20,715,005	**20,697,659**	**20,715,005**	19,580,037
Expenses				
General administration	1,094,593	**1,094,593**	**1,094,593**	1,061,658
Other operating expenses	4,338,714	**4,590,121**	**4,338,714**	3,854,991
Salaries and wages	9,445,995	**10,024,586**	**9,445,995**	8,792,885
MFA reserve	3,630	**2,050**	**3,630**	52,921
Recoveries	(79,712)	**(77,539)**	**(79,712)**	(76,018)
Total Expenses	14,803,220	**15,633,811**	**14,803,220**	13,686,437
Net Revenue (Expenses)	5,911,785	**5,063,848**	**5,911,785**	5,893,600
Transfers to own funds:				
Transfers to capital	(271,334)	**(275,400)**	**(271,334)**	(280,124)
Transfers to reserve	(4,029,011)	**(3,221,411)**	**(4,029,011)**	(3,339,399)
Transfers to ERF	(732,830)	**(732,830)**	**(732,830)**	(774,343)
Transfers from own funds:				
Transfers from reserve	-	**-**	**-**	3,500,000
Debt charges:				
Interest on short term debt	(51,857)	**(45,000)**	**(51,857)**	(395,526)
Interest on long term debt	(377,004)	**(679,460)**	**(377,004)**	(185,504)
Principal	(644,748)	**(644,747)**	**(644,748)**	(3,883,704)
Annual Surplus (Deficit)	(194,999)	**(535,000)**	**(194,999)**	535,000
Accumulated surplus (deficit), beginning of year	535,000	**535,000**	**535,000**	-
Accumulated Surplus (Deficit), end of year	$ 340,001	**$ -**	**$ 340,001**	$ 535,000

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

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General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Panorama Recreation Services

For the Year Ended December 31, 2025

	Panorama Administration	Panorama Ice Arena	Panorama Swimming Pool	Panorama Community Recreation Programs	Panorama Second Pool Service
Revenue					
Government transfers	$ 5,917,374	$ -	$ -	$ 337,410	$ -
Sale of services:					
Recreation revenue	108,130	243,341	799,844	2,638,658	-
Other sales	4,115	631	-	2,008	-
Other revenue from own sources:					
Interest earnings	16,413	388	-	-	-
Other revenue	36,218	802,035	428,284	282,989	-
Grants in lieu of taxes	169,950	-	-	-	-
Total Revenue	6,252,200	1,046,395	1,228,128	3,261,065	-
Expenses					
General administration	691,982	-	-	-	-
Other operating expenses	1,764,936	170,893	188,730	737,090	-
Salaries and wages	3,313,627	246,936	1,053,977	2,133,693	-
MFA reserve	-	388	-	-	-
Total Expenses	5,770,545	418,217	1,242,707	2,870,783	-
Net Revenue (Expenses)	481,655	628,178	(14,579)	390,282	-
Transfers to own funds:					
Transfers to reserve	-	(382,488)	(516,000)	(72,000)	-
Transfers to ERF	-	(138,000)	(138,000)	(138,000)	-
Transfers from reserve	41,517	-	-	-	-
Debt charges:					
Interest on short term debt	(18,783)	(87,474)	-	-	-
Interest on long term debt	-	(30,240)	-	-	-
Principal	-	(58,068)	-	-	-
Annual Surplus (Deficit)	504,389	(68,092)	(668,579)	180,282	-
Accumulated surplus (deficit), beginning of year	13,170,081	(4,597,988)	(3,653,915)	(2,924,543)	(1,941,635)
Accumulated Surplus (Deficit), end of year	$ 13,674,470	$ (4,666,080)	$(4,322,494)	$(2,744,261)	$ (1,941,635)

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Panorama Recreation Services

For the Year Ended December 31, 2025

2025 Budget	2025 Actual	2024 Actual
$ 6,263,879	$ 6,254,784	$ 5,774,233
3,468,768	3,789,973	3,401,838
6,215	6,754	5,035
25,380	16,801	37,411
1,481,280	1,549,526	1,408,282
169,950	169,950	176,054
11,415,472	11,787,788	10,802,853
691,982	691,982	644,482
2,829,984	2,861,649	2,429,515
6,456,805	6,748,233	6,064,376
53,910	388	1,016
10,032,681	10,302,252	9,139,389
1,382,791	1,485,536	1,663,464
(688,000)	(970,488)	(965,886)
(414,000)	(414,000)	(403,920)
41,517	41,517	-
(29,000)	(106,257)	(18,851)
(287,240)	(30,240)	(54,968)
(58,068)	(58,068)	(167,839)
(52,000)	(52,000)	52,000
52,000	52,000	-
$ -	$ -	$ 52,000

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Sooke Recreation Complex

For the Year Ended December 31, 2025

	SEAPARC	2025 Budget	2025 Actual	2024 Actual
Revenue				
Government transfers	$3,506,901	**$3,507,949**	**$3,506,901**	$3,331,436
Sale of services:				
Recreation revenue	1,670,880	**1,719,380**	**1,670,880**	1,583,694
Other sales	24,574	**25,778**	**24,574**	37,813
Other revenue from own sources:				
Interest earnings	14,031	**230**	**14,031**	(8,768)
Other revenue	449,223	**422,565**	**449,223**	414,158
Grants in lieu of taxes	10,155	**10,155**	**10,155**	10,100
Total Revenue	5,675,764	**5,686,057**	**5,675,764**	5,368,433
Expenses				
General administration	356,853	**356,853**	**356,853**	301,320
Grants in aid	-	**1,000**	**-**	-
Other operating expenses	1,171,864	**1,066,248**	**1,171,864**	1,057,238
Salaries and wages	3,497,178	**3,597,210**	**3,497,178**	3,375,349
MFA reserve	237	**230**	**237**	267
Total Expenses	5,026,132	**5,021,541**	**5,026,132**	4,734,174
Net Revenue (Expenses)	649,632	**664,516**	**649,632**	634,259
Transfers to own funds:				
Transfers to reserve	(386,064)	**(362,100)**	**(386,064)**	(374,232)
Transfers to ERF	(217,300)	**(217,300)**	**(217,300)**	(134,226)
Debt charges:				
Interest on short term debt	(15,976)	**(41,150)**	**(15,976)**	(1,418)
Interest on long term debt	(18,480)	**(33,480)**	**(18,480)**	(18,480)
Principal	(36,812)	**(35,486)**	**(36,812)**	(80,903)
Annual Surplus (Deficit)	(25,000)	**(25,000)**	**(25,000)**	25,000
Accumulated surplus (deficit), beginning of year	25,000	**25,000**	**25,000**	-
Accumulated Surplus (Deficit), end of year	$ -	**$ -**	**$ -**	$ 25,000

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Juan De Fuca Electorial Area

For the Year Ended December 31, 2025

	Juan de Fuca Electoral Area Community Parks	Juan de Fuca Electoral Area Community Recreation	2025 Budget	2025 Actual	2024 Actual
Revenue					
Government transfers	$ 255,374	$ 72,750	**$ 328,124**	**$ 328,124**	$ 303,605
Sale of services:					
Other revenue from own sources:					
Interest earnings	772	766	**210**	**1,538**	(627)
Other revenue	477	23,484	**22,980**	**23,961**	28,424
Grants in lieu of taxes	375	75	**445**	**450**	372
Total Revenue	256,998	97,075	**351,759**	**354,073**	331,774
Expenses					
General administration	14,746	6,936	**21,682**	**21,682**	19,473
Other operating expenses	109,724	29,477	**140,447**	**139,201**	125,882
Salaries and wages	120,512	58,501	**176,240**	**179,013**	154,756
Total Expenses	244,982	94,914	**338,369**	**339,896**	300,111
Net Revenue (Expenses)	12,016	2,161	**13,390**	**14,177**	31,663
Transfers to own funds:					
Transfers to reserve	(6,721)	-	**(5,560)**	**(6,721)**	(14,806)
Transfers to ERF	(4,748)	-	**(7,240)**	**(4,748)**	(23,057)
Debt charges:					
Interest on short term debt	(547)	(695)	**(590)**	**(1,242)**	-
Annual Surplus (Deficit)	-	1,466	**-**	**1,466**	(6,200)
Accumulated surplus (deficit), beginning of year	-	-	**-**	**-**	6,200
Accumulated Surplus (Deficit), end of year	$ -	$ 1,466	**$ -**	**$ 1,466**	$ -

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Salt Spring Island Parks and Recreation

For the Year Ended December 31, 2025

	Salt Spring Island Community Recreation	Salt Spring Island Community Parks	Salt Spring Island Community Pool	Salt Spring Island Park Land and Community Recreation
Revenue				
Government transfers	$ 140,347	$ 657,972	$ 918,375	$ 1,151,576
Sale of services:				
Recreation revenue	259,108	-	324,188	163
Other sales	(30)	-	-	-
Other revenue from own sources:				
Interest earnings	972	528	728	4,554
Other revenue	1,847	26,943	491	164,674
Grants in lieu of taxes	88	433	647	743
Total Revenue	402,332	685,876	1,244,429	1,321,710
Expenses				
General administration	26,660	130,286	30,407	222,734
Other operating expenses	160,490	126,654	367,440	550,341
Salaries and wages	189,949	423,968	786,237	347,055
Recoveries	-	-	-	-
Total Expenses	377,099	680,908	1,184,084	1,120,130
Net Revenue (Expenses)	25,233	4,968	60,345	201,580
Transfers to own funds:				
Transfers to reserve	(2,500)	(22,500)	(45,000)	(128,000)
Transfers to ERF	-	(5,500)	(50,000)	(37,313)
Transfers from own funds:				
Transfers from reserve	-	-	-	13,000
Debt charges:				
Interest on short term debt	(472)	(3,207)	(4,928)	(5,706)
Annual Surplus (Deficit)	22,261	(26,239)	(39,583)	43,561
Accumulated surplus (deficit), beginning of year	-	-	-	-
Accumulated Surplus (Deficit), end of year	$ 22,261	$ (26,239)	$ (39,583)	$ 43,561

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Salt Spring Island Parks and Recreation

For the Year Ended December 31, 2025

2025 Budget	2025 Actual	2024 Actual
$ 2,868,547	$ 2,868,270	$ 2,606,437
596,045	583,459	601,134
-	(30)	25
1,500	6,782	(11,661)
198,930	193,955	194,242
1,911	1,911	1,556
3,666,933	3,654,347	3,391,733
410,087	410,087	384,749
1,591,085	1,204,925	1,100,041
1,869,528	1,747,209	1,694,910
(371,867)	-	(63,635)
3,498,833	3,362,221	3,116,065
168,100	292,126	275,668
(118,000)	(198,000)	(103,303)
(70,500)	(92,813)	(75,500)
35,000	13,000	-
(14,600)	(14,313)	-
-	-	96,865
-	-	(96,865)
$ -	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Southern Gulf Islands

For the Year Ended December 31, 2025

	Galiano Island Community Parks	Galiano Island Community Recreation	Mayne Island Community Recreation	Mayne Island Community Parks
Revenue				
Government transfers	$ 110,710	$ 47,764	$ 37,920	$ 100,253
Sale of services:				
Recreation revenue	-	-	-	600
Other sales	-	-	-	-
Other revenue from own sources:				
Interest earnings	1,089	7	302	2,071
Other revenue	24,975	-	-	28,773
Grants in lieu of taxes	78	32	26	69
Total Revenue	136,852	47,803	38,248	131,766
Expenses				
General administration	5,915	2,194	2,409	5,392
Other operating expenses`	121,764	45,293	37,056	59,896
Salaries and wages	-	-	-	(23)
Recoveries	-	-	-	(367)
Total Expenses	127,679	47,487	39,465	64,898
Net Revenue (Expenses)	9,173	316	(1,217)	66,868
Transfers to own funds:				
Transfers to reserve	(24,889)	-	-	(61,456)
Transfers to ERF	(2,060)	-	-	-
Transfers from own funds:				
Transfers from reserve	11,350	-	-	-
Debt charges:				
Interest on short term debt	(74)	(424)	-	(124)
Annual Surplus (Deficit)	(6,500)	(108)	(1,217)	5,288
Accumulated surplus (deficit), beginning of year	20,000	140	8,076	23,999
Accumulated Surplus (Deficit), end of year	$ 13,500	$ 32	$ 6,859	$ 29,287

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services, Southern Gulf Islands

For the Year Ended December 31, 2025

Pender Island Community Recreation	North & South Pender Island Parks	Saturna Island Community Parks	Saturna Island Community Recreation	2025 Budget	2025 Actual	2024 Actual
$ 186,761	$ 74,854	$ 28,594	$ 16,514	**$ 603,370**	**$ 603,370**	$ 571,454
-	-	-	-	**1,060**	**600**	600
903	-	-	-	**520**	**903**	995
1,044	232	187	195	**990**	**5,127**	3,880
200	-	25	-	**33,110**	**53,973**	44,065
1,507	605	1,466	768	**4,551**	**4,551**	4,096
190,415	75,691	30,272	17,477	**643,601**	**668,524**	625,090
7,920	3,541	1,416	1,009	**29,796**	**29,796**	28,303
120,551	71,079	18,770	11,057	**623,011**	**485,466**	472,493
-	-	-	-	**-**	**(23)**	-
-	-	-	-	**-**	**(367)**	-
128,471	74,620	20,186	12,066	**652,807**	**514,872**	500,796
61,944	1,071	10,086	5,411	**(9,206)**	**153,652**	124,294
(61,360)	-	(9,893)	-	**(56,168)**	**(157,598)**	(124,366)
-	-	-	-	**(2,060)**	**(2,060)**	(2,000)
-	-	-	-	**11,350**	**11,350**	20,690
(584)	(9)	(47)	(20)	**(1,010)**	**(1,282)**	-
-	1,062	146	5,391	**(57,094)**	**4,062**	18,618
-	4	1,299	3,576	**57,094**	**57,094**	38,478
$ -	$ 1,066	$ 1,445	$ 8,967	**$ -**	**$ 61,156**	$ 57,096

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services

For the Year Ended December 31, 2025

	Vancouver Island Regional Library	Royal Theatre	McPherson Theatre	Sooke Regional Museum	Greater Victoria Library
Revenue					
Government transfers	$ 425,189	$ 595,242	$ 750,000	$ 299,246	$ 33,860
Sale of services:					
Other revenue from own sources:					
Interest earnings	3,207	125	2,127	7	131
Other revenue	338,266	71,227	-	-	-
Grants in lieu of taxes	432	-	33,045	646	101
Total Revenue	767,094	666,594	785,172	299,899	34,092
Expenses					
General administration	8,054	10,000	34,911	4,602	673
Other operating expenses	417,150	166,274	314,028	295,350	33,180
Salaries and wages	-	-	-	-	-
MFA reserve	1,952	-	-	-	-
Recoveries	-	-	-	-	-
Total Expenses	427,156	176,274	348,939	299,952	33,853
Net Revenue (Expenses)	339,938	490,320	436,233	(53)	239
Transfers to own funds:					
Transfers to capital	-	(105,000)	(90,000)	-	-
Transfers to reserve	-	(385,000)	(346,233)	-	-
Transfers to ERF	-	-	-	-	-
Transfers from own funds:					
Transfers from reserve	-	-	-	-	-
Debt charges:					
Interest on short term debt	(1,718)	(320)	-	(12)	-
Interest on long term debt	(201,600)	-	-	-	-
Principal	(136,666)	-	-	-	-
Annual Surplus (Deficit)	(46)	-	-	(65)	239
Accumulated surplus (deficit), beginning of year	563	-	-	56	723
Accumulated Surplus (Deficit), end of year	$ 517	$ -	$ -	$ (9)	$ 962

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Recreation and Cultural Services

For the Year Ended December 31, 2025

Salt Spring Island Library	Southern Gulf Island Library	Galiano Island Library	Arts Development	Salt Spring Island Arts	2025 Budget	2025 Actual	2024 Actual
$ 766,678	$ 247,805	$ 70,106	$3,046,565	$ 145,393	**$6,380,760**	**$6,380,084**	$6,111,977
1,282	851	397	1,085	54	**4,110**	**9,266**	(1,546)
-	-	91	-	-	**338,266**	**409,584**	338,266
528	2,460	45	172,779	98	**210,146**	**210,134**	226,485
768,488	251,116	70,639	3,220,429	145,545	**6,933,282**	**7,009,068**	6,675,182
27,952	4,960	1,943	76,782	3,657	**173,534**	**173,534**	165,411
579,981	247,304	33,567	2,834,705	140,237	**5,044,353**	**5,061,776**	4,734,514
-	-	-	344,720	-	**342,628**	**344,720**	322,002
897	-	124	-	-	**2,890**	**2,973**	3,342
-	-	-	(55,628)	-	**(15,628)**	**(55,628)**	(15,130)
608,830	252,264	35,634	3,200,579	143,894	**5,547,777**	**5,527,375**	5,210,139
159,658	(1,148)	35,005	19,850	1,651	**1,385,505**	**1,481,693**	1,465,043
-	-	-	-	-	**(195,000)**	**(195,000)**	(195,000)
(8,449)	-	(6,655)	(79,013)	(2,218)	**(734,448)**	**(827,568)**	(796,344)
-	-	-	(1,030)	-	**1,030**	**1,030**	1,000
-	-	-	66,914	-	**66,914**	**66,914**	49,500
(4,558)	-	(197)	(6,721)	(1,745)	**(15,090)**	**(15,271)**	(3,448)
(33,920)	-	(14,012)	-	-	**(249,532)**	**(249,532)**	(249,532)
(112,731)	-	(16,641)	-	-	**(266,038)**	**(266,038)**	(266,038)
-	(1,148)	(2,500)	-	(2,312)	**(8,719)**	**(5,832)**	3,181
-	2,565	2,500	-	2,312	**8,719**	**8,719**	5,539
$ -	$ 1,417	$ -	$ -	$ -	**$ -**	**$ 2,887**	$ 8,720

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Fiscal Services

For the Year Ended December 31, 2025

	Local Debt Services	Gossip Island Electricity	2025 Budget	2025 Actual	2024 Actual
Revenue					
Government transfers	$ 19,003,177	$ 62,875	**$ 17,932,543**	**$ 19,066,052**	$ 18,213,188
Other revenue from own sources:					
Interest earnings	115,349	566	**95,430**	**115,915**	122,817
Total Revenue	19,118,526	63,441	**18,027,973**	**19,181,967**	18,336,005
Expenses					
General administration	-	118	**118**	**118**	95
Other operating expenses	-	117	**273**	**117**	57
MFA reserve	115,349	296	**95,340**	**115,645**	122,667
Total Expenses	115,349	531	**95,731**	**115,880**	122,819
Net Revenue (Expenses)	19,003,177	62,910	**17,932,242**	**19,066,087**	18,213,186
Debt charges:					
Interest on short term debt	-	(114)	**(250)**	**(114)**	-
Interest on long term debt	(8,906,480)	(24,239)	**(7,797,212)**	**(8,930,719)**	(7,492,981)
Principal	(10,096,697)	(38,382)	**(10,135,077)**	**(10,135,079)**	(10,720,191)
Annual Surplus (Deficit)	-	175	**(297)**	**175**	14
Accumulated surplus (deficit), beginning of year	-	297	**297**	**297**	283
Accumulated Surplus (Deficit), end of year	$ -	$ 472	**$ -**	**$ 472**	$ 297

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Land, Banking and Housing

For the Year Ended December 31, 2025

	Land Bank and Housing	2025 Budget	2025 Actual	2024 Actual
Revenue				
Government transfers	$ 6,756,108	**$ 4,710,683**	**$ 6,756,108**	$ 3,537,039
Sale of services:				
Recreation revenue	38,905	**35,130**	**38,905**	37,174
Other revenue from own sources:				
Interest earnings	483,131	**128,448**	**483,131**	167,465
Other revenue	66,911	**73,500**	**66,911**	63,000
Grants in lieu of taxes	130,051	**130,051**	**130,051**	130,297
Total Revenue	7,475,106	**5,077,812**	**7,475,106**	3,934,975
Expenses				
General administration	171,378	**171,378**	**171,378**	158,431
Grants in aid	3,259,485	**-**	**3,259,485**	-
Other operating expenses	1,655,817	**5,547,475**	**1,655,817**	698,038
Salaries and wages	1,526,452	**1,983,981**	**1,526,452**	1,316,256
MFA reserve	170,987	**169,250**	**170,987**	95,740
Recoveries	(1,140,927)	**(627,883)**	**(1,140,927)**	(496,494)
Total Expenses	5,643,192	**7,244,201**	**5,643,192**	1,771,971
Net Revenue (Expenses)	1,831,914	**(2,166,389)**	**1,831,914**	2,163,004
Transfers to own funds:				
Transfers to capital	(87,472)	**(34,720)**	**(87,472)**	-
Transfers to reserve	(521,111)	**-**	**(521,111)**	(550,573)
Transfers to ERF	(4,130)	**(4,130)**	**(4,130)**	(4,070)
Transfers from own funds:				
Transfers from reserve	4,009	**100,000**	**4,009**	203,763
Debt charges:				
Interest on short term debt	22,091	**(2,130)**	**22,091**	(91,214)
Interest on long term debt	(790,292)	**(814,733)**	**(790,292)**	(207,086)
Principal	(1,276,171)	**(1,276,171)**	**(1,276,171)**	(802,377)
Annual Surplus (Deficit)	(821,162)	**(4,198,273)**	**(821,162)**	711,447
Accumulated surplus (deficit), beginning of year	4,198,273	**4,198,273**	**4,198,273**	3,486,826
Accumulated Surplus (Deficit), end of year	$ 3,377,111	**$ -**	**$ 3,377,111**	$ 4,198,273

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

General Revenue Fund Statement of Operations (Unaudited)

Small Craft Harbours, Transit and Transport

For the Year Ended December 31, 2025

	Southern Gulf Islands Small Craft Harbours	Salt Spring Island Small Craft Harbours	Salt Spring Island Transit and Transport	2025 Budget	2025 Actual	2024 Actual
Revenue						
Government transfers	$ 344,599	$ 17,870	$ 526,586	**$ 889,055**	**$ 889,055**	$ 783,622
Sale of services:						
Recreation revenue	167,224	-	-	**153,360**	**167,224**	158,256
Other sales	20	-	185,148	**217,011**	**185,168**	201,571
Other revenue from own sources:						
Interest earnings	1,569	36	1,994	**1,750**	**3,599**	2,609
Other revenue	34,548	-	-	**7,000**	**34,548**	188
Grants in lieu of taxes	7,330	23	325	**7,695**	**7,678**	7,355
Total Revenue	555,290	17,929	714,053	**1,275,871**	**1,287,272**	1,153,601
Expenses						
General administration	12,743	3,780	36,483	**53,006**	**53,006**	52,268
Other operating expenses	259,994	8,157	606,730	**920,487**	**874,881**	788,569
Salaries and wages	(8)	2,967	14,573	**-**	**17,532**	9,689
MFA reserve	383	-	-	**370**	**383**	430
Total Expenses	273,112	14,904	657,786	**973,863**	**945,802**	850,956
Net Revenue (Expenses)	282,178	3,025	56,267	**302,008**	**341,470**	302,645
Transfers to own funds:						
Transfers to capital	-	-	-	**-**	**-**	8,713
Transfers to reserve	(193,863)	(2,957)	(54,853)	**(212,345)**	**(251,673)**	(280,954)
Transfers from own funds:						
Transfers from reserve	-	-	-	**-**	**-**	74,515
Debt charges:						
Interest on short term debt	(822)	(68)	(1,414)	**(2,170)**	**(2,304)**	-
Interest on long term debt	(43,079)	-	-	**(43,079)**	**(43,079)**	(43,079)
Principal	(44,414)	-	-	**(44,414)**	**(44,414)**	(44,414)
Annual Surplus (Deficit)	-	-	-	**-**	**-**	-
Accumulated surplus (deficit), beginning of year	-	-	-	**-**	**-**	-
Accumulated Surplus (Deficit), end of year	$ -	$ -	$ -	**$ -**	**$ -**	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

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Sewer Revenue Fund Statement of Operations (Unaudited)

For the Year Ended December 31, 2025

	Septage Disposal Facilities	Salt Spring Island Septage Disposal	Trunk Sewers and Sewage Disposal Operations and Maintenance	Trunk Sewers and Sewage Disposal Debt	Ganges Sewer System	Malaview Estates Sewer System
Revenue						
Government transfers	$167,527	$ 406,177	$ 7,175,960	$ 23,366,466	$ 64,000	$ 5,220
Sale of services:						
Other sales	188,388	883,538	-	-	1,229,569	232,352
Other revenue from own sources:						
Interest earnings	1,033	28,981	7,435	697,413	3,179	613
Other revenue	2,100	400	226,214	-	1,548	1,064
Grants in lieu of taxes	12,232	591	136,363	667,660	348	-
Total Revenue	371,280	1,319,687	7,545,972	24,731,539	1,298,644	239,249
Expenses						
General administration	11,731	51,469	159,911	130	44,644	10,177
Other operating expenses	358,141	1,070,997	6,175,770	-	881,653	180,456
Salaries and wages	-	-	150	-	-	-
MFA reserve	-	409	-	139,440	1,376	-
Recoveries	-	-	(188,453)	-	-	-
Total Expenses	369,872	1,122,875	6,147,378	139,570	927,673	190,633
Net Revenue (Expenses)	1,408	196,812	1,398,594	24,591,969	370,971	48,616
Transfers to own funds:						
Transfers to capital	-	-	-	(12,301)	-	-
Transfers to reserve	-	(110,480)	(842,595)	(9,554,484)	(30,755)	(48,515)
Transfers to ERF	-	-	(531,300)	-	(50,000)	-
Transfers from own funds:						
Transfers from revenue	-	-	-	9,129	35,760	-
Transfers from reserve	-	30,000	32,992	-	-	-
Debt charges:						
Interest on short term debt	(1,408)	(1,140)	(57,691)	(541,320)	(8,643)	(101)
Interest on long term debt	-	(38,964)	-	(6,718,932)	(117,800)	-
Principal	-	(76,228)	-	(7,398,268)	(128,013)	-
Annual Surplus (Deficit)	-	-	-	375,793	-	-
Accumulated surplus (deficit), beginning of year	-	-	-	3,185	-	-
Accumulated Surplus (Deficit), end of year	$ -	$ -	$ -	$ 378,978	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Sewer Revenue Fund Statement of Operations (Unaudited)

For the Year Ended December 31, 2025

Magic Lake Estates Sewer System	Port Renfrew Sewer System	Harbours Environmental Action	Core Area Wastewater Operations	Debt LWMP Servicing	2025 Budget	2025 Actual	2024 Actual
$ 854,314	$ 70,369	$ -	$ 35,314,238	$ 21,427	**$67,445,698**	**$ 67,445,698**	$62,160,227
317,767	70,350	-	-	-	**2,802,390**	**2,921,964**	2,705,529
2,113	210	-	-	-	**210,805**	**740,977**	105,248
409	23	-	3,999	-	**264,816**	**235,757**	202,138
4,647	1,542	-	805,503	-	**1,628,850**	**1,628,886**	1,578,981
1,179,250	142,494	-	36,123,740	21,427	**72,352,559**	**72,973,282**	66,752,123
33,999	5,701	-	2,679,370	-	**2,997,132**	**2,997,132**	2,743,511
784,737	112,303	-	39,207,925	-	**43,786,235**	**48,771,982**	39,104,701
-	-	-	-	-	**-**	**150**	507
2,113	-	-	-	-	**290,255**	**143,338**	51,287
(11,940)	-	-	(216,480)	-	**(872,655)**	**(416,873)**	(431,453)
808,909	118,004	-	41,670,815	-	**46,200,967**	**51,495,729**	41,468,553
370,341	24,490	-	(5,547,075)	21,427	**26,151,592**	**21,477,553**	25,283,570
-	-	-	-	-	**(5,529,745)**	**(12,301)**	(23,213)
-	(24,114)	-	(1,098,627)	(21,427)	**(9,225,158)**	**(11,730,997)**	(10,095,330)
-	-	-	(100,000)	-	**(681,300)**	**(681,300)**	(530,274)
-	-	-	-	-	**9,129**	**26,631**	(29,222)
41,610	-	-	6,745,702	-	**1,116,857**	**6,850,304**	568,883
(7,163)	(376)	-	-	-	**(404,871)**	**(617,842)**	(501,363)
(159,438)	-	-	-	-	**(4,736,694)**	**(7,035,134)**	(7,120,366)
(245,350)	-	-	-	-	**(6,702,995)**	**(7,847,859)**	(7,754,997)
-	-	-	-	-	**(3,185)**	**375,793**	(202,312)
-	-	-	-	-	**3,185**	**3,185**	205,498
$ -	$ -	$ -	$ -	$ -	**$ -**	**$ 378,978**	$ 3,186

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Water Revenue Fund Statement of Operations (Unaudited)

For the Year Ended December 31, 2025

	Fernwood Water Supply	Magic Lake Estates Water Supply	Port Renfrew Water Supply	Saanich Peninsula Water Supply	Highland Water Supply
Revenue					
Government transfers	$ 5,034	$ 597,460	$ 87,329	$ -	$ 8,544
Sale of services:					
Other sales	-	457,011	95,683	9,049,868	-
Other revenue from own sources:					
Interest earnings	2,224	31,719	75	23,753	121
Other revenue	-	10,738	873	10,000	-
Grants in lieu of taxes	-	1,940	571	-	-
Total Revenue	7,258	1,098,868	184,531	9,083,621	8,665
Expenses					
General administration	11	37,077	6,209	271,154	23
Other operating expenses	-	941,588	155,100	7,382,179	-
Salaries and wages	-	(4)	-	-	-
MFA reserve	27	871	-	-	63
Total Expenses	38	979,532	161,309	7,653,333	86
Net Revenue (Expenses)	7,220	119,336	23,222	1,430,288	8,579
Transfers to own funds:					
Transfers to capital	-	-	-	-	-
Transfers to reserve	-	(38,246)	(25,098)	(1,330,288)	-
Transfers to ERF	-	-	-	(100,000)	-
Transfers from own funds:					
Transfers from reserve	-	45,000	10,000	-	-
Debt charges:					
Interest on short term debt	147	(3,471)	(729)	-	-
Interest on long term debt	(1,846)	(73,712)	-	-	(5,108)
Principal	(5,268)	(137,425)	-	-	(8,653)
Annual Surplus (Deficit)	253	(88,518)	7,395	-	(5,182)
Accumulated surplus (deficit), beginning of year	2,091	-	(7,395)	-	5,240
Accumulated Surplus (Deficit), end of year	$ 2,344	$ (88,518)	$ -	$ -	$ 58

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Water Revenue Fund Statement of Operations (Unaudited)

For the Year Ended December 31, 2025

Lyall Harbour/Boot Cove Water Supply	Sticks Allison Galiano Island Water Supply	Highland/Fernwood Water Supply	Florence Lake Debt	2025 Budget	2025 Actual	2024 Actual
$ 147,829	$ 5,560	$ 87,756	$ 18,883	**$ 958,395**	**$ 958,395**	$ 933,794
133,685	69,449	504,562	-	**9,425,680**	**10,310,258**	9,235,412
7,708	-	591	40	**131,330**	**66,231**	28,339
361	224	3,860	-	**14,940**	**26,056**	22,708
809	-	-	48	**3,338**	**3,368**	3,281
290,392	75,233	596,769	18,971	**10,533,683**	**11,364,308**	10,223,534
10,294	3,114	19,365	-	**258,104**	**347,247**	286,192
268,557	64,913	425,020	-	**8,753,710**	**9,237,357**	8,183,561
-	-	-	-	**-**	**(4)**	-
28	-	214	64	**142,960**	**1,267**	2,000
278,879	68,027	444,599	64	**9,154,774**	**9,585,867**	8,471,753
11,513	7,206	152,170	18,907	**1,378,909**	**1,778,441**	1,751,781
-	(6,893)	-	-	**-**	**(6,893)**	-
(15,840)	(11,001)	(128,340)	-	**(938,000)**	**(1,548,813)**	(1,427,936)
-	-	-	-	**(100,000)**	**(100,000)**	(50,000)
16,500	10,913	10,623	-	**81,500**	**93,036**	61,380
(1,358)	(225)	(262)	(66)	**(112,188)**	**(5,964)**	2,921
(1,152)	-	(7,350)	(8,466)	**(111,853)**	**(97,634)**	(117,233)
(9,663)	-	(26,841)	(10,572)	**(198,422)**	**(198,422)**	(228,388)
-	-	-	(197)	**(54)**	**(86,249)**	(7,475)
-	-	-	118	**54**	**54**	7,530
$ -	$ -	$ -	$ (79)	**$ -**	**$ (86,195)**	$ 55

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Water Revenue Fund Statement of Operations (Unaudited)

For the Year Ended December 31, 2025

	Skana Water Supply	Surfside Water Supply	Beddis Water Supply	Fulford Water Supply	Cedars of Tuam Supply	Cedar Lane Water Supply
Revenue						
Government transfers	$ 28,441	$ 30,529	$ 94,523	$ 56,888	$ -	$ 19,117
Sale of services:						
Other sales	74,077	132,241	214,704	193,666	54,608	76,832
Other revenue from own sources:						
Interest earnings	49	-	1,316	821	53	460
Other revenue	286	422	663	829	13,017	838
Total Revenue	102,853	163,192	311,206	252,204	67,678	97,247
Expenses						
General administration	3,126	5,629	9,514	9,100	1,799	3,383
Other operating expenses	81,095	154,710	180,365	153,010	54,625	54,953
Salaries and wages	-	-	-	-	-	-
MFA reserve	-	-	-	71	-	-
Recoveries	-	-	-	-	-	-
Total Expenses	84,221	160,339	189,879	162,181	56,424	58,336
Net Revenue (Expenses)	18,632	2,853	121,327	90,023	11,254	38,911
Transfers to own funds:						
Transfers to capital	-	-	-	-	-	-
Transfers to reserve	(28,527)	(7,304)	(113,202)	(74,473)	(11,192)	(38,882)
Transfers to ERF	-	-	-	-	-	-
Transfers from own funds:						
Transfers from revenue	-	-	7,916	-	-	-
Transfers from reserve	10,000	5,000	-	-	-	-
Debt charges:						
Interest on short term debt	(105)	(1,519)	(209)	(118)	(62)	(29)
Interest on long term debt	-	-	-	(5,763)	-	-
Principal	-	-	-	(9,669)	-	-
Annual Surplus (Deficit)	-	(970)	-	-	-	-
Accumulated surplus (deficit), beginning of year	-	(14,000)	-	-	-	-
Accumulated Surplus (Deficit), end of year	$ -	$(14,970)	$ -	$ -	$ -	$ -

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Water Revenue Fund Statement of Operations (Unaudited)

For the Year Ended December 31, 2025

Wilderness Mountain Water	Regional Water Supply	Regional Water Distribution	Seagirt Debt	Reg Water Supply	2025 Budget	2025 Actual	2024 Actual
$ 78,970	$ -	$ -	$ 114,767	$ -	**$ 423,235**	**$ 423,235**	$ 277,685
116,373	45,759,721	31,057,376	-	-	**74,702,995**	**77,679,598**	69,294,562
118	344,713	(63,546)	938	-	**244,084**	**284,922**	654,425
427	14,151	393,367	-	-	**189,620**	**424,000**	246,189
195,888	46,118,585	31,387,197	115,705	-	**75,559,934**	**78,811,755**	70,472,861
6,820	3,292,977	880,001	-	-	**3,894,491**	**4,212,349**	3,772,183
138,864	8,131,061	17,639,521	85	228,891	**50,903,935**	**26,817,180**	22,138,154
-	19,394,129	445,810	-	274,168	**21,808,042**	**20,114,107**	18,433,079
118	10,367	10,680	-	-	**266,803**	**21,236**	41,892
-	(8,645,824)	(1,920)	-	(484,207)	**(36,089,865)**	**(9,131,951)**	(7,614,697)
145,802	22,182,710	18,974,092	85	18,852	**40,783,406**	**42,032,921**	36,770,611
50,086	23,935,875	12,413,105	115,620	(18,852)	**34,776,528**	**36,778,834**	33,702,250
-	(20,771,433)	(8,994,910)	(45,950)	5,684	**(27,735,506)**	**(29,806,609)**	(26,964,144)
(8,280)	-	-	-	-	**(296,345)**	**(281,860)**	(208,163)
-	(577,541)	(661,564)	-	-	**(1,239,105)**	**(1,239,105)**	(1,127,262)
-	-	-	-	-	**-**	**7,916**	7,916
-	-	-	-	-	**25,000**	**15,000**	44,685
(1,142)	(293,604)	(11,937)	(69,670)	-	**(115,336)**	**(378,395)**	(8,531)
(9,526)	(791,640)	(1,144,310)	-	-	**(2,272,130)**	**(1,951,239)**	(1,934,449)
(16,138)	(1,488,490)	(1,600,384)	-	-	**(3,114,106)**	**(3,114,681)**	(3,522,470)
15,000	13,167	-	-	(13,168)	**29,000**	**14,029**	(26,000)
(15,000)	-	-	-	-	**(29,000)**	**(29,000)**	(3,000)
$ -	$ 13,167	$ -	$ -	$ (13,168)	**$ -**	**$ (14,971)**	$ (29,000)

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Capital Funds Statement of Financial Position (Unaudited)

For the Year Ended December 31, 2025, with comparative information for 2024

	General Capital	Water Capital	Sewer Capital	2025	2024
Financial Assets					
Receivables:					
Accounts receivable	$ 44,245,557	$ 95,780,238	$ 26,229,055	**$ 166,254,850**	$ 169,303,091
Debt recoverable from other authorities					
Debentures:					
District of Sooke	707,074	-	-	**707,074**	1,346,136
City of Colwood	10,467,131	-	-	**10,467,131**	10,810,313
Town of Esquimalt	31,972,605	-	-	**31,972,605**	33,228,321
District of Highlands	56,908	-	-	**56,908**	112,158
District of North Saanich	3,495,242	-	-	**3,495,242**	3,986,819
District of Saanich	91,271,698	-	-	**91,271,698**	46,986,621
Town of Sidney	10,093,817	-	-	**10,093,817**	10,482,916
City of Victoria	59,111,896	-	-	**59,111,896**	43,564,646
District of Central Saanich	12,640,560	-	-	**12,640,560**	6,564,870
Town of View Royal	3,206,708	-	-	**3,206,708**	3,688,413
VIRL	5,579,667	-	-	**5,579,667**	5,723,251
	$ 272,848,863	$ 95,780,238	$ 26,229,055	**$ 394,858,156**	$ 335,797,555
Financial Liabilities					
Payables:					
Trade accounts and accrued liabilities	$ 3,805,737	$ 3,337,900	$ 1,916,966	**$ 9,060,603**	$ 16,318,787
Contractors holdbacks	667,938	190,096	584,306	**1,442,340**	5,314,465
CIAC developer advances for construction	-	1,203,808	-	**1,203,808**	1,245,522
Asset Retirement Obligations	24,347,684	218,566	174,435	**24,740,685**	18,442,543
	28,821,359	4,950,370	2,675,707	**36,447,436**	41,321,317
Debentures issued by Municipal Finance Authority	305,633,754	61,009,308	174,955,189	**541,598,251**	416,929,662
	334,455,113	65,959,678	177,630,896	**578,045,687**	458,250,979
Net Financial Assets (Liabilities)	(61,606,250)	29,820,560	(151,401,841)	**(183,187,531)**	(122,453,424)

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Capital Funds Statement of Financial Position (Unaudited)

For the Year Ended December 31, 2025, with comparative information for 2024

	General Capital	Water Capital	Sewer Capital	2025	2024
Non-Financial Assets					
Tangible capital assets:					
Engineering structures	267,004,117	639,584,730	984,278,314	**1,890,867,161**	1,790,912,366
Buildings	303,713,193	11,071,681	7,350,777	**322,135,651**	319,244,951
Equipment	51,060,574	46,606,204	8,298,456	**105,965,234**	99,299,904
Vehicles	24,597,983	11,378,489	68,308	**36,044,780**	32,668,296
Land	188,533,744	118,891,950	26,472,059	**333,897,753**	291,453,637
Other assets	5,361,295	16,298,044	6,326,051	**27,985,390**	27,159,389
Assets WIP	20,390,523	21,447,689	12,762,102	**54,600,314**	88,034,541
	860,661,429	865,278,787	1,045,556,067	**2,771,496,283**	2,648,773,084
Accumulated Amortization	(200,179,491)	(296,512,384)	(218,586,878)	**(715,278,753)**	-
Total tangible capital assets	660,481,938	568,766,403	826,969,189	**2,056,217,530**	2,648,773,084
Inventory of supplies	-	1,551,128	-	**1,551,128**	1,312,169
Accumulated Surplus					
Capital funds	$ 598,875,688	$ 600,138,091	$ 675,567,348	**$1,874,581,127**	$2,527,631,829

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Capital Funds Statement of Financial Activities (Unaudited)

For the Year Ended December 31, 2025

	General Capital	Water Capital	Sewer Capital	2025	2024
Revenue					
Government transfers	$ 4,156,550	$ 49,653	$ 527,275	**$ 4,733,478**	$ 8,671,945
Developer contributions	-	2,721,053	-	**2,721,053**	1,318,010
Interest earnings	1,778,550	3,958,132	961,577	**6,698,259**	7,175,487
Other revenue	5,890,765	1,386	202,299	**6,094,450**	2,846,714
Capitalization of debt	4,942,647	4,320,465	8,707,141	**17,970,253**	20,839,459
Net Revenue	16,768,512	11,050,689	10,398,292	**38,217,493**	40,851,615
Transfers to own funds:					
Transfers to revenue	-	-	-	**-**	16,594
Transfers to capital	-	-	(2,950,000)	**(2,950,000)**	(250,000)
Transfers to reserve	(295,053)	(624,439)	(1,499,824)	**(2,419,316)**	(2,158,015)
Transfers to ERF	(159,435)	-	-	**(159,435)**	(115,206)
Transfers from own funds:					
Transfers from revenue	1,971,252	11,625,628	12,301	**13,609,181**	31,200,752
Transfers from capital	2,950,000	-	-	**2,950,000**	250,000
Transfers from reserve	14,568,109	18,553,013	5,230,369	**38,351,491**	34,284,561
Transfers from ERF	3,798,457	1,297,250	-	**5,095,707**	4,066,781
Transfer to CRHC	(21,175,000)	-	-	**(21,175,000)**	-
Transfer from CRHC	6,245,810	-	-	**6,245,810**	-
Amortization	(21,402,727)	(19,891,527)	(30,398,050)	**(71,692,304)**	-
Decrease in inventory	-	238,958	-	**238,958**	(27,302)
Disposal of assets	(8,040)	-	(26,576)	**(34,616)**	(12,911,254)
Accretion expense	(1,067,790)	(10,403)	(8,557)	**(1,086,750)**	(706,054)
Annual Surplus	2,194,095	22,239,169	(19,242,045)	**5,191,219**	94,502,472
Accumulated surplus, beginning of year	783,479,891	859,173,117	884,978,821	**2,527,631,829**	2,433,129,357
Amortization opening balance adjustment	(186,798,298)	(281,274,195)	(190,169,428)	**(658,241,921)**	-
Accumulated Surplus, end of year	$ 598,875,688	$ 600,138,091	$ 675,567,348	**$ 1,874,581,127**	$ 2,527,631,829

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Capital Funds Statement of Capital Financing (Unaudited)

For the Year Ended December 31, 2025

	General Capital	Water Capital	Sewer Capital	2025	2024
Finances acquired:					
Unexpended funds at beginning of year	$ 54,684,312	$ 94,847,422	$ 19,771,357	**$ 169,303,091**	$ 165,870,828
Long-term debt incurred:					
Bank loan / MFA non-debenture loans	42,405,000	32,300,000	10,000,000	**84,705,000**	7,050,000
Debentures:					
Own portion	24,825,000	-	10,000,000	**34,825,000**	25,375,000
Member municipalities' portion	75,470,000	-	-	**75,470,000**	5,956,000
Transfer from member municipalities for their portion of long-term debt	13,361,159	-	-	**13,361,159**	14,198,127
Transfers from own funds:					
Transfer from current liability to Equity - Skirt & Silver Creek	-	-	-	**-**	5,844
Sewer Revenue Fund	-	-	12,301	**12,301**	58,972
General Revenue Fund	1,971,252	-	-	**1,971,252**	4,101,969
Water Revenue Fund	-	11,625,628	-	**11,625,628**	27,020,640
Reserve Funds	18,366,566	19,855,947	5,230,369	**43,452,882**	38,351,342
Capital Fund	2,950,000	-	-	**2,950,000**	250,000
Transfer from CRHC	6,245,810	-	-	**6,245,810**	-
Conditional grant from government	4,156,550	49,653	527,275	**4,733,478**	8,821,305
Contribution in Aid	-	2,721,053	-	**2,721,053**	1,318,010
Interest earned	1,778,550	3,958,132	961,577	**6,698,259**	7,175,486
Other	120,395	-	201,205	**321,600**	2,570,244
Donations	1,081,984	-	-	**1,081,984**	129,733
RTF settlement	4,285,296	-	-	**4,285,296**	-
Temporary borrowings and payables at end of year	4,473,675	4,731,804	2,501,272	**11,706,751**	22,878,774
	$ 256,175,549	$ 170,089,639	$ 49,205,356	**$ 475,470,544**	$ 331,132,274
Finances applied:					
Temporary borrowings and payables at beginning of year	$ 12,483,222	$ 5,771,507	$ 4,624,046	**$ 22,878,775**	$ 10,648,335
Expenditure for fixed assets	49,986,123	67,907,771	13,902,431	**131,796,325**	123,503,499
Transfers to own funds:					
Reserve Funds	454,488	-	1,499,824	**1,954,312**	2,273,221
Capital Funds	-	624,439	2,950,000	**3,574,439**	250,000
Transfer from CRHC	21,175,000	-	-	**21,175,000**	-
Transfer to member municipalities for their portion of debentures	75,470,000	-	-	**75,470,000**	5,956,000
Payment of long-term debt on behalf of member municipalities	13,361,159	-	-	**13,361,159**	14,198,127
Other bank loan repayment	39,000,000	-	-	**39,000,000**	5,000,000
Unexpended funds at end of year	44,245,557	95,785,922	26,229,055	**166,260,534**	169,303,092
	$ 256,175,549	$ 170,089,639	$ 49,205,356	**$ 475,470,544**	$ 331,132,274

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds General Government Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	General Government Equipment Replacement Fund	Feasibility Study Reserve	Office Facilities & Equipment Replacement Fund
Opening balance	$ 8,841,643	$ 20,511	$ 6,344,918
Add			
Government transfers	-	132,000	-
Other revenue from own sources:			
Interest earnings	58,887	3,717	381,245
Other revenues	13,522	-	-
Grants in lieu of taxes	-	10,365	-
Transfers from own funds:			
Transfers from revenue	5,900	-	1,788,407
Transfers from capital	3,569	-	-
Transfers from reserve	-	-	3,129,122
Transfers from ERF	1,664,029	-	-
Total Revenue	1,726,969	146,082	5,298,774
Deduct			
Debt charges	-	-	6,444
Other operating expenses	-	100,055	-
Transfers to own funds:			
Transfers to capital	1,474,521	-	1,044,945
Transfers to reserve	-	-	23,172
Total Expenses	1,474,521	(100,055)	1,074,561
Change in Fund Balance	252,448	46,027	4,224,213
Accumulated Surplus, end of year	$ 9,094,091	$ 66,538	$ 10,569,131

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Fire Protection Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	North Pender Island Fire Capital Reserve	Willis Point Fire & Recreation Capital Reserve	Shirley Fire Capital Reserve	East Sooke Fire Capital Reserve	North Galiano Fire Capital Reserve
Opening balance	$ 183,374	$ 121,693	$ 195,394	$ 51,271	$ 113,920
Add					
Government transfers	-	-	-	-	-
Disposal of assets	-	-	-	-	-
Other revenue from own sources:					
Interest earnings	5,172	5,738	8,995	2,319	4,602
Other revenues	-	-	-	-	-
Sale of services	-	-	-	-	-
Transfers from own funds:					
Transfers from revenue	105,072	15,805	25,600	5,150	8,083
Transfers from capital	-	1,607	-	-	-
Transfers from reserve	-	30,703	-	-	-
Transfers from ERF	-	-	-	-	-
Total Revenue	110,244	53,853	34,595	7,469	12,685
Deduct					
Debt charges	-	-	-	-	-
Other operating expenses	-	-	-	-	-
Transfers to own funds:					
Transfers to revenue	-	-	-	-	-
Transfers to capital	34,488	20,000	-	-	20,000
Transfers to reserve	-	-	-	-	-
Transfers to ERF	200,000	-	-	-	-
Total Expenses	234,488	20,000	-	-	20,000
Change in Fund Balance	(124,244)	33,853	34,595	7,469	(7,315)
Accumulated Surplus, end of year	**$ 59,130**	**$ 155,546**	**$ 229,989**	**$ 58,740**	**$ 106,605**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Fire Protection Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Fire Protection Equipment Replacement Fund	Port Renfrew Fire Capital Reserve	Otter Point Fire Capital Reserve	Fire Dispatch Operating Reserve	South Galiano Fire Capital Reserve Fund
Opening balance	$ 2,537,105	$ 14,488	$ 79,595	$ 41,627	$ 35,000
Add					
Government transfers	-	-	-	-	-
Disposal of assets	-	-	-	-	-
Other revenue from own sources:					
Interest earnings	22,810	530	4,212	1,846	1,129
Other revenues	9,000	-	-	-	-
Sale of services	-	-	-	-	-
Transfers from own funds:					
Transfers from revenue	-	20,742	43,260	12,084	34,510
Transfers from capital	-	7,772	-	-	79
Transfers from reserve	-	-	-	-	-
Transfers from ERF	858,802	-	-	-	-
Total Revenue	890,612	29,044	47,472	13,930	35,718
Deduct					
Debt charges	-	-	-	-	-
Other operating expenses	-	-	-	-	-
Transfers to own funds:					
Transfers to revenue	-	-	-	14,646	-
Transfers to capital	536,665	10,000	-	-	35,000
Transfers to reserve	-	-	-	-	-
Transfers to ERF	-	-	-	-	-
Total Expenses	536,665	10,000	-	14,646	35,000
Change in Fund Balance	353,947	19,044	47,472	(716)	718
Accumulated Surplus, end of year	**$ 2,891,052**	**$ 33,532**	**$ 127,067**	**$ 40,911**	**$ 35,718**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Protective General Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Southern Gulf Islands Emergency Capital Reserve	Salt Spring Island Emergency Capital Reserve	Family Court Building Capital Reserve	Protective General Equipment Replacement Fund
Opening balance	$ 251,320	$ 34,983	$ 840,861	$ 2,417,697
Add				
Other revenue from own sources:				
Interest earnings	11,103	1,534	36,870	19,509
Other revenues	-	-	-	3,841
Transfers from own funds:				
Transfers from revenue	5,000	-	153,013	-
Transfers from capital	-	-	-	-
Transfers from ERF	-	-	-	141,552
Total Revenue	16,103	1,534	189,883	164,902
Deduct				
Transfers to own funds:				
Transfers to capital	-	-	10,000	231,324
Total Expenses	-	-	10,000	231,324
Change in Fund Balance	16,103	1,534	179,883	(66,422)
Accumulated Surplus, end of year	**$ 267,423**	**$ 36,517**	**$ 1,020,744**	**$ 2,351,275**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Protective General Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	911 Call Answer Capital Reserve Fund	Foodlands Access Capital Reserve
Opening balance	$ 123,102	$ -
Add		
Other revenue from own sources:		
Interest earnings	4,017	801
Other revenues	-	-
Transfers from own funds:		
Transfers from revenue	-	175,000
Transfers from capital	16,399	-
Transfers from ERF	-	-
Total Revenue	20,416	175,801
Deduct		
Transfers to own funds:		
Transfers to capital	-	-
Total Expenses	-	-
Change in Fund Balance	20,416	175,801
Accumulated Surplus, end of year	**$ 143,518**	**$ 175,801**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Transportation Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Southern Gulf Islands Small Craft Harbour Capital Reserve	Salt Spring Island Harbours Capital Reserve	Salt Spring Island Transportation Capital Reserve	Salt Spring Island Transit Capital Reserve
Opening balance	$ 489,144	$ 183,276	$ 247,580	$ 19,220
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	22,705	4,404	11,254	738
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	183,258	1,000	20,000	20,000
Transfers from capital	150,571	17,161	35,000	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	356,534	22,565	66,254	20,738
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	249,692	125,000	15,000	10,000
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	249,692	125,000	15,000	10,000
Change in Fund Balance	106,842	(102,435)	51,254	10,738
Accumulated Surplus, end of year	**$ 595,986**	**$ 80,841**	**$ 298,834**	**$ 29,958**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Recreational and Cultural Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Saturna Island Park Land Capital Reserve	Pender Island Park Land Capital Reserve	Saanich Peninsula Ice Arena Facility Capital Reserve	Regional Parks Capital Reserve
Opening balance	$ 3,658	$ 41,399	$ 5,724,014	$ 10,111,102
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	160	4,117	237,980	453,946
Other revenues	-	-	-	-
Sale of services	-	275,000	-	-
Transfers from own funds:				
Transfers from revenue	-	-	928,971	4,014,011
Transfers from capital	-	1,146	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	160	280,263	1,166,951	4,467,957
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	-	50,000	1,431,911	3,149,395
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	-	50,000	1,431,911	3,149,395
Change in Fund Balance	160	230,263	(264,960)	1,318,562
Accumulated Surplus, end of year	**$ 3,818**	**$ 271,662**	**$ 5,459,054**	**$ 11,429,664**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Recreational and Cultural Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Sooke Community Park Capital Reserve	Salt Spring Island Park Land Acquisition Capital Reserve	Saturna Island Parks & Recreation Capital Reserve	Sooke and EA Recreation & Facilities Capital Reserve
Opening balance	$ 62,089	$ 625,804	$ 105,540	$ 873,101
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	2,815	27,441	4,627	33,087
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	-	-	9,893	386,064
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	2,815	27,441	14,520	419,151
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	-	-	6,000	588,988
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	-	-	6,000	588,988
Change in Fund Balance	2,815	27,441	8,520	(169,837)
Accumulated Surplus, end of year	**$ 64,904**	**$ 653,245**	**$ 114,060**	**$ 703,264**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Recreational and Cultural Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Pender Island Parks & Recreation Capital Reserve	Galiano Island Parks & Recreation Capital Reserve	Royal Theatre Capital Reserve	Salt Spring Island Parks & Recreation Capital Reserve
Opening balance	$ 440,286	$ 76,521	$ 1,491,176	$ 330,407
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	9,251	4,063	62,054	13,992
Other revenues	-	-	5,714	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	61,360	19,363	385,000	93,000
Transfers from capital	4,800	5,000	-	42,951
Transfers from reserve	-	-	-	289,868
Transfers from ERF	-	-	-	-
Total Revenue	75,411	28,426	452,768	439,811
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	300,000	25,000	455,000	60,000
Transfers to reserve	-	-	228,000	146,452
Transfers to ERF	-	-	-	-
Total Expenses	300,000	25,000	683,000	206,452
Change in Fund Balance	(224,589)	3,426	(230,232)	233,359
Accumulated Surplus, end of year	**$ 215,697**	**$ 79,947**	**$ 1,260,944**	**$ 563,766**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Recreational and Cultural Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Mayne Island Park Land Capital Reserve	Salt Spring Island Parks Capital Reserve	McPherson Theatre Capital Reserve	Salt Spring Island Pool Facility Capital Reserve
Opening balance	$ 161,682	$ 20,909	$ 2,891,636	$ 112,713
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	6,386	877	124,531	3,918
Other revenues	-	-	476	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	61,456	15,000	346,233	35,000
Transfers from capital	7,570	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	75,412	15,877	471,240	38,918
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	35,000	5,000	534,779	40,000
Transfers to reserve	-	31,786	-	111,631
Transfers to ERF	-	-	-	-
Total Expenses	35,000	36,786	534,779	151,631
Change in Fund Balance	40,412	(20,909)	(63,539)	(112,713)
Accumulated Surplus, end of year	**$ 202,094**	**$ -**	**$ 2,828,097**	**$ -**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Recreational and Cultural Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Galiano Community Use Building Capital Reserve	JDF Comm Parks Capital Reserve	Regional Parks Land Capital Reserve	SSI Library Building Capital Reserve
Opening balance	$ 108,537	$ 213,893	$ 1,251,452	$ 141,353
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	4,106	6,950	33,607	5,902
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	6,655	3,068	-	8,449
Transfers from capital	4,936	-	-	61
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	15,697	10,018	33,607	14,412
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	275,000	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	30,000	-	1,000,000	10,000
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	30,000	-	1,275,000	10,000
Change in Fund Balance	(14,303)	10,018	(1,241,393)	4,412
Accumulated Surplus, end of year	**$ 94,234**	**$ 223,911**	**$ 10,059**	**$ 145,765**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Recreational and Cultural Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Recreation & Cultural Equipment Replacement Fund	Recreation & Cultural Equipment Replacement Fund	Galiano Parks Land Reserve
Opening balance	$ 3,546,319	**$ 253,710**	**$ -**
Add			
Government transfers	15,098	**-**	**-**
Disposal of assets	-	**-**	**-**
Other revenue from own sources:			
Interest earnings	(29,487)	**11,073**	**2,461**
Other revenues	55,399	**-**	**75,750**
Sale of services	-	**-**	**-**
Transfers from own funds:			
Transfers from revenue	-	**5,526**	**-**
Transfers from capital	-	**-**	**-**
Transfers from reserve	-	**-**	**-**
Transfers from ERF	1,494,737	**-**	**-**
Total Revenue	1,535,747	**16,599**	**78,211**
Deduct			
Debt charges	-	**-**	**-**
Other operating expenses	-	**-**	**-**
Transfers to own funds:			
Transfers to revenue	-	**11,350**	**-**
Transfers to capital	1,314,586	**-**	**-**
Transfers to reserve	-	**-**	**-**
Transfers to ERF	(29,018)	**-**	**-**
Total Expenses	1,285,568	**11,350**	**-**
Change in Fund Balance	250,179	**5,249**	**78,211**
Accumulated Surplus, end of year	**$ 3,796,498**	**$ 258,959**	**$ 78,211**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Sewer Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	S.P.W.W.S. Sewer Debt Capital Reserve	Sidney Treatment Plant Capital Reserve	Maliview Estates Sewer Capital Reserve	Magic Lake Estates Sewer System Capital Reserve
Opening balance	$ 1,482,297	$ 1,107,454	$ 92,944	$ 425,103
Add				
Government transfers	43,842	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	68,225	48,560	2,938	16,689
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	425,000	-	37,605	-
Transfers from capital	1,126,431	-	20,000	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	1,663,498	48,560	60,543	16,689
Deduct				
Debt charges	24,453	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	150,000	-	60,000	60,000
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	174,453	-	60,000	60,000
Change in Fund Balance	1,489,045	48,560	543	(43,311)
Accumulated Surplus, end of year	**$ 2,971,342**	**$ 1,156,014**	**$ 93,487**	**$ 381,792**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Sewer Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Port Renfrew Sewer System Capital Reserve	Trunk Sewers & Sewage Disposal Facilities Capital Reserve	Ganges Sewer LSA Capital Reserve	Salt Spring Island Septage Capital Reserve
Opening balance	$ 26,358	$ 1,793,335	$ 389,302	$ 114,491
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	1,243	78,635	15,021	4,981
Other revenues	-	-	86,164	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	19,614	-	27,755	77,390
Transfers from capital	-	-	12,601	5,378
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	20,857	78,635	141,541	87,749
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	-	-	84,248	6,000
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	-	-	84,248	6,000
Change in Fund Balance	20,857	78,635	57,293	81,749
Accumulated Surplus, end of year	**$ 47,215**	**$ 1,871,970**	**$ 446,595**	**$ 196,240**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Sewer Capital Reserves
Statement of Continuity (Unaudited)
For the Year Ended December 31, 2025

	Sewer Equipment Replacement Fund	Core Area Wastewater Capital Reserve	Core Area Wastewater Debt Reserve
Opening balance	$ 8,183,950	$ 21,031,673	$ 18,702,751
Add			
Government transfers	-	-	-
Disposal of assets	-	-	-
Other revenue from own sources:			
Interest earnings	68,889	945,269	820,086
Other revenues	1,380	-	-
Sale of services	-	-	-
Transfers from own funds:			
Transfers from revenue	-	3,397,407	6,433,365
Transfers from capital	-	-	-
Transfers from reserve	-	-	-
Transfers from ERF	898,807	-	-
Total Revenue	969,076	4,342,676	7,253,451
Deduct			
Debt charges	-	-	-
Other operating expenses	-	-	-
Transfers to own funds:			
Transfers to revenue	-	-	-
Transfers to capital	597,807	4,272,314	-
Transfers to reserve	-	-	-
Transfers to ERF	-	-	-
Total Expenses	597,807	4,272,314	-
Change in Fund Balance	371,269	70,362	7,253,451
Accumulated Surplus, end of year	**$ 8,555,219**	**$ 21,102,035**	**$ 25,956,202**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Water Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Saanich Peninsula Water Supply Capital Reserve	Magic Lake Estates Water System Capital Reserve	Lyall Harbour/Boot Cove Water Service Capital Reserve	Port Renfrew Sewer & Water Capital Reserve
Opening balance	$ 6,290,202	$ 1,123,078	$ 44,645	$ 51,483
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	214,671	50,956	1,689	2,326
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	1,330,288	11,361	10,000	15,000
Transfers from capital	-	457,944	13,853	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	1,544,959	520,261	25,542	17,326
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	-	150,000	20,000	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	-	150,000	20,000	-
Change in Fund Balance	1,544,959	370,261	5,542	17,326
Accumulated Surplus, end of year	**$ 7,835,161**	**$ 1,493,339**	**$ 50,187**	**$ 68,809**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Water Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Cedars of Tuam Water Capital Reserve	Surfside Park Estates Water Capital Reserve	Skana Water Service Capital Reserve	Sticks Allison Water Capital Reserve
Opening balance	$ 25,370	$ 56,304	$ 30,151	$ 34,508
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	172	1,808	1,104	1,563
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	7,522	4,054	22,445	11,000
Transfers from capital	2,233	11,209	38,291	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	9,927	17,071	61,840	12,563
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	24,000	30,000	15,000	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	24,000	30,000	15,000	-
Change in Fund Balance	(14,073)	(12,929)	46,840	12,563
Accumulated Surplus, end of year	**$ 11,297**	**$ 43,375**	**$ 76,991**	**$ 47,071**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Water Capital Reserves
Statement of Continuity (Unaudited)
For the Year Ended December 31, 2025

	Beddis Water Capital Reserve	Fulford Water Capital Reserve	Wilderness Mountain Capital Reserve	Cedar Lane Water Capital Reserve
Opening balance	$ 48,214	$ 101,181	$ 43,494	$ 45,564
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	1,638	3,792	1,451	1,962
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	102,203	54,500	4,540	23,769
Transfers from capital	16,847	60,338	-	5,000
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total Revenue	120,688	118,630	5,991	30,731
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	150	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	40,000	48,000	20,000	10,000
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total Expenses	40,000	48,000	20,150	10,000
Change in Fund Balance	80,688	70,630	(14,159)	20,731
Accumulated Surplus, end of year	**$ 128,902**	**$ 171,811**	**$ 29,335**	**$ 66,295**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Water Capital Reserves
Statement of Continuity (Unaudited)
For the Year Ended December 31, 2025

	Water Equipment Replacement Fund	Highland Fernwood Water Capital Reserve
Opening balance	$ 5,592,887	$ 116,563
Add		
Government transfers	-	-
Disposal of assets	-	-
Other revenue from own sources:		
Interest earnings	47,353	6,293
Other revenues	48,499	-
Sale of services	-	-
Transfers from own funds:		
Transfers from revenue	-	128,340
Transfers from capital	-	18,724
Transfers from reserve	-	-
Transfers from ERF	1,339,105	-
Total Revenue	1,434,957	153,357
Deduct		
Debt charges	-	-
Other operating expenses	-	-
Transfers to own funds:		
Transfers to revenue	-	-
Transfers to capital	1,305,165	13,769
Transfers to reserve	-	-
Transfers to ERF	-	-
Total Expenses	1,305,165	13,769
Change in Fund Balance	129,792	139,588
Accumulated Surplus, end of year	**$ 5,722,679**	**$ 256,151**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Environmental Health Capital Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Solid Waste Capital Reserve	Port Renfrew Solid Waste Capital Reserve	Environmental Health Equipment Replacement Fund
Opening balance	$ 24,085,293	$ 61,466	$ 2,070,794
Add			
Government transfers	-	-	-
Disposal of assets	-	-	-
Other revenue from own sources:			
Interest earnings	873,436	2,318	16,726
Other revenues	-	-	20,160
Sale of services	-	-	-
Transfers from own funds:			
Transfers from revenue	4,248,212	14	-
Transfers from capital	-	-	159,435
Transfers from reserve	-	-	-
Transfers from ERF	-	-	204,000
Total Revenue	5,121,648	2,332	400,321
Deduct			
Debt charges	-	-	-
Other operating expenses	-	-	-
Transfers to own funds:			
Transfers to revenue	-	-	-
Transfers to capital	4,750,000	42,000	379,496
Transfers to reserve	19,002	-	-
Transfers to ERF	-	-	-
Total Expenses	4,769,002	42,000	379,496
Change in Fund Balance	352,646	(39,668)	20,825
Accumulated Surplus, end of year	**$ 24,437,939**	**$ 21,798**	**$ 2,091,619**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds General Government Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Electoral Area Elections Operating Reserve	Land Bank & Housing Operating Reserve	ES HQ Admin Operating Reserve	ES Protection Operating Reserve
Opening balance	$ 247,586	$ 651,920	$ 82,055	$ 1,082,435
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	10,856	28,586	3,598	47,463
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	175	521,111	8,000	-
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	11,031	549,697	11,598	47,463
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	78,627
Transfers to capital	-	-	-	-
Transfers to reserve	-	4,009	-	-
Transfers to ERF	-	-	-	-
Total expenses	-	4,009	-	78,627
Change in fund balance	11,031	545,688	11,598	(31,164)
Accumulated surplus, end of year	**$ 258,617**	**$ 1,197,608**	**$ 93,653**	**$ 1,051,271**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds General Government Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	ES Engineering Operating Reserve	ES Water Quality Operating Reserve	IW ES Ops Operating Reserve	Leg&Gen Operating Reserve
Opening balance	$ 504,042	$ 645,134	$ 1,362,586	$ 2,692,652
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	22,101	28,288	59,747	85,985
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	-	26,392	(10,075)	3,140,549
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	2,380,357
Transfers from ERF	-	-	-	-
Total revenue	22,101	54,680	49,672	5,606,891
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	5,434,179
Transfers to own funds:				
Transfers to revenue	-	-	284,691	1,089,726
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	1,300,000
Transfers to ERF	-	-	-	-
Total expenses	-	-	284,691	7,823,905
Change in fund balance	22,101	54,680	(235,019)	(2,217,014)
Accumulated surplus, end of year	**$ 526,143**	**$ 699,814**	**$ 1,127,567**	**$ 475,638**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds General Government Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Facility Mgmt Operating Reserve	HQ Facility Operating Reserve	SGI EA Admin Operating Reserve	Community Health Operating Reserve
Opening balance	$ 222,261	$ 63,996	$ 196,451	$ 290,819
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	9,700	2,806	8,511	12,752
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	27,207	19,174	90,461	327,229
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	36,907	21,980	98,972	339,981
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	10,255	-	22,621	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	10,255	-	22,621	-
Change in fund balance	26,652	21,980	76,351	339,981
Accumulated surplus, end of year	**$ 248,913**	**$ 85,976**	**$ 272,802**	**$ 630,800**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds General Government Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	SGI Small Craft Harbor Operating Reserve Fund	JDF EA Admin Operating Reserve	SSI EA Admin Mgmt Operating Reserve	SSI Admin LCC Operating Reserve Fund
Opening balance	$ 11,754	$ 1,848	$ 6,065	$ 5,119
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	609	95	384	775
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	10,605	4,656	10,979	33,000
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	11,214	4,751	11,363	33,775
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	1,271	10,708	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	-	1,271	10,708	-
Change in fund balance	(11,214)	3,480	655	33,775
Accumulated surplus, end of year	$ (22,968)	$ 5,328	$ 6,720	$ 38,894

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds General Government Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Joint EA Admin Operating Reserve	SSI SCH Fernwood Operating Reserve
Opening balance	$ -	$ -
Add		
Government transfers	-	-
Disposal of assets	-	-
Other revenue from own sources:		
Interest earnings	-	-
Other revenues	-	-
Sale of services	-	-
Transfers from own funds:		
Transfers from revenue	7,590	1,957
Transfers from capital	-	-
Transfers from reserve	-	-
Transfers from ERF	-	-
Total revenue	7,590	1,957
Deduct		
Debt charges	-	-
Other operating expenses	-	-
Transfers to own funds:		
Transfers to revenue	-	-
Transfers to capital	-	-
Transfers to reserve	-	-
Transfers to ERF	-	-
Total expenses	-	-
Change in fund balance	7,590	1,957
Accumulated surplus, end of year	$ 7,590	$ 1,957

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Protective General Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Animal Care Services Operating Reserve	Animal Care Legacy Operating Reserve	Electoral Area Soil Deposits & Removal Operating Reserve	Emergency Response 911 Projects Operating Reserve
Opening balance	$ 42,210	$ -	$ 61,109	$ 2,925
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	1,125	-	2,129	257
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	-	-	-	-
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	1,125	-	2,129	257
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	41,000	-	15,336	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	41,000	-	15,336	-
Change in fund balance	(39,875)	-	(13,207)	257
Accumulated surplus, end of year	**$ 2,335**	**$ -**	**$ 47,902**	**$ 3,182**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Protective General Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	HAZMAT Incident Response Operating Reserve	Noise Control Operating Reserve	Nuisance & Unsightly Premises Operating Reserve	SGI Emergency Program Operating Reserve
Opening balance	$ 120,733	$ 9,590	$ 13,173	$ 314,358
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	4,464	421	456	13,944
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	44,000	5,723	2,094	9,600
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	48,464	6,144	2,550	23,544
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	32,066	-	3,350	16,475
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	32,066	-	3,350	16,475
Change in fund balance	16,398	6,144	(800)	7,069
Accumulated surplus, end of year	**$ 137,131**	**$ 15,734**	**$ 12,373**	**$ 321,427**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Protective General Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	SSI Emergency Program Operating Reserve	Regional Emergency Program Operating Reserve	Building Inspection Operating Reserve	Emergency Planning Operating Reserve
Opening balance	$ 58,766	$ 133,114	$ 761,227	$ 115,693
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	2,265	5,837	23,707	5,073
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	-	36,539	31,948	15,335
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	2,265	42,376	55,655	20,408
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	29,222	-	232,194	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	29,222	-	232,194	-
Change in fund balance	(26,957)	42,376	(176,539)	20,408
Accumulated surplus, end of year	**$ 31,809**	**$ 175,490**	**$ 584,688**	**$ 136,101**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Protective General Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	SSI Street Lighting Operating Reserve Fund	JDF Emergency Program Operating Reserve Fund	Bylaw Enforcement Operating Reserve Fund	SSI Street Lighting Operating Reserve Fund
Opening balance	$ 1,102	$ 14,751	**$ 4,965**	**$ 109,734**
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	48	647	**218**	**3,704**
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	4,410	-	-	**32,365**
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	4,458	647	**218**	**36,069**
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	3,730	-	**66,425**
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	-	3,730	-	**66,425**
Change in fund balance	4,458	(3,083)	**218**	**(30,356)**
Accumulated surplus, end of year	**$ 5,560**	**$ 11,668**	**$ 5,183**	**$ 79,378**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Protective General Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Foodland Access Operating Reserve
Opening balance	$ -
Add	
Government transfers	-
Disposal of assets	-
Other revenue from own sources:	
Interest earnings	-
Other revenues	-
Sale of services	-
Transfers from own funds:	
Transfers from revenue	89,800
Transfers from capital	-
Transfers from reserve	-
Transfers from ERF	-
Total revenue	**89,800**
Deduct	
Debt charges	-
Other operating expenses	-
Transfers to own funds:	
Transfers to revenue	-
Transfers to capital	-
Transfers to reserve	-
Transfers to ERF	-
Total expenses	**-**
Change in fund balance	**89,800**
Accumulated surplus, end of year	**$ 89,800**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Fire Protection Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Durrance Road Fire Operating Reserve	Electoral Area Fire Services Operating Reserve
Opening balance	$ 3,972	$ 121,461
Add		
Government transfers	-	-
Disposal of assets	-	-
Other revenue from own sources:		
Interest earnings	179	3,279
Other revenues	-	-
Sale of services	-	-
Transfers from own funds:		
Transfers from revenue	355	2,973
Transfers from capital	-	-
Transfers from reserve	-	-
Transfers from ERF	-	-
Total revenue	534	6,252
Deduct		
Debt charges	-	-
Other operating expenses	-	-
Transfers to own funds:		
Transfers to revenue	-	90,604
Transfers to capital	-	-
Transfers to reserve	-	-
Transfers to ERF	-	-
Total expenses	-	90,604
Change in fund balance	534	(84,352)
Accumulated surplus, end of year	**$ 4,506**	**$ 37,109**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Planning & Development Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Climate Action & Adapt Operating Reserve	GIS Data Maintenance Operating Reserve	JDF Community Planning Operating Reserve	Regional Growth Strategy Operating Reserve
Opening balance	$ 1,418,696	$ 52,927	$ 392,411	$ 1,958,292
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	62,208	5,934	16,853	86,461
Other revenues	-	189,739	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	-	-	44,943	65,967
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	62,208	195,673	61,796	152,428
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	50,176	-	(80,383)
Transfers to own funds:				
Transfers to revenue	-	-	77,274	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	-	50,176	77,274	(80,383)
Change in fund balance	62,208	145,497	(15,478)	232,811
Accumulated surplus, end of year	**$ 1,480,904**	**$ 198,424**	**$ 376,933**	**$ 2,191,103**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Planning & Development Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Regional Planning Services Operating Reserve	SSI Econ Develop Operating Reserve	SGI Econ Develop Operating Reserve	GeoSpatial Referencing Operating Reserve
Opening balance	$ 2,650,758	$ 13,495	$ 523,413	$ 11,916
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	112,203	546	22,951	522
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	9,343	2,958	8,887	-
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	121,546	3,504	31,838	522
Deduct				
Debt charges	-	-	-	-
Other operating expenses	(329,550)	-	-	-
Transfers to own funds:				
Transfers to revenue	219,941	3,345	-	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	(109,609)	3,345	-	-
Change in fund balance	231,155	159	31,838	522
Accumulated surplus, end of year	**$ 2,881,913**	**$ 13,654**	**$ 555,251**	**$ 12,438**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Recreational & Cultural Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Regional Parks Operating Reserve	Regional Parks Legacy Operating Reserve	Panorama Recreation Operating Reserve	Sooke & EA Rec Facilities Operating Reserve
Opening balance	$ 123,948	$ 19,031	$ 456,942	$ 35,815
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	5,729	835	20,036	1,570
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	15,000	-	41,517	-
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	20,729	835	61,553	1,570
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfer to own funds				
Transfers to revenue	-	-	41,517	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	-	-	41,517	-
Change in fund balance	20,729	835	20,036	1,570
Accumulated surplus, end of year	**$ 144,677**	**$ 19,866**	**$ 476,978**	**$ 37,385**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Recreational & Cultural Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Seaparc Legacy Operating Reserve	Arts and Culture Grants Operating Reserve	SSI Pool Park Land Operating Reserve	SSI Community Recreation Operating Reserve
Opening balance	$ 2,210	$ 317,386	$ 37,521	$ 1,246
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	97	13,917	1,920	96
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	-	79,013	45,000	2,500
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	18,607	-
Transfers from ERF	-	-	-	-
Total revenue	97	92,930	65,527	2,596
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfer to own funds				
Transfers to revenue	-	66,914	13,000	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	3,842
Transfers to ERF	-	-	-	-
Total expenses	-	66,914	13,000	3,842
Change in fund balance	97	26,016	52,527	(1,246)
Accumulated surplus, end of year	**$ 2,307**	**$ 343,402**	**$ 90,048**	**$ -**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Recreational & Cultural Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	SSI Community Parks Operating Reserve	SSI Arts Operating Reserve Fund
Opening balance	$ 6,840	$ 1,036
Add		
Government transfers	-	-
Disposal of assets	-	-
Other revenue from own sources:		
Interest earnings	425	45
Other revenues	-	-
Sale of services	-	-
Transfers from own funds:		
Transfers from revenue	7,500	2,218
Transfers from capital	-	-
Transfers from reserve	-	-
Transfers from ERF	-	-
Total revenue	7,925	2,263
Deduct		
Debt charges	-	-
Other operating expenses	-	-
Transfer to own funds		
Transfers to revenue	-	-
Transfers to capital	-	-
Transfers to reserve	14,765	-
Transfers to ERF	-	-
Total expenses	14,765	-
Change in fund balance	(6,840)	2,263
Accumulated surplus, end of year	**$ -**	**$ 3,299**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Sewer Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	LWMP Core & WS Operating Reserve	LWMP Onsite Operating Reserve	LWMP Peninsula Operating Reserve	S.P.W.W.S. Sewer Operating Reserve
Opening balance	$ 377,539	$ 401,369	$ 256,781	$ 1,432,706
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	16,554	17,599	11,636	64,659
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	32,275	-	55,519	-
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	74,940
Transfers from ERF	-	-	-	-
Total revenue	48,829	17,599	67,155	139,599
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	-	-	-	-
Change in fund balance	48,829	17,599	67,155	139,599
Accumulated surplus, end of year	**$ 426,368**	**$ 418,968**	**$ 323,936**	**$ 1,572,305**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Sewer Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Magic Lake Sewer Operating Reserve	SSI Septage Composting Operating Reserve	Maliview Sewer Operating Reserve	Ganges Sewer Operating Reserve
Opening balance	$ 43,923	$ 83,901	$ 61,037	$ 3,275
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	1,995	3,610	2,736	304
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	-	33,090	10,910	3,000
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	1,995	36,700	13,646	3,304
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	41,610	30,000	-	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	41,610	30,000	-	-
Change in fund balance	(39,615)	6,700	13,646	3,304
Accumulated surplus, end of year	**$ 4,308**	**$ 90,601**	**$ 74,683**	**$ 6,579**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Sewer Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Port Renfrew Sewer Operating Reserve	Core Area Wastewater Operating Reserve
Opening balance	$ 9,056	$ 12,146,493
Add		
Government transfers	-	-
Disposal of assets	-	-
Other revenue from own sources:		
Interest earnings	418	515,317
Other revenues	-	-
Sale of services	-	-
Transfers from own funds:		
Transfers from revenue	4,500	-
Transfers from capital	-	-
Transfers from reserve	-	1,098,627
Transfers from ERF	-	-
Total revenue	4,918	1,613,944
Deduct		
Debt charges	-	-
Other operating expenses	-	-
Transfers to own funds:		
Transfers to revenue	-	6,745,702
Transfers to capital	-	-
Transfers to reserve	-	-
Transfers to ERF	-	-
Total expenses	-	6,745,702
Change in fund balance	4,918	(5,131,758)
Accumulated surplus, end of year	**$ 13,974**	**$ 7,014,735**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Water Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Beddis Water Operating Reserve	Cedar Lane Water Operating Reserve	Fulford Water Operating Reserve	Highland/ Fernwood Water Operating Reserve
Opening balance	$ 4,258	$ 12,385	$ 12,774	$ 141,568
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	237	580	598	6,345
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	11,000	15,112	19,973	-
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	11,237	15,692	20,571	6,345
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	-	-	-	10,623
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	-	-	-	10,623
Change in fund balance	11,237	15,692	20,571	(4,278)
Accumulated surplus, end of year	**$ 15,495**	**$ 28,077**	**$ 33,345**	**$ 137,290**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Water Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Lyall Harbour Boot Cove Operating Reserve	Magic Lake Estates Water Operating Reserve	Surfside Park Water Operating Reserve	Sticks Allison Water Operating Reserve
Opening balance	$ 15,576	$ 22,911	$ 6,816	$ 19,053
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	722	922	291	821
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	5,840	26,885	3,250	-
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	6,562	27,807	3,541	821
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	16,500	45,000	5,000	10,913
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	16,500	45,000	5,000	10,913
Change in fund balance	(9,938)	(17,193)	(1,459)	(10,092)
Accumulated surplus, end of year	**$ 5,638**	**$ 5,718**	**$ 5,357**	**$ 8,961**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Water Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Skana Water Operating Reserve	Cedar of Tuam Water Operating Reserve	Wilderness Mt Water Operating Reserve	Port Renfrew Water Operating Reserve
Opening balance	$ 10,311	$ 2,865	$ 1,795	$ 2,894
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	448	142	79	150
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	6,082	3,670	3,740	10,098
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	6,530	3,812	3,819	10,248
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfers to own funds:				
Transfers to revenue	10,000	-	-	10,000
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	10,000	-	-	10,000
Change in fund balance	(3,470)	3,812	3,819	248
Accumulated surplus, end of year	**$ 6,841**	**$ 6,677**	**$ 5,614**	**$ 3,142**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Environmental Health Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Regional Source Control Operating Reserve	Saanich Peninsula Source Control Operating Reserve	Solid Waste Operating Reserve	Stormwater Quality Core Operating Reserve
Opening balance	$ 467,209	$ 61,323	$ 6,784,572	$ 441,494
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	20,486	2,689	273,269	19,359
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	-	14,663	419,048	13,402
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	20,486	17,352	692,317	32,761
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfer to own funds				
Transfers to revenue	32,992	-	1,085,866	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	32,992	-	1,085,866	-
Change in fund balance	(12,506)	17,352	(393,549)	32,761
Accumulated surplus, end of year	**$ 454,703**	**$ 78,675**	**$ 6,391,023**	**$ 474,255**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Environmental Health Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Stormwater Quality Sannich Pen Operating Reserve	Stormwater Quality SGI Operating Reserve	Stormwater Quality SSI Operating Reserve	Stormwater Quality Sooke Operating Reserve
Opening balance	$ 97,802	$ 37,848	$ 77,274	$ 81,819
Add				
Government transfers	-	-	-	-
Disposal of assets	-	-	-	-
Other revenue from own sources:				
Interest earnings	4,288	1,660	2,995	3,588
Other revenues	-	-	-	-
Sale of services	-	-	-	-
Transfers from own funds:				
Transfers from revenue	37,312	-	33,513	21,497
Transfers from capital	-	-	-	-
Transfers from reserve	-	-	-	-
Transfers from ERF	-	-	-	-
Total revenue	41,600	1,660	36,508	25,085
Deduct				
Debt charges	-	-	-	-
Other operating expenses	-	-	-	-
Transfer to own funds				
Transfers to revenue	-	-	12,112	-
Transfers to capital	-	-	-	-
Transfers to reserve	-	-	-	-
Transfers to ERF	-	-	-	-
Total expenses	-	-	12,112	-
Change in fund balance	41,600	1,660	24,396	25,085
Accumulated surplus, end of year	**$ 139,402**	**$ 39,508**	**$ 101,670**	**$ 106,904**

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Reserve Funds Environmental Health Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	Environment Steward Bio Operating Reserve
Opening balance	$ -
Add	
Government transfers	-
Disposal of assets	-
Other revenue from own sources:	
Interest earnings	-
Other revenues	-
Sale of services	-
Transfers from own funds:	
Transfers from revenue	66,565
Transfers from capital	-
Transfers from reserve	-
Transfers from ERF	-
Total revenue	66,565
Deduct	
Debt charges	-
Other operating expenses	-
Transfer to own funds	
Transfers to revenue	-
Transfers to capital	-
Transfers to reserve	-
Transfers to ERF	-
Total expenses	-
Change in fund balance	66,565
Accumulated surplus, end of year	**$ 66,565**

These statements should be read in conjuction with the 2025 Audited Financal Statements and accompanying notes

Reserve Funds Transportation Operating Reserves

Statement of Continuity (Unaudited)

For the Year Ended December 31, 2025

	SSI Transit Operating Reserve	SSI Transportation Operating Reserve	Regional Transport Operating Reserve
Opening balance	$ 75,511	$ 13,401	$ -
Add			
Government transfers	-	-	-
Disposal of assets	-	-	-
Other revenue from own sources:			
Interest earnings	3,696	671	-
Other revenues	-	-	-
Sale of services	-	-	-
Transfers from own funds:			
Transfers from revenue	13,096	1,757	21,767
Transfers from capital	-	-	-
Transfers from reserve	-	-	-
Transfers from ERF	-	-	-
Total revenue	16,792	2,428	21,767
Deduct			
Debt charges	-	-	-
Other operating expenses	-	-	-
Transfers to own funds:			
Transfers to revenue	-	-	-
Transfers to capital	-	-	-
Transfers to reserve	-	-	-
Transfers to ERF	-	-	-
Total expenses	-	-	-
Change in fund balance	16,792	2,428	21,767
Accumulated surplus, end of year	$ 92,303	$ 15,829	$ 21,767

These statements should be read in conjuction with the 2025 Audited Financial Statements and accompanying notes

Growing Community Fund (Unaudited)

For the year ended December 31, 2025

2025	
Beginning Balance	$ 9,704,624
Growing Community Fund Grant Received	
Growing Community Fund Grant to be Allocated	$ 9,704,624

Eligible Costs by Service	Opening Balance	Interest Earnings	Spent	Remaining
Regional				
Regional Trails Widening and Lighting Project	1,342,392	27,932	1,370,324	-
	1,342,392	27,932	1,370,324	-
Juan de Fuca				
Port Renfrew Garbage and Recycling Depot Upgrade	263,652	8,213	117,083	154,782
Port Renfrew Sewer and Water Master Plan Study	282,266	5,361	64,620	223,006
Willis Point Water Supply for Fire Fighting	-			-
	545,918	13,574	181,703	377,788
Salt Spring Island				
Ganges Sewer System Infrastructure Upgrades	1,636,487	61,066	338,033	1,359,520
SSI Parks Maintenance Facility	508,664	21,349	855	529,158
	2,145,151	82,414	338,888	1,888,678
Southern Gulf Islands				
Acquisition of Galiano Green - SGI Affordable Housing Project	2,225,764	86,726	456,644	1,855,846
	2,225,764	86,726	456,644	1,855,846
Victoria				
Village on the Green Affordable Housing Redevelopment	3,445,400	131,270	-	3,576,669
	3,445,400	131,270	-	3,576,669
Total Eligible Costs	9,704,624	341,916	2,347,559	7,698,981

Ending Balance, Unspent	$ 7,698,981
Ending Balance, Unallocated	**$ -**

Note to Schedule:

The Province of British Columbia announced the Growing Communities Fund in February 2023, which provides a one-time total of $1 billion in grants to all 188 B.C. municipalities and regional districts. This funding is to support municipalities and regional districts in building community infrastructure and amenities to meet the demands of population growth.

These statements should be read in conjunction with the 2025 Audited Financial Statements and accompanying notes.

Local Government Housing Initiative

For the year ended December 31, 2025

	2025	
Beginning Balance		
Local Government Housing Initiative Grant Received	$ 252,492	
Local Government Housing Initiative Grant to be Allocated		$ 252,492

	Spent	Remaining
Local Government Housing Initiative Grant	$ 155,995	$ 96,497
Total Eligible Costs	$ 155,995	$ 96,497
Ending Balance, Unspent		**$ 96,497**

Note to Schedule:

The Government of British Columbia has provided $51 million in grant-based funding to municipalities and regional districts to help facilitate implementation and support local governments to meet new legislative requirements of Bill 44 Housing Statutes (Residential Development) Amendment Act and Bill 47 Housing Statutes (Transit-Oriented Areas) Amendment Act, and to adopt new authorities under Bill 46 Housing Statutes (Development Financing) Amendment Act and Bill 16 Housing Statutes Amendment Act. The CRD was awarded $252,492 in 2023 and the funds were received in January 2024.

Capital Regional District

625 Fisgard Street
Victoria, BC V8W 2S6
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www.crd.bc.ca
Facebook: Capital Regional District

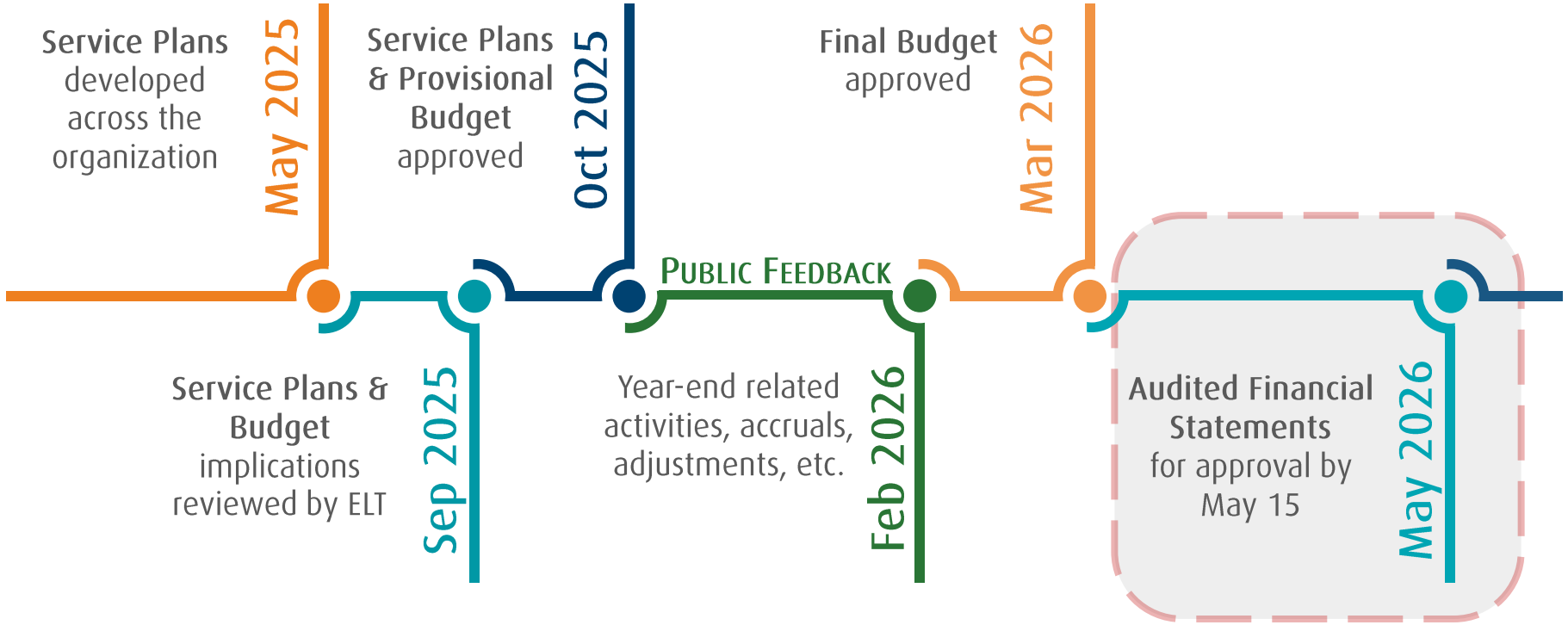
REVISED

2025 Statement of Financial Information

Capital Regional District

Wednesday May 6, 2026

Conclusion of the 2025 Planning & Reporting Process



CRD Audited Financial Statements

- Legislation requires statements be approved and submitted to the Ministry of Municipal Affairs and Housing by May 15
- Financial Statements are prepared on an accrual basis (as required by PSAB)
- Consolidated statements include all CRD services and CRHC

What are the Five Required Financial Statements?

Financial Position — The overarching statement that summarizes CRD's financial position at a point in time

Operations — Explains the change in the overall financial position during the accounting period

Change in Net Debt — Reconciles the change in debt for the current and prior year

Remeasurement Gains and Losses — Change in specific financial assets and liabilities recorded at fair value

Cash Flows — Reconciles cash and equivalents and the ability to meet cash requirements

How do the Financial Statements Relate?

Statement of Financial Position	2025	2024
Financial Assets		
Cash & Cash Equivalents	XXX	XXX
Other Assets	XXX	XXX
	XXX	XXX
Financial Liabilities		
Accounts Payable	XXX	XXX
Other Liabilities	XXX	XXX
	XXX	XXX
Net Financial Assets (Debt)	XXX	XXX
Non-Financial Assets		
Tangible Capital Assets	XXX	XXX
Other Non-Financial Assets	XXX	XXX
	XXX	XXX
Accumulated Surplus is comprised of;		
Accumulated Operating Surplus	XXX	XXX
Accumulated Remeasurement Gains/Losses	XXX	XXX

Explaining Changes in Financial Position

Statement of Cash Flow	2025	2024
Operating Transactions	X	X
Capital Transactions	X	X
Investing Transactions	X	X
Financing Transactions	X	X
	X	X
Cash & Equivalents at Beginning of Year	X	X
Cash & Equivalents at End of Year	**X**	**X**

Statement of Net Debt	2025	2024
Annual Surplus	X	X
Acquisition of Tangible Capital Assets	X	X
	X	X
Net Debt at Beginning of Year	X	X
Net Debt at End of Year	**X**	**X**

Statement of Operations	2025	2024
Revenue	X	X
Expenses	X	X
	X	X
Accumulated Surplus Beginning of Year	X	X
Accumulated Surplus End of Year	**X**	**X**

Statement of Remeasurement Gains	2025	2024
Accumulated Remeasurement Opening	X	X
Net Remeasurement Gains (Losses)	X	X
Accumulated Remeasurement Close	**X**	**X**

Key Takeaways from the Financial Statements

1 Delivering Services

In 2025, the Capital Regional District continued focus on supporting Regional Priorities identified in the Corporate and Strategic Plan

2 Investments for our Future

Capital investments were 2.2x the rate of depreciation

The CRD manages $2.3B in assets in support of service delivery

3 Managing our Cost of Debt

12% of total revenue was used to service long-term debt

The generally accepted upper benchmark from lending authorities is 25%

4 Diversifying our Revenue

25% of total revenue was raised through requisition from municipalities and electoral areas while 39% from sale of services

Investments Made for our Future

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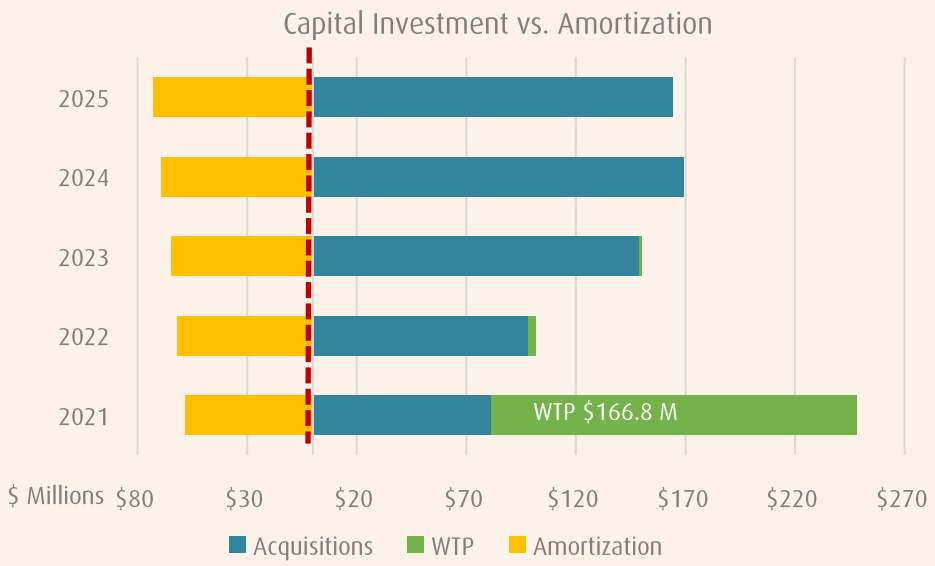
2025 net book value of tangible capital assets is $2.3 billion

The 2026-2030 5-year financial plan includes TCA additions of $918 million



Managing the Cost of Debt

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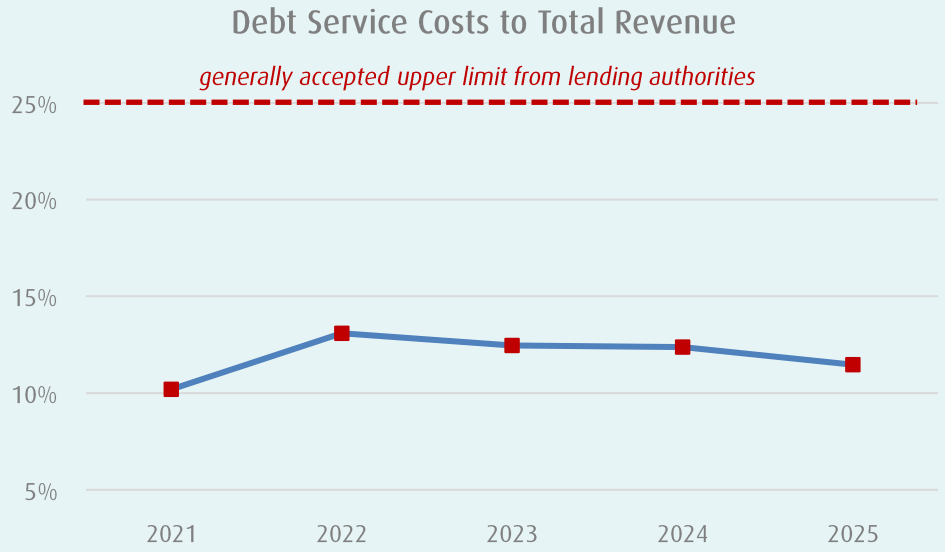

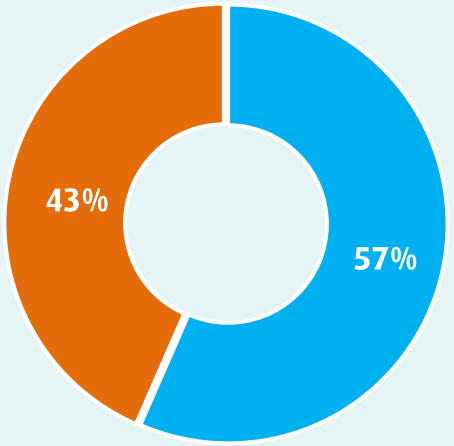

Debt Servicing Payment Proportions

CRD Principal Costs
CRD Interest Costs

Diversifying Revenue Streams

Diversifying Our Revenue

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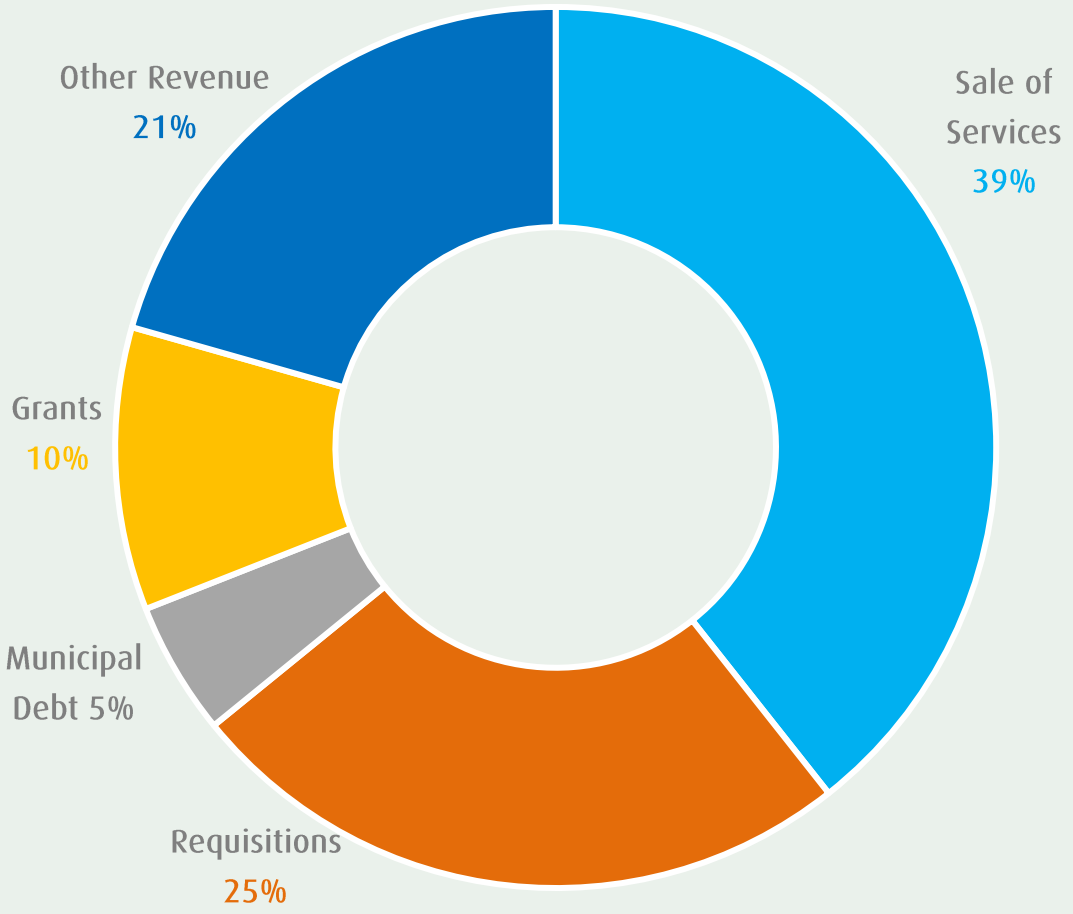
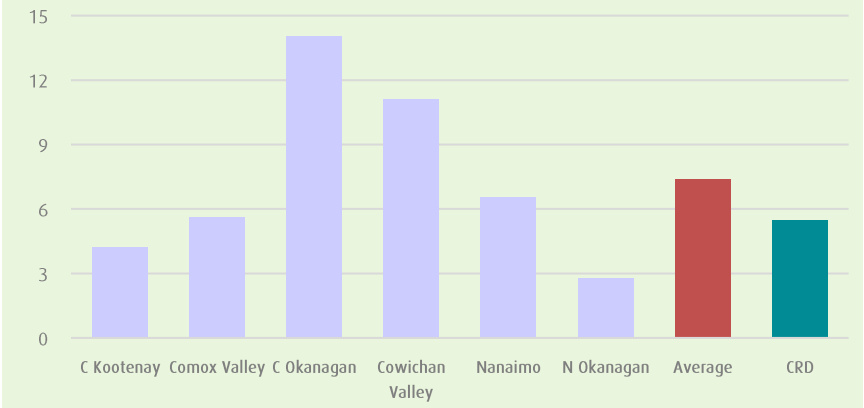


Regional District Benchmarking

Quick Ratio: Measure of short-term liquidity or the ability to pay immediate financial obligations (greater than 1 is ideal)



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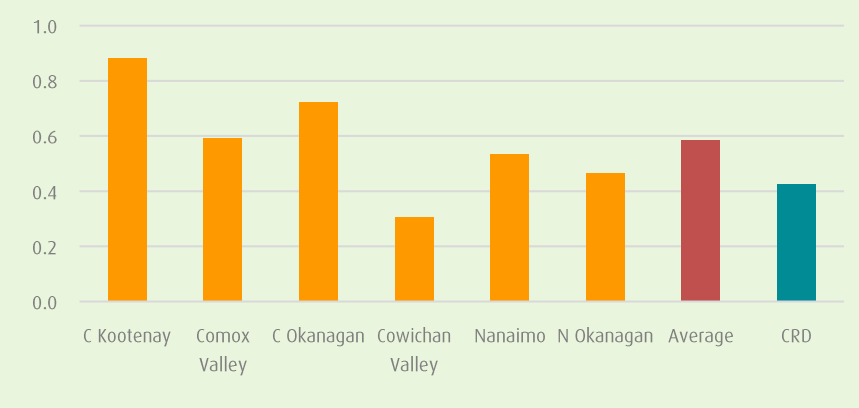

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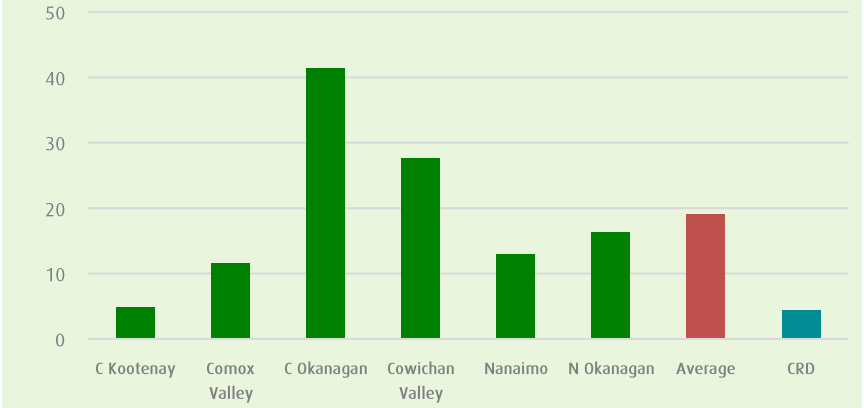

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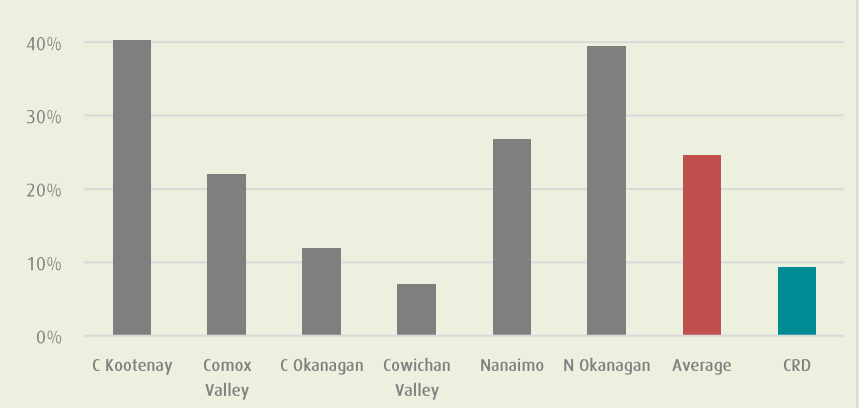

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Thank you

Capital Regional District

CRDVictoria

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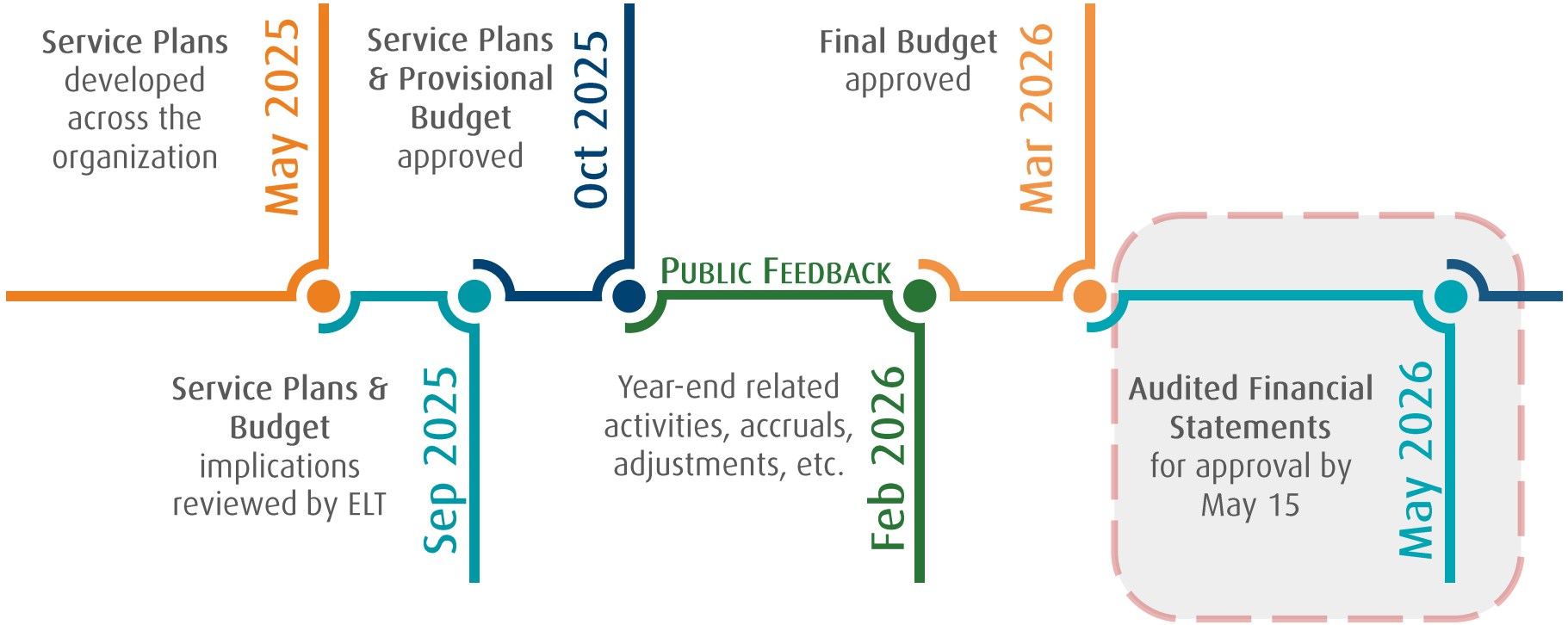
2025 Statement of Financial Information

Capital Regional District

Wednesday May 6, 2026

Conclusion of the 2025 Planning & Reporting Process



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Accumulated Surplus is comprised of;		
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Operating Transactions	X	X
Capital Transactions	X	X
Investing Transactions	X	X
Financing Transactions	X	X
	X	X
Cash & Equivalents at Beginning of Year	X	X
Cash & Equivalents at End of Year	**X**	**X**

Statement of Net Debt	2025	2024
Annual Surplus	X	X
Acquisition of Tangible Capital Assets	X	X
	X	X
Net Debt at Beginning of Year	X	X
Net Debt at End of Year	**X**	**X**

Statement of Operations	2025	2024
Revenue	X	X
Expenses	X	X
	X	X
Accumulated Surplus Beginning of Year	X	X
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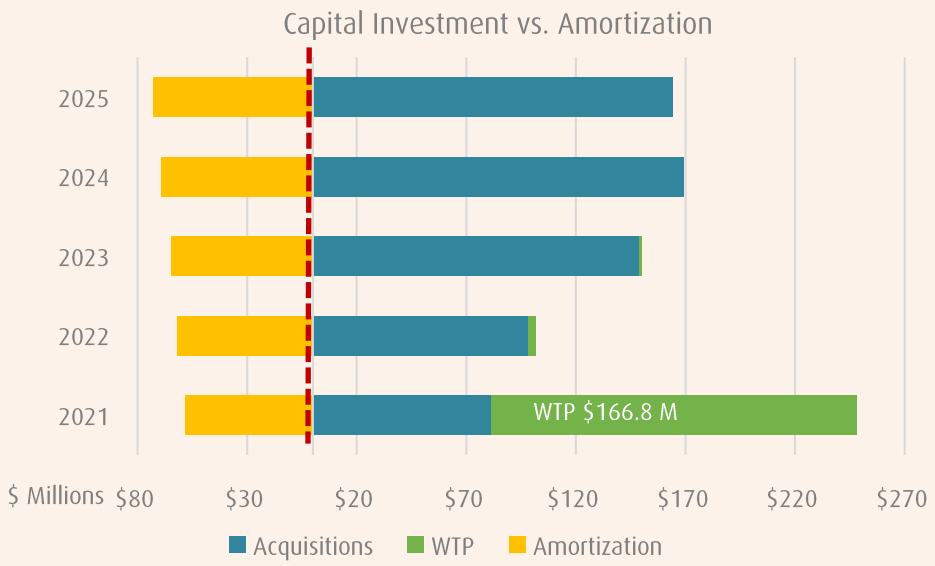

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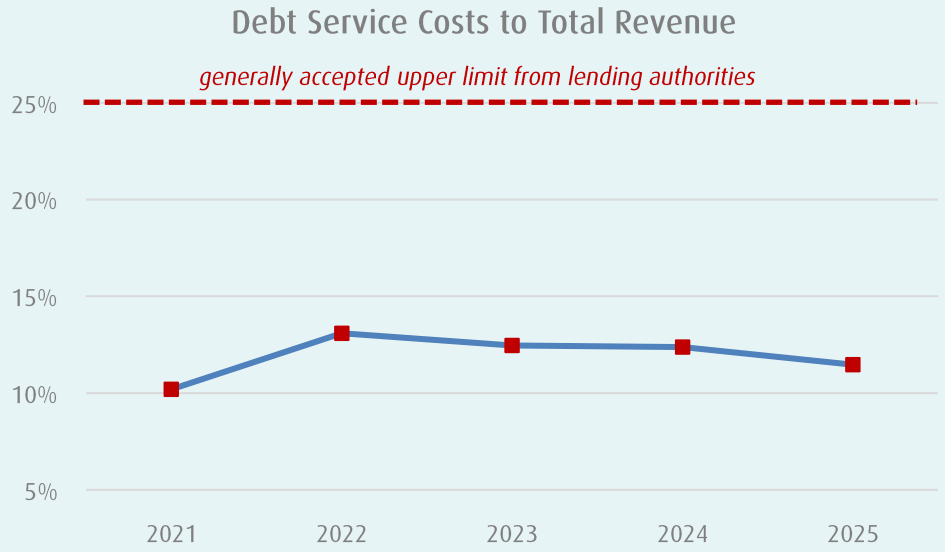

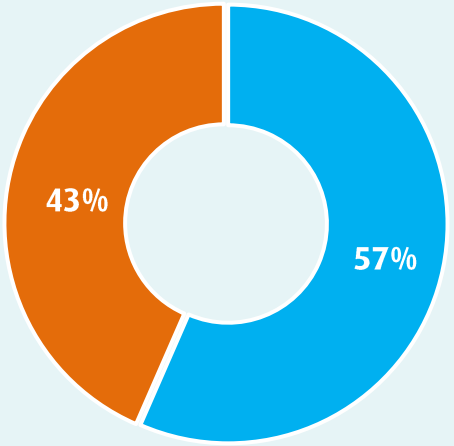

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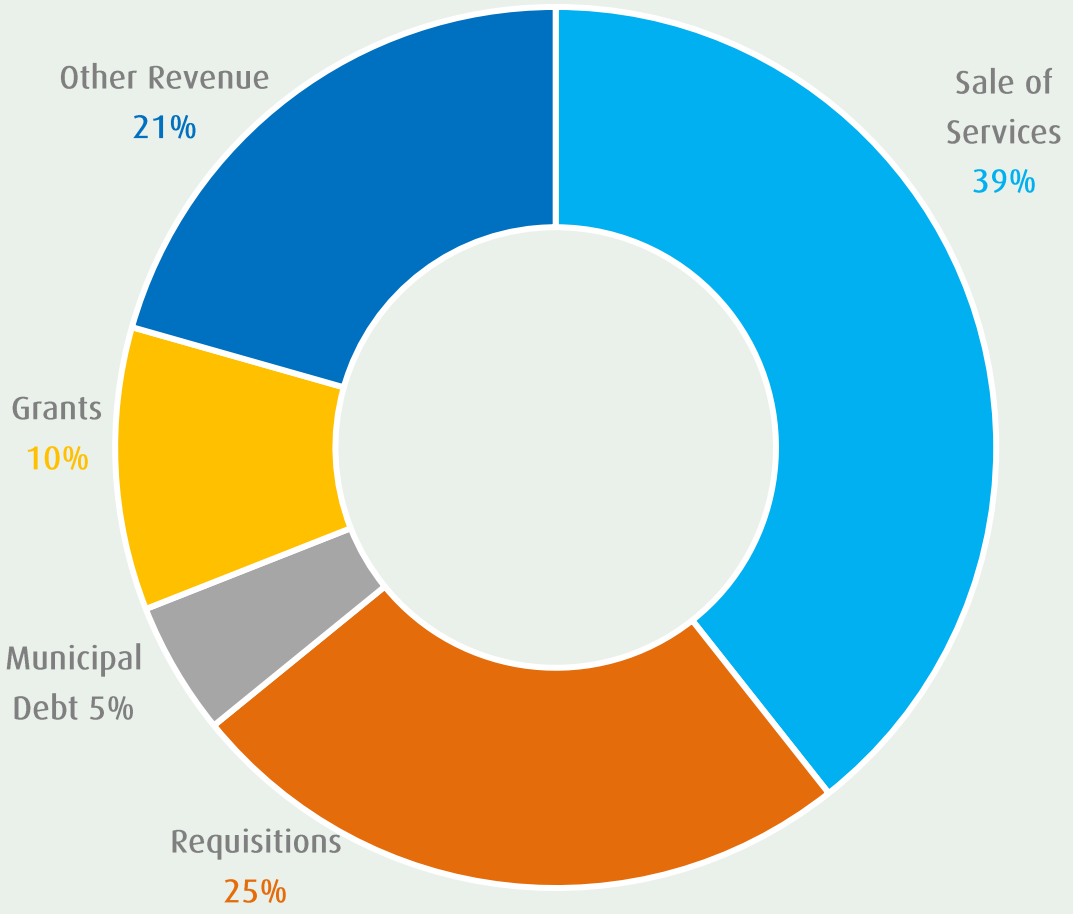

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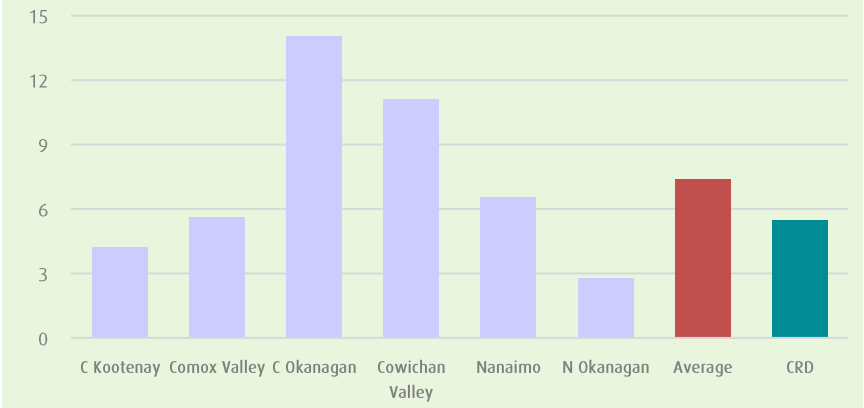

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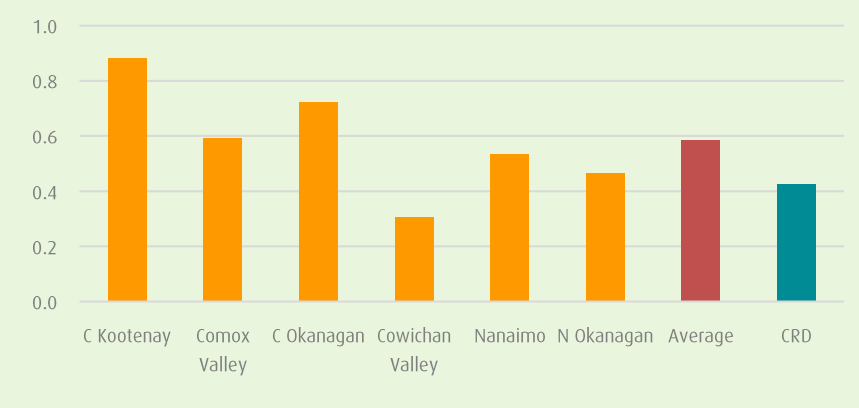

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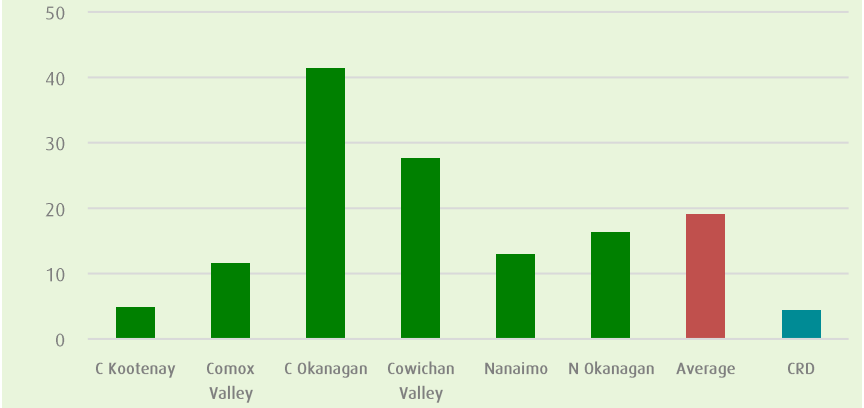

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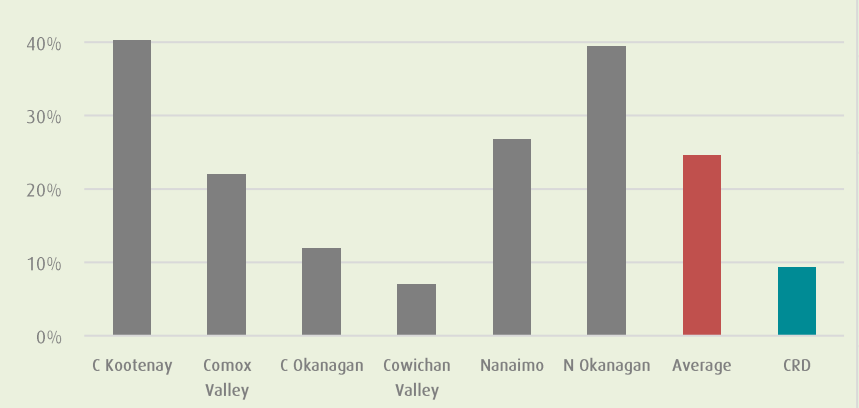

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Thank you

Capital Regional District

CRDVictoria

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Making a difference...together

REPORT TO THE FINANCE COMMITTEE
MEETING OF WEDNESDAY, MAY 06, 2026

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 February 14, 2025 and April 21, 2026.

BACKGROUND

This report summarizes activities and outcomes since the CRD External Grants Update was last presented in March 2026. The External Grants Dashboard (Appendix A) details applications submitted, updated, awarded and declined as of April 21, 2026. Appendix B provides a summary of grant alerts for 2026 referencing CRD grant applications approved, pending and declined.

IMPLICATIONS

Financial Implications

Grants/Contributions Awarded

1. $700,000 though Union of BC Municipalities' (UBCM) Community Resiliency Investment Program - 2026 FireSmart Community Funding and Supports program for the continued funding of the CRD's FireSmart activities. Funding will be used over two program years.
2. $209,470 though UBCM's Community Emergency Preparedness Fund to support seven CRD fire departments with upgraded equipment and required training courses.
3. $25,000 through SPARC BC's Local Community Accessibility Grant program for automatic bathroom door openers at Elk/Beaver Lake Regional Park.
4. $7,018 through BC Hydro's Community ReGreening Program for beatification and slope restoration of the Dinner Bay Park on Mayne Island. This project has a total cost of $8,816.
5. $2,050 through the Canadian Tire Jumpstart Charities' Community Development Grants program to support youth sports programming on Mayne Island. This project has a total estimated cost of $7,700.

Applications Submitted

1. $100,000 through the Ministry of Transportation and Transit's Transit Minor Betterments Grant program for a bus shelter in Ganges on Salt Spring Island. This project has a total cost of $130,000.
2. $49,280 through the UBCM Local Government Development Approvals Program for the digitization of building inspection files. The project has a total cost of $150,000.

3. $14,010 through the BC Civil Forfeiture Offices Grant Program for Specialized Equipment and Training for the purchase of two full suspension electric mountain bikes to support park ranger patrols and response.

Service Delivery Implications

New Grant Opportunities

Thirteen 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 April 21, 2026) and lists recently closed grants for 2026. Appendix B also references CRD grant applications approved, pending and declined/withdrawn.

Table 1: Grant Calls Issued

Grant	Deadline	Information
Community Grant Program – Tire Stewardship BC	31-Mar-26	Provides purchase funding for recycled tire products used in public projects.
Urban Forestry Plans and Studies – Green Municipal Fund	15-Apr-26	This program helps communities strengthen the planning, management and long-term stewardship of their urban forests. Funding supports plans and studies that build sustainable, resilient tree canopies, incorporate climate adaptation and socio-economic equity and prepare municipalities for future tree-planting initiatives.
Public Notification and Evacuation Route Planning – UBCM	24-Apr-26	This fund provides provincial funding to develop or update Evacuation Route Plans and Public Notification Plans. This program supports communities in preparing for emergencies by improving evacuation route identification, public alerting processes and alignment with provincial standards.
Disaster Resilience and Innovation Funding – Province of BC	01-May-26	This program provides funding to help BC First Nations and local governments reduce risks from climate-driven and natural hazards such as flooding, drought, extreme heat and landslides. The program supports structural mitigation projects.
Community Anniversaries – Building Communities through Arts and Heritage – Canadian Heritage	31-May-26	Building Communities through Arts and Heritage – Community Anniversaries component provides funding to local groups for non-recurring local events, with or without a minor capital project.
Tree Planting – Green Municipal Fund	16-Jun-26	Provides funding for tree planting costs.

Grant	Deadline	Information
Accelerating Circularity in Construction Materials – Green Municipal Fund	26-Jun-26	This program supports municipalities and eligible partners in developing feasibility studies that advance circular practices in construction, renovation and demolition (CRD) waste.
TD Friends of the Environment Foundation Grant – TD Friends of the Environment Foundation	15-Jul-26	This grant supports community-led environmental projects across Canada with a strong focus on environmental education and green space enhancement.
Implementation projects: Adaptation in Action – Green Municipal Fund	16-Oct-26	This program provides funding for municipalities and eligible partners to carry out on-the-ground climate adaptation projects that reduce risks from climate hazards and strengthen long-term community resilience.
Climate-Ready Plans and Processes – Green Municipal Fund	08-Dec-26	This program supports Canadian municipalities and eligible partners in developing climate risk assessments, climate adaptation plans, climate-focused asset management processes and capacity-building initiatives.
Feasibility study: Adaptation in Action – Green Municipal Fund	15-Dec-26	This program provides funding to help municipalities and eligible partners assess the viability of climate adaptation projects.
Canada Cultural Spaces Fund – Canadian Heritage	Continuous	This fund supports the improvement, renovation and development of arts and heritage facilities across Canada.
Build Communities Strong Fund – Direct Delivery Stream – Housing, Infrastructure and Communities Canada	Continuous	The Direct Delivery stream of the Build Communities Strong Fund will provide $6 billion over 10 years, starting in 2026-27, to support regionally significant projects, climate adaptation and community infrastructure.

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, Manager, Local Services and Corporate Grants
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: 2026 External Grants Dashboard
Appendix B: 2026 Grant Alerts

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APPENDIX A

2026 EXTERNAL GRANTS DASHBOARD

(updated 21-Apr-26)

Approved	Pending	Declined
6	18	2
$1,026,538	$47,052,510	$23,928,488

2026 Approved Grants

Department	Grant Program	Project	Total Project Budget ($)	Grant Award		Submitted
				$	% of Total Budget	
Electoral Area Services	Community ReGreening Program – BC Hydro *New	Dinner Bay Park Putting Green Beautification and Upper Slope Restoration	8,816	7,018	80%	Jan 2026

APPENDIX A

Department	Grant Program	Project	Total Project Budget ($)	Grant Award		Submitted
				$	% of Total Budget	
Electoral Area Services (Con't)	Jumpstart Community Development Grants – Canadian Tire Jumpstart Charities *New	Mayne Island Summer Sports Camp	7,700	**2,050**	27%	Feb 2026
Housing, Planning and Protective Services	New Horizons for Seniors Program – Employment and Social Development Canada	Community Approach to Combating Loneliness	83,000	**83,000**	100%	Jun 2025
	Community Resiliency Investment Program – Union of BC Municipalities *New	2026 CRD FireSmart Community Funding and Support	700,000	**700,000**	100%	Nov 2025

APPENDIX A

Department	Grant Program	Project	Total Project Budget ($)	Grant Award		Submitted
				$	% of Total Budget	
Housing, Planning and Protective Services (Con't)	Community Emergency Preparedness Fund – Union of BC Municipalities *New	2025 Volunteer and Composite Fire Departments Equipment and Training	209,470	**209,470**	100%	Nov 2025
Parks, Recreation & Environmental Services	Local Community Accessibility Grant – SPARC BC *New	Elk/Beaver Lake Door Openers	25,000	**25,000**	100%	Jan 2025
			Total	1,026,538		

APPENDIX A

2026 Pending Grants

Department	Grant Program	Project	Total Project Budget ($)	Grant Request		Submitted
				$	% of Total Budget	
Electoral Area Services	Outdoor Recreation Fund of BC – Outdoor Recreation Council of BC	Henderson Park Information Kiosk	10,000	**5,000**	50%	Jan 2025
	Community Grants – Salt Spring Island Foundation	Integrated Housing Strategy Action Plan	60,000	**10,000**	17%	Mar 2025
	Community Grants – Salt Spring Island Foundation	SIMS Gym Inflatable Play Equipment	9,625	**9,625**	100%	Mar 2025
	Strategic Priorities Fund – Union of BC Municipalities	Rainbow Recreation Centre Building Envelope Renewal Project	1,800,000	**1,750,000**	97%	Sep 2025
	Transit Minor Betterments Grants – Ministry of Transportation and Transit	SSI Visitor Center Bus Shelter	70,000	**65,000**	93%	Oct 2025
	Community Placemaking Program – Island Coastal Economic Trust	Thieves Bay Community Pavilion	117,732	**40,000**	34%	Oct 2025
	Outdoor Recreation Fund of BC – Outdoor Recreation Council of BC	Sturdies Bay Trail Improvements	20,000	**10,000**	50%	Jan 2026

APPENDIX A

Department	Grant Program	Project	Total Project Budget ($)	Grant Request		Submitted
				$	% of Total Budget	
Electoral Area Services (Continued)	Transit Minor Betterments – Ministry of Transportation and Transit *New	Ganges Bus Shelter	130,000	**100,000**	77%	Apr 2026
Housing, Planning & Protective Services	Public Notification and Evacuation Route Planning Grant – Union of BC Municipalities	Evacuation Planning & Mapping for Electoral Areas	40,000	**40,000**	100%	Apr 2025
	Community Emergency Preparedness Fund – Union of BC Municipalities	2026/27 EOC Equipment and Training	30,000	**30,000**	100%	Feb 2026
	Local Government Development Approvals Program – Union of BC Municipalities *New	Digitization of Records	150,000	**49,280**	33%	Mar 2026

APPENDIX A

Department	Grant Program	Project	Total Project Budget ($)	Grant Request		Submitted
				$	% of Total Budget	
Housing, Planning & Protective Services (Con't)	Grant Program for Specialized Equipment and Training for Police and Related Agencies – BC Civil Forfeiture Office *New	Park Ranger E-Bikes	14,010	**14,010**	100%	Dec 2025
Infrastructure & Water Services	Strategic Priorities Fund – Union of BC Municipalities	Main No. 1 HGL Increase	15,800,000	**7,000,000**	44%	Sep 2025
Parks, Recreation & Environmental Services	Forest Investment Program – Ministry of Forestry	Sooke Hills Wildfire Recovery Project	40,000	**40,000**	100%	Nov 2024
	Active Transportation Fund – Housing, Infrastructure and Communities Canada	Regional Trestles Renewal and Trails Widening and Lighting Project	55,477,592	**29,939,595**	54%	Feb 2025
	Local Leadership for Climate Adaptation – Green Municipal Fund	Coles Bay Shoreline Restoration Project	1,000,000	**800,000**	80%	Aug 2025
	Strategic Priorities Fund – Union of BC Municipalities	SEAPARC Recreation Infrastructure Growth Plan	180,000	**150,000**	83%	Sep 2025
	Strategic Priorities Fund – Union of BC Municipalities	Advanced Biosolids Processing Project	10,000,000	**7,000,000**	70%	Sep 2025
			Total	47,052,510		

2026 Declined Grants

Department	Grant Program	Project	Total Project Budget ($)	Grant Request		Submitted
				$	% of Total Budget	
Electoral Area Services	New Horizons for Seniors Program – Employment and Social Development Canada *New	Dinner Bay Seniors Fitness Circuit Expansion and Programming (2025)	50,000	25,000	50%	Sep 2025
Infrastructure & Water Services	Canada Housing Infrastructure Fund – Housing, Infrastructure and Communities Canada	Main No. 4 Upgrade & Bear Hill Trunk Watermain	62,072,331	23,903,488	39%	Mar 2025
			Total	23,928,488		

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APPENDIX B

2026 GRANT ALERTS

Open Grants as of 21-April-26 (Including CRD Applications Approved, Pending and Declined)

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
24-Apr-26	Public Notification and Evacuation Route Planning – Union of BC Municipalities [LINK] *New	This fund provides provincial funding to develop or update Evacuation Route Plans and Public Notification Plans. This program supports communities in preparing for emergencies by improving evacuation route identification, public alerting processes, and alignment with provincial standards.
01-May-26	Disaster Resilience and Innovation Funding – Province of BC [LINK] *New	This program provides funding to help B.C. First Nations and local governments reduce risks from climate-driven and natural hazards such as flooding, drought, extreme heat, and landslides. The program supports structural mitigation projects.
31-May-26	Community Anniversaries – Building Communities through Arts and Heritage – Canadian Heritage [LINK] *New	Building Communities through Arts and Heritage – Community Anniversaries component provides funding to local groups for non-recurring local events, with or without a minor capital project.
01-Jun-26	Residential Resilience Financing – Green Municipal Fund [LINK]	This program helps Canadian municipalities expand or design Property Assessed Clean Energy (PACE)–based financing programs that support homeowners in completing climate adaptation upgrades. This funding supports studies that integrate resilience measures like flood protection, wildfire mitigation, and extreme weather retrofits into existing home energy financing programs.

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Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
16-Jun-26	Tree Planting – Green Municipal Fund [LINK] *New	Provides funding for tree planting costs.
26-Jun-26	Accelerating Circularity in Construction Materials – Green Municipal Fund [LINK] *New	This program supports municipalities and eligible partners in developing feasibility studies that advance circular practices in construction, renovation and demolition (CRD) waste.
15-Jul-26	TD Friends of the Environment Foundation Grant – TD Friends of the Environment Foundation [LINK] *New	This grant supports community-led environmental projects across Canada with a strong focus on environmental education and green space enhancement.
16-Oct-26	Implementation projects: Adaptation in Action – Green Municipal Fund [LINK] *New	This program provides funding for municipalities and eligible partners to carry out on-the-ground climate adaptation projects that reduce risks from climate hazards and strengthen long-term community resilience.
08-Dec-26	Climate-Ready Plans and Processes – Green Municipal Fund [LINK] *New	This program supports Canadian municipalities and eligible partners in developing climate risk assessments, climate adaptation plans, climate-focused asset management processes, and capacity-building initiatives.
15-Dec-26	Feasibility study: Adaptation in Action – Green Municipal Fund [LINK] *New	This program provides funding to help municipalities and eligible partners assess the viability of climate adaptation projects.

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Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
31-Mar-27	Codes Acceleration Fund – Natural Resources Canada [LINK]	Funding 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
Continuous	The Canadian Agricultural Strategic Priorities Program – Agriculture and Agri-Food Canada [LINK]	Funding for projects that help the agricultural sector remain competitive, respond to emerging issues, and adapt to new opportunities. It supports sector-wide solutions that strengthen sustainability, innovation, strategic planning, and crisis response.
Continuous	Compensation for Employers of Reservists Program – Employment and Social Development Canada [LINK]	Funding to provide financial support to civilian employers—and self-employed reservists—to help offset operational costs when a reservist-employee is away from the workplace due to military commitments.
Continuous	Foreign Credential Recognition Program – Employment and Social Development Canada [LINK]	Funding for governments and organizations to improve foreign credential recognition and help skilled newcomers integrate into their fields in Canada.
Continuous	Community Giving – Canadian Western Bank Financial Group [LINK]	Funding to support organizations that enable business or promote inclusivity.

APPENDIX B

Approved	Pending	Declined

Continuous		Funding to create and transform public spaces that foster positive social, economic, cultural, and environmental impacts. • *Parks, Recreation & Environmental Services,* Thieves Bay Community Pavilion
Continuous	Capital and Innovation Program – Island Coastal Economic Trust [LINK]	Funding to support sustainable economic diversification and growth that strengthens wellbeing in coastal communities.
Continuous	Agriculture Water Infrastructure Program (AWP) - Stream 3: Assessments, Engineering Studies or Plans – Investment Agriculture Foundation of BC [LINK]	Funding to increase adoption of efficient irrigation infrastructure and improve agricultural water supply and management in British Columbia.
Continuous	AgriMarketing Program – Agriculture and Agri-Food Canada [LINK]	Funding to increase and diversify exports to global markets and seize market opportunities via industry-led promotional activities to differentiate Canadian products and producers.
Continuous	Affordable Housing Fund – Canada Mortgage and Housing Corporation [LINK]	Funding to provide capital to partnered organizations for new affordable housing and the repair and renewal of existing affordable and community housing.

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Affordable Housing Innovation Fund – Canada Mortgage and Housing Corporation [LINK]	Funding for innovative housing providers driving innovation across the housing continuum. For this program, 3 types of innovation are considered: 1. Transformational: Creates a new model that eliminates or totally transforms existing approaches. 2. Breakthrough: Meaningful change resulting in a demonstrably new approach that results in a substantial competitive edge. 3. Incremental: "New and improved" reflecting small, yet meaningful improvements in an existing approach.
Continuous	Infrastructure Planning Grant Program – Province of BC [LINK]	Funding to help local governments develop or improve long-term comprehensive plans including, and not limited to: • Asset management plans • Integrated stormwater management plans • Water master plans • Liquid waste management plans
Continuous	Canada Retraining and Opportunities Initiative – Employment and Social Development Canada [LINK]	Funding for community-based projects that help workers develop the skills they need to transition to new jobs.
Continuous	Capital project: GHG impact retrofit – Green Municipal Fund [LINK]	Funding for retrofitting a local recreational or cultural facility to reduce GHG emissions

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
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 funds)	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	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.
Continuous	CleanBC Custom Program – BC Hydro [LINK]	Energy study funding and capital incentives for fuel switching and electrification measures.

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Integrated Energy Audit – BC Hydro [LINK]	An integrated energy audit to Improve efficiency and managing energy costs.
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
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.

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
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. 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.
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.

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
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 [LINK]	Funds for deliverables required in applications for additional funding of energy efficient affordable housing
Continuous	Capital project: Municipal Fleet Electrification – Green Municipal Fund [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
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

APPENDIX B

Approved	Pending	Declined

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		Funding for transit supporting projects. • *Executive Services,* SSI Visitor Center Bus Shelter • *Executive Services,* Ganges Bus Shelter *New

APPENDIX B

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Feasibility study: Green Buildings Pathway – Green Municipal Fund [LINK]	This program provides funding for studies that explore energy-saving retrofits in municipal and community buildings to cut costs, reduce emissions, and improve performance.
Continuous	Business case: Community Energy Systems – Green Municipal Fund [LINK]	This funding supports viability assessments of community energy projects and their business models.
Continuous	Capital project: Organic Waste-to-Energy – Green Municipal Fund [LINK]	Funding for the construction and operation of organic waste to energy systems.
Continuous	Federal Lands Initiative – Canada Mortgage and Housing Corporation [LINK]	Discounted or no cost surplus land for affordable housing developments.

APPENDIX B

Approved	Pending	Declined
Continuous	Canada Cultural Spaces Fund – Canadian Heritage [LINK] *New	This fund supports the improvement, renovation, and development of arts and
Continuous	Build Communities Strong Fund – Direct Delivery Stream – Housing, Infrastructure and Communities Canada [LINK] *New	The Direct Delivery stream of the Build Communities Strong Fund will provide $6 billion over 10 years, starting in 2026-27, to support regionally significant projects,
Various	Community Emergency Preparedness Fund – UBCM [LINK]	• *Housing, Planning & Protective Services,* 2026/27 EOC Equipment and Training

APPENDIX B

Closed Grants

Approved	Pending	Declined

DEADLINE	PROGRAM	DESCRIPTION
15-Jan-26	TD Friends of the Environment Foundation Grant - Winter 25/26 – TD Friends of the Environment Foundation	Support for a wide range of environmental initiatives, with a primary focus on environmental education and green space programs. Eligible projects include schoolyard greening, park revitalization, community gardens, park programming and citizen science initiatives.
20-Jan-26	Outdoor Recreation Fund of BC – Outdoor Recreation Council of BC	Provides funding for initiatives that create and shape outdoor recreational and nature-based experiences. *Electoral Area Services,* Sturdies Bay Trail Improvements
20-Jan-26	EcoAction Stream 2: Freshwater Sustainability and Innovation across Canada – Canada Water Agency	This program supports projects that improve freshwater quality, ecosystem health, and freshwater management through innovation, clean technology, circular economy approaches, and improved data use.
		• *Electoral Area Services,* Dinner Bay Park Putting Green Beautification and Upper Slope Restoration *New

APPENDIX B

Approved	Pending	Declined

		DESCRIPTION
30-Jan-26	Indigenous Cultural Safety and Cultural Humility Training – UBCM	Funding for Indigenous cultural safety and cultural humility training for emergency management personnel in BC.
06-Feb-26	Community Development Grants – Canadian Tire Jumpstart Charities	• *Electoral Area Services,* Mayne Island Summer Sports Camp *New
19-Feb-26	Education and Awareness Project Funding – Electric Vehicle Test Drives and Charging Education – Natural Resources Canada	This funding supports Canada's transition to net-zero emissions by cost-sharing projects that increase confidence and practical understanding of EV charging through experiential learning and targeted education for key enablers.
27-Feb-26	Emergency Operations Centres Equipment and Training – Union of BC Municipalities	This fund supports BC local governments and Indigenous communities in improving their Emergency Operations Centres. Funding helps purchase equipment, supplies, and training needed to strengthen emergency response capacity in a changing climate.
28-Feb-26	Kal's Replay Fund – Kal Tire Ltd.	Kal's RePlay Fund provides grants for public infrastructure upgrades using recycled rubber products. Funding is for the purchase and installation of recycled rubber products.
28-Feb-26	Community Grant – Habitat Conservation Trust Foundation	This program offers small grants to support conservation projects that involve volunteers and build community awareness.

APPENDIX B

Approved	Pending	Declined

28-Feb-26	Capacity Grants – Habitat Conservation Trust Foundation	This grant supports communities as they build the skills, planning, and early-stage capacity needed to design and deliver conservation projects that benefit fish, wildlife, and their habitats.
12-Mar-26	Age-friendly Communities Program – BC Healthy Communities	The Age-friendly Communities Grant Program helps communities respond to aging populations by supporting initiatives that promote independence, inclusion, and community participation among older adults.
13-Mar-26	Local Government Development Approvals – Union of BC Municipalities	• *Housing, Planning & Protective Services,* Digitization of Records *New
31-Mar-26	Regional Homebuilding Innovation Initiative in British Columbia – Government of Canada	Funding to support local innovative housing solutions across B.C.
31-Mar-26	Community Grant Program – Tire Stewardship BC *New	Provides purchase funding for recycled tire products used in public projects.
15-Apr-26	Urban Forestry Plans and Studies – Green Municipal Fund *New	This program helps communities strengthen the planning, management, and long-term stewardship of their urban forests. Funding supports plans and studies that build sustainable, resilient tree canopies, incorporate climate adaptation and socio-economic equity, and prepare municipalities for future tree-planting initiatives.

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REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, MAY 06, 2026

SUBJECT **Capital Regional District External Grants 2025 Annual Report**

ISSUE SUMMARY

This report provides a summary of the Capital Regional District (CRD) external grants activity for the period of January 1, 2025 through December 31, 2025.

BACKGROUND

The CRD Grants team provides support to divisions across the organization as they pursue external grant opportunities with funders. Services apply for projects in alignment with their capital and service plans, adjusting and requesting amendments when opportunities unpredictably arise. The CRD Grants team informs divisions of upcoming opportunities, reviews applications, conducts research and engagement with external programs, advises on grant inquiries and regularly reports to the CRD Board through the Finance Committee on activity.

Appendix A details external grants application status for the period ended December 31, 2025. Any embargoed grant activity will be listed as pending until such grants can be publicly disclosed. This report also provides an update on the status of grant-funded projects (Appendix B) and an update on the Growing Communities Fund (GCF) (Appendix C).

The CRD has been reporting annually on grants since 2019. Staff track key performance indicators including application activity and amounts awarded. The availability of grant programs, a lengthy review process, the competitive nature of grants and the unpredictable receipt of large non-application and direct allocation grants such as GCF, can make it challenging to compare grant success on a year-by-year basis.

IMPLICATIONS

Financial Implications

2025 Activity

1. Grant alerts circulated weekly
2. Grant application activity
   - 34 grant applications submitted
   - 1 non-application-based grants received
   - 25 application-based grants awarded
   - 17 grant applications pending results
   - 5 grant applications declined

3. Grant reporting
   - 6 bi-monthly external grants reports to the CRD Board through Finance Committee
   - 4 annual reports; external grants, Grants-in-Aid and 2 Canada Community Building Fund - Community Works Fund (CCBF-CWF) (internal and external) reports
   - 1 report regarding the Canada Housing Infrastructure Fund
   - 1 report for Strategic Priorities Fund applications.
   - 3 Grants-in-Aid Conversion Bylaws
   - 1 Grants-in-Aid Delegation Bylaw amendment.
4. Grant coordination and engagement with CRD services and grant agencies
5. Grant payments and financial administration

Table 1 provides a summary of external grants activity with a comparison to 2024.

Table 1: Grants Approved for 2025

	2025	**2024**
Non-Application, Direct Allocation Based External Grants Received	$0.1M	$.9M
Application Based External Grants Awarded *(2025 excl. housing = $1.9M)*	$32.3M	$15.0M
Total	**$32.4M**	**$15.9M**
Rate of Return *(2025 excl. housing = 3.8x)*	32.9x	22.0x

Growing Communities Fund

The GCF provided $1 billion across the province to support local governments with infrastructure projects necessary to enable community growth. The CRD received a one-time non-application direct allocation of $11.6 million in 2023. The CRD Board approved the allocation to eight qualifying projects out of seventeen projects applied. The funding must be fully expended by March 2028 and the reporting is required until fully spent. Appendix C provides a financial and project status update for the funded projects.

Service Delivery Implications

Applying grants is often time-sensitive where programs launch unexpectedly, disrupting service and work plans. Staff endeavor to seek funding for projects identified in capital plans aligned with community needs (Appendix D); however, when opportunities arise adjustments and implications are brought forward for approval.

CONCLUSION

Staff continue to monitor and track key performance indicators, which are driven by the variability of external grant program availability. The CRD Grants team works with and across services to maximize funding opportunities. Staff proactively manage various processes for optimal financial management and adjust work plans when funding programs become available and where capacity and resources permit.

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 & General Manager, Finance & Technology
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Capital Regional District External Grants Activity 2025
Appendix B: Update on the Status of Grant-Funded Projects
Appendix C: Growing Communities Fund – Financial Summary
Appendix D: Grant Alignment with Community Needs

Appendix A

Appendix A - Capital Regional District External Grants Activity 2025

Approved

For the year ended December 31, 2025

No.	Grant Program	Project	Amount Approved ($)	Year Submitted
	Non-Application, Direct Allocation Based Grants			
1	Regional District Basic Grant – Ministry of Housing and Municipal Affairs	2025 CRD Basic Grant	55,000	N/A
	Subtotal Non-Application, Direct Allocation Based Grants		**55,000**	
	Application Based Grants			
2	BC Builds – BC Housing	Village on the Green - BC Builds	18,307,416	2025
3	BC Builds – BC Housing	Campus View - BC Builds	10,743,077	2025
4	Victoria Housing Reserve Fund – City of Victoria	926-930 Pandora Avenue Housing Project	1,160,500	2025
5	B.C. Active Transportation Infrastructure Grants Program – Province of BC	Schooner Way - School Trail	500,000	2024
6	Build and Mobilize Foundational Wildland Fire Knowledge Program – Natural Resources Canada	Wildfire Table and Braided Knowledge Mobilization Initiative	345,000	2024
7	Community Emergency Preparedness Fund – Union of BC Municipalities	CEPF 2024 Composite Fire Department Equipment and Training	275,303	2024
8	Sustainable Affordable Housing Study Grant – Green Municipal Fund – Federation of Canadian Municipalities	Campus View Redevelopment Study	175,000	2023
9	Sustainable Affordable Housing Study Grant – Green Municipal Fund	Village on the Green Affordable Housing Redevelopment Study	175,000	2023
10	Local Leadership for Climate Adaptation – Green Municipal Fund	Capital Region Climate Adaptation Capacity Building Initiative	144,430	2024
11	Transit Minor Betterments Program – Ministry of Transportation and Infrastructure	SSI Bus Shelters Project	100,000	2025
12	Community Grants – Insurance Corporation of British Columbia	Schooner Way Crosswalk Construction	79,200	2025
13	Energy and Carbon Emissions Reporting Program – BC Hydro	Implementing Energy and Carbon Emissions Reporting in the Capital Region	75,000	2025
14	Community Grants – Insurance Corporation of British Columbia	Merchant Mews Crosswalk Construction	42,300	2025
15	Community Emergency Preparedness Fund – Emergency Support Services Equipment and Training – Union of BC Municipalities	2025 ESS Equipment and Training	40,000	2025
16	Saanich Affordable Housing Reserve Fund – District of Saanich	Swanlea Housing Project	40,000	2025
17	Saanich Affordable Housing Reserve Fund – District of Saanich	1800 McKenzie Phase 1 Redevelopment	40,000	2025
18	Community Grants – Insurance Corporation of British Columbia	Ganges Crosswalk Study	35,000	2025
19	Compensation for Employers of Reservists Program – Employment and Social Development Canada	2025 Reservist Compensation	27,283	2025
20	Integrated Energy Audit – BC Hydro	Mill Hill Headquarters - Integrated Energy Audit	15,400	2025
21	Canada Summer Jobs Program – Employment and Social Development Canada	2024 SSIPARC Canada Summer Jobs	15,000	2024
22	PlanH – Health Public Policy Grant Stream – BC Healthy Communities	Salt Spring Island Community Health Needs Assessment 2025	15,000	2025
23	Integrated Energy Audit – BC Hydro	Salt Spring Multi Space - Integrated Energy Audit	8,500	2025
24	Police Equipment and Training Grants – BC Civil Forfeiture Office	2024 Park Ranger Equipment	4,462	2024
25	Community ReGreening Program – BC Hydro	Dinner Bay Park Fitness Circuit Beautification	4,000	2025
26	TD FEF Grant – TD Friends of the Environment Foundation	Henderson Park Sign and Interpretive Nature Trail Project	4,000	2025
	Subtotal Application Based Grants		**32,370,871**	
		Total	**32,425,871**	

Pending

For the year ended December 31, 2025

No.	Grant Program	Project	Grant Request ($)	Year Submitted
1	Active Transportation Fund – Housing, Infrastructure and Communities Canada	Regional Trestles Renewal and Trails Widening and Lighting Project	29,939,595	2025
2	Canada Housing Infrastructure Fund – Housing, Infrastructure and Communities Canada	Main No. 4 Upgrade & Bear Hill Trunk Watermain	23,903,488	2025
3	Strategic Priorities Fund – Union of BC Municipalities	Main No. 1 HGL Increase	7,000,000	2025
4	Strategic Priorities Fund – Union of BC Municipalities	Advanced Biosolids Processing Project	7,000,000	2025
5	Strategic Priorities Fund – Union of BC Municipalities	Rainbow Recreation Centre Building Envelope Renewal Project	1,750,000	2025
6	Local Leadership for Climate Adaptation – Green Municipal Fund	Coles Bay Shoreline Restoration Project	800,000	2025
7	Community Resiliency Investment Program - 2026 FireSmart Community Funding and Supports – Union of BC Municipalities	2026 CRD FireSmart Community Funding and Support	700,000	2025
8	Community Emergency Preparedness Fund - Volunteer and Composite Fire Departments Equipment and Training – Union of BC Municipalities	2025 Volunteer and Composite Fire Departments Equipment and Training	208,750	2025
9	Strategic Priorities Fund – Union of BC Municipalities	SEAPARC Recreation Infrastructure Growth Plan	150,000	2025
10	Transit Minor Betterments Grants – Ministry of Transportation and Transit	SSI Visitor Center Bus Shelter	65,000	2025
11	Forest Investment Program – Ministry of Forestry	Sooke Hills Wildfire Recovery Project	40,000	2024
12	Community Placemaking Program – Island Coastal Economic Trust	Thieves Bay Community Pavilion	40,000	2025
13	Public Notification and Evacuation Route Planning Grant – Union of BC Municipalities	Evacuation Planning & Mapping for Electoral Areas	40,000	2025
14	New Horizons for Seniors Program – Employment and Social Development Canada	Dinner Bay Seniors Fitness Circuit Expansion and Programming (2025)	25,000	2025
15	Community Grants – Salt Spring Island Foundation	Integrated Housing Strategy Action Plan	10,000	2025
16	Community Grants – Salt Spring Island Foundation	SIMS Gym Inflatable Play Equipment	9,625	2025
17	Outdoor Recreation Fund of BC – Outdoor Recreation Council of BC	Henderson Park Information Kiosk	5,000	2025
		Total	**71,686,458**	

*Any embargoed grant activity will be listed as pending until such grants can be publicly disclosed.

Declined

For the year ended December 31, 2025

No.	Grant Program	Project	Grant Request ($)	Year Submitted
1	Disaster Resilience & Innovation Funding Program – BC Ministry of Emergency Management and Climate Readiness	Community Adaptivity Assessment	400,000	2024
2	Disaster Resilience & Innovation Funding Program – BC Ministry of Emergency Management and Climate Readiness	Multi Hazard Resilience Plan	400,000	2024
3	Disaster Resilience & Innovation Funding Program – BC Ministry of Emergency Management and Climate Readiness	Risk Assessment	400,000	2024
4	B.C. Active Transportation Infrastructure Grants Program – Province of BC	Rainbow Road Pedestrian and Bike Path	315,000	2024
5	Enabling Accessibility Fund – Employment and Social Development Canada	Hearing Loop Installation - SEAPARC	12,195	2024
		Total	**1,527,195**	

Appendix B - Update on the Status of Grant-funded Projects

Projects in Progress

For the year ended December 31, 2025

No.	Grant Program	Project	Grant Awarded ($)	Year Awarded
1	Affordable Rental Innovation – Canada Mortgage and Housing Corporation	Regional Housing First Program (RHFP)*	80,000,000	2020
2	BC Builds – BC Housing	Village on the Green - BC Builds	18,307,416	2025
3	BC Builds – BC Housing	Campus View - BC Builds	10,743,077	2025
4	Environmental Quality – Green Infrastructure Stream – Investing in Canada Infrastructure Program	Magic Lake Estates Wastewater System Renewal	5,653,266	2021
5	Reaching Home Agreements – Employment and Social Development Canada	Designated Communities	3,227,512	2019
6	Rural and Northern Communities – Investing in Canada Infrastructure Program	SSI: Maliview Wastewater Treatment Plant Upgrade	1,989,000	2022
7	CleanBC Communities Fund - Climate Change Mitigation - Green Infrastructure Stream - Investing in Canada Infrastructure Program	Capital Regional District Public Electric Vehicle Charging Network Project	1,710,037	2024
8	Victoria Housing Reserve Fund – City of Victoria	926-930 Pandora Avenue Housing Project	1,160,500	2025
9	Victoria Housing Reserve Fund – City of Victoria	Caledonia Housing Project	1,065,000	2021
10	Active Transportation Infrastructure Stream - BC Active Transportation Infrastructure Grants Program	Regional Trestles Renewal, Trails Widening and Lighting Project	500,000	2024
11	Local Government Climate Action Program - Ministry of Environment & Climate Change Strategy	2024-26 Local Government Climate Action Program	369,429	2024
12	Local Government Housing Initiative - Province of BC	For projects such as: Official Development Plan updates, Housing Needs Reports and other activities	252,492	2023
13	Corporate Energy Manager - BC Hydro	CRD Corporate Energy Manager	207,500	2024
14	Sustainable Affordable Housing Study Grant – Green Municipal Fund – Federation of Canadian Municipalities	Campus View Redevelopment Study	175,000	2025
15	Sustainable Affordable Housing Study Grant – Green Municipal Fund	Village on the Green Affordable Housing Redevelopment Study	175,000	2025
16	Local Leadership for Climate Adaptation – Green Municipal Fund	Capital Region Climate Adaptation Capacity Building Initiative	144,430	2025
17	Active Transportation Infrastructure Stream - BC Active Transportation Infrastructure Grants Program	Merchant Mews Pathway Project - Salt Spring Island	112,000	2024
18	Transit Minor Betterments Program – Ministry of Transportation and Infrastructure	SSI Bus Shelters Project	100,000	2025
19	Bloom Fund - Salt Spring Island Foundation	Mount Maxwell Community Park Preservation and Improvement	100,000	2024
20	Community Grants – Insurance Corporation of British Columbia	Schooner Way Crosswalk Construction	79,200	2025
21	Energy and Carbon Emissions Reporting Program – BC Hydro	Implementing Energy and Carbon Emissions Reporting in the Capital Region	75,000	2025
22	Community Grants – Insurance Corporation of British Columbia	Merchant Mews Crosswalk Construction	42,300	2025
23	Saanich Affordable Housing Reserve Fund – District of Saanich	Swanlea Housing Project	40,000	2025
24	Saanich Affordable Housing Reserve Fund – District of Saanich	1800 McKenzie Phase 1 Redevelopment	40,000	2025
25	Integrated Energy Audit – BC Hydro	Mill Hill Headquarters - Integrated Energy Audit	15,400	2025
26	PlanH – Health Public Policy Grant Stream – BC Healthy Communities	Salt Spring Island Community Health Needs Assessment 2025	15,000	2025
27	Integrated Energy Audit – BC Hydro	Salt Spring Multi Space - Integrated Energy Audit	8,500	2025
28	TD FEF Grant – TD Friends of the Environment Foundation	Henderson Park Sign and Interpretive Nature Trail Project	4,000	2025

*RHFP includes funding from the CRD, BC Housing (contribution), and CMHC (grant). In 2020, each partner committed $40M towards affordable housing, for a total of $120M. $80M was contributed by BC Housing and CMHC.

Projects Completed

For the year ended December 31, 2025

No.	Grant Program	Project	Grant Awarded ($)	Year Awarded
1	Rapid Housing Initiative - Canada Mortgage and Housing Corporation	1502 Admirals Road Housing Project	9,922,687	2024
2	Community Resiliency Investment Program – UBCM	2024 FireSmart Community Funding and Supports	700,000	2024
3	B.C. Active Transportation Infrastructure Grants Program – Province of BC	Schooner Way-School Trail – Pender Island – Phase 1	500,000	2024
4	B.C. Active Transportation Infrastructure Grants Program – Province of BC	Schooner Way - School Trail – Pender Island – Phase 2	500,000	2025
5	Economic Diversification Stream – Rural Economic Diversification and Infrastructure Program	Last-mile Connectivity and Economic Diversification for the Southern Gulf Islands	495,000	2024
6	Build and Mobilize Foundational Wildland Fire Knowledge Program – Natural Resources Canada	Wildfire Table and Braided Knowledge Mobilization Initiative	345,000	2025
7	Community Emergency Preparedness Fund – Union of BC Municipalities	CEPF 2024 Composite Fire Department Equipment and Training	275,303	2025
8	Community Emergency Preparedness Fund – UBCM	Climate Risk Assessment and Water Conservation Signage	200,000	2024
9	Island Coastal Economic Trust - Capital and Innovation Program	Schooner Way School Trail	65,000	2024
10	Regional District Basic Grant – Ministry of Housing and Municipal Affairs	2025 CRD Basic Grant	55,000	2025
11	Community Emergency Preparedness Fund – Emergency Support Services Equipment and Training – Union of BC Municipalities	2025 ESS Equipment and Training	40,000	2025
12	Community Grants – Insurance Corporation of British Columbia	Ganges Crosswalk Study	35,000	2025
13	Active Transportation Network Planning Stream - BC Active Transportation Infrastructure Grants Program	Juan de Fuca Electoral Area – Active Transportation Network Plan	30,000	2024
14	Compensation for Employers of Reservists Program – Employment and Social Development Canada	2025 Reservist Compensation	27,283	2025
15	New Horizons for Seniors Program – Employment and Social Development Canada	Dinner Bay Seniors Fitness Circuit – Mayne Island	25,000	2024
16	Canada Summer Jobs Program – Employment and Social Development Canada	2024 SSIPARC Canada Summer Jobs	15,000	2025
17	Police Equipment and Training Grants – BC Civil Forfeiture Office	2024 Park Ranger Equipment	4,462	2025
18	Community ReGreening Program – BC Hydro	Dinner Bay Park Fitness Circuit Beautification	4,000	2025

*This Appendix provides an update on grant-funded projects as of December 31, 2025. It includes grant-funded projects that were approved prior to 2025.

Growing Community Fund (GCF) - Financial Summary
For the year ended December, 31, 2025

Appendix C

No.	Project	Total Project Budget	GCF Allocation	Interest Earnings on GCF	GCF Spent	GCF Remaining	Project Estimated Completion
	Regional						
1	Village on the Green Affordable Housing Redevelopment	$ 81,200,000	$ 4,200,000	$ 487,186	$ 1,110,516	$ 3,576,670	2028
2	Regional Trails Widening and Lighting Project	$ 53,500,000	$ 1,932,485	$ 193,531	$ 2,126,016	$ -	2028
	Subtotal Regional	**$ 134,700,000**	**$ 6,132,485**	**$ 680,717**	**$ 3,236,532**	**$ 3,576,670**	
	JDF						
3	Port Renfrew Garbage and Recycling Depot Upgrade	$ 350,000	$ 262,500	$ 30,758	$ 138,476	$ 154,782	2026
4	Port Renfrew Sewer and Water Master Plan Study	$ 350,000	$ 262,500	$ 26,302	$ 65,796	$ 223,006	2026
5	Willis Point Water Supply for Fire Fighting	$ 144,000	$ 108,000	$ 4,847	$ 112,847	$ -	2026
	Subtotal JDF	**$ 844,000**	**$ 633,000**	**$ 61,907**	**$ 317,119**	**$ 377,788**	
	SSI						
6	Ganges Sewer System Infrastructure Upgrades	$ 5,124,685	$ 1,556,015	$ 189,419	$ 385,914	$ 1,359,520	2028
7	SSI Parks Maintenance Facility	$ 650,000	$ 487,500	$ 59,319	$ 17,660	$ 529,159	2027
	Subtotal SSI	**$ 5,774,685**	**$ 2,043,515**	**$ 248,738**	**$ 403,574**	**$ 1,888,679**	
	SGI						
8	Thuthiqut Hulelum (Formerly Galiano Green)	$ 15,223,009	$ 2,750,000	$ 301,298	$ 1,195,453	$ 1,855,845	2027
	Subtotal SGI	**$ 15,223,009**	**$ 2,750,000**	**$ 301,298**	**$ 1,195,453**	**$ 1,855,845**	
	Total	**$ 156,541,694**	**$ 11,559,000**	**$ 1,292,660**	**$ 5,152,678**	**$ 7,698,982**	

Growing Community Fund (GCF) - Project Progress Updates

Appendix C

For the year ended December, 31, 2025

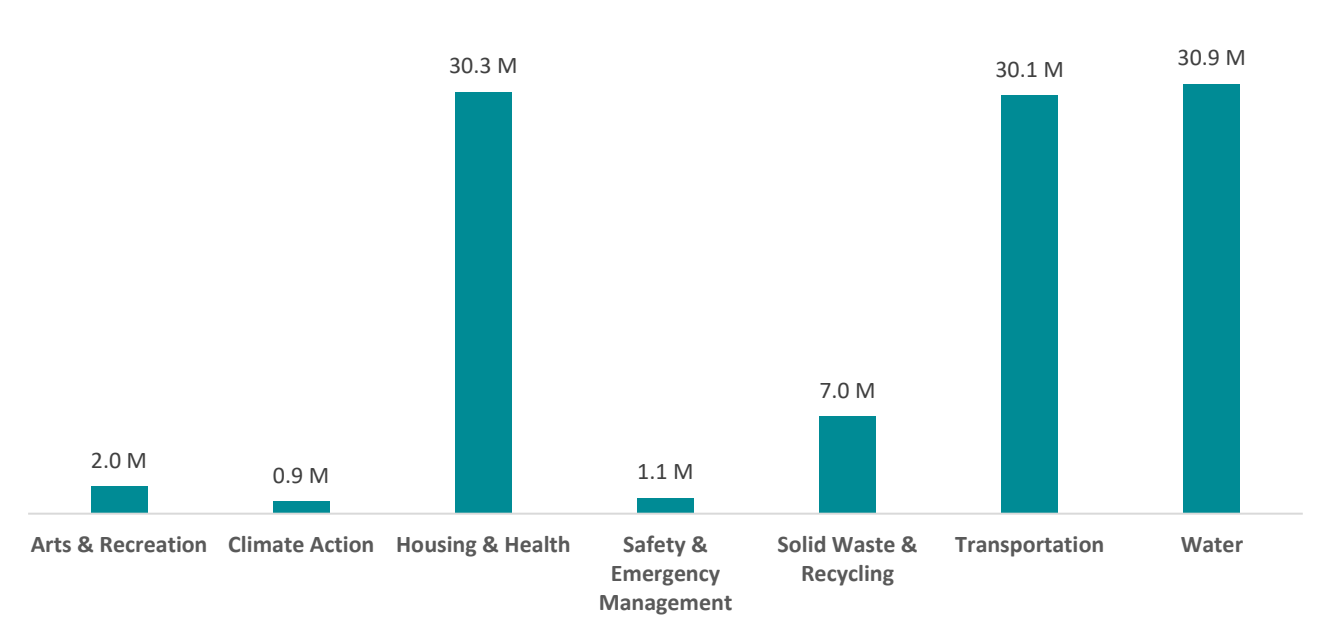
Regional Projects			
Project Title	**Project Description**	**2025 Project Progress**	**Upcoming 2026 Project Milestones**
1 - Village on the Green Affordable Housing Redevelopment ($4,200,000)	Village on the Green is an existing 38-unit affordable housing complex owned by the Capital Region Housing Corporation (CRHC), located in the Fernwood neighbourhood of Victoria. The proposed redevelopment will increase the number of homes on site from 38 to 160 new affordable rental units.	Existing structures were demolished and the site cleared of all debris.	• Site servicing work • Foundation construction • Completion of wood framing.
2 - Regional Trails Widening and Lighting Project ($1,932,485)	This project will upgrade six kilometers of the Galloping Goose and Lochside Regional Trails. Improvements include widening for a 4-metre bi-directional bike path and a 2.5-metre pedestrian walkway, both with lighting, to enhance capacity and user safety.	Continued detailed design work for the Galloping Goose Regional Trail sections of the project. Staff continued to engage with member municipalities for detour planning and conducted engagement with First Nations and interest holders. The below-deck elements of the Selkirk Trestle were completed and design work was commenced on the above-deck portion.	• Complete detailed design for the entire Galloping Goose Regional Trail section, tender and construction commencement of the first three phases of project work on the Galloping Goose Regional Trail. • Commence detailed design work for both the Lochside Regional Trail section of the project, as well as for the Swan and Brett Trestles. • Complete design work for the above-deck portion of the Selkirk Trestle.
JDF Projects			
Project Title	**Project Description**	**2025 Project Progress**	**Upcoming 2026 Project Milestones**
3 - Port Renfrew Garbage and Recycling Depot Upgrade ($262,500)	This project will restore the Port Renfrew Garbage and Recycling Depot to full operational capacity, addressing Steward company requirements and ensuring continued waste management services for the community.	BC Hydro completed a series of power upgrades to the site, including installation of a new power kiosk and disconnect witch for the new compactor bin. Compactor bins and power system were ordered and their designs approved. Fencing around the site was repaired and new lockable containers were added.	• Receipt and installation of compactor bins.
4 - Port Renfrew Sewer and Water Master Plan Study ($262,500)	This project involves preparing a Master Plan for water and sewer servicing in Port Renfrew. It will evaluate current conditions, future growth requirements, and explore partnership opportunities, particularly with the Pacheedaht First Nation (PFN).	The project remained on budget, however experienced a schedule adjustment due to the release of the original engineering consultant. McElhanney Consulting Engineers Ltd. was engaged in late 2025 to advance the Master Plan and progress was made in onboarding and transferring existing data. In parallel the Archaeological Overview Assessment consultant was also onboarded.	• All project tasks are expected to be complete by September/October 2026. • Presentation of the finalized Master Plan to the Port Renfrew Utility Services Committee.
5 - Willis Point Water Supply for Fire Fighting ($108,000)	This project involves the installation of firefighting cisterns in residential areas of Willis Point to enhance water availability and improve response to wildfires and structure fires.	Installation of a 28,000-gallon cistern has been fully completed and two additional 5,000 gallon cisterns have been acquired for future installation.	• Installation of secondary cisterns. • Completion of provincial permitting process and site preparation.

SSI Projects			
Project Title	**Project Description**	**2025 Project Progress**	**Upcoming 2026 Project Milestones**
6 - Ganges Sewer System Infrastructure Upgrades ($1,556,015)	This multi-phase project includes five sub-projects to improve sewer infrastructure in the Ganges area. These include system growth modeling, performance improvements at the wastewater treatment plant, replacement of critical pipelines, and upgrades to electrical and instrumentation systems.	• Completed Ganges Network Modelling • Completed the Ganges Waste Water Treatment Plant Performance (WWTP) Improvement Study • Ganges Waste Water Treatment E&IC Replacement Design was initiated and design begun.	• Completion of the Ganges WWTP E&IC Replacement design and construction (Late 2026 or early 2027) • Evaluate and award proposals for the Ganges Sewer design replacement of surcharged pipelines. Complete design work by end of 2026. • Continued with performance improvement construction projects.
7 - SSI Parks Maintenance Facility ($487,500)	The project will replace the existing modular facility used for park maintenance on Salt Spring Island. It will improve operational capacity through expanded facilities for site security, storage, utilities, and EV charging. A future phase will include office, washroom, and lunchroom amenities.	Site was successfully re-zoned to permit development. Conceptual plans and drawings were also completed.	• Completion of rezoning process • Development of detailed design plans • Permitting process • Construction initiation

SGI Projects			
Project Title	**Project Description**	**2025 Project Progress**	**Upcoming 2026 Project Milestones**
8 - Thuthiqut Hulelum/Galiano Green ($2,750,000)	Thuthiqut Hulelum is a 20-unit affordable housing development located on Galiano Island. The project consists of four separate buildings and aims to increase housing access for residents in a rural and underserviced area.	Tree clearing was completed, and initial site mobilization was carried out. Staff continued to develop potential funding sources and work with local community groups on future administration agreements.	• Re-engagement of consultant team and construction manager • Initiation of phase one civil woks and site servicing

Appendix D - Grant Alignment with Community Needs

Community Needs Aligned with Grant Request ($102.4 M Applied for 2025 Activity)
The following graph highlights services' pursuit of grant applications in relation to the CRD's identified community needs.



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REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, MAY 6, 2026

SUBJECT **Updates to the Capital Regional District Investment Policy**

ISSUE SUMMARY

The Investment Policy establishes the framework for investment portfolio management of the Capital Regional District (CRD), Capital Regional Hospital District (CRHD) and Capital Region Housing Corporation (CRHC). The Finance Committee's recommendation is requested to advance the revised Investment Policy (BRD07) for Board approval.

BACKGROUND

The Investment Policy was first adopted on September 22, 2013, with amendments made on May 10, 2017, March 10, 2021 and March 9, 2022 (Appendix A). In accordance with the established review cycle, the scheduled March 2026 policy review has been completed. The resulting revision has been prepared and is attached as Appendix C.

The CRD's Financial Services and Legal and Risk Management Divisions collaborated to strengthen the policy's governance and risk management controls. The proposed revisions are intended to provide clarity and enhance documentation and reporting protocols within applicable statutory investment authorities. A red-lined version showing these specific changes is provided in Appendix B.

Updates to the policy include:

- Clarified governance roles and definitions, including delegation and accountability.
- Enhanced disclosure: The Chief Financial Officer's annual report to the Finance Committee (and the Board, where applicable) will now include detailed portfolio composition, explicit confirmation of compliance with diversification limits and disclosure of any material exceptions with supporting rationale. It will also highlight material credit events or emerging risks.
- Strengthened performance objectives and benchmarks: The establishment of a defined market-based performance objective (net of investment costs) and a benchmark framework aligned to the portfolio's composition. This includes requirements for periodic review and annual reporting against benchmark(s), with explanations of material variances.
- Updated credit quality standards: A revision to Schedule A (Dominion Bond Rating Service Credit Quality Ratings) to enhance credit-risk monitoring practices, including using the lowest available credit rating where multiple ratings exist.
- Revised diversification framework: The restructuring of Schedule B (Portfolio Diversification Constraints) into a consolidated table to improve exception management and reporting. This also includes updated concentration limits for banks and Municipal Finance Authority (MFA) pooled funds as detailed in Appendix D.

- Structured products requirements: The introduction of minimum requirements and limits for structured deposits and principal-protected notes, including a cap aggregate exposure at 25% of total portfolio principal (subject to Schedule B limits). Use of these products is restricted to investments permissible under applicable legislation and must comply with the policy's credit quality and diversification requirements.
- Maintaining a responsible investing approach consistent with safety, liquidity and return objectives. The policy confirms that for CRHC the priority is maximizing risk-adjusted returns to support affordable housing delivery.

ALTERNATIVES

Alternative 1
The Finance Committee recommends to the Capital Regional District Board:
That the revised Investment Policy (BRD07) be approved.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

The policy provides the governance framework for investing operating, capital and reserve funds including permitted investment types, diversification limits and reporting requirements. The proposed revisions are not expected to create a budget impact. They primarily focus on clarifying governance, strengthening risk controls and updating investment and reporting parameters.

Service Delivery Implications

The revised policy is intended to support the consistent administration of the consolidated investment program across the CRD, CRHD and CRHC. Implementation may require one-time updates to Corporate Finance and Treasury templates, checklists and reporting formats (e.g., benchmark and performance reporting language and exception tracking). No material impacts are expected for financial reporting, budget and financial performance, or operational departments. Coordination will continue through existing processes including cash-flow forecasting, year-end disclosures and supporting schedules as well as annual investment reporting.

Alignment with Board & Corporate Priorities

The policy continues to recognize responsible investing considerations, including alignment with the MFA environmental, social and governance framework where consistent with core objectives (safety, liquidity and return objectives).

The revisions strengthen governance, documentation and transparency. This supports prudent stewardship of public funds and consistent decision-making while reinforcing guardrails and monitoring performance and risk to balance return objectives with liquidity needs and capital preservation.

CONCLUSION

Financial Services have completed the scheduled March 2026 review of the Investment Policy (BRD07). The prepared revisions strengthen clarity, governance and reporting expectations while maintaining the policy's core objectives. The Finance Committee's approval is requested to advance the revised policy (Appendix C) for Board approval.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:
That the revised Investment Policy (BRD07) be approved.

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

ATTACHMENTS

Appendix A: Investment Policy (BRD07) – current version (approved, March 9, 2022)
Appendix B: Investment Policy (BRD07) – redlined version
Appendix C: Investment Policy (BRD07) – revised version (March 2026)
Appendix D: Summary of Investment Policy Changes

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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%

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CAPITAL REGIONAL DISTRICT

CORPORATE POLICY

Policy Type	*Board*		
Section	*Finance and Technology*		
Title	INVESTMENT POLICY		
Adopted Date	September 22, 2013	Policy Number	BRD07
Last Amendment	March 9, 2022		
Policy Owner	Financial Services		

1. POLICY:

This ~~investment~~ policy establishes the framework for investment portfolio management for the Capital Regional District (CRD), Capital Regional Hospital District (CRHD), and Capital Region Housing Corporation (CRHC), collectively referred to as the 'CRD'.

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

2. PURPOSE:

The purpose of this policy is to establish the objectives, requirements, and guidelines associated with CRD's investment program.

3. SCOPE:

This ~~investment~~ policy applies to all ~~cash~~ operating funds, capital funds, and reserve funds invested by the CRD. It does not replace any laws or other CRD requirements for cash management, payments, or disbursements.

This policy is intended to support compliance with the investment authorities applicable to each CRD legal entity. For the CRD, the *Local Government Act* applies the *Community Charter's* investment provisions to regional districts, including the permitted investment types set out in section 183 of the *Community Charter*. Where a legal entity, fund, grant, trust, or other restriction imposes stricter requirements than this policy, the stricter requirement applies.

As a governance standard, and to support consistent risk management across the consolidated investment program, the CRD requires that funds invested by the CRD and the Capital Region Housing Corporation (CRHC) under this policy follow a permitted investment framework aligned with section 183 of the *Community Charter*.

4. DEFINITIONS:

For the purposes of this policy:

"**Consolidated Portfolio**": means investing multiple CRD funds together as one portfolio to improve diversification and efficiency and to support better execution, while still tracking each

fund's balance separately and complying with any legal or fund-specific restrictions.

"**Counterparty**": means any financial institution, broker-dealer, or investment dealer that the CRD engages with to purchase, sell, or hold an authorized investment. Counterparties must be prequalified and approved by the Chief Financial Officer (CFO), the Manager, Corporate Finance, or their designate.

"**Credit Risk**": means the risk of loss if an issuer or counterparty cannot meet its financial obligations (for example, cannot repay principal or interest).

"**Credit Rating**": means an independent opinion of credit quality issued by a recognized rating organization (for example, DBRS, S&P, Fitch, or Moody's).

"**Guaranteed Investment Certificate (GIC)**": means a deposit investment with a financial institution for a set term, where the institution agrees to repay the principal at maturity and pay interest as specified (fixed or variable). Repayment is subject to the credit risk of the issuing institution, and early redemption may be limited or not permitted.

"**Highly Liquid Investments**": means investments that can be converted to cash quickly, at low risk of loss, to meet near-term payment obligations.

"**High Interest Savings Account (HISA)**": refers to an interest-bearing deposit account with a regulated financial institution that provides same-day or short-notice access to cash and is used for liquidity management. HISAs typically earn a variable rate of interest, are intended to maintain principal value, and are subject to the credit risk of the deposit-taking institution.

"**Interest Rate Risk**": means the risk that changes in interest rates reduce the market value of an investment before it matures.

"**Inter-service Borrowing (Internal Loans)**": means lending between CRD services or funds, documented and repaid in accordance with applicable legislation.

"**Investment**": means an authorized deposit, security, pooled fund, or internal loan permitted under this policy and applicable legislation.

"**Investment Program**": means the CRD's overall approach and activities for investing funds under this policy, including planning, execution, monitoring, and reporting, administered by Treasury staff under the authority of the Chief Financial Officer (CFO) or designate.

"**Investment Portfolio**": means the collection of all investments held under this policy.

"**Issuer**": means the organization legally responsible for the obligations of a security or deposit, including paying interest, dividends or other distributions (as applicable), and returning principal or redemption proceeds in accordance with the terms of the instrument.

"**Liquidity**": means the ability to access cash when needed to meet payment obligations without selling investments at a material loss.

"**Market-linked GIC**": means a guaranteed investment certificate or other structured deposit issued by a regulated deposit-taking institution where the return is determined by a formula linked to a market index or other reference. Principal is repayable at maturity, subject to issuer credit

risk, and early redemption may be restricted.

"**Market Value**": means the estimated price an investment could be sold for on the valuation date in an orderly transaction between willing parties, based on observable market prices where available.

"**Principal Protection at Maturity**": means an obligation to repay 100% of original principal at the stated maturity date, subject to issuer (and/or guarantor) credit risk. It does not imply that the investment can be redeemed or sold prior to maturity at par.

"**Principal-Protected Note (PPN)**": means a structured note or security where the return is determined by a formula linked to a reference and the issuer promises repayment of the original principal at maturity, subject to issuer and/or guarantor credit risk. Liquidity may be limited and sale prior to maturity may result in proceeds below original principal.

"**Responsible Investing**": means considering environmental, social, and governance (ESG) factors and/or selecting investment products aligned with the Municipal Finance Authority (MFA) ESG Framework, where consistent with this policy's safety, liquidity, and return objectives.

"**Return**": means the income earned on investments (such as interest) and any change in value, measured over a period and net of investment costs, as applicable.

"**Structured Deposit**": means a deposit product where the return is determined by a formula (often linked to a market index) rather than a fixed interest rate, and where liquidity may be limited.

"**Treasury Staff**": means CRD employees assigned by the CFO to carry out day-to-day cash and investment administration under this policy.

5. PROCEDURE:

5.1 Investment Principles

The investment of funds must reflect a management philosophy based on the following fundamental principles:

5.1.1 Safety of Principal:

Investments must be made to ensure the preservation of principal within the portfolio. This is accomplished through placement of funds with creditworthy institutions and through portfolio diversification to reduce the risk of material losses. ~~Diversification is required to minimize potential losses on financial products.~~

5.1.2 Liquidity:

The investment portfolio must remain sufficiently liquid to meet all reasonably anticipated cash flow requirements, as determined by Treasury staff under the oversight of the CFO. This is based on cash flow forecasts and approved budget plans for each legal entity. Treasury staff will maintain a reasonable liquidity buffer to address timing differences and unforeseen cash needs.

5.1.3 Responsible Investing:

The CRD investment program will consider ~~socially~~ Responsible Investing opportunities that meet the objectives of this policy. Investment products aligned with the published Municipal Finance Authority (MFA) Environmental, Social & Governance (ESG) Framework are preferred, where such alignment is consistent with the risk, return, and liquidity objectives of the investment program.

5.1.4 Return on Investment:

The investment portfolio must be designed ~~with the objective of maximizing~~ to earn a market rate of return, subject to the ~~investment~~ risk constraints, liquidity requirements, and responsible investing objectives of this policy.

5.2 Application of Investment Principles

5.2.1 Safety of Principal:

The investment program will diversify cash and reserve investments by security type and institution, taking into consideration the impact on return ~~on investment~~. Subsection 5.2.5 outlines the authorized and suitable investments permissible to support portfolio diversification.

Investments must be selected to support preservation of capital by minimizing credit risk and interest rate risk.

5.2.2 Liquidity:

To the extent possible, Treasury staff will align investments with anticipated cash flow requirements. However, a portion of the portfolio must be continuously invested in highly liquid investments to meet ongoing obligations.

A long-term financial plan will be established or maintained for major capital reserves and used to inform investment term decisions to meet anticipated liquidity requirements.

While the investment portfolio is managed to meet near-term liquidity needs, investment term decisions for certain reserves may be informed by approved long-term financial plans and expected cash flow requirements, provided the overall risk, liquidity, and diversification objectives of this policy continue to be met.

5.2.3 Responsible Investing:

Where responsible investment products provide comparable risk, return and liquidity, such products will be prioritized. Investments are considered in alignment with responsible investing objectives when they meet the criteria defined by the MFA within the published MFA ESG Framework.

5.2.4 Return on Investment:

The investment program will seek to maximize total return on all funds under management, subject to the protection of principal, liquidity requirements, and responsible investing objectives outlined in subsection 5.2.3 of this policy. ~~Return will be monitored through performance benchmarks to ensure program activities are~~

~~providing benefits in excess of the 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.~~

Notwithstanding subsection 5.2.3, CRHC's investment priority is to maximize risk-adjusted returns in support of affordable housing delivery. CRHC will consider responsible investing factors; however, CRHC must not accept a lower expected risk-adjusted return solely to obtain ESG alignment where the alternative investment is otherwise comparable in credit quality, term, liquidity, and other material risk characteristics.

5.2.5 Authorized and Suitable Investments:

Funds may be invested or reinvested according to section 183 of the BC *Community Charter*, subject to the following conditions:

a) Investments in marketable securities of a chartered bank, savings institution, or a 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 (Schedule A);

b) Investments must conform to the portfolio diversification constraints listed in Schedule B. Any exceptions ~~to constraints listed in Appendix A~~ require CFO approval ~~and shall be reported to the Board through Standing Committee at the next available meeting~~. Exceptions that are expected to be material, involve elevated credit risk, or persist beyond normal portfolio operations must be approved by the CFO and reported in accordance with subsection 5.3.6. Timing-related exceptions may be managed and documented administratively;

c) Internal loans to CRD projects (inter-service borrowing) may be used as an investment option when ~~capital~~ reserves are not immediately required ~~and can be accessed through inter-service borrowing.~~, where permitted by legislation. ~~Inter-service borrowing will be in compliance with legislation and the CRD Inter-Service Borrowing Guidelines~~. Each internal loan must be approved by the CFO and documented with a term, interest rate, and repayment plan, and managed in accordance with Treasury policies, procedures, and guidance materials; and

d) Structured deposit products, including market-linked Guaranteed Investment Certificates (GICs) and principal-protected notes (PPNs), may be used where permissible under section 183 of the *Community Charter*, provided issuer credit quality requirements (Schedule A) are met and the product's term and liquidity features align with anticipated cash flow needs and Schedule B diversification limits.

5.2.6 Structured Products – Minimum Requirements:

Structured deposit products and principal-protected notes (PPNs) may be used only where they provide principal protection at maturity (as defined in Section 4) and where the product's term and liquidity features align with anticipated cash flow needs.

5.3 Standard of Care

5.3.1 Prudence:

The CFO (or delegate) must ensure that investments are made with the judgement, care, skill, and diligence that a prudent investor would exercise under prevailing circumstances. Investments must not be made for speculative purposes. Primary consideration will be given to the safety of capital and maintenance of sufficient liquidity to meet reasonably anticipated cash flow requirements.

Treasury staff must monitor reasonably foreseeable risks, market trends, and market conditions, and must manage investment decisions to avoid taking risks that are inconsistent with this policy. Material emerging risks or adverse market conditions must be escalated to the CFO (or designate) as appropriate.

Treasury staff will maintain appropriate records of monitoring, due diligence, and material decisions to support compliance and reporting.

5.3.2 Ethics and Conflict of Interest:

Staff responsible for the investment program must comply with all applicable CRD policies and procedures and must refrain from personal or business activities that could conflict with, or appear to conflict with, the unbiased execution of the investment program or impair the ability to make impartial investment decisions.

5.3.3 Delegation of Authority:

Authority to manage the investment program ~~("the Program")~~ is delegated to the CFO and is derived from section 237 of the *Local Government Act*. The CFO may delegate the day-to-day investment administration and execution to designated Treasury staff, consistent with applicable CRD bylaws, policies, and procedures. The CFO remains accountable for compliance with this policy. In the CFO's absence, an acting CFO or authorized delegate may exercise this authority.

5.3.4 Credit Risk Monitoring:

To meet the objectives of this policy and ensure suitability of investment offerings, credit risk monitoring must be conducted by CRD staff independent of vendor representations.

The following due diligence must be performed:

a) In-house credit analyses must be conducted on all financial institutions and investment counterparties;
b) Credit reports and analyses published by DBRS, S&P, Fitch, or Moody's must be obtained from financial institutions, investment dealers, and rating agencies for regular review;
c) Credit reports and analyses are recognized as opinions and do not constitute a guarantee of the safety of principal; and
d) When more than one credit rating is available for an individual marketable security, the lowest of the available ratings must be used.

5.3.5 Consolidated Basis:

All funds covered by this policy may be invested together in a consolidated portfolio ~~to ensure the best possible return by providing~~ where appropriate to achieve economies of scale and support diversification and liquidity. Treasury must continue to track each fund

separately and comply with any fund-specific legal or operational constraints. Segregated investment arrangements are expected to be rare and will be permitted only where justified, subject to CFO approval and Treasury oversight.

5.3.6 Program Requirements – Reporting:

The CFO must report at least annually to the Finance Committee (and, where applicable, the CRD Board) on:

(a) Investment holdings and composition;
(b) Compliance with this policy, including Schedule B diversification limits;
(c) Any material approved exceptions from this policy and the rationale; and
(d) Any material credit downgrades, credit events, or other significant emerging risks that could affect the safety or liquidity of the portfolio.

5.4 Investment Performance Objectives and Benchmarks

5.4.1 Performance Objectives:

The performance objective of the investment program is to earn a market-based rate of return that is appropriate for the portfolio's risk profile and term structure, net of investment costs, while meeting the safety and liquidity requirements of this policy.

5.4.2 Benchmarks:

The CFO will establish one or more benchmarks that align with the portfolio's objectives and composition (for example, separate benchmarks for short-term liquidity and longer-term reserves where appropriate). Benchmarks will be reviewed periodically against benchmark-quality criteria, and any material benchmark changes will be applied prospectively and disclosed in performance reporting.

5.4.3 Performance Reporting:

Investment performance will be reported at least annually to the Finance Committee (and, where applicable, the CRD Board) and will include:

(a) Results compared to the benchmark(s), net of investment costs; and
(b) An explanation of any material variances, including the key drivers and any material changes in portfolio risk, liquidity, or constraints.

6. SCHEDULES:

A. DOMINION BOND RATING SERVICE (DBRS) CREDIT QUALITY RATINGS
B. PORTFOLIO DIVERSIFICATION CONSTRAINTS

7. AMENDMENTS:

Adoption Date	Description:
September 22, 2013	Policy Adopted.
March 10, 2021	Revised.

March 9, 2022	Revised.
March 11, 2026	Revision Proposed.

8. REVIEWS:

Review Date	Description:
March 2029.	3-year review, unless an earlier review is triggered. This Policy must be reviewed at the earlier of: 1. a change in the relevant legislation governing the investment activities of local governments; 2. the Municipal Finance Authority of British Columbia establishing a new pooled fund investment product; or 3. every three calendar years.

9. RELATED POLICY, PROCEDURE OR GUIDELINES:

- *Conflict of Interest Policy (ADM01)*

SCHEDULE A

DOMINION BOND RATING SERVICE (DBRS) CREDIT QUALITY RATINGS

For clarity, and consistent with Section 5.2.5 of this policy, investments are restricted to issuers with a minimum DBRS rating of **R-1 (low)** for short-term debt and **A (low)** for long-term debt.

Ratings below this threshold are not permissible.

Commercial Paper & Short-Term Debt	Bond & Long-term Debt	DBRS Category	Description	CRD/CRHD/CRHC Policy Treatment
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				
R-5				
R-5	CC			
R-5	C			
D	D		Default	

SCHEDULE B

PORTFOLIO DIVERSIFICATION CONSTRAINTS

How to Read This Table:

These limits apply to the consolidated portfolio of funds covered by this policy. The Portfolio limits are designed to manage concentration risk and ensure access to multiple liquidity channels under conditions of market stress. Liquidity needs and investment terms are managed separately under section 5.2.2 (Liquidity).

Due to market movements, cash inflows, or the timing of maturities and transfers, portfolio limits may be temporarily exceeded.

Temporary breaches that arise from normal cash management activities do not require immediate corrective action, provided they are monitored and addressed through future investment decisions.

Securities are not required to be sold solely to correct short-term or timing-related breaches. Where a diversification limit exception is expected to be material in nature, reflects elevated credit risk, or is not expected to be resolved through normal portfolio management within a reasonable period, the exception must be approved by the CFO and reported to the Finance Committee in accordance with Section 5.3.6 (Program Requirements).

Diversification Limits

(Consolidated Portfolio)

Investment Type	**Maximum % of Total Portfolio**	**Maximum % per Institution / Product ~~/ pooled funds~~**
~~**Short-Term (< 2 year holding period)**~~		
Canadian Banks (Schedule I) – HISAs / Deposits / GICs / Term Deposits / Principal-Protected Notes (PPNs)	75%	35% per bank
MFA Pooled Fund Products	60%	35% per pooled fund product
Credit Unions (Rated / Insured) – Deposits / GICs	35%	20% per credit union
~~**Long-Term (> 2 year holding period)**~~		
~~Canadian Banks (Schedule 1) Deposits and/or GIC's~~	~~65%~~	~~35%~~
~~MFA Pooled Funds Products~~	~~60%~~	~~30%~~
~~Credit Unions (rated/Insured) Deposits and/or GIC's~~	~~35%~~	~~20%~~
Internal Projects (5+ years)	30%	n/a
Federal Government Bonds	20%	n/a per issuer / 10% per security

Investment Type	Maximum % of Total Portfolio	Maximum % per Institution / Product ~~/ pooled funds~~
Municipal Finance Authority of BC Bonds	20%	n/a per issuer / 20% per security
Provincial Government Bonds	15%	15% per issuer / security
Municipal / Regional District / Greater Board Bonds	15%	15% per issuer / security

Treatment of Structured Deposits / PPNs

Structured deposit products (including market-linked GICs and principal-protected notes) are treated as exposure to the issuing/guaranteeing institution for the principal amount. For diversification testing, exposure to structured deposits/PPNs is measured on principal amount (book value) rather than market value.
In addition, and within the Schedule I limit above, the total portfolio exposure to structured deposits / PPNs is limited to 25% of the total portfolio, measured on principal amount (book value).

Any subsequent reinvestment of amounts received must comply with this policy's permitted investments and diversification limits.

Measurement Conventions for 'Schedule B' Testing

For the purposes of Schedule B diversification testing, exposures and portfolio percentages are calculated as of the valuation date using the following measurement conventions, applied consistently across the consolidated portfolio:

1. Denominator - Total Portfolio Value

The "Total Portfolio" used for percentage limits is the sum of the measured exposure amounts described below for each investment holding, on a consolidated basis across all funds covered by this Policy, as of the valuation date.

2. Deposits and Internal Loans

Deposits (including HISAs, term deposits, and GICs) and internal loans are measured at principal outstanding (book value).

3. Marketable Securities

Marketable securities (including bonds and other traded debt instruments) are measured at market value, where observable market pricing is available. Where market value is not readily observable, Treasury may use amortized cost as a proxy and will document the approach.

4. MFA Pooled Funds

MFA Pooled fund products are measured at fair value / net asset value (NAV) as reported by the fund manager for the valuation date (or the most recent valuation available). For Schedule B compliance, pooled fund exposure is assessed at the product level (i.e., the CRD's units in the pooled fund) and is not "looked through" to underlying holdings, unless the CFO directs supplementary look-through analysis for risk management purposes. Any supplementary look-

through analysis does not change the Schedule B compliance determination unless explicitly approved by the CFO.

5. Foreign Currency Conversion

Where an investment is denominated in a foreign currency, exposure amounts will be converted to Canadian dollars using the exchange rate applicable on the valuation date (or the most recent available rate) and the method will be applied consistently.

6. Classification and Documentation

Where an instrument could reasonably fall into more than one category above, Treasury will apply professional judgement, classify it in the category that best reflects its primary risk exposure for concentration purposes, and retain documentation supporting the treatment.

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CAPITAL REGIONAL DISTRICT

CORPORATE POLICY

Policy Type	*Board*		
Section	*Finance and Technology*		
Title	INVESTMENT POLICY		
Adopted Date	September 22, 2013	Policy Number	BRD07
Last Amendment	March 9, 2022		
Policy Owner	Financial Services		

1. POLICY:

This policy establishes the framework for investment portfolio management for the Capital Regional District (CRD), Capital Regional Hospital District (CRHD), and Capital Region Housing Corporation (CRHC), collectively referred to as the 'CRD'.

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

2. PURPOSE:

The purpose of this policy is to establish the objectives, requirements, and guidelines associated with CRD's investment program.

3. SCOPE:

This policy applies to all operating funds, capital funds, and reserve funds invested by the CRD. It does not replace any laws or other CRD requirements for cash management, payments, or disbursements.

This policy is intended to support compliance with the investment authorities applicable to each CRD legal entity. For the CRD, the *Local Government Act* applies the *Community Charter's* investment provisions to regional districts, including the permitted investment types set out in section 183 of the *Community Charter*. Where a legal entity, fund, grant, trust, or other restriction imposes stricter requirements than this policy, the stricter requirement applies.

As a governance standard, and to support consistent risk management across the consolidated investment program, the CRD requires that funds invested by the CRD and the Capital Region Housing Corporation (CRHC) under this policy follow a permitted investment framework aligned with section 183 of the *Community Charter*.

4. DEFINITIONS:

For the purposes of this policy:

“**Consolidated Portfolio**”: means investing multiple CRD funds together as one portfolio to improve diversification and efficiency and to support better execution, while still tracking each fund’s balance separately and complying with any legal or fund-specific restrictions.

“**Counterparty**”: means any financial institution, broker-dealer, or investment dealer that the CRD engages with to purchase, sell, or hold an authorized investment. Counterparties must be prequalified and approved by the Chief Financial Officer (CFO), the Manager, Corporate Finance, or their designate.

“**Credit Risk**”: means the risk of loss if an issuer or counterparty cannot meet its financial obligations (for example, cannot repay principal or interest).

“**Credit Rating**”: means an independent opinion of credit quality issued by a recognized rating organization (for example, DBRS, S&P, Fitch, or Moody’s).

“**Guaranteed Investment Certificate (GIC)**”: means a deposit investment with a financial institution for a set term, where the institution agrees to repay the principal at maturity and pay interest as specified (fixed or variable). Repayment is subject to the credit risk of the issuing institution, and early redemption may be limited or not permitted.

“**Highly Liquid Investments**”: means investments that can be converted to cash quickly, at low risk of loss, to meet near-term payment obligations.

“**High Interest Savings Account (HISA)**”: refers to an interest-bearing deposit account with a regulated financial institution that provides same-day or short-notice access to cash and is used for liquidity management. HISAs typically earn a variable rate of interest, are intended to maintain principal value, and are subject to the credit risk of the deposit-taking institution.

“**Interest Rate Risk**”: means the risk that changes in interest rates reduce the market value of an investment before it matures.

“**Inter-service Borrowing (Internal Loans)**”: means lending between CRD services or funds, documented and repaid in accordance with applicable legislation.

“**Investment**”: means an authorized deposit, security, pooled fund, or internal loan permitted under this policy and applicable legislation.

“**Investment Program**”: means the CRD’s overall approach and activities for investing funds under this policy, including planning, execution, monitoring, and reporting, administered by Treasury staff under the authority of the Chief Financial Officer (CFO) or designate.

“**Investment Portfolio**”: means the collection of all investments held under this policy.

“**Issuer**”: means the organization legally responsible for the obligations of a security or deposit, including paying interest, dividends or other distributions (as applicable), and returning principal or redemption proceeds in accordance with the terms of the instrument.

“**Liquidity**”: means the ability to access cash when needed to meet payment obligations without selling investments at a material loss.

"**Market-linked GIC**": means a guaranteed investment certificate or other structured deposit issued by a regulated deposit-taking institution where the return is determined by a formula linked to a market index or other reference. Principal is repayable at maturity, subject to issuer credit risk, and early redemption may be restricted.

"**Market Value**": means the estimated price an investment could be sold for on the valuation date in an orderly transaction between willing parties, based on observable market prices where available.

"**Principal Protection at Maturity**": means an obligation to repay 100% of original principal at the stated maturity date, subject to issuer (and/or guarantor) credit risk. It does not imply that the investment can be redeemed or sold prior to maturity at par.

"**Principal-Protected Note (PPN)**": means a structured note or security where the return is determined by a formula linked to a reference and the issuer promises repayment of the original principal at maturity, subject to issuer and/or guarantor credit risk. Liquidity may be limited and sale prior to maturity may result in proceeds below original principal.

"**Responsible Investing**": means considering environmental, social, and governance (ESG) factors and/or selecting investment products aligned with the Municipal Finance Authority (MFA) ESG Framework, where consistent with this policy's safety, liquidity, and return objectives.

"**Return**": means the income earned on investments (such as interest) and any change in value, measured over a period and net of investment costs, as applicable.

"**Structured Deposit**": means a deposit product where the return is determined by a formula (often linked to a market index) rather than a fixed interest rate, and where liquidity may be limited.

"**Treasury Staff**": means CRD employees assigned by the CFO to carry out day-to-day cash and investment administration under this policy.

5. PROCEDURE:

5.1 Investment Principles

The investment of funds must reflect a management philosophy based on the following fundamental principles:

5.1.1 Safety of Principal:

Investments must be made to ensure the preservation of principal within the portfolio. This is accomplished through placement of funds with creditworthy institutions and through portfolio diversification to reduce the risk of material losses.

5.1.2 Liquidity:

The investment portfolio must remain sufficiently liquid to meet all reasonably anticipated cash flow requirements, as determined by Treasury staff under the oversight of the CFO. This is based on cash flow forecasts and approved budget plans for each legal entity. Treasury staff will maintain a reasonable liquidity buffer to address timing differences and unforeseen cash needs.

5.1.3 Responsible Investing:

The CRD investment program will consider Responsible Investing opportunities that meet the objectives of this policy. Investment products aligned with the published Municipal Finance Authority (MFA) Environmental, Social & Governance (ESG) Framework are preferred, where such alignment is consistent with the risk, return, and liquidity objectives of the investment program.

5.1.4 Return on Investment:

The investment portfolio must be designed to earn a market rate of return, subject to the risk constraints, liquidity requirements, and responsible investing objectives of this policy.

5.2 Application of Investment Principles

5.2.1 Safety of Principal:

The investment program will diversify cash and reserve investments by security type and institution, taking into consideration the impact on return. Subsection 5.2.5 outlines the authorized and suitable investments permissible to support portfolio diversification.

Investments must be selected to support preservation of capital by minimizing credit risk and interest rate risk.

5.2.2 Liquidity:

To the extent possible, Treasury staff will align investments with anticipated cash flow requirements. However, a portion of the portfolio must be continuously invested in highly liquid investments to meet ongoing obligations.

A long-term financial plan will be established or maintained for major capital reserves and used to inform investment term decisions to meet anticipated liquidity requirements.

While the investment portfolio is managed to meet near-term liquidity needs, investment term decisions for certain reserves may be informed by approved long-term financial plans and expected cash flow requirements, provided the overall risk, liquidity, and diversification objectives of this policy continue to be met.

5.2.3 Responsible Investing:

Where responsible investment products provide comparable risk, return and liquidity, such products will be prioritized. Investments are considered in alignment with responsible investing objectives when they meet the criteria defined by the MFA within the published MFA ESG Framework.

5.2.4 Return on Investment:

The investment program will seek to maximize total return on all funds under management, subject to the protection of principal, liquidity requirements, and responsible investing objectives outlined in subsection 5.2.3 of this policy.

Notwithstanding subsection 5.2.3, CRHC's investment priority is to maximize risk-adjusted returns in support of affordable housing delivery. CRHC will consider responsible investing factors; however, CRHC must not accept a lower expected risk-adjusted return solely to obtain ESG alignment where the alternative investment is otherwise comparable in credit quality, term, liquidity, and other material risk characteristics.

5.2.5 Authorized and Suitable Investments:

Funds may be invested or reinvested according to section 183 of the BC *Community Charter,* subject to the following conditions:

a) Investments in marketable securities of a chartered bank, savings institution, or a 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 (Schedule A);

b) Investments must conform to the portfolio diversification constraints listed in Schedule B. Any exceptions require CFO approval. Exceptions that are expected to be material, involve elevated credit risk, or persist beyond normal portfolio operations must be approved by the CFO and reported in accordance with subsection 5.3.6. Timing-related exceptions may be managed and documented administratively;

c) Internal loans to CRD projects (inter-service borrowing) may be used as an investment option when reserves are not immediately required, where permitted by legislation. Each internal loan must be approved by the CFO and documented with a term, interest rate, and repayment plan, and managed in accordance with Treasury policies, procedures, and guidance materials; and

d) Structured deposit products, including market-linked Guaranteed Investment Certificates (GICs) and principal-protected notes (PPNs), may be used where permissible under section 183 of the Community Charter, provided issuer credit quality requirements (Schedule A) are met and the product's term and liquidity features align with anticipated cash flow needs and Schedule B diversification limits.

5.2.6 Structured Products – Minimum Requirements:

Structured deposit products and principal-protected notes (PPNs) may be used only where they provide principal protection at maturity (as defined in Section 4) and where the product's term and liquidity features align with anticipated cash flow needs.

5.3 Standard of Care

5.3.1 Prudence:

The CFO (or delegate) must ensure that investments are made with the judgement, care, skill, and diligence that a prudent investor would exercise under prevailing circumstances. Investments must not be made for speculative purposes. Primary consideration will be given to the safety of capital and maintenance of sufficient liquidity to meet reasonably anticipated cash flow requirements.

Treasury staff must monitor reasonably foreseeable risks, market trends, and market conditions, and must manage investment decisions to avoid taking risks that are inconsistent with this policy. Material emerging risks or adverse market conditions must be escalated to the CFO (or designate) as appropriate.

Treasury staff will maintain appropriate records of monitoring, due diligence, and material decisions to support compliance and reporting.

5.3.2 Ethics and Conflict of Interest:

Staff responsible for the investment program must comply with all applicable CRD policies and procedures and must refrain from personal or business activities that could conflict with, or appear to conflict with, the unbiased execution of the investment program or impair the ability to make impartial investment decisions.

5.3.3 Delegation of Authority:

Authority to manage the investment program is delegated to the CFO and is derived from section 237 of the *Local Government Act*. The CFO may delegate the day-to-day investment administration and execution to designated Treasury staff, consistent with applicable CRD bylaws, policies, and procedures. The CFO remains accountable for compliance with this policy. In the CFO's absence, an acting CFO or authorized delegate may exercise this authority.

5.3.4 Credit Risk Monitoring:

To meet the objectives of this policy and ensure suitability of investment offerings, credit risk monitoring must be conducted by CRD staff independent of vendor representations.

The following due diligence must be performed:

a) In-house credit analyses must be conducted on all financial institutions and investment counterparties;
b) Credit reports and analyses published by DBRS, S&P, Fitch, or Moody's must be obtained from financial institutions, investment dealers, and rating agencies for regular review;
c) Credit reports and analyses are recognized as opinions and do not constitute a guarantee of the safety of principal; and
d) When more than one credit rating is available for an individual marketable security, the lowest of the available ratings must be used.

5.3.5 Consolidated Basis:

All funds covered by this policy may be invested together in a consolidated portfolio where appropriate to achieve economies of scale and support diversification and liquidity. Treasury must continue to track each fund separately and comply with any fund-specific legal or operational constraints. Segregated investment arrangements are expected to be rare and will be permitted only where justified, subject to CFO approval and Treasury oversight.

5.3.6 Program Requirements – Reporting:

The CFO must report at least annually to the Finance Committee (and, where applicable, the CRD Board) on:

(a) Investment holdings and composition;
(b) Compliance with this policy, including Schedule B diversification limits;
(c) Any material approved exceptions from this policy and the rationale; and
(d) Any material credit downgrades, credit events, or other significant emerging risks that could affect the safety or liquidity of the portfolio.

5.4 Investment Performance Objectives and Benchmarks

5.4.1 Performance Objectives:

The performance objective of the investment program is to earn a market-based rate of return that is appropriate for the portfolio's risk profile and term structure, net of investment costs, while meeting the safety and liquidity requirements of this policy.

5.4.2 Benchmarks:

The CFO will establish one or more benchmarks that align with the portfolio's objectives and composition (for example, separate benchmarks for short-term liquidity and longer-term reserves where appropriate). Benchmarks will be reviewed periodically against benchmark-quality criteria, and any material benchmark changes will be applied prospectively and disclosed in performance reporting.

5.4.3 Performance Reporting:

Investment performance will be reported at least annually to the Finance Committee (and, where applicable, the CRD Board) and will include:

(a) Results compared to the benchmark(s), net of investment costs; and
(b) An explanation of any material variances, including the key drivers and any material changes in portfolio risk, liquidity, or constraints.

6. SCHEDULES:

A. DOMINION BOND RATING SERVICE (DBRS) CREDIT QUALITY RATINGS
B. PORTFOLIO DIVERSIFICATION CONSTRAINTS

7. AMENDMENTS:

Adoption Date	Description:
September 22, 2013	Policy Adopted.
March 10, 2021	Revised.
March 9, 2022	Revised.

March 11, 2026	Revision Proposed.

8. REVIEWS:

Review Date	Description:
March 2029.	3-year review, unless an earlier review is triggered. This Policy must be reviewed at the earlier of: 1. a change in the relevant legislation governing the investment activities of local governments; 2. the Municipal Finance Authority of British Columbia establishing a new pooled fund investment product; or 3. every three calendar years.

9. RELATED POLICY, PROCEDURE OR GUIDELINES:

- *Conflict of Interest Policy (ADM01)*

SCHEDULE A

DOMINION BOND RATING SERVICE (DBRS) CREDIT QUALITY RATINGS

For clarity, and consistent with Section 5.2.5 of this policy, investments are restricted to issuers with a minimum DBRS rating of **R-1 (low)** for short-term debt and **A (low)** for long-term debt.

Ratings below this threshold are not permissible.

Commercial Paper & Short-Term Debt	Bond & Long-term Debt	DBRS Category	Description	CRD/CRHD/CRHC Policy Treatment
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				
R-5				
R-5	CC			
R-5	C			
D	D		Default	

SCHEDULE B

PORTFOLIO DIVERSIFICATION CONSTRAINTS

How to Read This Table:

These limits apply to the consolidated portfolio of funds covered by this policy. The Portfolio limits are designed to manage concentration risk and ensure access to multiple liquidity channels under conditions of market stress. Liquidity needs and investment terms are managed separately under section 5.2.2 (Liquidity).

Due to market movements, cash inflows, or the timing of maturities and transfers, portfolio limits may be temporarily exceeded.

Temporary breaches that arise from normal cash management activities do not require immediate corrective action, provided they are monitored and addressed through future investment decisions.

Securities are not required to be sold solely to correct short-term or timing-related breaches. Where a diversification limit exception is expected to be material in nature, reflects elevated credit risk, or is not expected to be resolved through normal portfolio management within a reasonable period, the exception must be approved by the CFO and reported to the Finance Committee in accordance with Section 5.3.6 (Program Requirements).

Diversification Limits

(Consolidated Portfolio)

Investment Type	Maximum % of Total Portfolio	Maximum % per Institution / Product
Canadian Banks (Schedule I) – HISAs / Deposits / GICs / Term Deposits / Principal-Protected Notes (PPNs)	75%	35% per bank
MFA Pooled Fund Products	60%	35% per pooled fund product
Credit Unions (Rated / Insured) – Deposits / GICs	35%	20% per credit union
Internal Projects (5+ years)	30%	n/a
Federal Government Bonds	20%	n/a per issuer / 10% per security
Municipal Finance Authority of BC Bonds	20%	n/a per issuer / 20% per security
Provincial Government Bonds	15%	15% per issuer / security
Municipal / Regional District / Greater Board Bonds	15%	15% per issuer / security

Treatment of Structured Deposits / PPNs

Structured deposit products (including market-linked GICs and principal-protected notes) are treated as exposure to the issuing/guaranteeing institution for the principal amount. For

diversification testing, exposure to structured deposits/PPNs is measured on principal amount (book value) rather than market value.
In addition, and within the Schedule I limit above, the total portfolio exposure to structured deposits / PPNs is limited to 25% of the total portfolio, measured on principal amount (book value).

Any subsequent reinvestment of amounts received must comply with this policy's permitted investments and diversification limits.

Measurement Conventions for 'Schedule B' Testing

For the purposes of Schedule B diversification testing, exposures and portfolio percentages are calculated as of the valuation date using the following measurement conventions, applied consistently across the consolidated portfolio:

1. Denominator - Total Portfolio Value

The "Total Portfolio" used for percentage limits is the sum of the measured exposure amounts described below for each investment holding, on a consolidated basis across all funds covered by this Policy, as of the valuation date.

2. Deposits and Internal Loans

Deposits (including HISAs, term deposits, and GICs) and internal loans are measured at principal outstanding (book value).

3. Marketable Securities

Marketable securities (including bonds and other traded debt instruments) are measured at market value, where observable market pricing is available. Where market value is not readily observable, Treasury may use amortized cost as a proxy and will document the approach.

4. MFA Pooled Funds

MFA Pooled fund products are measured at fair value / net asset value (NAV) as reported by the fund manager for the valuation date (or the most recent valuation available). For Schedule B compliance, pooled fund exposure is assessed at the product level (i.e., the CRD's units in the pooled fund) and is not "looked through" to underlying holdings, unless the CFO directs supplementary look-through analysis for risk management purposes. Any supplementary look-through analysis does not change the Schedule B compliance determination unless explicitly approved by the CFO.

5. Foreign Currency Conversion

Where an investment is denominated in a foreign currency, exposure amounts will be converted to Canadian dollars using the exchange rate applicable on the valuation date (or the most recent available rate) and the method will be applied consistently.

6. Classification and Documentation

Where an instrument could reasonably fall into more than one category above, Treasury will apply professional judgement, classify it in the category that best reflects its primary risk exposure for concentration purposes, and retain documentation supporting the treatment.

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APPENDIX D

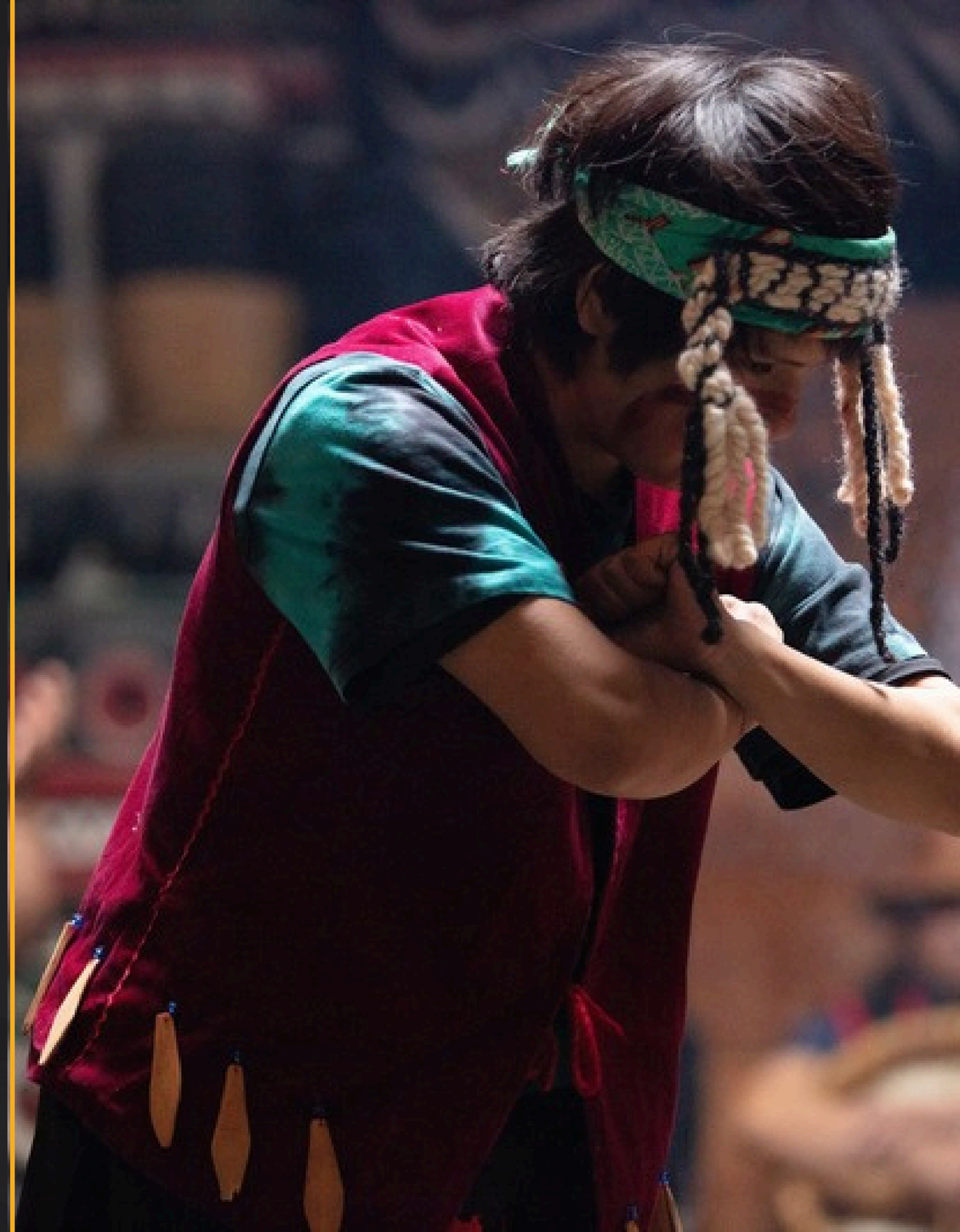
Summary of Investment Policy Changes

Area	Current Policy March 2022	Proposed Policy Updates March 2026	Financial Rationale / Implication
Definitions and governance roles	Definitions / roles were less explicit in places	Expanded definitions and clarified governance roles, delegation and accountability	Reduces operational and compliance risk by clarifying authority, responsibilities and decision points (supports consistent execution and auditability)
Structured deposit products / Principal Protected Notes (PPNs)	No specific policy detail on structured deposits	Updated parameters and minimum requirements for structured deposits (e.g., market-linked Guaranteed Investment Certificates, PPNs), subject to legislative permissibility and diversification limits	Improves decision discipline and documentation for complex products while maintaining diversification controls (including a 25% portfolio cap on structured deposits / PPNs, measured on principal). *(Potentially enables improved risk-adjusted outcomes; actual use remains case-by-case.)*
Schedule A / credit-risk monitoring	Credit-risk monitoring and rating interpretation were less prescriptive	Updated Schedule A and credit-risk monitoring practices, including using the lowest available rating where multiple ratings exist	More conservative eligibility assessment: may reduce counterparty credit risk and tighten allowable exposures
Schedule B / diversification and exceptions	Diversification limits and exceptions were previously split across two tables (short- and long-term portfolios)	Consolidated diversification limits into one total portfolio-level table and strengthened exception management and reporting.	Clearer consolidated view of limits; strengthens exception governance Consolidates limits and strengthens exception governance. Adjusts select caps (for example, Schedule I deposits 65% to 75%; Municipal Finance Authority products 30% to 35%) to support consolidated cash management and reduce temporary timing-driven breaches
Reporting, performance objectives and benchmarks	Annual Chief Financial Officer reports to the Finance Committee identifying holdings and policy deviations; benchmark set and reported in the annual investment performance report	Expanded annual reporting on holdings, compliance (Schedule B), exceptions, and material credit risks; clarified the net-of-costs return objective; formalized portfolio-aligned benchmarks with periodic review and annual variance reporting	Strengthens oversight, transparency, and early-warning governance; improves performance comparability and accountability (including clearer explanations of material variances and changes in risk/liquidity / constraints)

ABORIGINAL COALITION TO END HOMELESSNESS

Lək̓ʷəŋən

SONGHEES ESQUIMALT



OUR MISSION

To ***lovingly*** provide culturally supportive, affordable housing and services that end Aboriginal homelessness on Vancouver Island.

YEAR IN REVIEW

CONTRACT DELIVERABLES

CONTINUE THE INDIGENOUS ALCOHOL HARM REDUCTION PROGRAM

- Began with 3-year design and evaluation funded by the **Canadian Institutes of Health Research (CIHR)** in partnership with the **University of Victoria**
- Renewed contract with **Island Health (VIHA)** for 2 additional years
- Expansion in demand but on pause due to fiscal realities
- Has prevented evictions related to substance use and mental health challenges

458 DAYS IS AVERAGE RESIDENCY FOR FYE 2026

I want to stay sober before I go swim because my teachings are coming back to me now that I am on the land

The opposite of addiction is connection, so if you feel connected to the land that you're on, it can give you the strength to reach out and connect to your own culture and community

LOBBYING CORE-FUNDING

Chief Executive Officer and Board Chair presented a Federal Funding Request ($2.5M annually, 3 years):

- **Office of the Prime Minister** | Yash Nanda, Senior Policy Advisor
- **Officer of the Minister of Health** | Jibril Hussein, Senior Policy Advisor
- **Office of the Minister of Housing and Infrastructure** | Diane Chieng, Senior Regional Advisor (British Columbia); and Eamonn Schwartz, Senior Policy Advisor
- **Indigenous Services Canada, First Nations and Inuit Health Branch** | Celine Hurtubise, Director General
- **Indigenous Services Canada** | Andrea Yellow Horn, Senior Legal & Policy Advisor
- **Housing, Infrastructure and Communities Canada** | Janet Goulding, Senior Assistant Deputy Minister, Cheri Reddin, Director General, Intergovernmental and External Partnerships Directorate
- **Canada Mortgage and Housing Corporation** | Nadine LeBlanc, Senior Vice-President, Housing Policies and Programs, Benjamin Williams, Director, Indigenous and Northern Housing Solutions
- **Members of Parliament (Ottawa)**: Elizabeth May (Saanich—Gulf Islands), Jeff Kibble (Cowichan-Langford-Malahat), Jenny Kwan (Vancouver East), Taleeb Noorohamed (Vancouver Granville)
- **Members of Parliament (Local):** Will Greaves (Victoria), Gord Johns (Courtenay—Alberni),Tamara Kronis (Nanaimo—Ladysmith) Stephanie McLean (Esquimalt—Saanich—Sooke)

REPRESENT AT KEY COMMUNITY TABLES

- Homelessness Response Leadership Table (HRLT)
- Coordinated Access and Assessment (CAA)
- Indigenous Reaching Home (IRH)
- Downtown Service Providers (DSP)
- Victoria Community Action Team (VCAT)
- Victoria Primary Care Network (VPCN)
- Vancouver Island Housing Leadership Network (VIHLN)
- Circle of Advisors, Representative for Children and Youth (RCY)
- Supportive Housing Providers

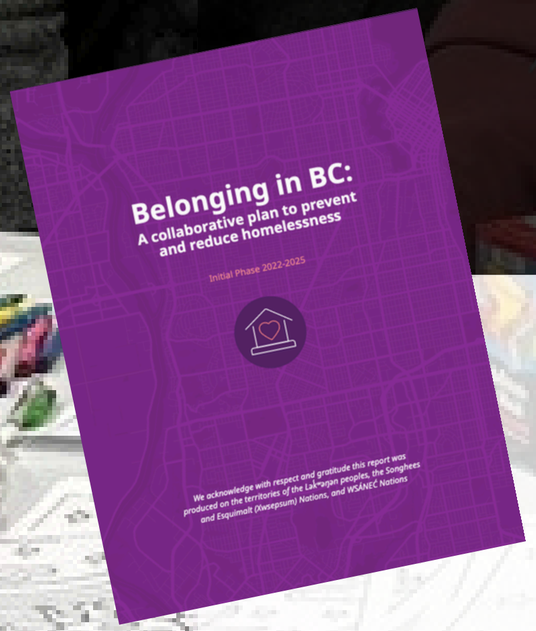
ENGAGE ON COORDINATED ACCESS AND HIFIS DEPLOYMENT

- Coordinated Access and Assessment: Advocacy and vacancy management
- Engaged in HIFIS dialogue through the Homelessness Response Leadership Table (HRLT) and Indigenous Reaching Home group

ACHIEVE TARGETS IN THE 5-YEAR HOUSING STRATEGY

- Culturally Supportive Housing for at-risk youth | Jan 2024
- Xexe pahlatsis'lelum (Sacred Cradle House) | Jan 2025
- Culturally Aligned Integrated Support Island-Wide | 2024-2026
- Family Reunification expansion plan | Ongoing
- Wellness House underway | Opening 2028

COMPLETE



DESIGN, DELIVER AND EVALUATE THE CULTURALLY ALIGNED INTEGRATED SUPPORT PROGRAM

- Developed Indigenous-led model to prevent and reduce Indigenous homelessness across urban, rural, and remote sites.
- **$1,860,109.37** in Rental Supplements to support **328 Family Members**
- **93% continue to be housed** in private market OR are housed and no longer eligible for a positive reason (i.e., income increase, moved home)

COMPLETE

DEVELOP A 10-YEAR HOUSING STRATEGY

- Deferred to 2026
- Island-wide engagements ongoing to assess needs across the region

EXPAND ON PROGRESS MADE IN DEVELOPING YEḴ,ÁUTW

- Celebration of Chief of Police, Del Manak and continued relationship building
- Post-incarceration transitions with Vancouver Island Community Corrections
- Department of Justice contract until March 2027
- 2026 priority: Developing a restorative justice model based in traditional ways to being healing, prevent evictions, and build community

CULTURALLY SUPPORTIVE HOUSING CONTINUUM

- Culturally supportive models of care from homelessness through to private market as of 2024-25, with addition of Wellness House scheduled for 2028
- Integrated, Indigenous-led service model in downtown core

COMPLETE

OTHER UPDATES

10 YEAR MILESTONE

OTHER UPDATES

NEW LOCATION

1809 Douglas Street

OTHER UPDATES

WELLNESS HOUSE

Mason Street

OTHER UPDATES

EXECUTIVE TRANSITION

Making a difference...together

REPORT TO REGIONAL PARKS COMMITTEE
MEETING OF WEDNESDAY, APRIL 22, 2026

SUBJECT **Regional Parks and Trails Strategic Plan – 2025 Progress Report**

ISSUE SUMMARY

To present the Capital Regional District's (CRD) 2025 Regional Parks and Trails Strategic Plan Progress Report, which identifies progress toward the CRD's Regional Parks and Trails Strategic Plan 2022-2032.

BACKGROUND

The Regional Parks and Trails Strategic Plan 2022-2032 (Strategic Plan), approved by the Board in July 2023, establishes a decade-long framework for guiding actions and priorities within the CRD's regional parks and trails. It informs annual service delivery, which is directly linked to the Board-approved financial planning process. The CRD is committed to reporting on Strategic Plan progress annually.

The Strategic Plan has five overarching goal areas and identifies 13 strategic priorities and 57 supporting actions. The goal areas are:

- **Reconciliation**: Strong, collaborative and mutually beneficial relationships with First Nations through working in partnership.
- **Conservation:** Regional parks protect the region's natural assets and cultural heritage for future generations.
- **Visitor Experience:** Visitors to regional parks are involved in stewardship and have enjoyable outdoor recreation experiences.
- **Climate Action & Resiliency:** Regional parks and trails are resilient and take action on climate change.
- **Access & Equity**: Regional parks and trails are inclusive and accessible.

Regional Transportation Service

In June 2025, the CRD established the Regional Transportation Service (RTS) under Bylaw No. 4630 to consolidate transportation planning and regional trail management across the capital region. The RTS reports to the Board through the CRD Transportation Committee. With the establishment of the RTS and the transfer of regional trail planning, capital development and management functions, 2025 marks the final year in which regional trail initiatives will be reported out through the Regional Parks and Trails Strategic Plan Progress Report (with the exception of the current and future Gulf Islands regional trails).

PROGRESS SUMMARY

The 2025 Regional Parks and Trails Strategic Plan Progress Report (Appendix A) provides a detailed overview of activities completed between January and December 2025. It outlines progress across all goal areas and includes a comprehensive report card summarizing metrics self-reported by the service areas responsible for implementing the actions. Staff assigned a 'status' to each goal area and related priorities.

Statuses are determined using these descriptions:

- On track: 75%-100% of the yearly target was progressed as envisioned.
- Opportunity for improvement: 50%-75% of the yearly target was progressed as envisioned.
- Attention required: <50% of the yearly target was progressed as envisioned.

Results

The overall status for 2025 was assessed as on track, with all five goal areas achieving the same rating. The highlights below summarize key metrics and accomplishments from the year, with a fulsome report provided in Appendix A.

Reconciliation

- Delivered 101 Indigenous-focused programs and events, reaching over 4,000 participants.
- Supported Scia'new First Nation (Beecher Bay) in hosting Tribal Journeys at East Sooke Regional Park.
- Engaged First Nations cultural monitors across multiple parks to guide land-altering work and protect culturally significant sites.

Conservation

- Established the new 21.7-hectare George Hill Regional Park on North Pender Island.
- Completed 8.2 hectares of aquatic and terrestrial invasive species treatment.
- Initiated the EcoMonitor Program to collect rare plant data in partnership with the province and local municipalities.

Visitor Experience

- Delivered 264 interpretive programs and events, reaching over 9,200 participants.
- Engaged 668 volunteers, contributing over 8,220 hours, a 45% increase in volunteer hours since 2022.
- Visitation to regional parks reached 5.2 million (1.1% increase over 2024), and visitation to regional trails reached 4.5 million (7.2% increase over 2024).

Climate Action & Resiliency

- Completed key regional trail priorities, including renewal and paving on the Lochside Trail at North Weiler and critical below-deck repairs on the Selkirk Trestle.
- Two new electric vehicle charging stations were installed at Witty's Lagoon Regional Park.
- Compared to 2024, total energy consumption of Regional Parks buildings and fleet increased by about 13%, while emissions decreased by approximately 11% due to fleet electrification and fuel switching to lower-emission energy sources.

Access & Equity

- Captured Google Street View imagery for 13 parking lots and day-use areas and approximately 20 km of park trails within eight regional parks, allowing visitors to preview terrain and facilities on desktop and mobile devices.
- Completed an annual audit to identify minor accessibility barriers (i.e., seasonal erosion) in day-use areas and on user-friendly or accessible trails across the parks system and remedied 58% of identified defects.
- Delivered the following accessibility infrastructure upgrades in regional parks:
  - Island View Beach—accessible parking stalls, seasonal mobi-mat
  - East Sooke—accessible parking stalls
  - Roche Cove—accessible parking stall
  - Elk/Beaver Lake—modified the accessible fishing dock at Elk Lake and installed automatic push-button doors at four washroom buildings

Staff continue to advance major strategic initiatives; however, opportunities remain to strengthen progress in several areas. For example, initiating Traditional Use and Access Agreements with First Nations has been slower than anticipated and will require focused effort and continued relationship building to advance. Additionally, increasing the proportion of regional parks with management plans less than 15 years old remains a key commitment. The Mount Work Management Plan continues to advance, with staff working closely with the W̱SÁNEĆ Leadership Council to ensure cultural values, interests, and knowledge are meaningfully reflected throughout the plan. Efficient approaches to updating management plans will be explored through the development of the Regional Parks Stewardship Plan.

FINANCIAL IMPLICATIONS

In 2025, the Regional Parks and Trails operating budget totaled $21.3 million, with approximately 88% funded through requisition. The remaining revenue was generated from payments and grants in lieu of taxes, fees and rental income, internal recoveries, and prior year-end surplus. This funding supports the management of 34 regional parks and four regional trails, comprising more than 13,350 hectares of land across the CRD system.

CONCLUSION

The Regional Parks and Trails Strategic Plan 2022-2032 guides the CRD towards its desired vision for regional parks and regional trails. In 2025, the CRD made progress in all five goal areas of the Strategic Plan, and the overall progress status was identified as ‘on track’.

As the Regional Transportation Service (RTS) now assumes responsibility for the majority of regional trail planning, development, and management, Regional Parks will continue to focus its efforts on delivering the Strategic Plan’s park-related goals while supporting a smooth transition of trail functions to the RTS. The CRD remains committed to working closely with First Nations’ communities, other orders of government, organizations, institutions and residents in the region to reach the desired vision of the Strategic Plan.

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

ATTACHMENTS

Appendix A: 2025 Regional Parks & Trails Strategic Plan Progress Report
Presentation: 2025 Regional Parks & Trails Strategic Plan Progress Report

Appendix A

2025 Regional Parks & Trails Strategic Plan Progress Report

Making a difference...together

April 2026

TERRITORIAL ACKNOWLEDGMENT

The CRD conducts its business within the Territories of many First Nations, including but not limited to BOḰEĆEN (Pauquachin), MÁLEXEŁ (Malahat), paaʔčiidʔatx̌ (Pacheedaht), Spune'luxutth (Penelekut), Sc'ianew (Beecher Bay), Songhees, SȽÁUTW̱ (Tsawout), T'Sou-ke, W̱JOŁEŁP (Tsartlip), W̱SIḴEM (Tseycum), and xʷsepsum (Kosapsum) Nations, all of whom have a long-standing relationship with the land and waters from time immemorial that continues to this day.

Dancing Dragonflies by Chris Paul

The CRD commissioned WSÁNEĆ artist Chris Paul to create an image based on the idea of First Nation and Settler communities living side by side and our governments making a difference together.

Dragonfly is a symbol of change, transformation and swiftness. He represents a symbol of change in the view of self-understanding and the kind of change that has its source in maturity and insight into the deeper meaning of life.

It is our hope today that our work to change and transform will be swift, that as we mature we will develop insight that allows us to be poised for reconciliation and that we continue to build strong and meaningful relationships with local First Nations.

Cover photos:
Front: Thetis Lake Regional Park
Back: Mill Hill Regional Park

Organizational Overview

The Capital Regional District (CRD) delivers regional, sub-regional and local services to 13 municipalities and three electoral areas on southern Vancouver Island and the Gulf Islands. Governed by a 24-member Board of Directors, the CRD works collaboratively with First Nations and all levels of government to enable sustainable growth, foster community well-being, and develop cost-effective infrastructure, while continuing to provide core services to residents throughout the region.

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Regional Parks & Trails Overview

The CRD has committed to annually reporting on regional park and regional trail-related activities. This report summarizes 2025 activities and annual indicators identified in the CRD's Regional Parks and Trails Strategic Plan 2022–2032, approved by the CRD Board on July 12, 2023.

History & Governance

The CRD's regional parks system was established in 1966 (Figure 1). Since then, the CRD has provided a service for the provision and maintenance of regional parks and regional trails to all municipalities and electoral areas in the capital region, as per the *Regional Parks Extended Service Establishment Bylaw No. 1, 1989,* CRD Bylaw No. 1749. The authority to provide a regional parks and regional trails service is granted by the Province of British Columbia (BC) to the regional district primarily through provisions outlined in the *Local Government Act*.

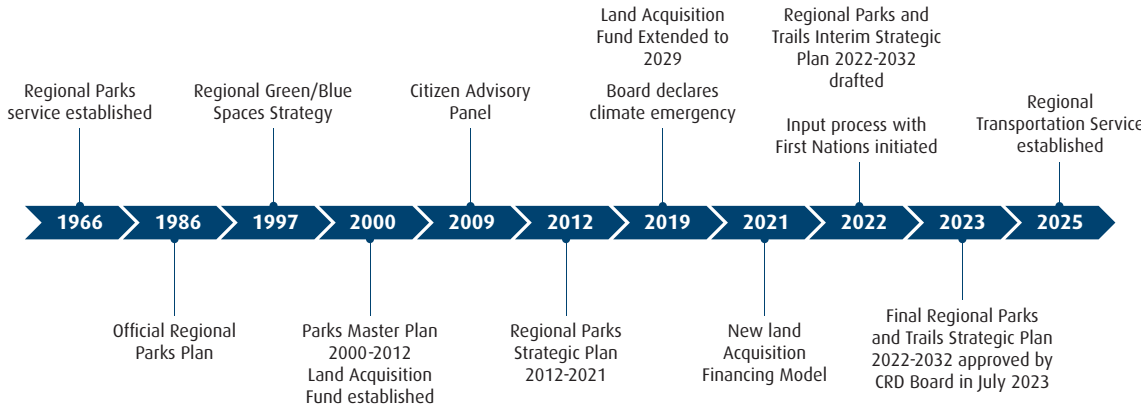
The CRD Board is the decision-making authority for the regional parks and trails service. The CRD Regional Parks Committee provides input to the Board on matters pertaining to regional parks and regional trails.

Since 2022, the CRD Transportation Committee has also been providing input to the CRD Board on regional trail matters such as mobility, recreation, trail management and operations.

In June 2025, the CRD Board established the Regional Transportation Service (RTS). Responsibility for planning and operating the regional trails—including the Galloping Goose, Lochside, and E&N regional trails—was transferred from Regional Parks to the RTS. Throughout the remainder of 2025, this transition of functions began to take place. While this report includes updates related to these regional trails, future reporting will fall to the RTS.

The timeline below reflects both historical and current policy documents, processes and decisions that have helped to shape the present day form of the CRD Regional Parks Division.

FIGURE 1. REGIONAL PARKS TIMELINE



Trillium at Mill Hill Regional Park

Funding & Service Delivery

The regional parks and regional trails service is funded primarily through a regional property tax requisition. In 2025, the annual operating budget for regional parks and regional trails was $21.3M (representing 91.3% of total revenue).

Non-tax revenue also provides a portion of the funding stream for regional parks and trails (representing 8.7% of total revenue in 2025). Non-tax revenue is generated through the fees and permit provisions, such as camping and pay parking, in CRD Bylaw No. 3675, *Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010.* Other sources of non-tax revenue may include donations, facility rentals or lease agreements. Additionally, grant funding enhances the overall budget but is dependent on available opportunities and successful applications.

The CRD actively expands the regional parks system through use of the Land Acquisition Fund (LAF). Through the LAF and with the support of partners, the CRD has acquired nearly 5,000 hectares (ha) of regional park land since 2000.

The management of regional parks and trails is divided into three service areas:

CRD Regional Parks & Trails

Planning & Development:
- Park Management Policies & Planning
- GIS Mapping
- Land Acquisition
- Capital Planning & Asset Management
- First Nations, Interest Holder & Government Relations

Operations:
- Operating & Maintaining Regional Parks & Trails
- Sign Development, Installation & Management
- Asset Monitoring, Repair & Replacement
- Fleet Services
- Safety Programs

Visitor Experience & Stewardship:
- Conservation & Recreation Partnerships
- Interpretive Education
- Compliance & Enforcement
- Volunteer Management
- Visitor Information
- Data Collection & Monitoring

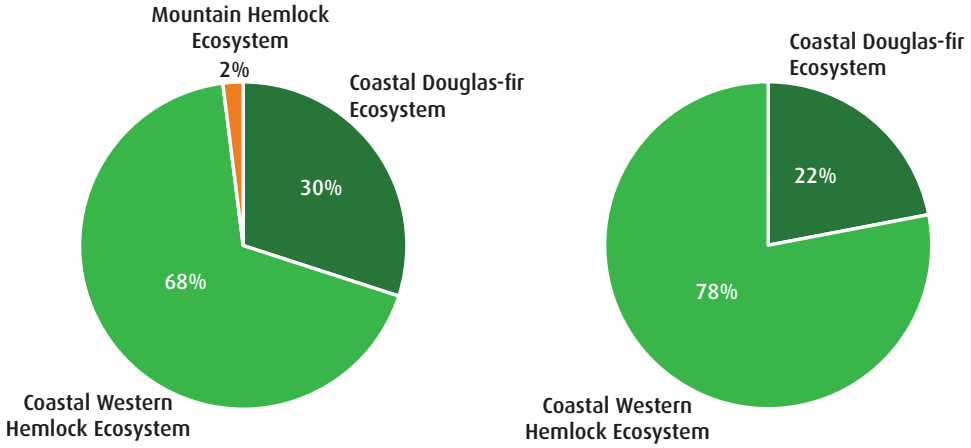
System Information

As of December 31, 2025 there were 34 regional parks and four regional trails in the CRD's system, comprising over 13,350 ha of land.

Regional parks protect land and ecosystems in two of the three biogeoclimatic zones that occur within the region (Figure 2). The Coastal Douglas-fir (CDF) zone is home to the highest number of species and ecosystems at risk in BC, of which many are ranked globally as imperiled or critically imperiled. Only 0.3% of BC consists of CDF zone and it is the least protected zone in BC, with many of the protected areas being small, isolated parcels surrounded by development.

As of December 31, 2025, the CRD protects over 4% (2,906 ha) of the CDF occurring within the region, which comprises approximately 22% of the regional parks system as a whole.

FIGURE 2. BIOGEOCLIMATIC ECOSYSTEMS IN THE CAPITAL REGION & IN REGIONAL PARKS IN 2025



BIOGEOCLIMATIC ECOSYSTEM TYPE	HECTARES
Mountain Hemlock	3,473
Coastal Douglas-fir	72,636
Coastal Western Hemlock	162,056

BIOGEOCLIMATIC ECOSYSTEM TYPE	HECTARES
Coastal Douglas-fir	2,906
Coastal Western Hemlock	10,453

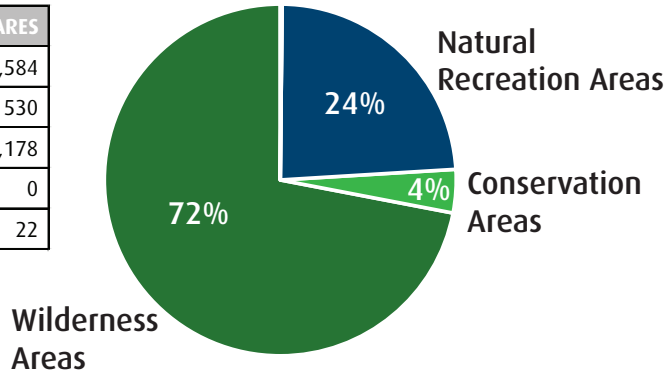
Mount Work Regional Park

The regional parks system by park classification as of December 31, 2025 was as follows:

FIGURE 3. PARK CLASSIFICATIONS BY HECTARE IN 2025

PARK CLASSIFICATION	NUMBER OF PARKS	HECTARES
Regional Wilderness Areas	3	9,584
Regional Conservation Areas	12	530
Regional Natural Recreation Areas	18	3,178
Regional Conservancy Areas	0	0
Unclassified*	1	22

**The classification of the newly acquired George Hill Regional Park will be determined through the development of Interim Management Guidelines, anticipated to be complete in 2027.*



As part of the CRD's commitment to climate action, tracking began in 2022 to determine the levels of energy consumption by regional parks and associated greenhouse gas (GHG) emissions. Going forward, the CRD has committed to annually tracking GHG emissions with the end goal of reducing GHGs across the organization, including regional parks' operational GHGs.

In 2025, regional park and trail operations consumed 6,378 gigajoules of energy and generated approximately 264 tonnes of carbon dioxide equivalent emissions (tCO_2e). Compared with the previous year, total energy consumption increased by about 13%, while emissions decreased by approximately 11%. The rise in energy use was primarily driven by an increase in staff and fleet vehicles within the Regional Parks Division. At the same time, emissions declined due to fleet electrification and fuel switching to lower-emission energy sources.

Emissions were predominantly generated by gasoline-powered vehicles in the regional parks fleet (61%), followed by diesel-powered vehicles and generators (27%), electrically heated buildings (9%), and propane-heated buildings (3%).

In the capital region, regional parks and regional trails serve to protect biodiversity and cultural heritage and to offer quality visitor experiences. Figure 4 highlights some of the 2025 visitor use and conservation statistics in regional parks and on regional trails.

FIGURE 4. 2025 CONSERVATION AND VISITOR USE DATA

CRD Regional Parks & Trails Strategic Plan 2022–2032

History and Overview

Management of regional parks and trails has long been guided by strategic plans (Figure 1. Regional Parks Timeline). Following engagement with First Nations, the public, and interest groups, the CRD developed the Interim Regional Parks and Trails Strategic Plan 2022–2032 on July 13, 2022, for one year to allow continued First Nations engagement. The feedback received informed the final Regional Parks and Trails Strategic Plan 2022–2032, approved on July 12, 2023.

The current plan emphasizes First Nations reconciliation, responds to current regional challenges and opportunities, and reflects recent CRD initiatives and priorities. Its success depends on strong relationships with First Nations, high-quality service delivery, and collaboration with partners.

Francis/King Regional Park

Plan Vision, Mission & Values

The Regional Parks and Trails Strategic Plan 2022–2032 vision statement identifies the desired future state of regional parks and regional trails in 2032:

We have an expanded and connected system of regional parks and regional trails that are rich in biodiversity, respect Indigenous cultural heritage and use, inspire stewardship, are resilient to change, and provide enjoyable outdoor recreation experiences.

Reaching the desired vision will be successful if the CRD works closely with First Nations communities, other levels of government, organizations, institutions and residents in the region. A focus on equity and accessibility in the Plan is aimed at encouraging broader and safer participation in regional parks and trails.

The mission defines the fundamental purpose of the regional parks and regional trails system, describing why it exists, what it does and the level of performance to be met or surpassed. The mission for regional parks and regional trails is to:

- **Operate and manage a connected system of regional parks for public enjoyment.**
- **Foster stewardship of biodiversity by learning from and working with science and long-term land stewards and by connecting people to nature.**
- **Operate and manage a regional trail network for active transportation and recreation.**
- **Foster reconciliation by collaborating with First Nations in the operation and management of regional parks and regional trails through the establishment of traditional use agreements.**
- **Be fiscally responsible and accountable in decision-making.**

Fawn Lily at Elk/Beaver Lake Regional Park

Salal at Matheson Lake Regional Park

The following values and guiding principles were also identified during the development of the 2022–2032 Strategic Plan. Values and principles define what is important to the CRD and help guide the implementation of the Plan:

Access: Regional parks and regional trails can be accessed by transit, micro mobility, cycling and walking.

Accountability: Decision-making processes and financial management are transparent and based on the best available information.

Connectivity: Biodiversity depends on connected natural area corridors and complete communities depend on connected trail corridors and active transportation networks.

Conservation: Regional parks protect, restore and enhance the region's cultural heritage, biodiversity and rare and unique ecosystems.

Education: Promoting literacy of the region's natural and cultural heritage increases awareness of the interconnectedness between humans and the nature and impacts of climate change.

Equity: Regional parks and regional trails are inclusive, culturally safe, and accessible to visitors of all ages, abilities and income levels.

Outdoor Recreation: Outdoor recreation benefits our health and well-being, connects us to each other and immerses us in nature.

Partnership: A commitment to developing meaningful partnerships with First Nations that respect Indigenous knowledge, First Nations governance and cultural use, as well as collaborating with other government partners and organizations in the region.

Reconciliation: A commitment to take action towards Indigenous reconciliation by respecting Indigenous laws, creating opportunities to collaborate in the operation of parks and trails, and strengthening relationships with First Nations communities by applying the principles of respect, reciprocity and responsibility.

Resiliency: Regional parks and regional trails adapt to change by incorporating solutions that take action on climate change, recognize the value of Indigenous cultural knowledge, ensure sustainable service delivery and aim to benefit future generations.

Stewardship: A commitment to learning from and implementing approaches from First Nations, who are the long-term land stewards, and inspiring residents and visitors to be stewards of the region's natural and cultural heritage by leading by example and showcasing best practices.

Goals & Priorities

The CRD's Regional Parks and Trails Strategic Plan was developed to guide the CRD towards its desired vision for regional parks and regional trails. The Strategic Plan establishes five goal areas where the CRD focuses its efforts.

Each of these goals includes strategic priorities with supporting actions and timelines for implementation. Overall, there are 13 strategic priorities and 57 supporting actions.

GOAL	PRIORITIES
Reconciliation	• Incorporate First Nation worldviews and knowledge in the ongoing management and operation of regional parks and regional trails. • Work with First Nations Governments in service delivery initiatives.
Conservation	• Take action to increase protection of biodiversity, ecological integrity and natural assets in the region through improved knowledge, proactive stewardship and land acquisition. • Respect and protect cultural heritage sites and traditional cultural use practices. • Work with partners in taking care of the region's species, habitats and natural areas.
Visitor Experience	• Offer compatible outdoor recreation experiences that are enjoyable, healthy, safe and immersed in nature. • Foster stewardship through program delivery, knowledge sharing and collaboration.
Climate Action & Resiliency	• Advance regional active transportation opportunities that contribute to greenhouse gas reduction. • Support the development of complete and connected communities by improving access to regional parks by transit, electric vehicles, micromobility, walking or cycling. • Align service delivery and infrastructure improvements in regional parks and regional trails with climate action. • Ensure the long-term and consistent management of regional parks and protected natural areas. • Strategically acquire and manage natural areas to address climate mitigation, urban containment and access to green space for a growing population.
Access & Equity	• Enhance health and well-being by providing equitable access to regional parks and regional trails.

East Sooke Regional Park

Tracking Our Progress

Over the 10-year term of the CRD's Regional Parks and Trails Strategic Plan, the actions contained within it form the basis of service plans and work plans that are approved by the Board annually as part of the financial planning process. Collaboration with First Nations governments, municipalities, other park agencies, CRD divisions and interest holders is integral to this process.

As progress is made in the implementation of this Plan, knowledge and understanding of impacts to regional parks and regional trails will continue to develop. To remain flexible and adaptable, and to support consistent implementation over time, CRD staff will:

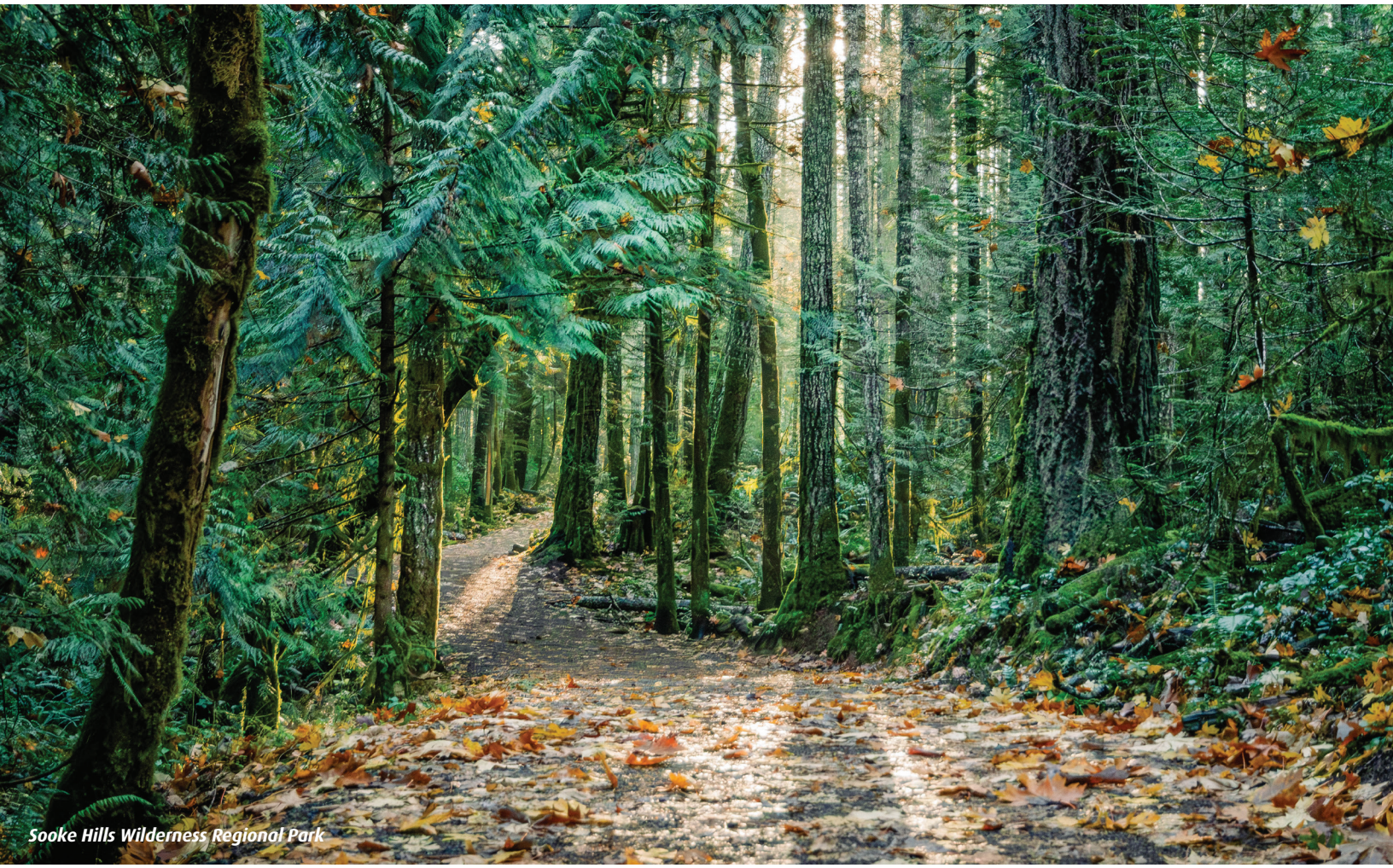
- continue on a journey of reconciliation with First Nations.
- prepare funding strategies to accompany implementation.
- continue to identify opportunities for external grant funding and partnerships.
- share knowledge and best practices with others.
- participate in professional development to improve service delivery.
- continue to monitor data to track progress over time.
- evaluate progress and adjust actions, as needed.
- continue to improve on current practices.

Annual Reporting

Progress on the implementation of the Regional Parks and Trails Strategic Plan is reported annually. Reporting indicators have been identified for each strategic priority area. For each goal area, an action status reflects general progress made towards all actions supporting that goal. This helps to summarize at-a-glance progress made on actions that may not be easily measurable or reflected in another indicator, such as actions that are ongoing or taking place over a long period. For other measures, an icon is provided to indicate the desired direction of the indicator over time (increasing or decreasing), if applicable.

The following section is intended to provide a high-level, easy-to-understand overview of the CRD's performance and progress related to regional parks and regional trails and to summarize progress made in the 2025 year for each goal area.

Detailed information on each goal, its related action items and progress on those action items is contained in Appendix A: Report Card.



Sooke Hills Wilderness Regional Park

2025 Overall Strategic Plan Progress

On Track

Goal Areas

Reconciliation: Strong, collaborative and mutually beneficial relationships with First Nations through working in partnership.

Visitor Experience: Visitors to regional parks are involved in stewardship and have enjoyable outdoor recreation experiences.

Conservation: Protect the region's natural assets and cultural heritage for future generations.

Climate Action & Resiliency: Regional parks and regional trails are resilient and take action on climate change.

Access & Equity: Regional parks and regional trails are inclusive and accessible.

Legend: Goal Status

On Track: 75% or greater of yearly target progress

Opportunity for Improvement: 50% - 75% of yearly target progress

Attention Required: less than 50% of yearly target progress

Future Action

Legend: Indicators

Direction of arrow indicates **current trend direction**

Indicator is trending in the **desired direction**

Indicator is trending in the **wrong direction**

Indicator is intended to provide **contextual information**

Reconciliation

Goal 1: Strong, collaborative and mutually beneficial relationships with First Nations through working in partnership.

Overall Goal Status
On Track

CRD Roles

First Nations Engagement

Park Management & Planning

Cultural Heritage Protection

Interpretive Education

This goal contains

5

indicators

Tsawout First Nation Restoration Event

The Regional Parks and Trails Strategic Plan 2022–2032 focuses on strengthening government-to-government relationships and understanding between the CRD and First Nations in the region.

The CRD is committed to maintaining an open dialogue with First Nations to confirm that Indigenous cultural values and cultural uses are respected and that the priorities and actions remain relevant and meaningful.

The Plan supports ongoing engagement with First Nations in the management and operation of regional parks and regional trails in years to come and ensures that parks and trails remain culturally safe and inclusive.

Goal Progress Snapshot

- Staff supported Scia'new First Nation (Beecher Bay) in hosting Tribal Journeys at East Sooke Regional Park.
- Cultural monitors from multiple First Nations were involved with capital and infrastructure projects at several regional parks.
- Staff continued to expand both the scope and depth of conservation and restoration projects delivered in partnership with First Nations.
- Staff, including CRD's Indigenous cultural programmer, continued to deliver programs and events featuring Indigenous perspectives to the public, school groups and by special request.

Indicators

Reconciliation workplans are developed with each First Nation	• Facilitated by the First Nations Relations division, Regional Parks staff participated in several Memorandum of Understanding Implementation meetings and related discussions to understand related interests and priorities.
Traditional use agreements are initiated with all First Nations in the region	• Traditional use agreement in place with one First Nation and one Traditional use agreement is under development.
Increased participation in Indigenous perspectives programs and presentation	• Public participation in Indigenous perspectives programs and presentations increased in 2025 with the delivery of 101 programs and events, reaching over 4,000 people. • Interpreters presented educational displays and activities at the National Indigenous People's Day event at Royal Roads University. • The Cultural Programmer worked with Tsawout First Nation and the CRD conservation team to deliver summer and spring break camp sessions on removing invasive species.
Increased number of conservation and restoration projects in partnership with First Nations	• Staff continued to expand both the scope and depth of conservation and restoration projects delivered in partnership with First Nations, working collaboratively across multiple initiatives, including invasive species removal, culturally sensitive habitat restoration, shoreline restoration design, and watershed-scale planning.
Increased number of economic opportunities made available to First Nations	• Completed one agreement with T'Sou-ke First Nation for the continued operation of the Spring Salmon Place (KWL-UCHUN) Campground.

Tribal Journeys
East Sooke Regional Park

Conservation

Goal 2: Regional parks protect the region's natural assets and cultural heritage for future generations.

Overall Goal Status
On Track

CRD Roles

Conservation Partnerships

Volunteer Program Management

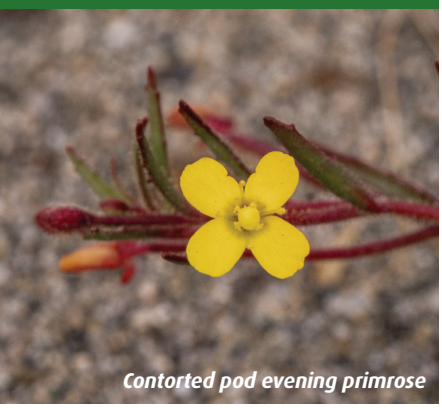
Interpretive Education

Land Acquisition, Management & Planning

This goal contains

6

indicators



Contorted pod evening primrose

Regional parks contribute to a large, complex system of connected and protected natural areas. This system is vital to ensuring long-term viability of natural areas, conserving biodiversity and building resilience to the changing climate.

Protected natural areas help maintain ecological health, function and integrity and provide important space for a diversity of species, from the small and endangered sharp-tailed snake, to large carnivores like wolves, bears and cougars.

Additionally, regional parks help contribute to the protection of the region's cultural heritage and archaeological sites protected under the *Heritage Conservation Act*.

Goal Progress Snapshot

- Advanced the development of a renewed Land Acquisition Strategy aligned with conservation targets, using science-based criteria to prioritize lands with high conservation and climate resilience value.
- Completed 152 volunteer-supported restoration events across 31 sites, restoring more than eight hectares of land.
- Initiated the EcoMonitor Program in order to collect rare plant data in parks, in partnership with the Province and local municipalities.
- Collaborated with five corporate groups, four community organizations, and three schools and youth groups to deliver 14 ecological restoration events through the volunteer program.
- Collaborated with T'Sou-ke First Nation and regional partners to plan watershed-scale management of invasive knotweeds.

Indicators	
Increased area of regional park land protected	• Purchased two properties and completed the transfer of a former community park from the Pender Islands Community Parks and Recreation Commission (PIPRC) to establish the new 21.7-hectare George Hill Regional Park on North Pender Island.
Increased area of regional park land restored	• Completed a total of 8.15 hectares of aquatic and terrestrial treatment areas across the regional parks system.
Increased protection of at risk species and ecosystems in regional parks	• Implemented measures to mitigate threats to three plant species at risk across several regional parks. • Supported habitat protection for western painted turtles, sharp-tailed snakes, and the blue-grey taildropper through invasive species management, fencing, and signage. • Advanced planning to enhance sensitive ecosystems, including a wetland restoration project at Elk/Beaver Lake Regional Park and a shoreline restoration project at Coles Bay Regional Park.
Increased percentage of First Nations collaborating with CRD on cultural heritage protection projects	• Staff collaborated with Tsawout First Nation on six invasive species removal and restoration events. • Staff worked with Pauquachin First Nation on design and funding for the Coles Bay Restoration Project. • Staff engaged with the WSÁNEĆ Leadership Council to support conservation initiatives in partnership with Mayne Island Conservancy. • Staff engaged Tsawout First Nation on restoration planning and supported the development of interpretive signage.
All staff receive cultural awareness training	• All new staff participated in cultural awareness training, coordinated by the First Nations Relations Division.
Increased conservation and research partnerships	• Completed the addition of a new stewardship agreement with the Metchosin Invasive Species Collaborative, bringing the total number of stewardship agreements to three. • Initiated work to update the agreement with the Mayne Island Conservancy Society, with completion targeted for early 2026.

Visitor Experience

Goal 3: Visitors to regional parks are involved in stewardship and have enjoyable outdoor recreation experiences.

Overall Goal Status
On Track

CRD Roles

Recreation Partnerships

Interpretive Education

Compliance & Enforcement

Volunteer Program Management

Visitor Information

This goal contains

4

indicators

Sensational Seaweeds Nature Program

Accessing natural spaces and compatible recreational opportunities benefit not only mental and physical health but also promote social and community connectivity while being a relatively low barrier activity to enjoy for people from all walks of life.

Additionally, outdoor recreation opportunities and educational nature programming both play an important role in the quality of life that attracts people to this region.

Goal Progress Snapshot

- Interpreters delivered 264 programs and events in 2025, reaching more than 9,200 participants.
- Staff worked with Outdoor Recreation License Agreement Holder groups to enhance outdoor recreation opportunities through trail restoration, trail re-routing, and infrastructure maintenance.
- Regional parks volunteers contributed more than 8,220 hours of their time to parks, representing a significant increase from 6,680 hours in 2024.
- Ongoing recreational use monitoring was undertaken to support the development of the Rock Climbing Guidelines.

Indicators

Maintain high rates of visitor satisfaction	• Park Rangers conducted more than 3,700 hours of patrols across regional parks and trails in 2025 to support visitor safety and enjoyment. Supplemental Bylaw Officer patrols provided an additional 1,300 hours of coverage, with a focus on addressing regulatory non-compliance. • Visitation to regional parks reach 5.2 million (1.1% increase over 2024) and visitation to regional trails reached 4.5 million (7.2% increase over 2024).
Increased area available for compatible outdoor recreation	• Acquisition of the 21.7 hectare George Hill Regional Park on North Pender Island.
Review and update interpretive program content every four years	• A new school cultural program was delivered in 2025. • A new Interpretive Plan was initiated and will be developed in 2026.
Increased number of volunteer hours	• 668 volunteers contributed more than 8,220 hours, representing a significant increase from 6,680 hours in 2024. Overall, volunteer hours have increased by 45% since 2022.

Regional Parks Nature Programming

Climate Action & Resiliency

Goal 4: Regional parks and regional trails are resilient and take action on climate change.

Overall Goal Status
On Track

CRD Roles

Regional Trail Management & Planning

Regional Park Management & Planning

Land Acquisitions

Interpretive Education

Conservation

This goal contains

9

indicators

EV Charging Station

The CRD Board declared a climate emergency in 2019 and has since committed to take action to address climate change within operations at the regional level and to take a leadership role to pursue carbon neutrality.

The CRD can contribute to regional greenhouse gas (GHG) reductions in regional parks and trails by integrating the corporate climate lens framework, making operational choices that reduce GHG emissions, and through the planning, design and operation of the regional trails system, which serves as the anchor of the region's active transportation network. Additionally, the CRD can ensure the long-term and consistent management and acquisition of regional park land and protected natural areas to help address climate mitigation, urban containment and access to green space for a growing population.

In 2025, the CRD Board approved a bylaw establishing the Regional Transportation Service (RTS) to consolidate transportation planning and regional trail management across the Capital Region. Future reporting related to regional trails will come from the RTS.

Goal Progress Snapshot

- Advanced the Regional Trestles Renewal, Trails Widening and Lighting Project, which will widen sections of the Galloping Goose and Lochside Regional Trails, add lighting, and renew key trestles to improve safety and accessibility.

- Applied energy-efficiency and emissions-reduction considerations to facility upgrade planning for Parks Headquarters (Mill Hill Regional Park) and through electrical capacity assessments at satellite worksites.

Indicators

Increased use of regional trails	• Visitation to regional trails reached 4,468,914 in 2025, representing a 7.2% increase over 2024. • Staff led the annual Cruise With Courtesy public awareness campaign on regional trails to promote trail etiquette and support active transportation.
Completed regional trail priorities	• The full-depth renewal and paving of the Lochside Regional Trail section at North Weiler was completed. • Design and construction work for girder repairs on the Hereward, Helmcken, and Island Highway (4 Mile) bridges was started. • Completed critical below deck repairs on the Selkirk Trestle.
Minimized regional trail service disruptions	• Staff continued to implement the Regional Trails Closure Policy.
Increase electric vehicle charging stations at park access	• Two electric vehicle chargers were installed at the Witty's Lagoon main parking lot and have been operational since April 2025.
Reduced operational greenhouse gas emissions	• Regional park and trail operations emissions decreased by approximately 11% mainly due to fleet electrification and fuel switching to lower-emission energy sources.
Maintain critical infrastructure in good condition	• Maintained up-to-date information on critical infrastructure location, condition, and expected service life to support informed asset management and renewal decisions. • Conducted dam inspections, surveillance and audits to meet regulatory requirements. • Completed technical studies to assess infrastructure condition. • Advanced planning on a Dam Portfolio Risk Assessment was undertaken to support risk-based prioritization and long-term investment planning.

Indicators

Increase the percentage of parks with management plans less than 15 years old	• Continued to advance one new management plan (Mount Work Regional Park).
Increased area of regional park land	• 21.7 hectares of regional parkland was added in 2025 through the acquisition of George Hill Regional Park.
Increased representation of all regional park classifications	• The classification of the newly acquired George Hill Regional Park will be determined through the development of Interim Management Guidelines, anticipated to be complete in 2027.

Galloping Goose Regional Trail

Access & Equity

Goal 5: Regional parks and regional trails are inclusive and accessible.

Overall Goal Status
On Track

CRD Roles

Recreation Partnerships

Data Collection & Monitoring

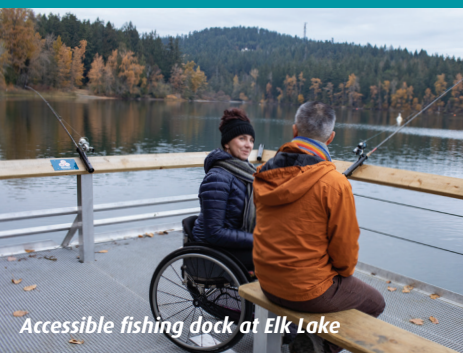
Interpretive Education

Visitor Information

This goal contains

2

indicators



Accessible fishing dock at Elk Lake

The benefits of experiencing and interacting with nature for physical and mental well-being are felt by many and regional parks and trails are a public good that belongs to everyone. Medical professionals from the World Health Organization to Doctors of BC regularly advocate for equitable access to nature to safeguard the physical and psychological well-being of residents. Factors such as lack of access to transportation and distance to parks can be barriers preventing members of society from enjoying the benefits of regional parks and regional trails.

Increased benefits of accessing nature and public spaces can be realized when they adapt to the needs of diverse populations, such as people of all ages, ethnic backgrounds, mobility levels and income brackets.

Goal Progress Snapshot

- Staff continued to embed accessibility considerations into project scoping for infrastructure initiatives.
- Implemented an Annual Accessibility Maintenance Audit to identify maintenance defects affecting accessibility in day-use areas and on User Friendly or Accessible trails. Between April and September 2025, 58% of identified defects were addressed.

Indicators

Improved accessibility to regional parks and regional trails	• Added three accessible parking stalls at Island View Beach, East Sooke, and Roche Cove regional parks. • Added an accessible picnic table at East Sooke Regional Park. • Installed a seasonal Mobi-mat at Island View Beach Regional Park. • Modified the accessible fishing dock at Elk Lake to improve wheelchair usability. • Installed automatic push-button door openers at four washroom buildings in Elk/Beaver Lake Regional Park.
Cultural awareness information is incorporated into new park kiosks	• The cultural acknowledgment developed in 2022 is being incorporated into renewed kiosks. In 2025, panels featuring the statement were installed at three locations—two on the Lochside Regional Trail and one at Lone Tree Hill Regional Park. • A review to improve the cultural statement and kiosk accessibility information was initiated and will occur in early 2026, with an updated standard applied by 2027.

Mobi-mat at Island View Beach

Looking Ahead – 2026

In 2026, the CRD will continue to work with First Nations to better understand and respect Indigenous cultural heritage and use, focus on the protection of biodiversity, further inspire stewardship in parks, offer desirable outdoor recreation experiences, develop an expanded, improved and connected system of regional parks and regional trails and prepare for and adapt to climate change.

Initiatives planned for 2026 include, but are not limited to:

First Nations Engagement: The CRD will continue to invite and work with First Nations to identify, develop and implement priority initiatives in regional parks, as well as engage with First Nations on major projects.

Equitable Access: A Cultural Practice and Safety Policy will be finalized for Board approval, which will aim to improve cultural safety for Indigenous peoples in accessing and enjoying regional parks and trails. Additionally, internal Accessibility Guidelines will be implemented, which will help establish updated standards for built infrastructure in regional parks.

Volunteer Plan: A new Regional Parks Volunteer Plan will be finalized and brought to the board for consideration. This plan will set the course for the regional parks volunteer program for the next five years with the main priorities being expansion, diversification, and community engagement.

Emergency Planning: New Emergency Response Plans for six of the most visited regional parks will be developed. This will ensure that an updated, structured framework is in place to protect visitors, staff and resources during crises like wildfires, severe weather, or major accidents.

Management Planning: Staff will continue to work with the WSÁNEĆ Leadership Council on the development of the Mount Work Management Plan. Engagement with other First Nations, user groups and interest holders will be undertaken in 2026, with an end goal of bringing a final draft management plan to the board in early 2027. Staff will begin work on the development of the George Hill Interim Management Guidelines.

Land Acquisition Strategy Update: The Land Acquisition Strategy Renewal will be brought to First Nations for a second phase of engagement, and a draft will be brought to the board for consideration.

Stewardship Plan: Work will continue on the Stewardship Plan and First Nations engagement will be initiated. This plan will establish systemwide policies that balance outdoor recreation opportunities with conserving the unique natural and cultural heritage values of the region.

CRD Regional Parks Staff
Witty s Lagoon Regional Park

Appendix A: Regional Parks & Trails – 2025 Report Card

The Regional Parks and Trails Report Card is intended to provide a high-level overview of the CRD's progress and performance towards achieving the five goals in the Strategic Plan by highlighting the actions taken in 2025 towards the Plan's 13 strategic priorities.

Methodology

The Regional Parks and Trails Strategic Plan 2022–2032 identifies specific actions to guide the CRD's efforts over the lifespan of the Plan. These include 13 strategic priorities with 57 actions and associated timelines. Section five of the Plan establishes a monitoring and reporting system and a set of performance indicators.

The Regional Parks and Trails Report Card compiles the reporting indicator performance relative to the baseline year. It is important to note that changes in year-to-year performance do not always equate to a long-term trend, and that while performance in any given year may be positive or negative, it may take years to complete the actions and achieve the desired results.

For each goal area, an overall priority status reflects general progress made towards all actions supporting that goal and its related strategic priorities. This helps to summarize at-a-glance progress made on actions that may not be easily measurable or reflected in another indicator, such as actions that are ongoing or taking place over a long time period.

For 2025, indicators are reported from the beginning of January to the end of December.

2025 Overall Strategic Plan Progress

On Track

Goal Areas

Reconciliation: Strong, collaborative and mutually beneficial relationships with First Nations through working in partnership.

Visitor Experience: Visitors to regional parks are involved in stewardship and have enjoyable outdoor recreation experiences.

Conservation: Protect the region's natural assets and cultural heritage for future generations.

Climate Action & Resiliency: Regional parks and regional trails are resilient and take action on climate change.

Access & Equity: Regional parks and regional trails are inclusive and accessible.

Legend: Priority Status

On Track: 75% or greater of yearly target progress

Opportunity for Improvement: 50% - 75% of yearly target progress

Attention Required: less than 50% of yearly target progress

Future Action

Reconciliation

Strong, collaborative and mutually beneficial relationships with First Nations through working in partnership.

Overall Priority Status
On Track

Status	Priority	Update on Actions
	1-1 Incorporate First Nation worldviews and knowledge in the ongoing management and operation of regional parks and regional trails	• Supported Scia'new First Nation in hosting Tribal Journeys at East Sooke Regional Park. • Participated in the Island View Beach working group with Tsawout First Nation, the District of Central Saanich, and the CRD to address shared interests, coordinate initiatives and partner on projects such as mosquito management. • Co-developed interpretive signage with Tsawout First Nation at Island View Beach highlighting culturally important plants and values. • Worked with the WSÁNEĆ Leadership Council to incorporate their interests into the Mount Work Regional Park Management Plan. • Engaged T'Sou-ke and Sc'ianew First Nations in planning and construction for the East Sooke Regional Park parking lot and washroom upgrades. • Undertook watershed scale invasive knotweed management planning with T'Sou ke First Nation and others. • Staff considered the cultural significance and archaeological impacts in capital planning that involved ground disturbance, engaged with First Nations cultural monitors to support protection of cultural sites and collaborated on project delivery across the regional parks system. • Engaged with First Nations through multiple initiatives to support the development of the draft cultural practice and safety policy. The project is approximately 80% complete, with final phases to take place in 2026.
	1-2 Work with First Nations Governments in service delivery initiatives	• Staff, including CRD's Indigenous cultural programmer, continued to deliver programs and events featuring Indigenous perspectives to the public, school groups and by special request. Interpreters presented educational displays and activities at the National Indigenous People's Day event at Royal Roads University and attended the Tribal Journeys event at East Sooke Regional Park. The Cultural Programmer also worked with Tsawout Nation and the CRD conservation team to deliver summer and spring break camp sessions on removing invasive species. • Collaborated with Tsawout First Nation at Island View Beach Regional Park on six invasive species removal and restoration events in areas of high cultural sensitivity for plant gathering. • Worked with Pauquachin First Nation to complete the conceptual design and Federation of Canadian Municipalities funding application for the Coles Bay Restoration Project, and supported Indigenous led sea/clam garden construction at Coles Bay. • Engaged with the WSÁNEĆ Leadership Council to support conservation initiatives at St. Johns Point Regional Park in partnership with the Mayne Island Conservancy. • Engaged Tsawout First Nation on restoration planning at Island View Beach for 2026 and supported the development of interpretive signage highlighting culturally important plants and values. • Worked with Cultural Monitors at East Sooke Regional Park, St. Johns Point Regional Park, and Island View Beach Regional Park to support restoration activities. • Met with the Tsawout First Nation Marine Guardian at Island View Beach Regional Park for a joint patrol and information sharing and discussed opportunities for expanded training collaboration in 2026. • Worked with T'Sou-ke First Nation to complete the renewal of the Sooke Potholes Regional Park, Spring Salmon Place (KWL-UCHUN) Campground agreement. It renews T'Sou-ke's operation of the campground for five years (2025 – 2029 inclusive). • Engaged with many First Nations throughout the region to support land altering works projects, including on-site cultural monitors where needed.

Conservation

Regional parks protect the region's natural assets and cultural heritage for future generations

Overall Priority Status
On Track

Status	Priority	Update on Actions
	2-1 Take action to increase protection of biodiversity, ecological integrity and natural assets in the region through improved knowledge, proactive stewardship and land acquisition	• Completed the State of Natural Features Report and presented it to the Regional Parks Committee. • Implemented Regional Parks' Impact Assessment (IA) Program, completing six complex IAs and 38 simple IAs and initiating a series of workshops to plan how to improve the IA program. • Continued implementing best management practices to mitigate impacts to ecological values and ensured compliance with regulations, completing external permitting and notifications. • Advanced the development of a renewed Land Acquisition Strategy (LAS) aligned with conservation targets, using science-based criteria to prioritize lands with high conservation and climate resilience value. Anticipated completion in 2027 • Continued ecological monitoring for species at risk within regional parks. • Implemented protective signage and fencing at three regional parks to reduce impacts to sensitive ecosystems. • Completed 152 volunteer-supported restoration events across 31 sites, restoring more than eight hectares of land. • Maintained contributions to invasive American bullfrog monitoring and management at Sooke Hills Wilderness Regional Park. • Restored and enhanced disturbed habitat by realigning a trail within Mount Work Regional Park. • Managed invasive black knapweed at Devonian and Witty's Lagoon regional parks and on the Galloping Goose Regional Trail. • Staff completed Green Shore training to better inform project planning and delivery options.
	2-2 Respect and protect cultural heritage sites and traditional cultural use practices	• Collaborated with the First Nations Relations (FNR) team through bi-monthly meetings to review proposed ground-disturbing activities, ensuring compliance with Corporate Policy and the Heritage Conservation Act. • Continued Chance Find Training initiatives, including internal training sessions and one session for volunteers. CRD Archaeologist provided additional Chance Find Training for contractors and monitored field work to support compliance. • Maintained ongoing informal discussions with First Nations to strengthen shared understanding of conservation priorities.
	2-3 Work with partners in taking care of the region's species, habitats and natural areas	• Knowledge sharing with partners, including the Habitat Acquisition Trust (HAT), The Land Conservancy of British Columbia (TLC), the Nature Conservancy of Canada (NCC), the Islands Trust Conservancy (ITC), and the Coastal Douglas-fir Conservation Partnership. • Shared data with the Conservation Data Centre and the federal government to support species-at-risk recovery efforts, continued participation in Capital Regional Invasive Species Partnership (CRISP) meetings and advanced collaborations with academic partners and researchers through the research permit program, facilitating and issuing 20 research permits. • Initiated the EcoMonitor Program in order to collect rare plant data in parks, in partnership with the Province and local municipalities. • Organized a Research Exchange to share findings with operational staff and support understanding of human–wildlife coexistence. • Collaborated on the expansion of a human–wildlife coexistence research project by sharing wildlife occurrence information. • Worked with ecological covenant holders and species experts to advance and exchange knowledge on emerging invasive species management techniques at Mountain Forest Regional Park. • Collaborated with five corporate groups, four community organizations, and three schools and youth groups to deliver 14 ecological restoration events through the volunteer program, strengthening partnerships and supporting hands-on stewardship activities in regional parks. • Collaborated with T'Sou-ke First Nation and regional partners to plan watershed-scale management of invasive knotweeds.

Visitor Experience

Visitors to regional parks are involved in stewardship and have enjoyable outdoor recreation experiences

Overall Priority Status
On Track

Status	Priority	Update on Actions
	3-1 Offer compatible outdoor recreation experiences that are enjoyable, healthy, safe and immersed in nature	• The State of Outdoor Recreation Report was presented to the Board in 2025. It provides a summary of existing recreation opportunities and infrastructure, visitation trends and identifies physical and environmental barriers to accessing CRD regional parks and trails. The report will serve to inform the development of the CRD Regional Parks Stewardship Plan. • Outdoor recreation value and user monitoring program continued with the goal of identifying areas of high recreational value and opportunities to be considered through management planning processes. • Ongoing recreational use monitoring was undertaken to support the development of the Rock Climbing Guidelines. • Initiated the process to establish a Park Emergency Response Plan working group in 2026, with the goal of developing six comprehensive emergency response plans for priority regional parks. • Worked with Outdoor Recreation License Agreement Holder groups, including the Sooke Bike Club, South Island Mountain Bike Society and the Elk-Beaver Lake Equestrian Society to enhance outdoor recreation opportunities through trail restoration, trail re-routing, and infrastructure maintenance. • Through the Trail Repair Program, repaired and rerouted 1,285 meters of trail on the Quimper Summit Trail (South) in Sea to Sea Regional Park, improving visitor experience and meeting equestrian standards. • Repaired and rerouted 140 meters of trail on the Centennial Trail at Francis/King Regional Park to further enhance the visitor experience.
	3-2 Foster stewardship through program delivery, knowledge sharing and collaboration	• Initiated procurement process for the Interpretive Plan, with work scheduled to begin in 2026. • Delivered 264 programs and events in 2025, reaching more than 9,200 participants, with new programs developed annually to reinforce key parks messaging related to visitor compliance, mental health, and climate change. • Interpretation staff partnered with numerous organizations to support community events and education programs, including the Habitat Acquisition Trust, Swan Lake Christmas Hill Nature Sanctuary, Shaw Centre for the Salish Sea, Parks Canada, Rocky Point Bird Observatory, Ocean Week Victoria, Royal BC Museum, West Shore Parks and Recreation, Panorama Recreation, Ocean Networks Canada, Victoria Paleontology Society, Power to Be, NatureVictoria, Dino Lab, SeaChange, and the Maritime Museum of BC. • Park Naturalists continued to work closely with the Cultural Programmer to integrate a cultural lens into interpretive programs and events.

Climate Action & Resiliency

Regional parks and regional trails are resilient and take action on climate change

Overall Priority Status
On Track

Status	Priority	Update on Actions
	4-1 Advance regional active transportation opportunities that contribute to greenhouse gas reduction	• The CRD Board approved a bylaw establishing the Regional Transportation Service (RTS) to consolidate transportation planning and regional trail management across the Capital Region. Future reporting related to regional trails will come from the RTS. • Advanced the Regional Trestles Renewal, Trails Widening and Lighting Project, which will widen sections of the Galloping Goose and Lochside Regional Trails, add lighting, and renew key trestles to improve safety and accessibility. • Two public electric vehicle charging stations were installed at Whitty's Lagoon Regional Park main parking lot and have been operational since April 2025. • Completed a second year of data collection for the Regional Trail Use Study to understand the proportion of e-bikes and micromobility devices using the regional trail network, and shared baseline data with the Regional Trestles Renewal, Widening and Lighting project team. • Worked with the Transportation Working Group to enhance and standardize accessibility across the Regional Trails network.
	4-2 Support the development of complete and connected communities by improving access to regional parks by transit, electric vehicles, micromobility, walking or cycling	• Completed the Salt Spring Island Regional Trail Feasibility Study, which proposes a trail alignment extending from the Fulford Harbour Ferry Terminal in the southeast, through Ganges Village, to the Vesuvius Bay Ferry Terminal. Initiated discussions with the Salt Spring Island Administration regarding implementation planning. • Parking lot accessibility was considered through the development of Regional Parks Accessible Design Guidelines. • Two public electric vehicle charging stations were installed at the Witty's Lagoon Regional Park main parking lot.
	4-3 Align service delivery and infrastructure improvements in regional parks and regional trails with climate action	• Applied energy-efficiency and emissions-reduction considerations to facility upgrade planning at Mill Hill Regional Park and through electrical capacity assessments at the 728 Worksite. • Used updated electrical studies at the 728 Worksite to guide decisions on expanding electric vehicle charging infrastructure in 2026. • Enhanced asset management through updated infrastructure condition reporting across all Regional Parks facilities and assets. • Improved weather monitoring with digital water-level sensors installed at Thetis Lake Regional Park. • Incorporated projected water-level and storm-intensity impacts into the concept design for the Witty's Lagoon – Sitting Lady Falls Bridge Replacement. • Completed updated bathymetry and hydrotechnical studies for the Humpback Reservoir to support long-term risk management and capital planning. • Updated bathymetric and geotechnical studies for Beaver Lake to inform concept development for future dam renewal and climate-resilient design. • Advanced the Regional Parks Asset Renewal Plan with condition assessments completed for 50 assets across the North, South, East, and West regions. Began developing cost analyses and 5-10-20-year maintenance plans to inform future capital planning and project prioritization. The plan is to be completed in spring 2026.

Climate Action & Resiliency

Regional parks and regional trails are resilient and take action on climate change

Overall Priority Status
On Track

Status	Priority	Update on Actions
	4-4 Ensure the long-term and consistent management of regional parks and protected natural areas	• Continued cross-departmental collaboration to support climate-related initiatives and protect sensitive watershed areas, including: » Ongoing coordination between the Conservation team and Integrated Water Services (IWS) through bi-monthly meetings to advance shared climate-related projects. » Increased collaboration between Park Rangers and Watershed Protection staff in response to higher visitation at Sooke Hills Wilderness Regional Park, including joint efforts in information sharing, trespass mitigation, and enforcement within the drinking water protection zone. » A presentation delivered by IWS Watershed Protection staff at a Regional Parks all-staff meeting on climate impacts and opportunities.
	4-5 Strategically acquire and manage natural areas to address climate mitigation, urban containment and access to green space for a growing population	• Embedded climate mitigation and adaptation and ecological considerations in Board-endorsed renewed Land Acquisition Strategy principles and criteria. Refinement will occur in 2026. • Climate mitigation, adaptation and ecological considerations will be embedded in the criteria for the renewal of the Land Acquisition Strategy in 2026. • An ecological inventory will be completed for George Hill Regional Park in 2026.

Access & Equity

Regional parks and regional trails are inclusive and accessible

Overall Priority Status
On Track

Status	Priority	Update on Actions
	5-1 Enhance health and well-being by providing equitable access to regional parks and regional trails	• Continued to embed accessibility considerations into project scoping and charters for infrastructure initiatives, and actively reviewed designs to ensure accessibility best practices were incorporated. • Completed an accessibility audit of regional park day use areas, and User Friendly and Accessible trails to identify minor accessibility barriers (i.e. seasonal erosion, overgrown vegetation). Between April and September 2025, 58% of identified accessibility barriers were remediated. • Initiated procurement process to develop a set of Accessible Facility Guidelines for Regional Parks. • Created Google Street Views of several regional park main accesses and trails to improve visitors'ability to trip plan.

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2025 Regional Parks & Trails Strategic Plan Progress Report

Regional Parks Committee

April 22, 2026

Agenda

1. Regional Parks & Trails Strategic Plan 2022-2032
2. Tracking Our Progress
3. Report Card
4. Looking Ahead – 2026

Regional Parks & Trails Strategic Plan 2022-2032

- Identifies five goal areas:
  - ✓ Reconciliation
  - ✓ Conservation
  - ✓ Visitor Experience
  - ✓ Climate Action & Resiliency
  - ✓ Access & Equity
- Guides annual service delivery and budget
- Regional Parks committed to reporting annually

Reconciliation

Goal 1: Strong, collaborative and mutually beneficial relationships with First Nations through working in partnership.

Overall Goal Status
On Track

Progress Snapshot

- Supported Scia'new First Nation (Beecher Bay) in hosting Tribal Journeys at East Sooke Regional Park.
- Developed a new cultural school interpretive program.
- Engaged cultural monitors to guide land-altering work.

Conservation

Goal 2: Regional parks protect the region's natural assets and cultural heritage for future generations.

Overall Goal Status
On Track

Progress Snapshot

- Established a new 21.7-hectare regional park currently known as George Hill on North Pender Island.
- Completed 8.15 hectares of aquatic and terrestrial invasive species treatment.
- Completed a State of Natural Features Report and presented it to the Regional Parks Committee.

Visitor Experience

Goal 3: Visitors to regional parks are involved in stewardship and have enjoyable outdoor recreation experiences.

Overall Goal Status
On Track

Progress Snapshot

- Engaged 668 volunteers, contributing over 8,220 hours, a 45% increase in volunteer hours since 2022.
- Completed a State of Recreation Report and presented it to the Regional Parks Committee.
- Delivered 264 programs and events reaching more than 9,200 participants.

Climate Action & Resiliency

Goal 4: Regional parks and regional trails are resilient and take action on climate change.

Overall Goal Status
On Track

Progress Snapshot

- Renewal and paving on the Lochside Trail at North Weiler and critical below-deck repairs on the Selkirk Trestle.*
- Installed two public EV chargers at Witty's Lagoon Regional Park.
- Compared to 2024, emissions decreased by approximately 11% due to fleet electrification and fuel switching to lower-emission energy sources.

* Future reporting on regional trails will come from Regional Transportation

Access & Equity

Goal 5: Regional parks and regional trails are inclusive and accessible.

Overall Goal Status
On Track

Progress Summary

- Completed eight Google street views of regional park parking lots, main trails and facilities to improve trip planning for visitors.
- Completed annual accessibility audit of day-use areas and addressed 58% of identified issues.
- Delivered more than a dozen accessibility upgrades in regional parks, including adding a mobi-mat at Island View Beach and accessible parking stalls at 3 parks.

Regional Parks & Trails 2025 Report Card

Legend: Goal Status

On Track: 75% or greater of yearly target progress

Opportunity for Improvement: 50% - 75% of yearly target progress

Attention Required: less than 50% of yearly target progress

Future Action

2025 Overall Strategic Plan Progress

On Track

Goal Areas

Reconciliation: Strong, collaborative and mutually beneficial relationships with First Nations through working in partnership.

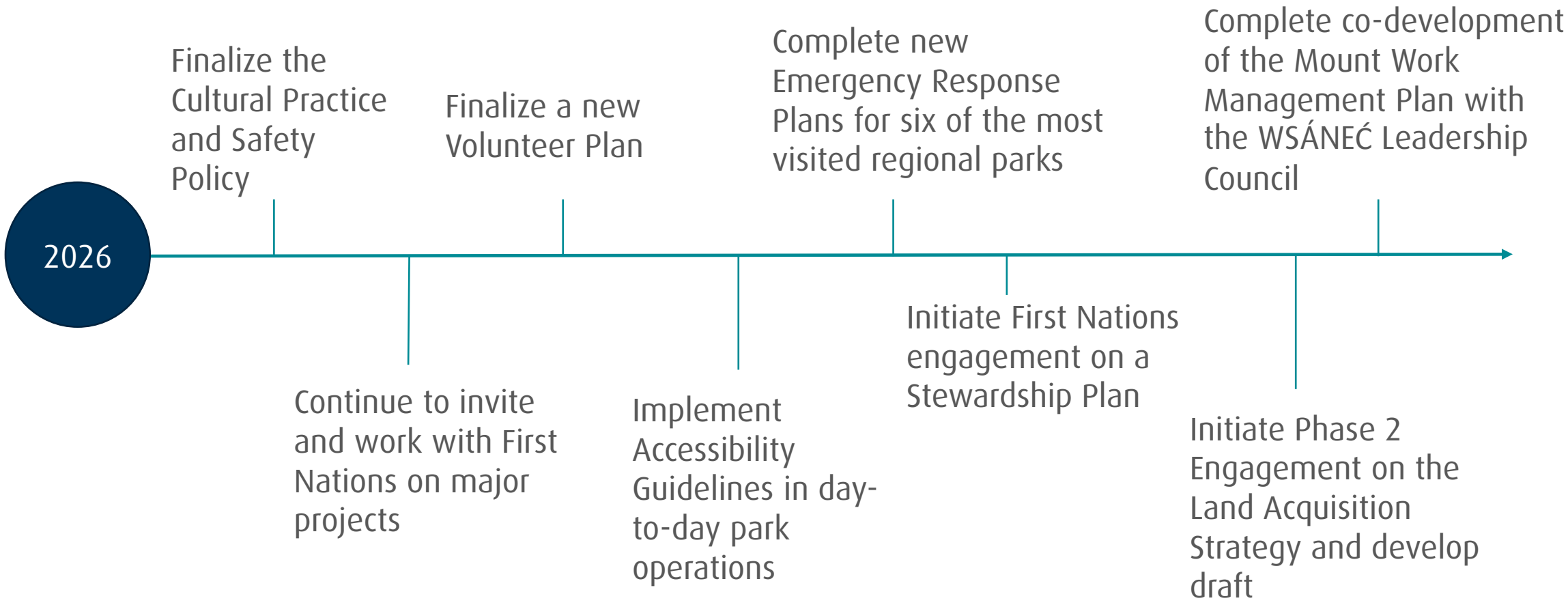
Visitor Experience: Visitors to regional parks are involved in stewardship and have enjoyable outdoor recreation experiences.

Conservation: Protect the region's natural assets and cultural heritage for future generations.

Climate Action & Resiliency: Regional parks and regional trails are resilient and take action on climate change.

Access & Equity: Regional parks and regional trails are inclusive and accessible.

Looking Ahead – 2026 Initiatives



Thank you

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REPORT TO REGIONAL PARKS COMMITTEE
MEETING OF WEDNESDAY, APRIL 22, 2026

SUBJECT **Strategic Wildfire Risk Reduction in Regional Parks**

ISSUE SUMMARY

To report back on the Regional Parks Committee's October 22, 2025, Motion Arising regarding a potential Strategic Forest Management and FireSmart Plan, including budget.

BACKGROUND

At its October 22, 2025 meeting, the Regional Parks Committee carried the following Motion Arising:

> *That staff be directed to investigate and report back to the Regional Parks Committee on a potential Strategic Forest Management and FireSmart Plan including budget.*

In response to the motion, staff assessed what is required to develop a Strategic Forest Management Plan.

DISCUSSION

CRD Approach to Wildfire Risk Reduction

The CRD currently addresses wildfire risk reduction through a combination of community-based FireSmart programming, targeted operational practices in the CRD Watershed Protection Area, and a broad set of prevention, preparedness, and stewardship activities within Regional Parks. Together, these approaches provide important context for understanding existing capacity and identifying opportunities to strengthen wildfire resilience across the regional parks system.

CRD Protective Services - Community-Level FireSmart Programming

In the CRD, community-level wildfire risk mitigation is primarily delivered through the FireSmart program, administered by the CRD's Protective Services division and focused on communities within the Electoral Areas. Outside the CRD's mandate, wildfire mitigation is the responsibility of local authorities elsewhere in the region.

Established in 2018 and supported by a dedicated FireSmart Program Coordinator since 2021, the program has been fully grant-funded. It focuses on wildfire risk reduction through public education and prevention, including free home ignition zone assessments, public information sessions, community wood-chipping events, and coordination with local fire departments and emergency programs. Program activities are guided by Electoral Area–specific Community Wildfire Resiliency Plans to ensure efforts align with local risks and priorities. A key objective is to reduce pressure on volunteer fire departments by emphasizing prevention and preparedness before fires occur.

CRD Watershed Protection - Wildfire Risk Reduction

CRD's Watershed Protection division, which manages over 22,400 hectares of protected drinking watershed, has developed one of the most advanced and data driven wildfire risk reduction programs in the region. In collaboration with the Canadian Forest Service, CRD Watershed Protection completed regionwide wildfire burn probability mapping in 2019 using empirically based fire behaviour models. The mapping confirms that, while large fires are generally uncommon in local forest types, the region experiences predictable periods of elevated wildfire risk and identifies where ignitions are most likely to occur under extreme conditions. This work provides an evidence-based foundation for prioritizing wildfire risk reduction efforts in locations where treatments are most likely to be effective.

Operational experience in the watershed also provides valuable cost benchmarks that can inform planning in regional parks. Hand treatments generally range from approximately $12,000 to $18,000 per hectare, while mechanized treatments, where terrain and site conditions allow, typically cost between $8,000 and $10,000 per hectare. While not all watershed approaches are directly transferable, the emphasis on risk-based prioritization, modelling, and cost tracking offers important lessons for Regional Parks.

CRD Regional Parks - Current Wildfire Risk Reduction Practices

The CRD's Regional Parks division currently undertakes a wide range of prevention, precaution, and preparedness activities that collectively form the foundation of wildfire risk reduction across the park system. These include consistent implementation of provincial fire restrictions aligned with fire danger ratings, a year-round prohibition on open fires (outside designated campground facilities), and sustained public education delivered through signage, park patrols, and enforcement—particularly in areas with a higher likelihood of human-caused ignitions.

Operational preparedness is supported through close coordination with local fire departments and the BC Wildfire Service (BCWS), maintenance of equipment caches, staff training for response during high-hazard periods, and ongoing information sharing with CRD Watershed Protection regarding wildfire conditions and activity across the region. Regional Parks also maintains a cost-sharing agreement with BCWS for parks located within Electoral Areas outside established fire protection districts, helping to ensure appropriate response capacity when wildfire incidents occur. Operational practices are also adjusted during wildfire season to comply with the BC Wildfire Regulation and to minimize the risk of staff-caused ignitions.

Stewardship staff and volunteers play an important complementary role in wildfire risk reduction through ecosystem-based management. Efforts to control invasive species, restore native vegetation, and protect sensitive ecosystems contribute to healthier, more resilient forests that are better able to withstand disturbance and recover following fire. In some areas, these activities also reduce the presence of highly flammable invasive species.

Staff are working with conservation organizations and covenant holders to explore opportunities for collaboration and shared resources that support ecologically informed fire-risk management in natural areas.

Together, these actions represent the current approach to wildfire risk reduction in regional parks. This existing foundation provides a strong platform from which staff can further explore more coordinated, risk-based, and proactive approaches to enhancing wildfire resilience across the regional parks system and develop a Strategic Forest Management Plan.

FireSmart Program Suitability in Regional Parks

The term FireSmart is generally used to describe the province-led FireSmart Program that provides proactive, evidence-based guidance to help residents and communities reduce wildfire risk to buildings and other structures. While these standards are valuable for protecting park facilities, the Program is not intended for broad application across natural forested landscapes. FireSmart measures are designed to focus on a localized zone, generally within 30m of structures.

In regional parks, wildfire risk reduction at a landscape-scale is more effectively guided by fuel management and forest health practices. These approaches focus on reducing ladder fuels, improving stand structure, and supporting ecological resilience. These approaches are complementary. FireSmart principles can be effectively applied around critical park infrastructure, while landscape-scale wildfire risk reduction strategies provide the appropriate framework for managing risk across the broader park environment.

Proposed Approach

Strategic Forest Management Plans are long-term policy documents that assess current forest conditions, define a desired future state, establish management objectives, and outline harvesting, regeneration, and other management activities to balance and protect multiple forest values within a management area. While they can inform wildfire management, their scope is broader and their development requires substantial planning effort.

As such, building on existing wildfire prevention, preparedness, and stewardship practices, staff propose a phased and scalable approach to improving wildfire resilience in regional parks. This approach is intentionally structured to allow learning, refinement, and decision making at each stage, while avoiding premature commitments to long-term actions or costs.

The proposed work begins with a focused planning phase to establish the information, scope, and partnerships required to develop a Strategic Forest Management Plan for regional parks. Subsequent phases would only proceed subject to future Board direction and funding.

Phase 1: Strategic Forest Management Plan Development (2027-2028)

With a specific focus on wildfire risk reduction, staff propose retaining a qualified consultant to work with Regional Parks to design the Strategic Forest Management Plan, rather than to complete all technical analyses or operational planning upfront. This phase would focus on defining how wildfire risk reduction and forest management should be approached in regional parks.

Key objectives of Phase 1 would include:

- Defining the scope, structure, and decision-making framework for a future Strategic Forest Management Plan.
- Identifying information gaps (e.g., wildfire exposure, ecological sensitivity, cultural values, community readiness) and outlining how they should be addressed in later phases.
- Clarifying the role of FireSmart principles in relation to broader landscape-scale wildfire risk reduction and forest health objectives.
- Establishing a clear, transparent process for collaboration with First Nations, conservation partners, and local communities.
- Developing cost ranges, sequencing, and resourcing considerations for future phases.

This phase acknowledges that existing provincial and regional wildfire products provide useful context but are not sufficiently detailed for site-specific decision making for regional parks. The consultant's role would be to design a tailored planning approach that integrates available data sources (e.g., Community Wildfire Resiliency Plans, Canadian Forest Service modelling, CRD GIS data) while respecting ecological constraints, cultural values, covenants, and public use considerations unique to regional parks.

The outcome of Phase 1 would be a clear roadmap for future work, enabling informed decisions about whether, where, and how to proceed with further analysis, pilot projects, or implementation.

Future Phases (Conceptual and Subject to Future Approval)

While not proposed for funding at this time, Phase 1 would position the CRD to consider future phases if supported by the Board. These could include:

- *Phase 2*: Foundational Analysis and Prioritization, such as detailed wildfire exposure mapping, ecological and cultural values assessment, and identification of high-priority areas for risk reduction.
- *Phase 3*: Pilot Project(s) developed collaboratively with interested First Nations, community, and conservation partners to test approaches such as fuel management, ecological restoration, prescribed fire, or cultural burning within the operational realities of Regional Parks.
- *Phase 4*: Strategic Forest Management Plan Finalization and Implementation, informed by lessons learned, refined cost estimates, and demonstrated feasibility.

Each phase would build on the outcomes of the previous phase, allowing the Regional Parks to scale its approach incrementally.

ALTERNATIVES

Alternative 1
The Regional Parks Committee recommends to the Capital Regional District Board:
That in 2027, staff dedicate core operating funds to initiate a Request for Proposals process, valued at up to $75,000, to retain a qualified consultant to assist in developing a Strategic Forest Management Plan framework guiding future wildfire risk reduction and forest resilience efforts.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Climate Implications

Projected climate conditions are increasing the frequency of wildfire-prone weather, extending dry seasons, and contributing to fuel accumulation in some ecosystems. These trends are consistent with the findings of the CRD Corporate Climate Change Risk and Vulnerability Assessment (2021), which identifies wildfire as a growing regional risk under future climate scenarios. Ecologically informed fuel management can help moderate fire behaviour, support forest health, and reduce the likelihood of high intensity burns, particularly in ecosystems experiencing increased drought stress.

Environmental Implications

Fire plays an essential ecological role in many regional park ecosystems by clearing organic debris, recycling nutrients, opening forest canopies, and supporting biodiversity and regeneration of fire-dependent species. Fire-risk reduction strategies, therefore, focus not on eliminating fire but on mitigating high-severity events that threaten homes, structures, and infrastructure. All prescriptions will be designed to maintain or improve ecological integrity by reducing hazardous fuels while supporting native biodiversity, including the removal of high-risk invasive species and, where appropriate, planting native, fire-tolerant species. Treatments will be tailored to ecosystem type, species at risk considerations, and sensitive habitats, with archaeological and cultural assessments completed where required.

Financial Implications

In 2027, a Request for Proposal valued at up to $75,000 would be undertaken to retain a qualified consultant to assist Regional Parks in developing a Strategic Forest Management Plan framework (Phase 1). This one-time expenditure would be funded through Regional Parks core operating budget. These funds would support planning and scoping activities only and would not include implementation of wildfire risk reduction or forest management treatments. There are no ongoing operating costs associated with Phase 1.

Staff anticipate pursuing external funding opportunities where available to offset costs associated with the planning phase and to support any future phases, should they be considered by the Board. Potential sources include fuel-mitigation grants, Indigenous partnership funding, and grant-funded initiatives such as the Braided Wildfire Knowledge Mobilization initiative led by the Protective Services Division. Staff will continue to monitor funding program changes and emerging opportunities to identify alternative funding sources as this work progresses.

Any future phases, including detailed analysis, pilot projects, or implementation, would be subject to separate Board approval and would be accompanied by more detailed cost estimates and funding strategies.

First Nations Implications

Alternative 1 includes identifying opportunities for collaboration with First Nations and other partners. Staff will work through established relationship protocols to support respectful engagement through the proposed and future phases of this initiative.

Intergovernmental Implications

Regional Parks already implements a range of prevention and preparedness measures aligned with provincial regulations. Staff coordinate closely with local fire departments, the BC Wildfire Service (BCWS), and CRD Watershed Protection. The work in Phase 1, would further investigate and consider roles, gaps and opportunities for future consideration.

Alignment with Board & Corporate Priorities

This work supports Board priorities related to climate adaptation, community and visitor safety, Indigenous relations, and evidence-based decision-making. It also advances long-term resilience in the face of increasing wildfire risk.

Alignment with Existing Plans & Strategies

The proposed approach is consistent with the Regional Parks and Trails Strategic Plan commitments to conservation and climate action and resilience. It aligns with work underway in Watershed Protection, creating opportunities to share methodologies and cost information.

CONCLUSION

In response to the Regional Park Committee's motion, a phased and risk-based approach is proposed to develop a Strategic Forest Management Plan for regional parks. Key considerations include integrating wildfire risk reduction, ecological values, cultural considerations, and FireSmart principles within a regional parks context. Staff recommend retaining a qualified consultant to develop the scope, structure, and decision-making framework to guide this work. Subject to Committee direction, staff will report back with options for next steps, including potential pilot projects, scope, timing, and budget.

RECOMMENDATION

The Regional Parks Committee recommends to the Capital Regional District Board:
That in 2027, staff dedicate core operating funds to initiate a Request for Proposals process, valued at up to $75,000, to retain a qualified consultant to assist in developing a Strategic Forest Management Plan framework guiding future wildfire risk reduction and forest resilience efforts.

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

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REPORT TO REGIONAL WATER SUPPLY COMMISSION
MEETING OF APRIL 15, 2026

SUBJECT **Field Operations Centre Project Capital Plan Amendment and Contract Change Order**

ISSUE SUMMARY

To provide a status update on the Field Operations Centre (FOC) Project and to request authorization for a Capital Plan Amendment and associated change order.

BACKGROUND

At its September 17, 2025 meeting, the Regional Water Supply Commission (Commission) approved entering into a Design-Build contract with Kinetic Design-Build (KDB) Ltd. The contract was executed on November 24, 2025, and the project has since progressed into construction.

The building permit was issued by the City of Langford on November 5, 2025, and an Issued for Construction (IFC) drawing package was subsequently issued on November 12, 2025, completing the design phase of the project. Concurrently, KDB mobilized to site November 2025 and commenced excavation and civil works shortly thereafter. Construction has progressed steadily and without incident, with foundation concrete placement currently underway. Site access and logistics continue to be well coordinated between KDB and Capital Regional District (CRD) Watershed Protection operations, minimizing disruption to ongoing services.

Sanitary Sewer Line

As outlined in the September 17, 2025 staff report to Commission (Appendix A), sanitary servicing for the FOC was to be provided via connection to the City of Langford's municipal sewer system, requiring a sanitary line extension along Sooke Lake Road. While this requirement was identified in the report, detailed design and construction pricing were not yet finalized and were therefore excluded from the original design-build contract approval in September, 2025.

Since September, the detailed design of the 600 m sanitary line extension has been completed and accepted by the City of Langford, West Shore Environmental Services (WSES), and CRD Infrastructure Planning and Engineering. With an accepted design, KDB has finalized and submitted a price for the work of $1,242,612.

The new sanitary sewer line will ultimately be accepted by the City of Langford upon completion and will service the FOC as well as other potential future connections. In order to ensure the sewer is in place when the FOC building is complete, an agreement between the CRD and WSES has been executed, under which CRD will construct the extension on behalf of the City. The City will contribute funding equivalent to the service connection recovery fee (SCRF) for benefiting properties, including the FOC, and has committed up to $995,000 in grant funding to be released upon project completion and confirmation of eligible costs. The building permit is conditional on the sanitary line being operational prior to occupancy, making this work critical to maintaining the overall project schedule.

Capital Plan Amendment

The estimate for the sanitary line design and construction was $1.4 million, consistent with what was carried in the project budget and aligned with the pricing received from KDB. Staff are seeking approval to issue the change order under agreement 25.11.06 (Appendix B) and to amend the Capital Plan to allow the work to proceed in advance of grant funding being received from the City. Upon receipt of the grant, the overall project is expected to remain within the originally approved budget.

As indicated in the September 17, 2025 staff report to Commission (Appendix A), the total project budget is a combination of two capital project budget lines: $15.5M from #16-06 New FOC Building and $2.0M from #23-31 Land and Site Works. The latter was added to the overall project to cover the demolition of the annex and FOC trailers, the frontage landscaping and the building and gatehouse sanitary line connection. For tracking purposes and financial best practices, staff recommend reallocating the $2.0M such that the capital funding is included in the single capital plan line item.

Table 1: Project Schedule Update

Description	Dates
Completion of Below Grade Works	April 2026
Mass Timber Structure Install	May - August 2026
Sanitary Line Construction	May - September 2026
Building Envelope Completion	October 2026
Occupancy for Building	June 2027

Table 2: FOC Project Budget Update

	Budget	Committed	Projected	Total
Preconstruction	**$2,038,045**	**$2,038,045**	**-**	**$2,038,045**
Building Construction	**$12,758,000**	**$12,758,000**	**-**	**$12,758,000**
Sanitary Line Extension				
- Design and Construction	$1,400,000	$138,310	$1,242,612	$1,380,922
- Archaeological and First Nations Monitoring	$75,000	$51,165	$23,835	$75,000
- Sanitary Connection Recovery Fee	$692,510	$692,510	-	$692,510
Sub-Total	**$1,172,510**	**$881,985**	**$271,447**	**$1,153,432**
Soft Costs (Internal PM, Furniture, Insurance, DCC, Utilities, Cultural Monitoring, IT, etc.)	**$950,000**	**$354,730**	**$594,880**	**$949,610**
Allowance (Contingency + Demo of Existing)	**$581,445**	**$122,039**	**$478,874**	**$600,913**
Total	**$18,495,000**			**$18,495,000**

Table 3: Project Budget and Funding Source Summary

Project Budget Amendment	Approved	Proposed	Total
2.670 RWS Capital Plan New FOC Building (16-06)	$15,500,000	$2,000,000	$17,500,000
2.670 RWS Capital Plan Land and Site Works (23-31)	$2,000,000	($2,000,000)	-
Proposed amendment to project 16-06 for sanitary line	-	$995,000	$995,000
Total	**$17,500,000**	**$995,000**	**$18,495,000**
Funding Sources	**CRD**	**External**	**Total**
2.670 RWS - Water Capital Fund	$9,500,000	-	$9,500,000
2.670 RWS - Revenue from sale of IWS Goldstream gravel pit	$5,000,000	-	$5,000,000
Funding from Legislative and General Services (Leg & Gen)	$3,000,000	-	$3,000,000
Grant – City of Langford reimbursement of sanitary line	-	$995,000	$995,000
Total	**$17,500,000**	**$995,000**	**$18,495,000**

ALTERNATIVES

Alternative 1
The Regional Water Supply Commission recommends to the Capital Regional District Board:

1. That the project budget for the New Field Operations Centre Building (16-06), as included in the 2026 Regional Water Supply Capital Plan, be increased by $995,000, funded through a grant from the City of Langford;
2. That the 2026 Regional Water Supply Capital Budget be amended to reallocate $2,000,000 from the Land and Site Works (23-31) to the New Field Operations Centre Building (16-06); and
3. That a change order be authorized under the existing Design-Build contract with Kinetic Design-Build Ltd. for the construction of a sanitary line extension in the amount of $1,242,612 (excluding GST).

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Alignment with Board & Corporate Priorities

The FOC meets the CRD Board priorities for increasing resilience to addressing climate related risks and disasters by ensuring the building meets FireSmart BC landscape design recommendations for plants and minimum setbacks from the forest. These design elements reduce the risk of a structure fire and minimize disruption to operations in the event of a fire. The building design includes an area that can be used as an emergency operations center as needed.

Climate Implications

The building's design complies with the CRD's Green Building Policy, which establishes standards for clean energy use and greenhouse gas (GHG) reduction. These targets are being achieved through a high-performance building envelope, energy-efficient HVAC systems, and the use of low-carbon materials, together with a FireSmart BC design that enhances resilience and durability.

Equity, Diversity & Inclusion Implications

The FOC project aligns with the 2023–2026 Corporate Plan priorities for Equity, Diversity and Inclusion. The facility will include fully accessible, gender-neutral single-use washrooms.

Financial Implications

At this time, the project remains on budget; however, there is ongoing potential for construction cost escalation due to market volatility and supply chain uncertainty. These risks are being mitigated through early procurement of materials and equipment where feasible. While the Design-Build process helps reduce cost uncertainty, there remains potential for change orders as construction progresses, particularly in response to unforeseen site conditions.

The total project cost is approximately $18.5 million, including the sanitary line extension along Sooke Lake Road, which was not part of the original design-build contract as detailed design and pricing were not finalized at that time. This work is required to connect the facility to the City of Langford's municipal sewer system and has since been incorporated into the project scope.

The City of Langford has committed up to $995,000 in grant funding, to be provided upon project completion and confirmation of eligible costs. As this funding was not included in the approved capital budget, a budget amendment is required to incorporate both the additional cost and corresponding grant funding. Upon receipt of the grant, the net project cost to the CRD remains consistent with the previously approved budget of $17.5 million.

First Nations Implications

The project budget includes provisions for cultural monitoring and engagement with Indigenous groups to support the sanitary main extension works along Sooke Lake Road. Archaeological monitoring services are provided by Stantec under an existing standing offer agreement, including participation from local First Nations' field representatives. Ongoing communication with First Nations is being undertaken as part of the permitting process.

Should archaeological materials be encountered, work will be suspended and appropriate notification and coordination with the Archaeology Branch and affected First Nations will occur to determine next steps. Any additional participation or requirements identified by First Nations may result in scope, schedule or cost adjustments.

Intergovernmental Implications

Legislative and General Government Services (Leg & Gen), through Juan de Fuca Electoral Area Services and Protective Services, is contributing $3 million toward the FOC project in support of shared, multi-use space. This contribution is governed by the Memorandum of Understanding

(MOU) dated May 13, 2025.

The proposed change order and capital plan amendment do not alter the overall funding commitment from Leg & Gen. Ongoing coordination and reporting to the Project Oversight Committee will ensure alignment with the MOU and continued transparency with contributing departments.

Service Delivery Implications

The project team continues to work closely with CRD Watershed Protection operations to coordinate construction planning, including staging and site access. This coordination ensures that construction activities do not impede ongoing operations and allows other work within the watershed to proceed concurrently.

CONCLUSION

The Field Operations Centre project has progressed into the construction phase, with building works advancing as planned and key servicing requirements now defined through the permitting process. The sanitary main extension along Sooke Lake Road is a necessary component to support the project and ensure compliance with municipal servicing requirements.

The proposed change order is within the project budget, and its approval will enable this work to proceed in alignment with the construction schedule. The associated budget amendment reflects the cost recovery arrangement with the City of Langford and ensures the project budget accurately captures the full scope of work.

RECOMMENDATION

The Regional Water Supply Commission recommends to the Capital Regional District Board:

1. That the project budget for the New Field Operations Centre Building (16-06), as included in the 2026 Regional Water Supply Capital Plan, be increased by $995,000, funded through a grant from the City of Langford;
2. That the 2026 Regional Water Supply Capital Budget be amended to reallocate $2,000,000 from the Land and Site Works (23-31) to the New Field Operations Centre Building (16-06); and
3. That a change order be authorized under the existing Design-Build contract with Kinetic Design-Build Ltd. for the construction of a sanitary line extension in the amount of $1,242,612 (excluding GST).

Submitted by:	Stephen May, P. Eng., Senior Manager, Corporate Capital Project Delivery Services
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Varinia Somosan, CPA, CGA, Acting Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Report to Commission – September 17, 2025
Appendix B: Change Order 2 – Agreement 25.11.06

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REPORT TO REGIONAL WATER SUPPLY COMMISSION
MEETING OF WEDNESDAY, SEPTEMBER 17, 2025

SUBJECT **Recommendation to Award Design-Build Contract – Field Operations Centre**

ISSUE SUMMARY

To provide an update on the Field Operations Centre (FOC) Capital Project and to obtain approval to enter into a design-build construction contract with Kinetic Design-Build (KDB).

BACKGROUND

The CRD Watershed Protection and Water Quality programs currently operate from five small separate temporary facilities that no longer meet operational or safety requirements. In 2017, CRD completed a Function and Needs Assessment and facility condition review, which recommended consolidating operations into a purpose-built Field Operations Centre (FOC) at 2995 Sooke Lake Road.

In 2021, building on the Function and Needs Assessment, a local architectural firm was retained to assist in providing a project budget. The architect looked at other local similar projects in various stages of completion to develop the project budget. The report indicated that a construction budget of $12.8M (November 2022 prices) be used for a mass-timber building. A design-build project delivery method was selected as the best approach to minimize budget and construction timelines. A pre-qualification for a Design-Build contractor was issued in late 2023. Two submissions were received, with Kinetic Design-Build (KDB) being the successful proponent. Through negotiations, KDB provided a proposal for detailed design in January 2025. Detailed design was completed in Q1, 2025 in order to apply for a building permit in late March. During the design process, the design team worked collaboratively with CRD staff through a value engineering process to ensure the construction cost provided the best value while ensuring operational needs and future growth. Upon approving the design in July, KDB formally submitted a construction cost in August that closely aligns with the estimate from 2022.

The proposed new FOC building is planned as a two-storey, 2,037 m² (21,925 ft²) mass timber building designed to accommodate approximately 75 staff. The facility will include crew support spaces, water quality and hydrology laboratories, offices, and training and multipurpose spaces which can be used as an emergency operations centre. The design drawings are attached as Appendix A.

On November 20, 2024, staff provided the RWS Commission with a project update that identified ongoing design work, the City of Langford's sanitary servicing requirements, and the critical path to contract approval, attached as Appendix B. Since that time, the project has advanced through design development, cost plan validation, and schedule refinement under a preliminary design services agreement. The initial project scope did not include the decommissioning and revegetation of the two trailers and house where operational staff currently reside. This additional scope is required to minimize risks that include; ongoing building maintenance of abandoned infrastructure and to minimize water run-off and potential erosion issues. Based on review with the executive sponsors, the scope was added and is being funded from RWS Capital Project 25-01.

Project design and procurement have advanced to the point where a CCDC14 (Canadian Construction Documents Committee, Contract Number 14) contract with KDB has been finalized, providing cost and schedule certainty. The contract, attached as Appendix C, including all supplementary conditions, has been reviewed by external legal counsel (Stewart McDannold Stuart) to ensure alignment with CRD requirements. With the overall scope refined and the approach for sanitary servicing confirmed, the project is now ready to proceed to execution. Staff are seeking Commission approval to proceed with the execution of the contract.

Project Overview

The overall scope of work has been refined and includes the following elements:

- A two-storey, mass timber facility with concrete foundations and steel seismic systems having a total area of 2,037 m² (21,925 ft²)
- Ground floor: Crew locker/change rooms, drying room, water quality & hydrology labs, storage, and fleet support.
- Second floor: Open office workspace, meeting rooms, administrative offices, large training room, and multipurpose space designed to function as an Emergency Operations Centre (EOC).
- Site works include staff and fleet parking, heavy equipment storage, landscaping, and a new sanitary line connection to the Langford municipal sanitary sewer system.
- Design meets CRD Green Building Policy and FireSmart BC guidelines.
- Facility provides full accessibility, with barrier-free entries, elevators, and gender-neutral washrooms and changerooms.

The overall project schedule is as shown in Table 1:

Table 1: Project Schedule

Description	Dates
Function & Needs Assessment, Facility Review	2017
Design-Build Pre-Qualification Issued	December 2023
Design-Build Detailed Design RFP Issued	January 2025
Detailed Design & Value Engineering	February – July 2025
Design-Build Contract Negotiations	March - July 2025
Contractor Cost Confirmed	August 22, 2025
RWS Commission Report	September 17, 2025
Construction Period	November 2025 – June 2027

Budget

The design-build cost for the base building and associated civil works has been confirmed at $12,758,000, providing cost certainty for the principal contract. To maintain this pricing, the contract must be awarded by early October 2025, as subtrade bids expire on October 14, 2025. Any delay beyond this date could expose the project to market-driven escalation, with contractors increasingly applying additional overhead and contingency premiums in response to supply chain volatility.

The construction contract will be funded by RWS capital project 16-06 and Legislative and General Government Services (Leg. & Gen.) capital project 25-01. This $3 million in funding has been secured from Leg. & Gen. through an approved inter-service agreement to support shared corporate functions, including emergency operations and business continuity, supplementing funding provided in the Regional Water Supply (RWS) capital plan.

The additional scope for the site works will be funded by RWS capital project 23-31 Land and Site Works. As the decommissioning for the two trailers and house cannot start until staff are moved into the new FOC building, this work will be procured upon completion of the moves, which are scheduled to occur in the summer of 2027.

Table 2 provides a breakdown of the funding sources and the project costs. The estimate for the total project cost includes a $400,000 contingency allowance, which is approximately 3% of the design-build contract amount. The industry best practice for this type of project delivery is to allow a contingency of 3-5% of the initial contract cost and so the total project cost includes a $400,000 contingency allowance, which is 3.1% of the contract amount.

Table 2: FOC Project Budget

Funding Source Summary			
ITEM	**AMOUNT**	**Notes:**	**Capital Plan Project Number**
Core Building	$12.5M		16-06
Inter-Service Agreement (Leg. & Gen.)	$3M	Multipurpose spaces (emergency operations, continuity, training)	25-01
Site Works (Additional)	$2M	Included in the 2026 RWS Capital Plan for the following: • Demolition of Annex & FOC trailers • Frontage landscaping at site entrance • Building & Gatehouse sanitary line connection	23-31
Total Project Funds	**$17.5M**		
Project Budget			
Pre-Construction	$2.05M	Design Completed	
Construction	$12.8M	KDB Contract (includes Gatehouse sanitary line)	
Internal Soft Costs	$950k	First Nation monitoring, Utilities, Building Permit, Insurance, Internal Labour, IT, Furniture, etc.	
Site Works Costs	$1.3M	To be completed in 2026-2027	
Contingency	$400k	3.1% of the Design-Build contract amount	
Total Project Cost	**$17.5M**		

ALTERNATIVES

Alternative 1
The Regional Water Supply Commission approves:

1. That the Field Operations Centre design-build contract be awarded to Kinetic Design-Build for $12,758,000 (excluding GST);
2. That staff be authorized to award additional work up to a contingency amount of $400,000; and,
3. That the Capital Regional District Chief Administrative Officer be authorized to execute the CCDC14 design-build contract, subject to receipt of the City of Langford building permit.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Alignment with Board & Corporate Priorities

The FOC meets the CRD Board Priorities for increasing resilience to addressing climate related risks and disasters by ensuring the building meets Fire Smart BC landscape design recommendations for plants and minimum setbacks from the forest. These design elements reduce the risk of a structure fire to minimize operations disruptions during a fire. The building design includes an area that can be used as an emergency operations center during an emergency.

Alignment with Existing Plans & Strategies

The FOC project aligns with the 2023-2026 Corporate Plan Equity, Diversity & Inclusion as a listed project. The design includes fully accessible, gender-neutral single use washrooms along with other barrier free and accessible elements.

Environmental & Climate Action

The building's design complies with the CRD's Green Building Policy, which establishes standards for clean energy use and greenhouse gas (GHG) reduction. These targets are being achieved through a high-performance building envelope, energy-efficient HVAC systems, and the use of low-carbon materials, together with a FireSmart design that enhances resilience and durability.

Financial Implications

The overall project is now forecast to exceed the original $15.5M budget, primarily due to the additional scope of the sanitary line extension along Sooke Lake Road, the Gatehouse sanitary line connection, demolition of existing facilities and frontage landscaping requirements identified through site planning and permit review. These additional costs have been incorporated into the 2026 Regional Water Service Capital Budget, ensuring that the project remains financially sustainable.

To preserve subtrade bid pricing, contract award must occur by October 7, 2025; beyond this date pricing validity expires and market volatility could drive escalation. Securing approvals now will allow the CRD and KDB to lock in the validated design-build cost, providing cost certainty and avoiding the risk of future escalation.

Service Delivery Implications

Currently, Watershed Protection staff and operations are located in two trailers, three residential houses and at the 479 Island Highway IWS office. The trailers and houses have been a temporary solution for several decades but are no longer fit for purpose and are at the end of their useful life. All temporary facilities and the 479 Island Highway office space are over capacity and have no room for expansion. Dedicated office, field laboratory and storage space is required that is purpose built for efficient operations, security and protection of the watershed for today and into the future. The nature of watershed protection and water quality sampling work will always require a field presence. The project team and Watershed Protection staff have reviewed the construction site planning for the project to determine the construction site boundaries and staging areas to

ensure Watershed Protection operations can continue unimpeded during construction while allowing other projects on the FOC site to progress concurrently.

CONCLUSION

The Field Operations Centre is a critical capital project that has advanced through design development, cost validation, and procurement. Since the May 2025 update, the cost plan for the original scope has been validated, sanitary servicing confirmed, additional scope integrated, and additional funding secured. The use of the Progressive Design-Build delivery method has resulted in an optimized design and good value for the CRD. To secure subtrade pricing and maintain the project schedule, execution of the negotiated CCDC14 design-build contract with Kinetic Design-Build is required by early October 2025.

RECOMMENDATION

The Regional Water Supply Commission approves:

1. That the Field Operations Centre design-build contract be awarded to Kinetic Design-Build for $12,758,000 (excluding GST);
2. That staff be authorized to award additional work up to a contingency amount of $400,000; and,
3. That the Capital Regional District Chief Administrative Officer be authorized to execute the CCDC14 design-building contract, subject to receipt of the City of Langford building permit.

Submitted by:	Stephen May, P. Eng., Senior Manager, Corporate Capital Project Delivery Services
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water 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

ATTACHMENT(S)

Appendix A: Field Operations Centre Design Drawings
Appendix B: Report to Commission – November 20, 2024
Appendix C: Design-Build Contract with Supplementary General Conditions

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Capital Regional District
Infrastructure and Water Services
CCPDS Division

CHANGE ORDER #2

File: PO # 4700000683 (X) Addition

( ) Deletion

Project: CRD Field Operations Centre

Contract #: 25.11.06

Contractor: Kinetic Design-Build (KDB) Ltd.

Attention: Charles Cholette

The following changes are contemplated:

Change Order (CO2): Additional Scope – Contract No. 25.11.06 - CRD Field Operations Centre Design Services

Below are the additional scope items to be added to contract 25.11.06:

- Sooke Lake Road Sanitary Extension Works in accordance with "Sooke Lake Road Sewer Extension" Pricing Letter from KDB for **$1,242,612 + GST**

The total price of this CO is **$1,242,612 + GST**.

CS.375.1201.66
GL: 503130

Steve May, P. Eng.

Senior Manager CCPDS	Signature	Date

Chaz Whipp, P. Eng.

Manager Structures & Systems CCPDS	Signature	Date

Charles Cholette, P. Eng.

Senior Project Engineer CCPDS	Signature	Date

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REPORT TO THE SOOKE & ELECTORAL AREA PARKS AND RECREATION COMMISSION MEETING OF TUESDAY, MAY 05, 2026

SUBJECT **Municipal Finance Authority of British Columbia Equipment Financing Program Borrowing Resolution for Sooke and Electoral Area Recreation and Facilities Service**

ISSUE SUMMARY

A Board borrowing resolution is required to authorize borrowing for the Sooke and Electoral Area Recreation and Facilities Service (SEAPARC) under the Municipal Finance Authority of British Columbia (MFABC) Equipment Financing Program.

BACKGROUND

The Capital Regional District (CRD) Board approved the 2026-2030 Financial Plan Bylaw No. 4751 on March 11, 2026. The approved financial plan included $60,000 in the SEAPARC capital plan for the replacement of a golf course turf aerator, to be funded through the MFABC Equipment Financing Program. Authorization to borrow through this program requires approval of a borrowing resolution by the Board.

The related annual debt payment was also included in the approved 2026-2030 Financial Plan.

ALTERNATIVES

Alternative 1
The Sooke & Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board:

1. That the Board of the Capital Regional District authorize borrowing of up to $60,000 under section 403 of the *Local Government Act*, which applies section 175 of the *Community Charter* to regional districts, through the MFABC Equipment Financing Program for the purchase of a golf course turf aerator for the Sooke and Electoral Area Recreation and Facilities Service; and
2. That the loan be repaid within five (5) years, with no right of renewal.

Alternative 2
That the resolution be deferred pending further analysis by CRD Staff.

IMPLICATIONS

Financial Implications

For regional districts, liabilities under agreement are governed by section 175 of the *Community Charter*, as applied by section 403 of the *Local Government Act*.

The MFABC Equipment Financing Program provides borrowing for equipment purchases. Through this program, the CRD retains ownership of the asset and borrows at a variable interest

rate with fixed payment schedules. There are no fees to set up or discharge the agreement, no taxes on payments, and no penalties for early repayment or additional principal payments. These loans are direct obligations of the entity requesting funding.

The proposed borrowing term is up to five (5) years, which aligns with the expected service life of the equipment. The current Equipment Financing Program borrowing rate is 2.80% as of March 2026 and is subject to change. The estimated cost is $1,075 monthly on a 60-month loan with a total interest of $4,500 based on current rates. Payments will be funded through requisition.

CONCLUSION

The approved 2026-2030 Financial Plan includes $60,000 for replacement of a golf course turf aerator for the Sooke and Electoral Area Recreation and Facilities Service, to be funded through the MFABC Equipment Financing Program. Board approval of the attached borrowing resolution is required to proceed.

RECOMMENDATION

The Sooke & Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board:

1. That the Board of the Capital Regional District authorize borrowing of up to $60,000 under section 403 of the *Local Government Act*, which applies section 175 of the *Community Charter* to regional districts, through the MFABC Equipment Financing Program for the purchase of a golf course turf aerator for the Sooke and Electoral Area Recreation and Facilities Service; and
2. That the loan be repaid within five (5) years, with no right of renewal.

Submitted by:	Melanie Alsdorf, Senior Manager, SEAPARC Recreation
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Borrowing Resolution for Equipment Financing Program with the Municipal Finance Authority

Appendix A

Borrowing Resolution for Equipment Financing Program with the Municipal Finance Authority of British Columbia

That the Board of the CAPITAL REGIONAL DISTRICT authorizes up to $60,000 to be borrowed, under Section 403 of the *Local Government Act*, through the Municipal Finance Authority of British Columbia Equipment Financing Program, for the purpose of purchasing a golf course turf aerator for the Sooke and Electoral Area Recreation and Facilities Service.

That the loan be repaid within five (5) years, with no right of renewal.

I hereby certify the above to be a true copy of a resolution which was passed by the Board of the CAPITAL REGIONAL DISTRICT on the ___ day of _____, 2026.

_____

Corporate Officer

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REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **2027-2030 Board Remuneration and Travel Expense Reimbursement Review**

ISSUE SUMMARY

To present information and recommendations on the implementation of the remuneration and travel expenses review for the Capital Regional District (CRD) Board Directors and Alternates, Commissioners, First Nations Members, and certain appointees to external Boards.

BACKGROUND

The CRD Board has approved a CRD Board Remuneration and Travel Expense Reimbursement Policy ("Policy") (Appendix A). This Policy applies to CRD Board Directors, Commission members, First Nations Members, and certain Board appointees to external Boards. The Policy was established in 2016 and is derived from a remuneration philosophy that recognizes the significant commitment and expectations of a CRD Director, and gross remuneration which is comparable with other organizations. By Policy, remuneration is adjusted annually to the cost of living based on the Victoria Consumer Price Index year over year, with a more comprehensive review undertaken at defined periods to ensure alignment with the remuneration philosophy. Since initial adoption, updates to the Policy have been made by the CRD Board, notably with the inclusion of payments for First Nations Members and Commissioners of the Salt Spring Island Local Community Commission. As a foundation of the Policy, the remuneration philosophy established by the CRD Board is as follows:

• a base Director annual stipend as the average (applied as median) paid to CRD member councillors, which recognizes attendance at all CRD Board meetings and Committee of the Whole meetings plus two Standing Committee commitments;

• an additional annual stipend to Electoral Area Directors to provide overall remuneration consistent with the average (median) paid to CRD member mayors, which recognizes all additional Electoral Area work including Electoral Area Commission commitments;

• an additional annual stipend to the CRD Board Chair consistent with payments made by other Regional Districts, which recognizes all Board Chair responsibilities including all ex-officio responsibilities on Standing Committees;

• additional annual stipends to recognize the additional commitments of the: CRD Board Vice-Chair; Capital Regional Hospital District Chair; Standing Committee Chairs; CRD Directors appointed as a Commission Chair, when such Commission Chair appointment is made directly by the CRD Board Chair; CRD Directors who are involved on more than two Standing Committees; and Commissioners of the Salt Spring Island Local Community Commission;

• per meeting payments to Alternate Directors consistent with payments made by other Regional Districts, and to CRD Directors appointed to local and sub-regional Commissions and external Boards except where remuneration is already paid and/or not eligible; and

• that the annual cost of living adjustment based on the Victoria Consumer Price Index (CPI)

continue to be applied, and that a regular review be undertaken every three (3) to five (5) years to ensure remuneration remains comparable. Schedule 1 of the attached Policy (Appendix A) has been updated to reflect the January 2026 annual adjustment.

For the 3-5 year review, the practice of the CRD Board has been to have these conducted in the final year of a CRD Board term, to be effective for the next CRD Board term. On December 10, 2025, the CRD Board approved that staff commence conducting the review in 2026, for implementation with the new Board term in 2027-2030, utilizing an independent third party. Staff subsequently engaged Western Compensation and Benefits Consultants (WCBC) to conduct this review. WCBC presented their approach and timeline to the CRD Board at the meeting of February 11, 2026.

WCBC commenced the remuneration review commenced immediately following the February 11, 2026 CRD Board meeting. WCBC has now concluded their review and will present their findings and recommendations to the CRD Board at the Board meeting of May 13, 2026. The report and recommendations of WCBC are attached as Appendix B.

In their review, WCBC has concluded that remuneration should be amended to align with the CRD Board Remuneration and Travel Expense Policy. CRD Board policies are updated by staff for Board consideration and adoption.

ALTERNATIVES

Alternative 1
That the CRD Board approve, with the information and recommendations as provided by the consultants at the meeting of May 13, 2026, that staff be directed to update the CRD Board Remuneration and Travel Expense Policy for CRD Board consideration.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS (choose those that apply)

Alignment with Existing Plans & Strategies
The CRD Board established a comprehensive remuneration Policy. The Policy ensures relative market consistency based on the overall remuneration philosophy. Reviewing comparators on a regular basis ensures that remuneration remains consistent with the Policy and CRD Board direction.

Financial Implications
The approved implementation date for remuneration adjustments would be for the new Board term 2027-2030, starting in January 2027. Remuneration and travel expense adjustments once approved will be included in budget deliberations for those calendar years.

There are no financial implications for the current calendar year, 2026. Costs for the review are within the core budget and current requisition, and the consultant's cost is within the amount budgeted at $43,000 plus GST.

CONCLUSION

The CRD Board has established a CRD Board Remuneration and Travel Expense Reimbursement Policy. The Policy is derived from a remuneration philosophy that recognizes the significant commitment and expectations of a CRD Director, and gross remuneration which is comparable with other organizations. In a review of the comparable organizations, it has been determined that adjustments to remuneration are required and that the Policy be updated accordingly to be commensurate with the 2027-2030 Board term.

RECOMMENDATION

That the CRD Board approve, with the information and recommendations as provided by the consultants at the meeting of May 13, 2026, that staff be directed to update the CRD Board Remuneration and Travel Expense Policy for CRD Board consideration.

Submitted by:	Chris Neilson, MBA, CPHR, Senior Manager, People, Safety and Culture
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: CRD Board Remuneration and Travel Expense Reimbursement Policy
Appendix B: CRD Board Remuneration and Travel Expense Report, Western Compensation and Benefits Consultants, April 23, 2026
Appendix C: CRD Board Remuneration and Travel Expense Report Presentation, Western Compensation and Benefits Consultants

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CAPITAL REGIONAL DISTRICT
BOARD POLICY

Policy Type	*Board*		
Section	*Executive Services, People, Safety & Culture (PS&C)*		
Title	**BOARD REMUNERATION AND TRAVEL EXPENSE REIMBURSEMENT**		
Adoption Date	September 9, 2015	Policy Number	BRD03
Last Amended	January 20, 2026	Amended By	PS&C
Policy Owner	People, Safety & Culture (PS&C)		

1. POLICY:

Board of Directors Remuneration and Travel Expense Policy.

2. PURPOSE:

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

3. SCOPE:

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

4. DEFINITIONS:

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

5. PROCEDURE:

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

a) All Board Directors, certain Commission members, Municipal Councillors, First Nations Members and certain Board appointees to external Boards shall receive an annual stipend and/or a payment per meeting and travel expenses as per CRD Board Remuneration and Travel Expense Policy - Schedule 1.

b) Eligibility for payments is defined in CRD Directors Appointments by Committees, Commissions to External Board - Schedule 2.

c) The remuneration amounts will be adjusted annually, by Financial Services, based on the Consumer Price Index for the Victoria area for the twelve months ending December 31 of the preceding year – Schedule 3.

d) The remuneration structure will be reviewed periodically as directed by the Board.

6. SCHEDULES:

1. CRD BOARD REMUNERATION AND TRAVEL EXPENSE POLICY
2. REMUNERATION ELIGIBILITY TABLE
3. CRD BOARD REMUNERATION PHILOSOPHY

7. AMENDMENTS:

Adoption Date	Description
September 9, 2015 (Revised April 18, 2016)	*Approved by the Board*
April 12, 2017 *(eff. January 1, 2017)*	*Amendment 1, approved by the Board*
May 9, 2018 *(eff. January 1, 2019)*	*Amendment 2, approved by the Board*
February 10, 2020 *(Schedule 1 and 2 updates)*	*Amendment 3, approved by Human Resources (eff Jan.2020 Schedule 1; Dec.2019 Schedule 2)*
January 13, 2021 *(Schedule 2 update)*	*Amendment 4, approved by the Board*
February 2, 2021 *(Schedule 1 update)*	*Amendment 5, approved by Human Resources (eff. Jan.2021)*
January 24, 2022 *(Schedule 1 update)*	*Amendment 6, approved by Human Resources (eff. Jan.2022)*
January 20, 2023 *(Schedule 1 update)*	*Amendment 7, approved by Human Resources (eff. Jan.2023)*
June 2023	*Amendment 8, approved by the Board (eff. June 2023)*
January 19, 2024 *(Schedule 1 update)*	*Amendment 9, approved by Human Resources (eff. Jan.2024)*
December 11, 2024	*Amendment 10, approved by the Board (eff. Jan.1, 2025 - Schedule 1: SSI Electoral Area Director, Local Community Commission Commissioner)*
January 22, 2025 *(Schedule 1 update)*	*Amendment 11, approved by Human Resources (eff.Jan. 2025)*

January 20, 2026 *(Schedule 1 update)*	*Amendment 12, approved by People, Safety & Culture (eff.Jan.2026)*

8. REVIEWS:

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

9. RELATED POLICY, PROCEDURE OR GUIDELINE:

- *Bylaw No. 3828, "Board Procedures Bylaw, 2012"*

SCHEDULE 1

CRD BOARD REMUNERATION AND TRAVEL EXPENSE POLICY

Effective January 1, 2026
(E&OE)

		REMUNERATION	EXPENSE ALLOWANCE	TOTAL
	ANNUAL STIPENDS Paid periodically throughout the year (currently, biweekly)			
1	**CRD / CRHD Board Directors** *Includes all CRD/CRHD Board meetings, Committee of the Whole Meetings, and two Standing Committee* commitments* **where defined as a standing committee in bylaws or terms of reference AND members are appointed by the Board Chair*	16,347	8,174	**24,521**
2	**Electoral Area Directors (additional)**			
	- **JDF Electoral Area; SGI Electoral Area**	31,512	15,756	**47,268**
	- **SSI Electoral Area**	24,692	12,346	**37,038**
3	**CRD Board Chair** (additional)	24,042	12,021	**36,063**
4	**CRD Board Vice-Chair** (additional)	4,807	2,404	**7,211**
5	**CRHD Board Chair** (additional) *(Not paid if the CRHD Board Chair is also the CRD Board Vice-Chair)*	4,807	2,404	**7,211**
6	**Board Standing Committee Chair, CRD Arts Commission Chair & Solid Waste Advisory Commission Chair** (additional) *(when appointed by CRD Board Chair)*	2,405	1,202	**3,607**
7	**Additional Board Standing Committee(s)** (additional) *(Payable if Standing Committee Membership exceeds the two remunerated in Section 1)*	4,807	2,404	**7,211**
8	**Salt Spring Island Local Community Commissioner** *(Payable to all elected LCC commissioners, except the Electoral Area Director)*	8,954	4,477	**13,431**
	PER MEETING PAYMENTS Paid for scheduled attendance at a meeting, except where such meeting has been cancelled in advance **(see Footnote 2 – Eligibility Verification)**			
9	**Alternate CRD/CRHD Board Director and Acting Standing Committee Chair**	73	37	**110**
10	**CRD Board Directors - Local & Sub-Regional Commission/Committee Meetings** Does not apply when: i. Commission /Committee within the responsibilities of the Electoral Area Director ii. Remuneration is already paid by the Commission iii. The Committee/Commission is not eligible for payment by Act, Regulation, Bylaw or other	73	37	**110**
11	**First Nation Member appointees to eligible CRD Committee**	73	37	**110**

12				
13	**CRD Municipal Directors who vote on Part 26 Decisions of Juan de Fuca Electoral Area** Applies only when: a. Attendance at a JDFEA land use committee meeting of which the director is a member b. Attendance at any land use public hearing of the JDFEA regarding an area where the director is eligible to vote on decisions at the CRD Board Does not apply to the Electoral Area Director	73	37	**110**
	Alternate CRD Electoral Area Director attending formal Local and Sub-Regional Commission meetings in place of the Electoral Area Director	73	37	**110**
	All Commissioners - Regional Water Supply Commission	73	37	**110**
16		73	37	**110**
	TRAVEL EXPENSES **(see Footnote 3 regarding claim process)**			
17	**All Director, LCC Commissioner, or First Nation Member Travel - to and from meetings where the Director, LCC Commissioner or First Nation Member is a member**	$0.67	Per km. for regularly constituted meetings of Board, Commissions, Standing, and Select Committees	
	DIRECTOR TRAVEL Within Capital Region/Vancouver Island and Lower Mainland			
18	**Travel by Personal Automobile**	$0.67	Per kilometre	
19	**Travel by Bus, Train, Ferry, Air (economy class)**	Actual expense	Payable upon receipt	
	DIRECTOR TRAVEL Outside Capital Region/Vancouver Island and Lower Mainland			
20	**Travel by Personal Automobile**	$0.67	Per kilometre	
21	**Travel by Bus, Train, Ferry, Air (economy class), Car Rental (mid-size)**	Actual expense	Payable upon receipt	
22	**Electoral Area Director Travel - within Electoral Area**	$0.67	For travel greater than 10km from EA Director's residence within the EA or their office, provided the destination is a place to conduct EA business	

23	**CRD Board Chair, CRHD Board Chair, Standing Committee Chair - including Acting Chairs**	$0.67	For any business travel of the Board or Standing Committee, provided the expenses are incurred outside the municipality or EA which the Chair represents
	MEALS		
24	**For Travel Requiring Greater-Than 24 Hours from Place of Residence**	$84.00	Per diem allowance for meals, gratuities, parking, local calls
	For Travel Requiring Less-than 24 Hours from Place of Residence		
25	- Breakfast	$18.00	See Footnote 1
26	- Lunch	$24.00	See Footnote 1
27	- Dinner	$42.00	See Footnote 1
	OTHER		
28	**Seminars, Courses, Conferences, Meetings**	Actual Cost	Registration Fees paid for single participation (Receipt required)
29	**Accommodation**	Actual Cost	Based on single occupancy
30	**Taxi Expenses**	Actual Cost	Receipts are required
31	**Long Distance Telephone Calls**	Actual Cost	Receipts are required

FOOTNOTES

(1) Meal payments will be paid as follows:

If Departure Prior to:	7:00am	Breakfast, Lunch, Dinner
	12:00noon	Lunch, Dinner
	6:00pm	Dinner
If Return After:	12:30pm	Breakfast, Lunch
	6:00pm	Breakfast, Lunch, Dinner

(2) Eligibility Verification:

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

(3) Travel Expense Claims Process:

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

SCHEDULE 2

CRD BOARD REMUNERATION AND TRAVEL EXPENSE POLICY

CRD Director Remuneration Eligibility Table

(E&OE)

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

Footnotes:

1. Within Director's core responsibilities

2. Eligible for additional Standing Committee payment, if Director already sits on two (2) Standing Committees

3. Eligible for per meeting payment

4. Not eligible for payment: Commission/Board falls within the responsibilities of an Electoral Area Director

5. Not eligible for payment: Commission/Board already makes a payment for attendance

6. Not eligible for payment: Commission/Board ineligible by Act, Regulation, Bylaw or other

7. Not eligible for payment: Sub-Committee to a Standing Committee or other

8. Payments to be made to respective First Nations Governments on behalf of First Nation Member appointees following attendance at the meeting. Payments for attendance and expenses shall not exceed $8,250 per year per First Nation. Note that First Nation participation is only permitted where the specific Committee Terms of Reference allow.

Director Appointments to Local & Subregional Commissions	See Footnote
Accessibility Advisory Committee	7
Arts Advisory Council	7
Arts Commission	3
Beddis Water Service Commission	4
Cedar Lane Water Service Commission	4
Cedars of Tuam Water Service Commission	4
East Sooke Fire Protection and Emergency Response Service Commission	4
East Sooke Advisory Planning Commission	4
Fernwood and Highland Water Local Service Commission	4
Fulford Water Service Commission	4
Galiano Island Parks and Recreation Commission	4
Ganges Sewer Local Services Commission	4
Juan de Fuca Board of Variance	4
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission	4
Juan de Fuca Land Use Committee	4
Juan de Fuca Water Distribution Commission	3,4
Lyall Harbour/Boot Cove Water Local Services Committee	4
Magic Lake Estates Water and Sewer Committee	4
Malahat Advisory Planning Commission	4
Malahat Fire Protection and Emergency Response Service Commission	4
Maliview Sewer Local Service Commission	4
Mayne Island Parks and Recreation Commission	4
North Galiano Fire Protection and Emergency Response Service Commission	4
Otter Point Advisory Planning Commission	4
Otter Point Fire Protection and Emergency Response Service Commission	4
Pender Islands Parks and Recreation Commission	4

Footnotes:

1. Within Director's core responsibilities

2. Eligible for additional Standing Committee payment, if Director already sits on two (2) Standing Committees

3. Eligible for per meeting payment

4. Not eligible for payment: Commission/Board falls within the responsibilities of an Electoral Area Director

5. Not eligible for payment: Commission/Board already makes a payment for attendance

6. Not eligible for payment: Commission/Board ineligible by Act, Regulation, Bylaw or other

7. Not eligible for payment: Sub-Committee to a Standing Committee or other

Director Appointments to Local & Subregional Commissions (con't)	See Footnote
Peninsula Recreation Commission	3
Port Renfrew Fire Protection and Emergency Response Service Commission	4
Port Renfrew Utility Services Committee	4
Regional Transportation Advisory Committee	7
Regional Water Supply Commission	5
Saanich Peninsula Wastewater Commission	3
Saanich Peninsula Water Commission	3
Salt Spring Island Local Community Commission	1,4
Saturna Island Parks and Recreation Commission	4
Shirley Fire Protection and Emergency Response Service Commission	4
Shirley/Jordan River Advisory Planning Commission	4
Skana Water Service Committee	4
Sooke and Electoral Area Parks and Recreation Commission	3,4
Southern Gulf Islands Community Economic Sustainability Commission	4
Southern Gulf Islands Electoral Area Emergency Advisory Commission	4
Southern Gulf Islands Harbours Commission	4
Southern Gulf Islands Public Library Commission	4
Sticks Allison Water Local Service Committee	4
Surfside Park Estates Water Service Committee	4
Victoria Family Court and Youth Justice Committee	3
Water Advisory Committee	6
Wilderness Mountain Water Service Commission	4
Willis Point Advisory Planning Commission	4
Willis Point Fire Protection and Recreation Facilities Commission	4

Footnotes:

1. Within Director's core responsibilities

2. Eligible for additional Standing Committee payment, if Director already sits on two (2) Standing Committees

3. Eligible for per meeting payment

4. Not eligible for payment: Commission/Board falls within the responsibilities of an Electoral Area Director

5. Not eligible for payment: Commission/Board already makes a payment for attendance

6. Not eligible for payment: Commission/Board ineligible by Act, Regulation, Bylaw or other

7. Not eligible for payment: Sub-Committee to a Standing Committee or other

Regional Board Appointments to External Boards	See Footnote
Capital Region Emergency Services Telecommunications	5
Greater Victoria Coalition to End Homelessness Society	6
Greater Victoria Harbour Authority Board	5
Greater Victoria Labour Relations Association	3
ICET – Island Costal Economic Trust Central South Island Regional Advisory Committee	?
Island Corridor Foundation Board	5
Municipal Finance Authority	5
Pender Islands' Fire Protection Society	4
South Island Reconciliation Advisory Committee	3
Royal and McPhersion Theatres Society Advisory Committee	7
Royal and McPherson Theatres Society Board	3
Sooke Historical Society	4
Vacouver Island and Costal Communities Climate Leadership Plan Steering Committee	?
Vancouver Island Regional Library Board	4

Footnotes:

1. Within Director's core responsibilities

2. Eligible for additional Standing Committee payment, if Director already sits on two (2) Standing Committees

3. Eligible for per meeting payment

4. Not eligible for payment: Commission/Board falls within the responsibilities of an Electoral Area Director

5. Not eligible for payment: Commission/Board already makes a payment for attendance

6. Not eligible for payment: Commission/Board ineligible by Act, Regulation, Bylaw or other

7. Not eligible for payment: Sub-Committee to a Standing Committee or other

SCHEDULE 3

CRD BOARD REMUNERATION AND TRAVEL EXPENSE POLICY

CRD Board Remuneration Philosophy

(Effective January 1, 2016)

- a base Director annual stipend as the average paid to CRD member councillors, which recognizes attendance at all Board meetings and Committee of the Whole meetings plus two Standing Committee commitments; and

- an additional annual stipend to Electoral Area Directors which recognizes all additional Electoral Area work including Electoral Area Commission commitments; and

- an additional annual stipend to the CRD Board Chair consistent with payments made by other Regional Districts, which recognizes all Board Chair responsibilities including all ex-officio responsibilities on Standing Committees; and

- additional annual stipends to recognize the additional commitments of the: CRD Board Vice-Chair; Capital Region Hospital District Chair; Standing Committee Chairs; CRD Directors appointed as a Commission Chair, when such Commission Chair appointment is made directly by the CRD Board Chair *[amended effective January 1, 2017];* and CRD Directors who are involved on more than two Standing Committees; and

- per meeting payments to CRD Directors appointed to local and sub-regional Commissions and external boards (except where remuneration is already paid and/or not eligible); and

- per meeting payments to Alternate Directors consistent with payments made by other Regional Districts; and

- that the annual cost of living adjustment based on the Victoria Consumer Price Index continue to be applied, and that a regular review be undertaken every three (3) to five (5) years to ensure remuneration remains comparable.

WCBC Western Compensation & Benefits Consultants
Compensation · Benefits · Executive Remuneration · Pensions · Investment · Actuarial Services

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April 23, 2026

Mr. Chris Neilson
Senior Manager - People, Safety & Culture
Capital Regional District
625 Fisgard Street
Victoria, BC V8W 1R7

Via E-Mail [cneilson@crd.bc.ca]

Dear Chris:

We are pleased to present our conclusions, informed by the Capital Regional District's ("CRD") Board Remuneration Philosophy and based on the results of the market survey regarding remuneration for members of the CRD Board of Directors.

Background

The CRD is a regional government which serves approximately 440,000 residents from three electoral areas and 13 municipal governments throughout the Capital Region. The CRD is governed by a 24-member Board of Directors, who also serve as members of the Regional Hospital Board and the Capital Region Housing Corporation Board. The CRD Board is comprised of Municipal Directors who are appointed by their respective municipal councils, along with Directors from the electoral areas. CRD governance also includes Commissioners for a significant number of sub-regional and local area services.

The CRD Board Remuneration and Travel Expense Policy ("Policy") applies to CRD Directors and Alternates, certain Commissioners and other elected or appointed officials. The Policy specifies a review will be undertaken every three to five years to ensure remuneration remains comparable. Western Compensation & Benefits Consultants ("WCBC") was retained by the CRD to conduct the market comparison review in 2026 and ensure appropriate alignment with the philosophy statements in the Policy.

Western Compensation & Benefits Consultants

WCBC is a Canadian consulting firm founded in Vancouver over 40 years ago, serving clients across Canada and internationally. The firm provides advice on all aspects of compensation and benefits, as well as related human resources matters. WCBC's professional staff hold relevant degrees and recognized designations in areas such as human resources, compensation, group benefits, accounting, economics, and management consulting. The firm has extensive experience working with organizations in the public, private, and not-for-profit sectors, supporting the development of practical, evidence-based compensation programs. WCBC has successfully provided compensation consulting assistance to a wide range of BC regional districts, municipalities and related entities.

Work Completed

To assess whether the remuneration provided for the CRD Board of Directors aligns with the CRD Board Remuneration Philosophy, WCBC completed the following tasks.

Discussions With CRD

At the outset of the project, WCBC had discussions with CRD's Senior Manager, People, Safety & Culture. WCBC obtained and reviewed background information and documentation on CRD's current board remuneration and travel expense policy and discussed appropriate comparison organizations.

Conducted Market Survey

WCBC prepared survey materials and subsequently contacted and included the following seven regional districts and 13 member municipalities in the market survey.

Regional District	Municipality
♦ Comox Valley Regional District	♦ City of Colwood
♦ Fraser Valley Regional District	♦ City of Langford
♦ Regional District of Fraser-Fort George	♦ City of Victoria
♦ Regional District of Nanaimo	♦ District of Central Saanich
♦ Regional District of North Okanagan	♦ District of Highlands
♦ Regional District of Okanagan-Similkameen	♦ District of Metchosin
♦ Sunshine Coast Regional District	♦ District of North Saanich
	♦ District of Oak Bay
	♦ District of Sooke
	♦ District of the Corporation of Saanich
	♦ Town of Sidney
	♦ Township of Esquimalt
	♦ View Royal

Completed Analysis and Prepared Report

WCBC compared the CRD's current remuneration, expense reimbursement, and related practices to those of the survey organizations. Following a discussion with the Senior Manager, People, Safety & Culture, WCBC developed the conclusions set out herein to support alignment with the CRD Board Remuneration Philosophy.

Conclusions

The following conclusions are based on the CRD's Board Remuneration Philosophy, as established by the CRD Board. In developing the conclusions, WCBC considered the results of the market survey, the extent to which current and proposed remuneration aligns with the stated Philosophy, and where appropriate, the existing relationships between roles to ensure internal consistency. Each component of remuneration is addressed below, with reference to the relevant Philosophy provisions supporting the conclusions.

Base Director

The CRD Board Remuneration Philosophy states that a base Director annual stipend should be the average (applied as median) paid to CRD member councillors, which recognizes attendance at all CRD Board meetings and Committee of the Whole meetings plus two Standing Committee commitments.

The results of the market survey and the resulting conclusions are set out below:

Median Paid to CRD Member Councillors	Annual Stipend Based on Philosophy		
	Remuneration	Expense Allowance	Total
$27,590	$18,845	$9,105	$27,590

CRD's base Director's annual stipend is currently $24,521. However, in accordance with the Philosophy it should be $27,590. Therefore, a base Director's annual stipend should be increased by $3,069.

Electoral Area Directors

The CRD Board Remuneration Philosophy states that an additional annual stipend for Electoral Area Directors should provide overall remuneration consistent with the average (applied as median) paid to CRD member mayors, which recognizes all additional Electoral Area work including Electoral Area Commission commitments.

The results of the market survey and the resulting conclusions are set out below:

Median Paid to CRD Member Mayors	Additional Annual Stipend Based on Philosophy		
	Remuneration	Expense Allowance	Total
$59,295	$39,729	$19,567	$59,295

CRD's annual stipend for Electoral Directors (other than the SSI Electoral Area Director) is currently $47,268 and therefore it should be increased by $12,027.

CRD Board Chair

The CRD Board Remuneration Philosophy states that an additional annual stipend for the CRD Board Chair should be consistent with payments made by other Regional Districts, which recognizes all Board Chair responsibilities including all ex-officio responsibilities on Standing Committees.

The results of the market survey and the resulting conclusions are set out below:

Median Paid to Regional District Board Chairs	Additional Annual Stipend Based on Philosophy		
	Remuneration	Expense Allowance	Total
$36,000	$24,120	$11,880	$36,000

The CRD Board Chair's annual stipend is currently $36,063 and therefore it should be decreased by $63.

Other Additional Annual Stipends

The CRD Board Remuneration Philosophy states that additional annual stipends should recognize the additional commitments of the: CRD Board Vice-Chair; Capital Regional Hospital District Chair; CRD Directors appointed as a Commission Chair, when such Commission Chair appointment is made directly by the CRD Board Chair; Standing Committee Chairs; CRD Directors who are involved on more than two Standing Committees; and Commissioners of the Salt Spring Island Local Community Commission.

Each additional annual stipend is discussed below.

CRD Board Vice-Chair

The results of the market survey and the resulting conclusions are set out below:

Median Paid to Regional District Board Vice-Chairs	Additional Annual Stipend Based on Philosophy		
	Remuneration	Expense Allowance	Total
$7,631	$5,113	$2,518	$7,631

The CRD Board Vice-Chair's annual stipend is currently $7,211 and therefore it should be increased by $420.

Capital Region Hospital District Chair

The CRD compensates the Capital Region Hospital District ("CRHD") Chair at the same level as the CRD Board Vice-Chair. Among the comparison regional districts, most compensate their Hospital District Chair at a level below that of the Vice-Chair, with one regional district providing higher remuneration for the role. If the median of the comparator group were used as the basis for determining remuneration, the CRHD Chair compensation would be approximately half of its current level. WCBC has considered the relationship between the

roles on the CRD Board of Directors and concluded that maintaining the remuneration provided for the CRHD Chair at the same level as the CRD Board Vice-Chair would be appropriate.

CRD Directors Appointed as Commission Chairs

The CRD provides an additional annual stipend to CRD Directors appointed as Commission Chairs when such Commission Chair appointment is made directly by the CRD Board Chair.

No direct comparisons for this role were identified among the regional districts surveyed. Accordingly, WCBC considered the existing relationship between the Commission Chairs additional annual stipend and the base Director annual stipend. At present, Commission Chairs receive an additional annual stipend that is approximately 15% lower than the base Director annual stipend.

Applying this same relationship, the resulting conclusions are set out below:

15% of Base Director Annual Stipend (based on conclusions)	Additional Annual Stipend Based on Philosophy		
	Remuneration	Expense Allowance	Total
$4,139	$2,773	$1,366	$4,139

CRD's annual stipend for Commission Chairs is currently $3,607 and therefore should be increased by $532.

Standing Committee Chairs

As discussed earlier herein, the base Director stipend covers service on up to two Standing Committees. Where the CRD Board Chair appoints a Director as a Standing Committee Chair and the Director's total committee commitments exceed two, an additional annual stipend is provided.

The CRD provides an additional stipend for Standing Committee Chairs, set at the same level as the Commission Chairs additional annual stipend, where applicable. Among the comparison regional districts, additional compensation for committee chair roles is uncommon, and where such compensation exists, it is in the form of a fee per meeting attended. If the comparison group were used as the basis for determining this additional stipend, the resulting amount would be significantly lower than the current level. WCBC has considered the relationship between roles on the CRD Board of Directors and concludes that maintaining the current approach where the Standing Committee Chair additional annual stipend aligns with the Commission Chair additional annual stipend would be appropriate.

CRD Directors Involved on More Than Two Standing Committees

Where a CRD Director's membership exceeds two Standing Committees, an additional annual stipend is provided.

The CRD provides an additional annual stipend for Standing Committee Members, set at the same level as the CRD Board Vice-Chair stipend, where applicable. There are no comparisons for this among the regional districts. WCBC has considered the relationship

between roles at the CRD Board of Directors and concludes that maintaining the current approach where the Standing Committee Member additional annual stipend aligns with the CRD Board Vice-Chair additional annual stipend would be appropriate.

Commissioners of the Salt Spring Island Local Community Commission

The CRD provides an additional stipend to members of the Salt Spring Island Local Community Commission ("LCC"). This stipend is paid to all elected LCC Commissioners, excluding Electoral Area Directors.

No direct comparators for this role were identified among the regional districts included in the market survey. Accordingly, WCBC considered the existing relationship between the LCC Commissioner additional annual stipend and the base Director annual stipend. At present, LCC Commissioners receive an annual stipend that is approximately equal to 55% of the base Director amount.

Applying this same relationship, the resulting conclusions are set out below:

55% of Base Director Annual Stipend (based on conclusions)	Additional Annual Stipend Based on Philosophy		
	Remuneration	Expense Allowance	Total
$15,175	$10,167	$5,008	$15,175

CRD's annual stipend for the Salt Spring Island Local Community Commissioners is currently $13,431 and therefore it should be increased by $1,744.

Alternate Directors

The CRD Board Remuneration Philosophy states that per meeting payments to Alternate Directors should be consistent with payments made by other Regional Districts, and to CRD Directors appointed to local and sub-regional Commissions and external Boards except where remuneration is already paid and/or not eligible.

The results of the market survey and the resulting conclusions are set out below:

Median Regional District Per Meeting Payments	Per Meeting Payment Based on Philosophy		
	Remuneration	Expense Allowance	Total
$212	$142	$70	$212

CRD's per meeting fee for Alternate Directors is currently $110 and therefore should be increased by $102.

Annual Cost-of-Living Adjustments

The CRD Board Remuneration Philosophy states that stipends are to be adjusted annually based on the Victoria Consumer Price Index (CPI). This approach is a common practice among the comparison organizations. All regional districts apply annual increases linked to CPI, and most municipalities follow a similar approach, with only a few using alternative methodologies.

Recognizing its alignment with both the CRD's stated Philosophy and prevailing market practice, WCBC recommends that CRD continue to determine annual adjustments based on CPI.

Summary of Conclusions

The following table summarizes the above conclusions.

Annual Stipends			
	Remuneration	**Expense Allowance**	**Total**
CRD/CRHD Board Directors	$18,845	$9,105	$27,590
Additional Stipends			
Electoral Area Directors	$39,729	$19,567	$59,295
CRD Board Chair	$24,120	$11,880	$36,000
CRD Board Vice-Chair	$5,113	$2,518	$7,631
CRHD Board Chair	$5,113	$2,518	$7,631
Commission Chairs	$2,773	$1,366	$4,139
Board Standing Committee Chair	$2,773	$1,366	$4,139
Additional Board Standing Committee(s)	$5,113	$2,518	$7,631
Salt Spring Island Local Community Commissioner	$10,167	$5,008	$15,175
Per Meeting Payments			
Alternate Directors	$142	$70	$212

We would be pleased to discuss this report with you.

Yours sincerely,

Barry Cook

Linda Reid

Barry D. Cook

Linda M. Reid

Conclusion to Board (Apr 2026).docx

Making a difference...together

Meeting With CRD Board of Directors Regarding CRD Board Remuneration Alignment With Policy

May 13, 2026

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Contents

- Background
- Western Compensation & Benefits Consultants
- Work Completed
- Conclusions On Annual Stipends

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Background

- CRD serves residents from 3 electoral areas and 13 municipalities in the Capital Region
- CRD is governed by a 24 member Board of Directors who also serve as directors of the Regional Hospital District Board and the Capital Region Housing Corporation Board
- CRD Board is comprised of Municipal Directors appointed by their respective municipal councils, along with Electoral Area Directors elected from the electoral areas
- CRD governance also includes Commissioners for a number of sub-regional and local area services
- The CRD Board Remuneration & Travel Expense Policy applies to CRD Directors and Alternates, certain Commissioners and other elected officials, First Nation Members and certain Board appointees to external Boards
  - the Policy specifies a market review will be undertaken every 3 to 5 years to ensure remuneration remains aligned with the Policy
  - Western Compensation & Benefits Consultants was retained by CRD to conduct the market comparison review

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Western Compensation & Benefits Consultants

- Canadian Firm founded in Vancouver 40 years ago
- Owned by its senior professionals
- Serves Canadian and international clients
- Provide consulting advice regarding all aspects of compensation and benefit programs and related human resources areas
- Professional staff
  - degrees and professional designations
  - experience
- Clients
  - public sector
  - private sector
  - not-for-profit sector
  - expert witness

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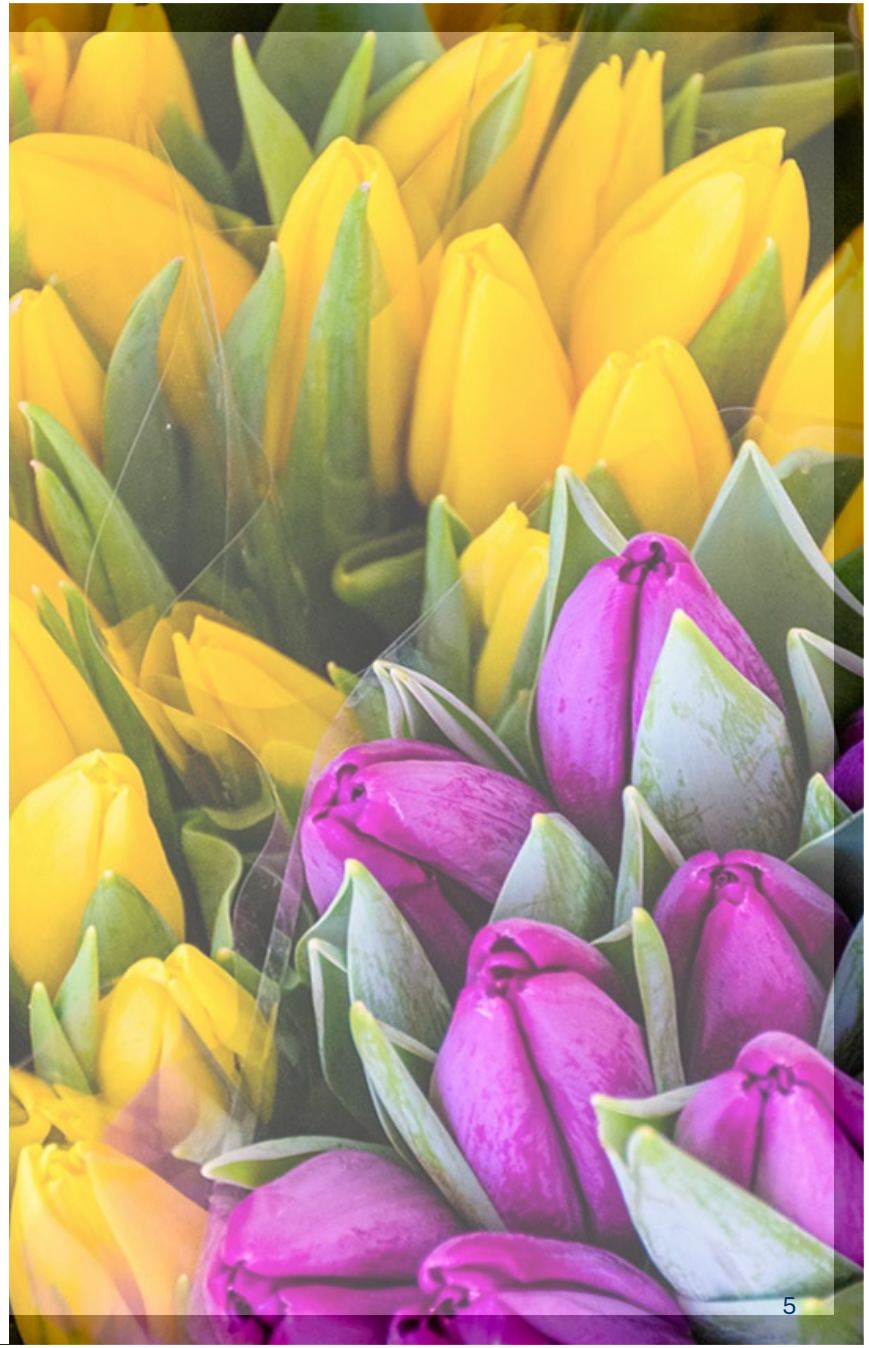
Work Completed

1. Obtained and Reviewed Background Information and Documentation
2. Met with CRD
3. Developed Market Survey Materials
4. Conducted Market Survey
5. Completed Analysis and Prepared Report
   - developed conclusions to support alignment with the CRD Board Remuneration Policy



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Conclusions On Annual Stipends

Annual Stipends	Remuneration	Expense Allowance	Total
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Per Meeting Payments	Remuneration	Expense Allowance	Total
Alternate Directors	$142	$70	$212

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May 13, 2026

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EEI 26-25

REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **Biochar Project – Public Engagement Update**

ISSUE SUMMARY

To provide feedback received during the recent public engagement process on the proposed introduction of carbonisation technology at the Residuals Treatment Facility at Hartland Landfill to convert Class A biosolids into biochar.

BACKGROUND

In June 2024, the Capital Regional District (CRD) Board approved the Long-Term Biosolids Management Strategy, which established advanced thermal processing as the preferred long-term beneficial use for biosolids. In June 2025, following a competitive procurement process, Pyrocal PTY Ltd. was selected as the preferred proponent to advance this approach, integrating technology to convert biosolids into biochar (carbonisation) into the region's wastewater treatment system.

On November 12, 2025, staff presented a public engagement plan to guide the next phase of outreach, focused on early information sharing, gathering input to inform project development, and supporting regulatory authorization and Board decision-making. The results of this engagement are summarized below.

PUBLIC ENGAGEMENT

Approach

The public engagement period took place between February 13 and March 5, 2026. The public was invited to provide feedback on the proposed introduction of carbonisation technology as an addition to the Residuals Treatment Facility at Hartland Landfill.

The engagement approach focused on creating opportunities for those neighbouring the facility and other interest holders to understand the carbonisation process and share top-of-mind considerations related to operations and potential end uses for biochar. It was designed to build trust and confidence in the CRD's approach to biosolids management through proactive, two-way communication and a transparent decision-making process.

The public engagement process included:

- an online survey with 170 responses
- site tours/open house at the Residual Treatment Facility with 86 participants
- presentations at meetings
- interactive displays at in-person events
- multiple avenues for submitting questions and comments
- email invitations and updates to neighbours and community groups
- *Get Involved* website and digital content (e.g., maps, images, infographics, FAQ's)

- project subscriber email updates (Get Involved website)
- informational video
- social media
- agency referral letters
- print advertising
- digital advertising
- printed materials
- media outreach

Outcomes

Public feedback on the proposed approach to transform biosolids into biochar was generally supportive, with participants expressing openness to the management approach and curiosity about the process. There was a high interest in learning more, and engagement activities demonstrated that increased understanding corresponded with higher levels of support for the project.

The results of this public engagement represent a notable shift from earlier engagements on biosolids management, which historically attracted higher levels of concern and opposition. In contrast, feedback on the proposed transformation of biosolids to biochar demonstrated a more constructive and receptive tone.

Participants emphasized a desire to be kept informed as the work progresses, underscoring the value of continued transparency and public education and engagement throughout future phases of work. Key themes heard throughout the engagement included:

- neighbourhood impacts
- air quality, emissions and monitoring
- climate and environment
- biochar composition and end uses
- level of awareness and ongoing engagement
- costs, affordability, and value for money
- overall interest and support

A consistent focus was the importance of ensuring that contaminants of concern (e.g., PFAS) are effectively destroyed through the biochar production process, with participants seeking clear, accessible information about safety, environmental performance, and ongoing oversight.

A public consultation summary report is attached as Appendix A.

Next Steps

While the formal public feedback period has closed, engagement on the project remains ongoing. A detailed webpage and dedicated project email remains active and is regularly monitored, and any additional feedback received will be considered as part of the permitting process.

Engagement with First Nations continues through a separate process. Early outreach began in Fall 2025, with timelines and approaches tailored to the interests and decision-making processes of each Nation. CRD staff will continue to work closely with interested Nations as this project moves forward.

Staff anticipate bringing a report to the Board in early 2027 presenting the results of negotiations with the project preferred proponent, updated design and cost estimates, and seeking Board direction on a final investment decision for the project.

CONCLUSION

The public engagement process provided meaningful opportunities for neighbours, community members and interest holders to learn about the proposed introduction of carbonisation technology at the Residuals Treatment Facility and to share their perspectives. Feedback gathered through this process has helped inform staff's understanding of community priorities, and questions and considerations related to operations and potential biochar end uses will be considered as the project advances through design and permitting.

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 Services
Concurrence:	Andy Orr, Senior Manager, Corporate Communications & Engagement
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Tavola Strategy Group Public Consultation Summary Report – Transforming Biosolids to Biochar (April 2026)
Presentation: Transforming Biosolids to Biochar – Summary of Public Input - Tavola Strategy Group (May 2026)

APPENDIX A

TAVOLA
STRATEGY GROUP

PUBLIC CONSULTATION SUMMARY REPORT

Transforming Biosolids to Biochar

Capital Regional District

Submitted by:
Katie Hamilton, Principal
Tavola Strategy Group Ltd.
tavolagroup.com

April 2026

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This summary consultation report was prepared by Tavola Strategy Group, an independent engagement consultant supporting the Capital Regional District. If you have any questions or comments about this report, please contact:

Katie Hamilton, Principal | katie@tavolagroup.com

PROJECT OVERVIEW

In 2024, the Capital Regional District [CRD] Board identified thermal technologies, such as carbonisation, as the long-term management approach for converting biosolids - the solids left over from wastewater treatment – into biochar, a versatile product with potential uses in construction, industrial processes, agriculture, and forestry.

The CRD is now preparing to introduce carbonisation technology to transform Class A biosolids into biochar. Biochar is considered a stable, carbon-rich material that can help reduce greenhouse gas emissions, destroy contaminants of concern, and store carbon long-term. The project will advance in stages, with clear decision points for the CRD Board and opportunities for input from First Nations and the public at each step.

Early public engagement was identified as a priority within the implementation process. The engagement approach was designed to build upon previous phases of consultation. From Friday February 13 to Thursday March 5, 2026, the CRD invited the community to learn more and share their input and ideas to inform decisions around introducing carbonisation technology to convert biosolids to biochar.

ENGAGEMENT APPROACH

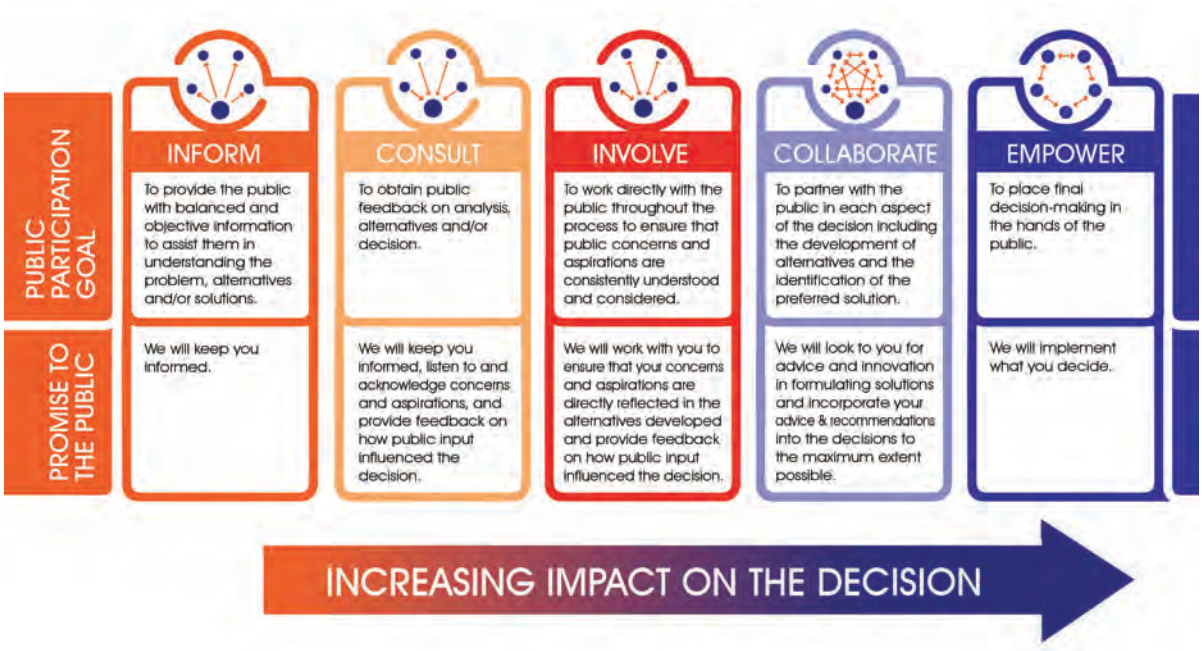
Engagement Objectives

1. ***Inform capital region residents about the new technology being pursued to responsibly manage biosolids.***
2. ***Create opportunities for those neighbouring the Residuals Treatment Facility at Hartland Landfill and interest holders to understand what is planned for biosolids management at the site, operational considerations and mitigation measures.***
3. ***Understand top of mind considerations related to operations and potential end uses for biochar.***
4. ***Build trust and confidence in the CRD's approach to biosolids management through proactive, two-way communication, and a transparent decision-making process.***
5. ***Meet or exceed provincial regulatory requirements for Waste [Air emissions] Discharge notification.***

Note: Engagement with First Nations is underway through a separate but parallel process, supported by an independent contractor. Coordination between public and First Nations engagement while maintaining distinct processes has continued throughout.

Promise To The Public

Overall, the public engagement plan aimed to engage at the level of "consult". The promise to the public is "we will keep you informed, listened to, and acknowledge concerns and provide feedback on how public input influenced the decision."



Key Topics and Level of Engagement

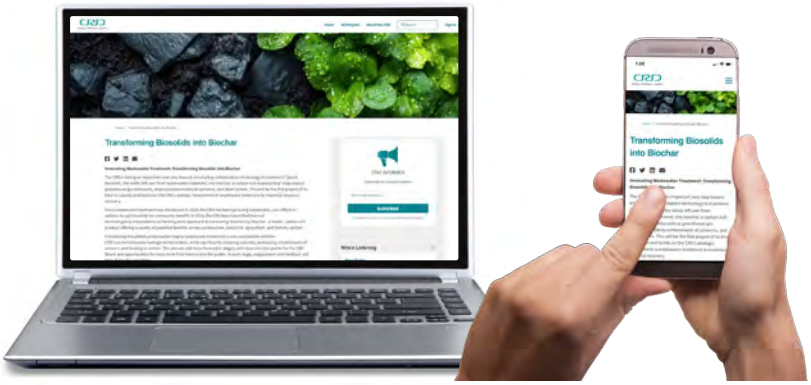
The engagement plan set out to engage on the following topics:

Topic	Level of Engagement
What biosolids are, how they are created and how they are managed for beneficial use [Long-term Biosolids Management Strategy]	INFORM
Current biosolids management practices and their limitations, as well as previous engagement results about top-of-mind interests and concerns	INFORM
Overview of the selected technology benefits including environmental and climate change benefits, and the potential for the technology to destroy emerging contaminants of concern within CRD biosolids	INFORM
Overview of the new technology, location, proponent, regulatory requirements and funding requirements, and climate mitigation	INFORM
Environmental monitoring and reporting [e.g. air discharge]	CONSULT
Operational considerations and neighbourhood integration [e.g. traffic, noise, etc.]	CONSULT
Potential uses of biochar	CONSULT

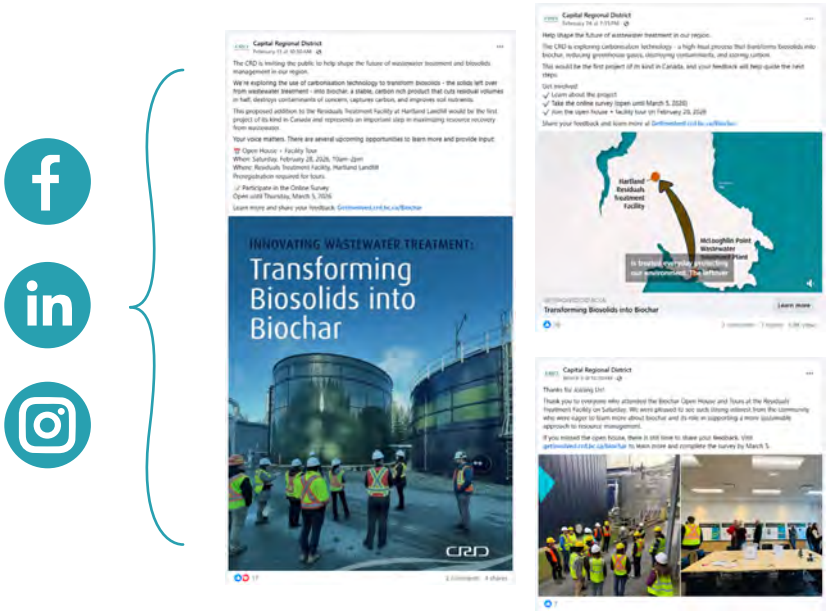
Engagement Activities and Timeline

Awareness-Raising

- A detailed project webpage on ***getinvolved.crd.bc.ca/biochar***



- A media release and detailed backgrounder were distributed on Friday, February 13, 2026, generating media interviews and stories
- Information was emailed to Project Subscribers
- Several social media posts were shared on Facebook, LinkedIn, and Instagram over three weeks



- Print ads appeared in the Times Colonist and Blackpress newspapers
    - *Blackpress - February 18 and 19, and March 4 and 5, 2026*
    - *Times Colonist - February 14, 2026*
- Information was emailed to 14 interest groups and 13 municipalities
- A 3-minute video was created to provide a visual and informative overview of the project

Video hosted on CRD's Youtube channel

Input Methods

- A dedicated project email biochar@crd.bc.ca invited questions or comments
    - *Nine letters/emails were received through the project email or submitted directly to the CRD Board.*
- An online survey was hosted on ***getinvolved.crd.bc.ca/biochar*** from February 13 to March 5, 2026.
- Open House and guided tours of the Residuals Treatment Facility were held Saturday, February 28th from 9 a.m. to 3 p.m. providing an opportunity for the public to learn more, ask questions of staff and consultants and provide feedback on interactive, informational boards and feedback forms.
- Presentations were offered to local interest holders
    - *CRD Staff presented to Willis Point Community Association on Friday, March 27, 2026*
    - *A tour of the Hartland Landfill has been requested by Probus [Sidney, BC Chapter]*

A formal public notification process will be required for the CRD to apply for a provincial Waste Discharge Authorization permit for air emissions. Although this phase of engagement does not constitute the formal notification period, outreach to groups identified through the referral process was undertaken to foster early awareness.

Engagement By The Numbers

Over 250 people participated in the process:

86
Participants (1 Open House + 6 Site Tours)

170
Online survey participants

1,292
Unique web visitors

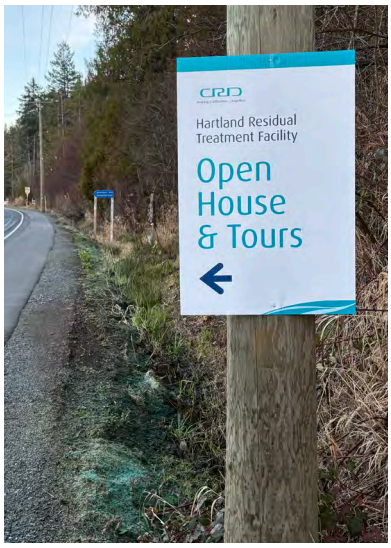
11,000+
Facebook, Instagram views

18
Subscribers to project updates

WHAT WE HEARD

Overarching Themes

Public input on the CRD's plans to implement carbonisation technology to the wastewater treatment process to create biochar was gathered through an online survey, written correspondence, and an in-person open house, which included tours of the existing biosolids facility at the Hartland Landfill and opportunities to speak directly with CRD staff and technical consultants.



While the same core themes emerged across engagement methods, the nature of feedback differed. Survey responses generally focused on questions about how potential impacts would be managed and what safeguards would be in place, while open house feedback reflected a higher degree of confidence grounded in first-hand observation and direct dialogue with project representatives.

Due to the open-ended nature of the engagement methods, there were some emergent and repetitive themes:

Neighbourhood Impacts

Concerns about odour, noise, and traffic were the most consistently raised. Respondents were interested to know how odours would be controlled, whether truck traffic would increase, and how issues would be addressed if problems arose. Open house participants continued to raise these concerns but, having seen the facility and proposed mitigation measures, often shifted toward questions about thresholds, monitoring, and accountability.

Air Quality, Emissions, and Monitoring

The need for routine monitoring, independent verification, and public access to emissions data was highlighted. Survey feedback emphasized uncertainty around emissions, fuel sources, and contaminants [i.e. PFAS, heavy metals, etc.], and wanted clarity about how emissions would be modeled and risks would be managed. Open house participants more frequently referenced continuous monitoring systems and regulatory requirements but stressed the importance of transparent reporting.

Climate and Environment

Respondents largely view climate and environmental topics as interconnected, often linking climate change, contamination of food and water systems, and waste management together. Environmental and climate priorities generally include climate change mitigation, addressing contamination [e.g. soil, water, food, air], protecting watersheds and water quality.

Biochar Composition and End Uses

There is a broad openness to a range of potential biochar end uses, including agriculture and forestry, climate mitigation, green building materials, industrial uses and waste management. There is a strong desire for assurances about biochar quality and composition, clear standards for appropriate uses, and caution regarding applications in food systems or sensitive environments unless safety [i.e. health and environmental] is well established.

Costs, Affordability, and Value for Money

An emphasis on financial responsibility emerged. Some viewed the estimated capital cost as modest compared to other capital infrastructure projects and emphasized the long-term environmental and operational benefits of the investment. Others raised affordability concerns in the current economic context and emphasized the importance of realistic cost estimates and risk allocation, the need for external funding, and staged decision-making.

Level of Awareness and On-going Communications

While there are varying levels of familiarity around this topic, there is a strong interest for on-going updates and clear communications as the process advances. The need for First Nations involvement was also highlighted.

Overall Interest and Support

Many expressed support for the overall approach to introducing carbonisation technology to produce biochar, particularly as an alternative to land application of biosolids and advancing climate and environmental objectives. Open house and tour participants provided positive feedback on facility tours and discussions with staff, noting that these helped build understanding of how biochar technology would be implemented.

Overall, all engagement methods garnered constructive input and questions and largely indicated interest and support for advancing carbonisation technology, provided key conditions and safeguards are met. Management of neighbourhood and air-quality impacts, transparent monitoring and reporting, clear understanding of biochar composition and potential end uses, and realistic cost estimates with strong financial oversight are critical to community interests and support.

Open House – Saturday, February 28, 2026

On Saturday, February 28, 2026, the CRD hosted its first-ever public open house and guided tours of the Residuals Treatment Facility at the Hartland Landfill, drawing strong community interest. Additional tour times were added to accommodate demand. 86 people attended. The open house was drop-in format, due to space and safety limitations pre-registration was required for the tours. Offering in-person engagement opportunities was responsive to feedback received in previous phases of biosolids engagement.

Each small-group tour was led by Synagro, the facility operator. Attendees were guided through both indoor and outdoor areas of the facility to learn how biosolids are currently processed. Participants were shown where the proposed carbonisation equipment would be located, providing a sense of the footprint and scale of the new biochar technology being introduced to the facility.

After the tour, participants were invited to speak with CRD staff and project consultants and share their thoughts on the proposed biochar process. Feedback was collected through interactive display boards [see Appendix] and event feedback forms to help inform future engagement activities and ongoing project planning. 30 attendees completed event feedback forms.

Key Themes from Interactive Display Boards:

Environmental impacts:

- Participants showed strong interest in how the project will protect the environment and manage contaminants.
- Questions focused on heavy metals, PFAs, microplastics, potential emissions and risk to birds.

Climate:

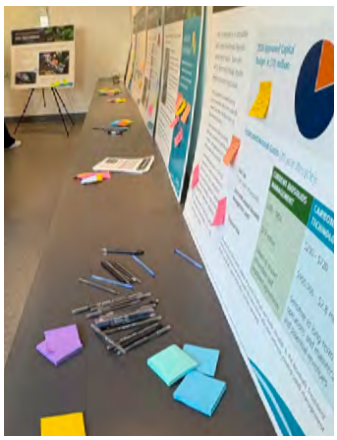
- Many participants supported the project's climate goals, noting the value of carbon sequestration and expressing interest in high integrity carbon credits, including additionality and certification.
- Participants were curious about market demand [biochar end-uses and carbon credits] and offered ideas for co-benefits such as using biochar in phytoremediation.

Costs and funding:

- Several participants noted that the project appeared less expensive than expected, while others asked for more detail on capital costs and taxpayer impacts, and whether senior government funding would be pursued.
- Questions about the project timeline, governance [including whether a project board would be used], and construction timing were common.

Neighbourhood integration:

- Participants posed questions about emergency response, local air emissions, siting and visibility, staffing, and maintenance.
- Many participants shared positive feedback about the open house and tour, the clarity of materials, and CRD's leadership.
- Suggestions included involving students and schools and continuing strong engagement with First Nations.



Open House and Tour Feedback

Overall experience:

All but one participant rated their overall experience as "Excellent," with one respondent selecting "Good."

What worked well:

Knowledge and clarity of guides: Many respondents mentioned that tour guides and staff were knowledgeable and able to explain processes clearly.

Tour format and pacing: Several comments noted that the tour length and level of detail felt appropriate, and that the small-group format supported questions and discussion.

Access to facility areas: Participants appreciated being able to view both indoor and outdoor parts of the site, including operational components not typically accessible to the public.

Use of visual materials: Display boards and step-by-step explanations were identified as helpful for understanding processes.

Event organization: Respondents mentioned signage, instructions, and overall organization as supportive to their experience.

Opportunities for improvement:

Additional event promotion and frequency: Some respondents suggested wider advertising, earlier notice, and more public events, including potential school tours.

Amenities: Two participants referenced tea or warm coffee and one noted tour conditions such as smell and dust.

More time for questions or in-depth technical discussion: Respondents expressed interest in additional Q&A time or optional technical discussions for those with engineering or environmental backgrounds.

Expanded content: Suggestions included additional information on renewable energy, wastewater reduction products, and other related initiatives.

Presentation and accessibility considerations: Comments mentioned acoustics, clarity of meeting-point instructions, and desire for greater proximity or tools for hearing support.

Tour experience:

All but one participant rated their overall experience as "Excellent," with one respondent selecting "Good."

Clarity of explanations: Participants noted that guides provided clear explanations and answered questions directly.

Viewing operational areas: Respondents valued being able to see multiple components of the system, including areas usually restricted.

Presentation considerations: One suggestion noted that a microphone could support voice projection for future events.

Information and engagement:

All participants indicated they felt the information was “very” or “mostly” clear.

Responsiveness to questions: Several comments noted that questions were answered thoroughly.

Opportunity to proactively address concerns: One respondent suggested including additional FAQs to address anticipated questions from the broader public.

Comfort and accessibility:

All but two participants felt they were welcomed and able to participate comfortably, with two respondents selecting “Mostly.”

Suggestions to make future events more inclusive or accessible:

Clarity of explanations: Participants noted that guides provided clear explanations and answered questions directly.

Viewing operational areas: Respondents valued being able to see multiple components of the system, including areas usually restricted.

Presentation considerations: One suggestion noted that a microphone could support voice projection for future events.

Future participation:

All but one participant indicated they were “Very likely” or “Somewhat likely” to participate in future events. One was unsure.

Is there anything else you’d like to share?

Appreciation: Participants noted appreciation for opportunities to learn more about the facility and the proposed carbonisation process.

Support for biochar and carbon reduction initiatives: Participants expressed enthusiasm for moving toward carbonisation and accelerating regulatory processes.

Interest in broader educational opportunities: Respondents expressed interest in more tours of municipal systems to support general public understanding

Acknowledgment of staff and consultant contributions: Several comments referenced specific staff or teams as being helpful or knowledgeable.

Continued improvement: Suggestions included cleaner energy sources, wider information sharing (including with municipal candidates), and demonstrations of monitoring and QA/QC processes.

Online Survey

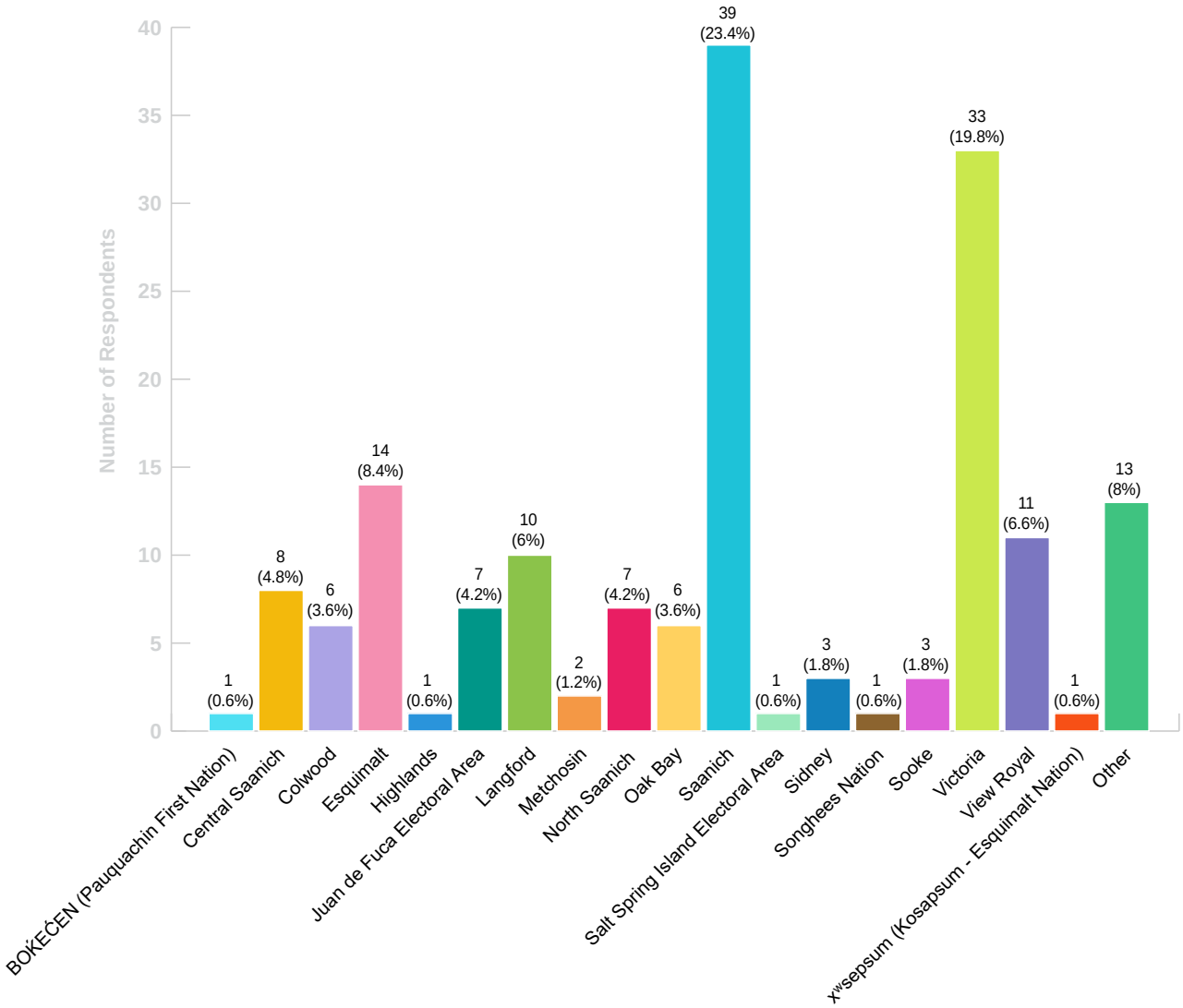
From Friday, February 13 to Thursday, March 5, 2026, the CRD invited community members to share their perspectives through an online survey hosted on ***getinvolved.crd.bc.ca/biochar***. 170 participants completed the survey.

To support informed participation, the ***getinvolved.crd.bc.ca/biochar*** website provided comprehensive information about the plans to introduce carbonisation technology at the Residuals Treatment Facility, including background materials, detailed FAQs, and an informational video. The display boards featured at the in person open house were also made available online.

Demographics

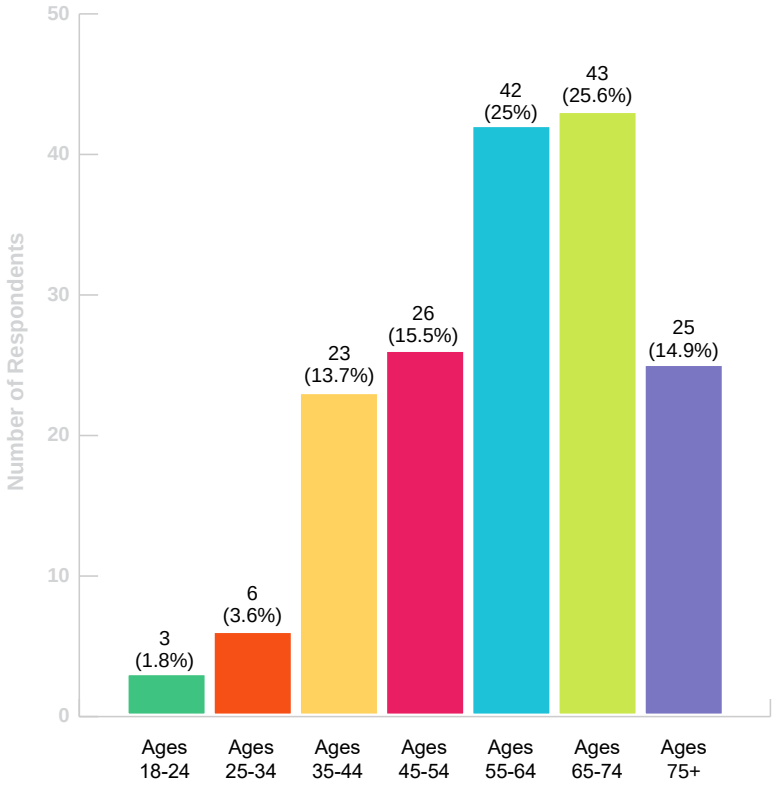
Where do you live?

- 43% of survey respondents were from Saanich and Victoria.



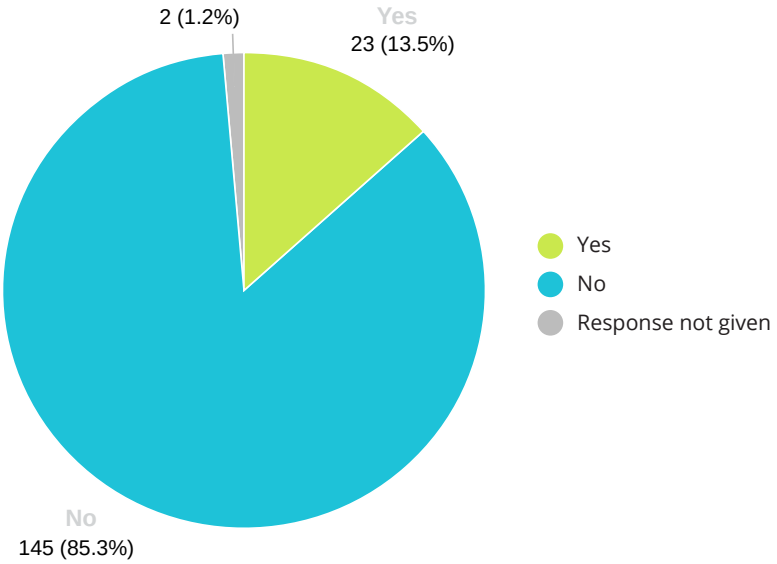
What is your age range?

- 65% of respondents were over 55 years of age



Do you own a business in the Capital Region?

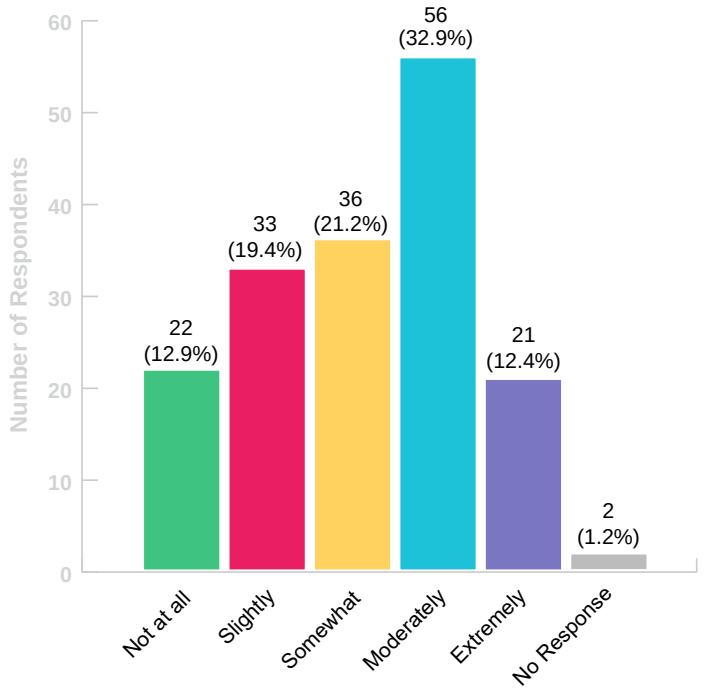
- 13.5% of respondents owned a business within the Capital Regional District



Survey Results

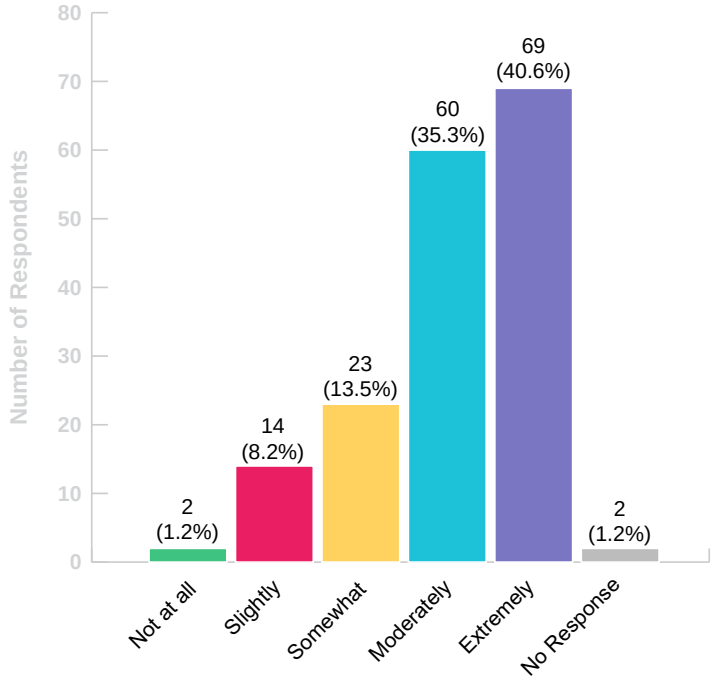
Familiarity with the CRD's decision to advance carbonisation technology to create biochar:

- Respondents demonstrated varied awareness of the CRD's decision to pursue carbonisation technology, with levels ranging from fully familiar to only slightly aware or unfamiliar.



Interest in learning more about biochar and the carbonisation technology being planned:

- 76% of respondents are moderately to extremely interested in learning more about carbonisation technology.



Neighbourhood impacts:

148 responses

The most prominent comments and questions related to neighbourhood impacts, were related to odour, noise, and traffic. Neighbourhood impacts appear to be closely linked to health and environmental safety questions and concerns.

1. Odour, noise, and traffic

Odour was the most frequently raised issue, followed by noise, and truck traffic, particularly diesel trucks on rural roads and routes used by pedestrians and cyclists. Many respondents referenced past experiences with facilities that were promised to be "non odorous" but were not.

Quotes:

- *"Odour is a significant concern. The current system reeks."*
- *"Concerned about noise and odour."*
- *"Will it create additional noise or smell for the area?"*
- *"Hopefully the smoke it emits does not disturb local residents."*
- *"Will there be additional truck traffic on Willis Point Road?"*
- *"Will emissions from trucks increase or decrease?"*
- *"Traffic and diesel pollution are a major concern."*

2. Air quality and localized environmental and health impacts

Over half of respondents asked about airborne contaminants, persistent chemicals, and long-term exposure risks, particularly PFAS ("forever chemicals"), pharmaceuticals, heavy metals, dioxins, and microplastics.

Quotes:

- *"What toxic chemicals will be emitted into the air?"*
- *"How are dioxins and heavy metals managed?"*
- *"I'm concerned about spreading PFAS and other toxins into the air, water and land."*
- *"What kinds of emissions occur when pyrolyzing microplastics and PFAS?"*
- *"What is the risk* of aerial deposition of persistent organic compounds?"

3. Facility location

Respondents noted questions or concern related to siting. Several referenced shifting commitments about Hartland infrastructure, siting, impacts on rural areas, and fairness in how regional burdens are distributed.

Quotes:

- *"Where is the facility going to be located?"*
- *"There is an overconcentration of facilities at Hartland."*
- *"We were told years ago this would NEVER happen."*
- *"Please retain the rural quality of life."*
- *"Obviously no one will want this in their backyard."*

4. Monitoring and oversight

Respondents indicated the need for regular monitoring and oversight [e.g. baseline monitoring, independent oversight, real time data, and public reporting] especially for odour, air emissions, and contaminants.

Quotes:

- *"Will monitoring be undertaken by independent experts?"*
- *"Will the monitoring results be published regularly?"*
- *"What noise and odour thresholds will apply, and how will compliance be reported?"*
- *"How will baseline air quality data be collected and monitored over time?"*

Climate and environmental interests:

142 responses

Climate and environmental priorities noted by respondents centred on three key areas:

1. Climate change mitigation through greenhouse gas reduction and carbon sequestration
2. Addressing contamination in soil, water, and food systems
3. Protecting watersheds and maintaining water quality

Respondents consistently view climate change, pollution, food systems, water protection, and waste management as interconnected. Several respondents indicated support for solutions that address multiple environmental challenges simultaneously, particularly those that:

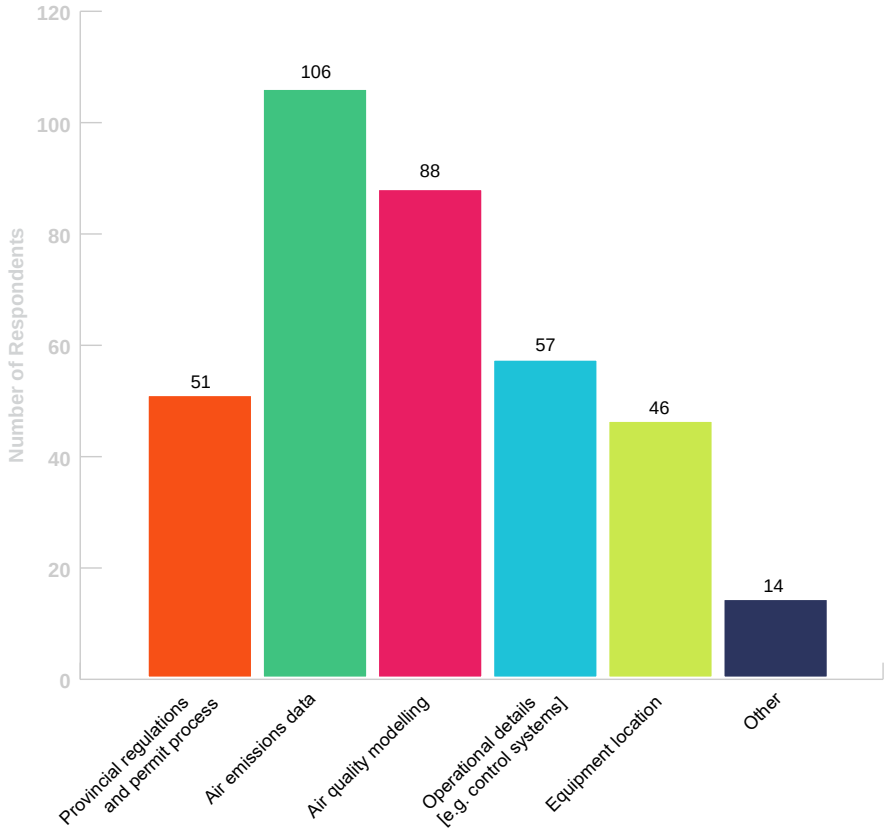
- reduce emissions
- eliminate contaminants
- protect water and food systems
- avoid shifting environmental burdens to future generations

Quotes:

- *"Deep reductions in greenhouse gas emissions are critical."*
- *"Carbon sequestration and long term CO_2 storage solutions are essential."*
- *"Reducing climate risk is a priority."*
- *"The global warming tipping point is fast approaching."*
- *"Microplastics and pharmaceutical contamination are major concerns."*
- *"Destruction of contaminants of concern is critical."*
- *"No land application of biosolids — destruction of contaminants is essential."*

Air emissions and air management systems: *[Respondents were asked to select all that apply]*

- Air emissions data and air quality modelling are of greatest interest to respondents.



Additional feedback:

73 responses

1. Air emissions, contaminants and health risks

The most prominent concerns about air emissions are potential health risks, [PFAS and other emerging contaminants, carcinogens and heavy metals], greenhouse gases [CO_2 and others], and uncertainty about whether contaminants are destroyed or redistributed.

Quotes:

- *"If certain contaminants are not degraded, they may be volatilized and released."*
- *"How certain is CRD about what happens to PFAS during pyrolysis?"*
- *"Production of greenhouse gases to the environment?"*
- *"As a senior with COPD, air quality is very important to me."*

2. Transparent monitoring and testing

Respondents emphasized the need for robust, transparent, and ongoing monitoring, including: continuous emissions monitoring, testing for emerging contaminants, adaptive response if standards are exceeded and public access to data and independent oversight.

Quotes:

- *"There has to be 24/7 continuous monitoring of emissions."*
- *"How will air quality be monitored and how will the public access the data?"*
- *"Allow for open monitoring so academics can use the data."*
- *"I hope testing will be more stringent than current testing."*

3. Odour and cumulative air quality impacts

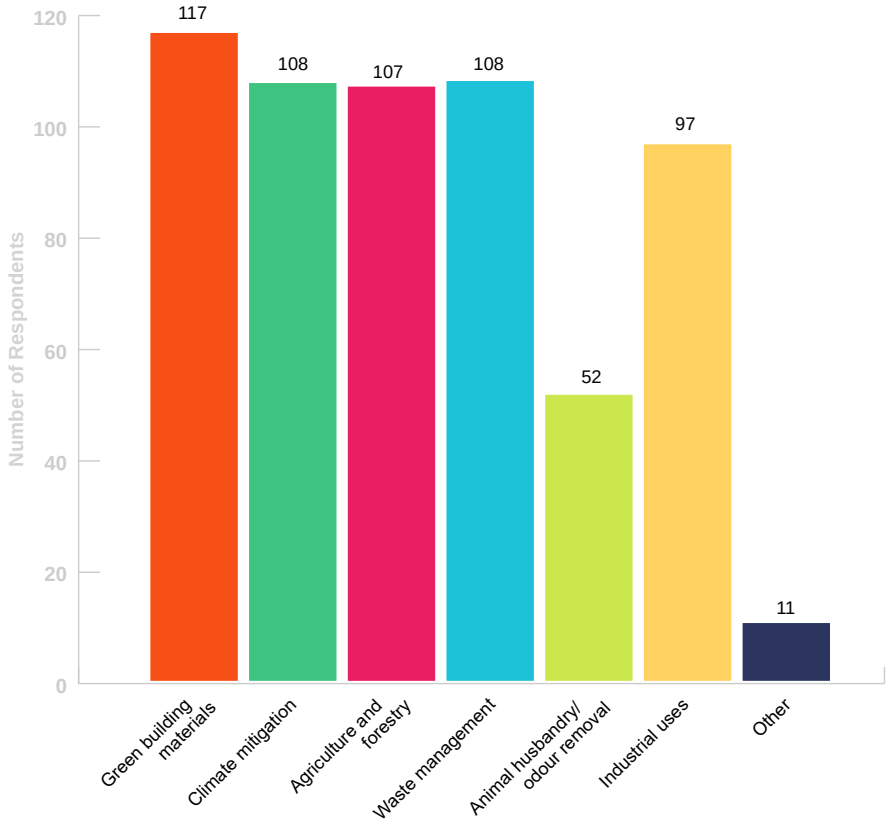
Many respondents reference existing odour and air quality issues at Hartland Landfill, noting some skepticism about claims that new emissions won't generate additional odour.

Quotes:

- *"The dump smells anyway — saying it won't be noticeable isn't reassuring."*
- *"How can CRD reduce the existing dump smell?"*
- *"Odour, rodent population, noise, location, cost."*

Potential uses of biochar: *[Respondents were asked to select all that apply]*

- Respondents indicated high interest in four of the five potential uses presented. There was notable less interest in animal husbandry/odour removal as a potential use.



Additional feedback related to biochar end-uses:

138 responses

The three most prominent topics related to future use of biochar were related to environmental, public health, and monitoring and oversight. Some respondents highlighted potential climate and circular economy benefits, while others wanted to know more about market viability and certainty of end-uses.

1. Environmental risk/contaminants within biochar

Respondents noted the need to ensure the environment is protected [e.g. soil, water, land, and vegetation] from contaminants such as PFAS / "forever chemicals" and heavy metals. Some expressed concern about long-term environmental buildup and concerns about repeating biosolids issues.

Quotes:

- *"What are the risks to the environment if biochar is released into the natural environment… with forever chemicals and heavy metals?"*
- *"Transfer of potential toxins to surrounding water and soil."*
- *"Stop spreading toxic materials all over the place."*
- *"Toxicity. Cost. Science. Data. Increased risks."*

2. Health risks

Respondents noted the need to ensure human health [e.g. food chain, agricultural use, cancer risk] is protected.

Quotes:

- *"I am hesitant of any applications that incorporate it into the food supply directly or indirectly."*
- *"What are the risks of cancer associated with the product?"*
- *"Anything going into concrete shouldn't go into food."*
- *"Health considerations for all living beings."*
- *"Until proven safe… I am opposed to using biochar on food crops."*

2. Need for Monitoring and Oversight

Respondents noted the need for monitoring and reporting. Long-term monitoring, third-party testing and ongoing research were noted, as well as verifying destruction of contaminants.

Quotes:

- *"What research and monitoring would take place to assess the impact on local ecosystems?"*
- *"Faulty detection of toxins… what safety features are in place?"*
- *"Ongoing testing for hazardous materials."*
- *"Independent testing must be transparent and honest."*

Costs and funding:

92 responses

Several themes emerged from respondents regarding costs and funding: taxpayer affordability, confidence in the business case, potential to see reduced taxpayer impacts through external funding and revenue, while some wanted to know more about lifecycle costs and how the costs compared with alternatives [e.g. land application, composting, anaerobic digestion, status quo.] Several noted the need for transparent communication, staged decision making, and clear allocation of risk.

1. Cost to Taxpayers/Affordability

Respondents asked how the project would affect taxes, utility bills, and household costs, particularly given current economic pressures. Seniors and those on fixed incomes emphasized limited tolerance for new increases.

Quotes:

- *"How will it affect my taxes?"*
- *"Don't waste taxpayer money and expect to raise taxes to fund this."*
- *"What would that look like for the average property owner?"*
- *"Cost of groceries is increasing... we can't afford any more increases."*

2. Business case and financial due diligence

Respondents want assurance that cost estimates are realistic, complete, and tested before major commitments. Some stressed the importance of a robust business case, staged decision points, and avoiding "sunk cost" bias.

Quotes:

- *"$2M for planning and detailed design?"*
- *"The business case should be updated at ~30% design."*
- *"If estimates are unrealistic, public support will suffer."*
- *"Business case should precede any binding procurement."*

3. Funding sources

Respondents asked where funding will come from and advocated for external funding to reduce the burden on local taxpayers, particularly federal and provincial contributions, grants, and low cost financing.

Quotes:

- *"Where is the money coming from?"*
- *"Government should be funding every dime."*
- *"Get federal help and make CRD a model for other cities."*
- *"Will the $2M planning phase be financed through MFA or grants?"*

4. Revenue offsets and market viability

Respondents asked whether revenues could offset capital and operating costs, and how reliable those revenues are [e.g. biochar sales, carbon credits, heat/energy recovery, and the need for confirmed end markets]

Quotes:

- *"Money from the sale of biochar could offset operating costs."*
- *"What market offsets are available, including carbon credits?"*
- *"Is there currently a market for CRD biochar, and is it sustainable?"*

5. Comparison to alternatives

Respondents want more information to cost compare alternatives [e.g. land application, composting, anaerobic digestion, continued trucking, and doing nothing]. Some noted a risk of locking the region into a single technology for decades.

Quotes:

- *"Why aren't we land applying the biosolids?"*
- *"What is the financial case over anaerobic digestion?"*
- *"What is the opportunity cost of committing to one solution for 20-30 years?"*

Considerations as CRD advances this process:

72 responses

Five key themes emerged:

1. Communication and transparency

Respondents indicated the need for clear information, risk/benefit transparency, accessible language, broader public notification and more opportunities to speak with experts.

Quotes:

- *"Please provide evidence-based information… to dispel misinformation."*
- *"Publicize open houses and Zoom calls where the public can ask experts direct questions."*
- *"For once be up front in all aspects."*
- *"Updates should be provided through municipal channels as well as CRD communications."*

2. First Nations engagement

Respondents noted the role of First Nations in the process. Several noted the importance and need for culturally appropriate, meaningful, ongoing First Nations involvement.

Quotes:

- *"Engage with First Nations… so the whole community understands, not just the elders."*
- *"Sufficient timeline for public and First Nations input."*

3. Environmental protection

Respondents noted the importance of protecting neighbouring areas including Mount Work, Durrance Lake, and nearby ecosystems; and the need to prevent contamination, odour, and noise.

Quotes:

- *"Control of air, water and soil pollution of the area surrounding Hartland."*
- *"Please protect the park… once contaminated, it's gone."*
- *"Keep this heavily used green space free from garbage, odours and noise."*

4. Costs

Several respondents expressed a desire for more information around cost implications [e.g. cost per household, affordability], fiscal responsibility and comparison to alternatives.

Quotes:

- *"Stop spending more money."*
- *"What are the cost implications per household?"*
- *"Science. Data. Cost."*

5. Support and encouragement

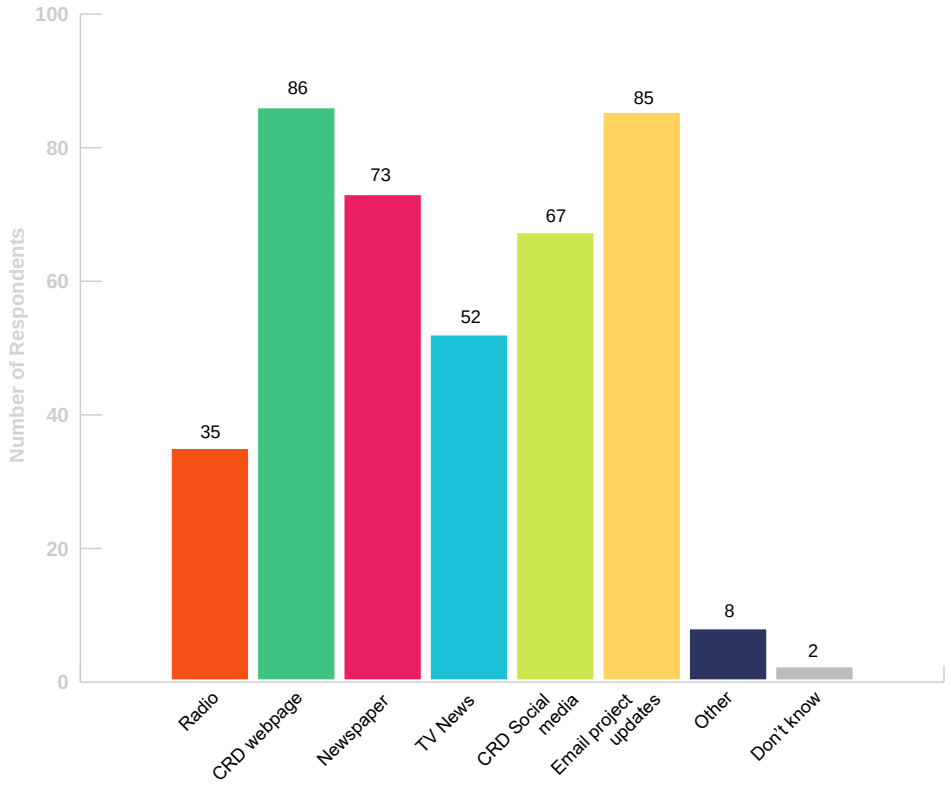
Several respondents articulated strong support and a desire to see the project proceed.

Quotes:

- *"I am in very strong support of this project. Please proceed."*
- *"I strongly support this project going forward."*
- *"Congratulations… keep going."*

Future communications: *[Respondents were asked to select all that apply]*

- Respondents indicated the CRD website, newspaper and email updates were the top methods for future communications.



Closing comments:

72 responses

Four key themes emerged:

1. Support and encouragement

The majority of respondents to this question expressed support or enthusiasm for the project.

Quotes:

- *"Get it done."*
- *"I am 100% in support of this project."*
- *"Hats off to those responsible."*
- *"A win win win for people, planet, and economy."*

2. Environmental and climate benefits

Respondents highlighted climate action, protection of land and water, and improved safety of biochar compared to land application of biosolids.

Quotes:

- *"An exciting opportunity to make a difference in the climate crisis."*
- *"Protects our agricultural land."*
- *"Biochar will eliminate PFAS, microplastics, etc."*

3. Ongoing communication and education

Respondents indicated an interest in receiving more information as the process advances and identified the need to reach a broader audience.

Quotes:

- *"I would love to know more and be updated."*
- *"Get classrooms across the CRD involved."*
- *"Reach a wider audience, especially near the landfill."*

4. Cost and affordability

Some respondents worried about affordability and timing of investments.

Quotes:

- *"Stop spending more money."*
- *"Wait for better economic conditions."*
- *"Explore federal funding options."*

Correspondence

The following correspondence regarding biosolids management was submitted to the CRD Board during the financial plan engagement period.

Outlook

2026 Financial Plan Feedback

From Engage <Engage@crd.bc.ca>
Date Mon 2026-02-23 7:49 AM
To CRDBoard <crdboard@crd.bc.ca>

The following comments were received by the CRD via an online form and are provided to the Board as part of the annual budget review and approval process.

Please share any comments or suggestions you have about the plan.

Please make climate mitigation and adaptation the key components for prioritizing projects. I strongly support the thermal processing facility at Hartland that will turn waste into biochar. The regional transit plan needs to address adding busses and rail to connect Victoria to Duncan and beyond. CRD should play a leadership role in saving trees and wetlands and protecting habitat. Look at every proposed project through the lens of environment.

By submitting this form, you are providing the CRD with your expressed, written consent to share comments as written as part of a report to be posted publicly on the CRD website.

Yes, I agree

Outlook

2026 Financial Plan Feedback

From Kristin Quayle <kquayle@crd.bc.ca>
Date Mon 2026-02-23 8:53 AM
To CRDBoard <crdboard@crd.bc.ca>

The following comments were received by the CRD via an online form and are provided to the Board as part of the annual budget review and approval process.

Please share any comments or suggestions you have about the plan.

It would be a positive move forward to go ahead with the thermal processing plant. This is something that has been used in Europe very successfully. In regards to Transit, please consider a rail link between Victoria and Duncan as well as an improved bus link.

By submitting this form, you are providing the CRD with your expressed, written consent to share comments as written as part of a report to be posted publicly on the CRD website.

Yes, I agree

Outlook

2026 Financial Plan Feedback

From Engage <Engage@crd.bc.ca>
Date Mon 2026-02-23 9:43 AM
To CRDBoard <crdboard@crd.bc.ca>

The following comments were received by the CRD via an online form and are provided to the Board as part of the annual budget review and approval process.

Please share any comments or suggestions you have about the plan.

I believe it is very important for there to be a processing facility at Hartland to turn waste into Biochar. There should also be the long awaited Bus and Rail, Victoria to Duncan and beyond

By submitting this form, you are providing the CRD with your expressed, written consent to share comments as written as part of a report to be posted publicly on the CRD website.

Yes, I agree

Outlook

2026 Financial Plan Feedback

From Engage <Engage@crd.bc.ca>
Date Tue 2026-02-24 7:16 AMe
To CRDBoard <crdboard@crd.bc.ca>

The following comments were received by the CRD via an online form and are provided to the Board as part of the annual budget review and approval process.

Please share any comments or suggestions you have about the plan.

Comments on the provisional 2026-2030 CRD Financial Plan - February 23, 2026 Thank you for the opportunity to comment. The following are issues that resonated during this brief review: • Development of an advanced thermal processing facility at Hartland Landfill to convert biosolids into biochar – Pure biochar is a wonderful resource, particularly for the farming community, in that it not only improves the quality of the soil (nutrient additives) and extends water retention for the area, but also plays a modest role in removing carbon dioxide from the atmosphere. • Regarding Climate Action, the CRD and member municipalities all have an interest in encouraging greater community support for the CRD Climate Action Service. • Support the CRD in becoming a UNESCO Biosphere Region. • A new Regional Transportation Plan (RTP) – Wonderful to see an update to the 2014 RTP. While strengthening and repairing roads and enhancing road connectivity across member municipalities and electoral areas will continue to be important as the CRD population grows, and assuming the growth will be focused on increased densification, (particularly within those progressive municipalities that focus growth in centres, hubs, nodes, villages throughout the region), focusing on transit and active transportation along corridors connecting such centres will greatly facilitate non-single-occupancy-vehicle travel throughout the CRD. • Augmenting 4 km of the Galloping Goose Trail between the Selkirk Trestle and Grange Road (adjacent to McKen ie Avenue), and 2 km of the Lochside Trail between the Switch Bridge and McKen ie Avenue Borden Street through the Regional Trestles Renewal, Trails Widening and Lighting Project are most welcome. Such enhancements will help to further facilitate active transportation (e.g., walking, running, bicycling, skateboarding) spatially (from Sooke to downtown to Sidney) and temporally (beyond daylight hours). The CRD should also work with the appropriate member municipalities to look to connect Galloping Goose Trail and Lochside Trail spurs strategically throughout the CRD that interconnect with the cycling networks that member municipalities continue to develop across the Region. Lastly, sections of the above Trails could benefit from greater tree canopy cover, thereby adding to the Region s sequestering of carbon dioxide. • Compliments to the CRD for continuing to maintain the vital drinking water, storm water and sewer service systems across the Region. • The CRD and member municipalities should be perpetually looking for development opportunities to enhance densification in the core downtown centres, trustfully reflected in the CRD growth strategy. This not only includes adequate multi-unit affordable and inclusive residential developments, but also enabling the business community and public service centres (such as the proposed long-term care facility for the City of Colwood) to be located in these key development centres across the Region. Thank you again for the opportunity to comment.

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By submitting this form, you r ro i ing th CRD with your x r ss , writt n cons nt to 2
sh r comments s writt n s rt of r ort to b ost ublicly on th CRD w ebsit .

Yes, I agree 2

Outlook J

2026 F nanc al Plan Feedback

From Engage <Engage@crd.bc.ca>
Date Tue 2026-02-24 7:17 AM
To CRDBoard <crdboard@crd.bc.ca>

The following comments were received by the CRD via an online form and are provided to the Board as part of the annual budget review and approval process.

Please share any comments or suggestions you have about the plan.

Regarding the 2026-2030 CRD Financial Plan I wish to register my strong support for the CRD Climate Action Service, the new thermal processing plant at Hartland and transit improvements. I also support the prospect of the CRD becoming a UNESCO Biosphere Region.

By submitting this form, you are providing the CRD with your expressed, written consent to share comments as written as part of a report to be posted publicly on the CRD website.

Yes, I agree J

Outlook

Biochar Incinerator Facility

From jross
Date Wed 2026-03-11 12:39 PM
To CRDBoard <crdboard@crd.bc.ca>

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Dear CRD Board and Chair and CEO Ted Robbins,

I am writing on behalf of Vancouver Island Water Watch Coalition about your survey considering investment in a Biochar Incinerator Facility.
This facility is needed on our Island.
We have biosolids being dumped in the South end of our watershed and biosolids being dumped in various areas of our Nanaimo Watershed as a whole
This is highly dangerous and should not be occurring. Biosolids, treated at levels one and two and most likely level three too, are left full of PFAS's , pharmaceuticals,
heavy metals and other pathogens. We have attempted to insist that these dumping's of biosolids cease, and to date we have not been successful.
The best level of treatment for biosolids is to turn it into biochar.
Our Island could utilize this facility to keep our watersheds safe.
Please consider this letter an endorsement of this project.
Sincerely,
June Ross
Chair - VIWWC

NEXT STEPS

This ***What We Heard*** consultation summary report will be presented to the CRD Board of Directors in Spring 2026. It will also be posted on the project website at ***getinvolved.crd.bc.ca***.

APPENDICES

Media Release

Making a difference...together

Information Bulletin

For Immediate Release
February 13, 2026

Public invited to learn more about innovative system to convert biosolids to biochar

Victoria, BC– The public is invited to provide feedback as the Capital Regional District (CRD) prepares to take an important step in the treatment of wastewater and processing of biosolids, introducing high-heat technology to help reduce greenhouse gases, capture carbon, and improve soil nutrients.

Innovative carbonisation technology is being explored as an addition to the Residuals Treatment Facility at Hartland Landfill to transform biosolids (the leftover solids from wastewater treatment) into biochar, a charcoal-like product that would cut residual volumes in half, destroy contaminants of concern, and lock in carbon.

This strategic investment in wastewater treatment would maximize resource recovery from regional wastewater and be the first of its kind in Canada. The project is in the planning stage and still requires design, permitting, financing, and ongoing engagement.

Your voice matters and there are many ways to ensure it is heard. There are a variety of upcoming opportunities for the community to learn more about this environmentally beneficial process and provide feedback to inform further planning including:

- Open house and public tour of the Residuals Treatment Facility: Saturday, February 28, 2026 10am - 2pm. Pre-register online for public tours.
- Participate in the online survey until Thursday, March 5, 2026.

In 2024, the CRD Board responded to community input and agreed to explore thermal technologies as a long-term approach for managing biosolids in ways beneficial to the community and the environment. Carbonisation is a high-heat process which converts biosolids into biochar, a stable, carbon-rich product offering a variety of potential benefits across the construction, industrial, agriculture, and forestry sectors.

-

- At this early stage in planning, the CRD has not determined how the biochar would eventually be used. Further public engagement will occur, once biochar is being produced and tested.

- This technology would be a first for Canada but similar systems designed to treat biosolids from wastewater are now operating in Australia, Asia, Europe, and the United States.

- A similar system in Australia has proven to destroy 95% of synthetic chemicals [such as pharmaceuticals] and 82% of microplastics, demonstrating the effectiveness of this technology.

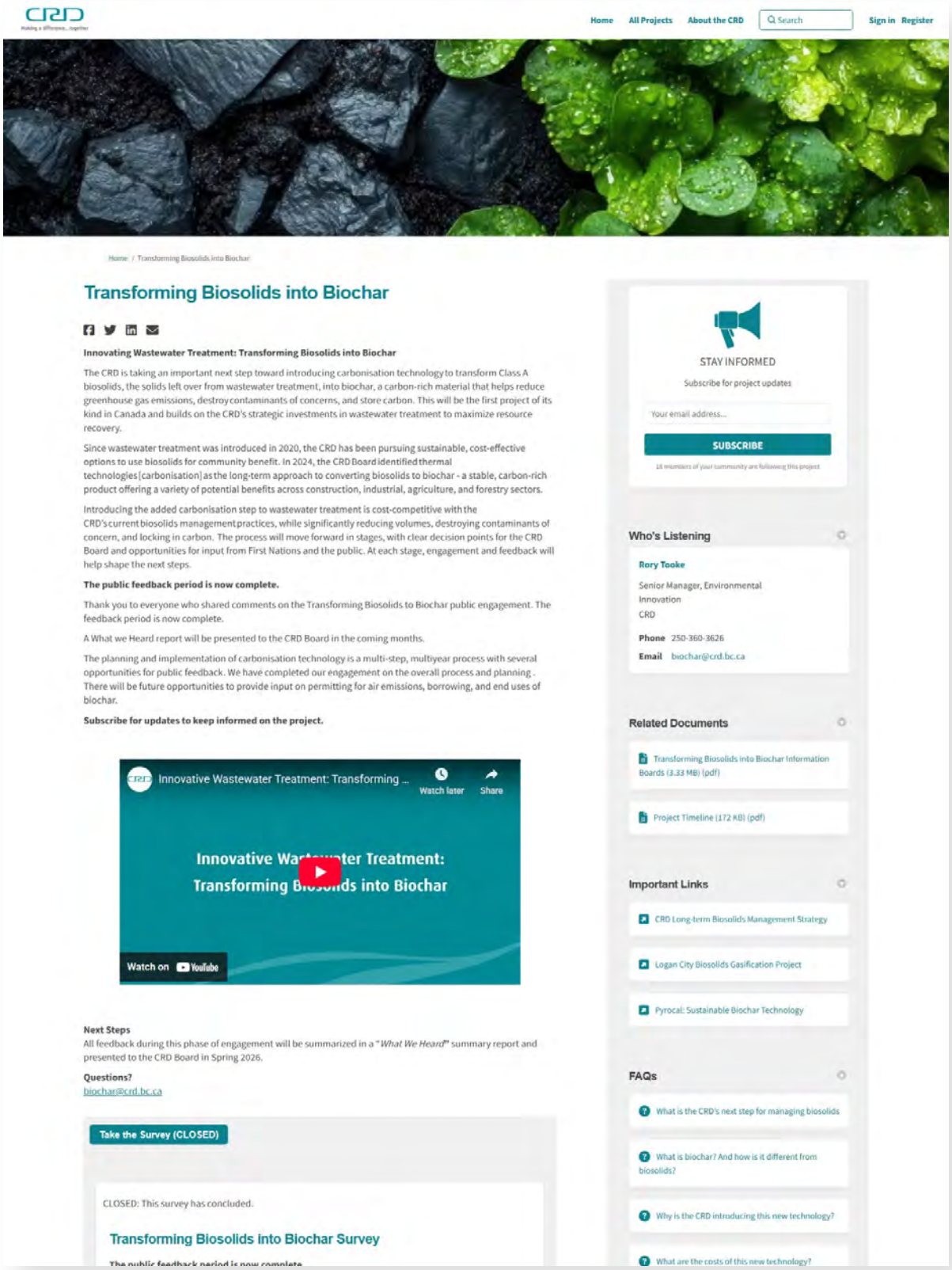
- Pyrocal, the technology vendor behind the Australian system, has been selected as the preferred proponent to integrate this technology into the Residuals Treatment Facility at Hartland Landfill. Further design work and contract negotiations are still required before a contract is awarded and further capital investment decisions are made.

- The preferred location for the new carbonisation equipment is the northwest corner of the existing Residuals Treatment Facility at the Hartland Landfill, occupying less than 2% of the 2.7-hectare site footprint. The site will be finalized based on further planning and design.

- Final costs will be determined through detailed design and contract negotiations but it is estimated the project will require $10 million in capital equipment plus related investments such as site preparation and emission monitoring. Later in 2026, staff will bring forward a borrowing bylaw to seek electoral approval from Core Area residents for wastewater infrastructure. The borrowing bylaw will include $2 million for planning and design of carbonisation equipment. The design phase will help inform air management systems and corresponding provincial permitting, as well as further cost estimates ahead of a future capital investment decision.

- The process will move forward in stages, with clear decision points for the CRD Board and opportunities for input from First Nations and the public.

Webpage Screenshot



CRD

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Home / Transforming Biosolids into Biochar

Transforming Biosolids into Biochar

Innovating Wastewater Treatment: Transforming Biosolids into Biochar

The CRD is taking an important next step toward introducing carbonisation technology to transform Class A biosolids, the solids left over from wastewater treatment, into biochar, a carbon-rich material that helps reduce greenhouse gas emissions, destroy contaminants of concerns, and store carbon. This will be the first project of its kind in Canada and builds on the CRD's strategic investments in wastewater treatment to maximize resource recovery.

Since wastewater treatment was introduced in 2020, the CRD has been pursuing sustainable, cost-effective options to use biosolids for community benefit. In 2024, the CRD Board identified thermal technologies [carbonisation] as the long-term approach to converting biosolids to biochar - a stable, carbon-rich product offering a variety of potential benefits across construction, industrial, agriculture, and forestry sectors.

Introducing the added carbonisation step to wastewater treatment is cost-competitive with the CRD's current biosolids management practices, while significantly reducing volumes, destroying contaminants of concern, and locking in carbon. The process will move forward in stages, with clear decision points for the CRD Board and opportunities for input from First Nations and the public. At each stage, engagement and feedback will help shape the next steps.

The public feedback period is now complete.

Thank you to everyone who shared comments on the Transforming Biosolids to Biochar public engagement. The feedback period is now complete.

A What we Heard report will be presented to the CRD Board in the coming months.

The planning and implementation of carbonisation technology is a multi-step, multiyear process with several opportunities for public feedback. We have completed our engagement on the overall process and planning. There will be future opportunities to provide input on permitting for air emissions, borrowing, and end uses of biochar.

Subscribe for updates to keep informed on the project.

Innovative Wastewater Treatment: Transforming ... Watch later Share

Innovative Wastewater Treatment: Transforming Biosolids into Biochar

Watch on YouTube

Next Steps

All feedback during this phase of engagement will be summarized in a "*What We Heard*" summary report and presented to the CRD Board in Spring 2026.

Questions?

biochar@crd.bc.ca

Take the Survey (CLOSED)

CLOSED: This survey has concluded.

Transforming Biosolids into Biochar Survey

The public feedback period is now complete.

STAY INFORMED

Subscribe for project updates

Your email address...

SUBSCRIBE

18 members of your community are following this project

Who's Listening

Rory Tooke

Senior Manager, Environmental Innovation
CRD

Phone 250-360-3626

Email biochar@crd.bc.ca

Related Documents

Transforming Biosolids into Biochar Information Boards (3.33 MB) (pdf)

Project Timeline (172 KB) (pdf)

Important Links

CRD Long-term Biosolids Management Strategy

Logan City Biosolids Gasification Project

Pyrocal: Sustainable Biochar Technology

FAQs

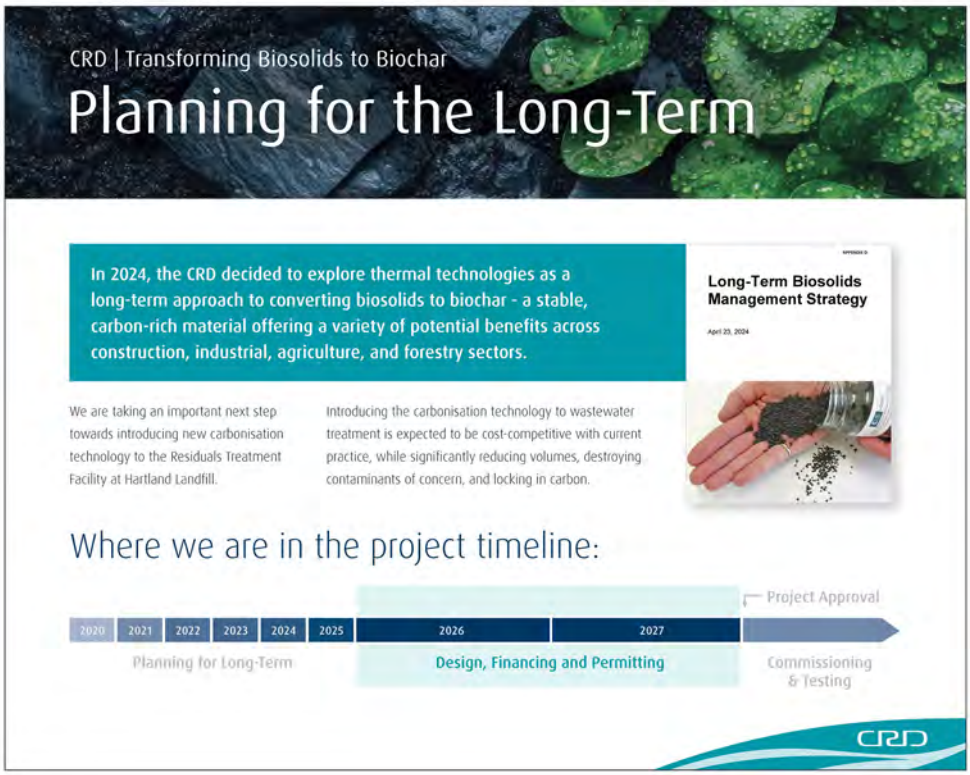
What is the CRD's next step for managing biosolids

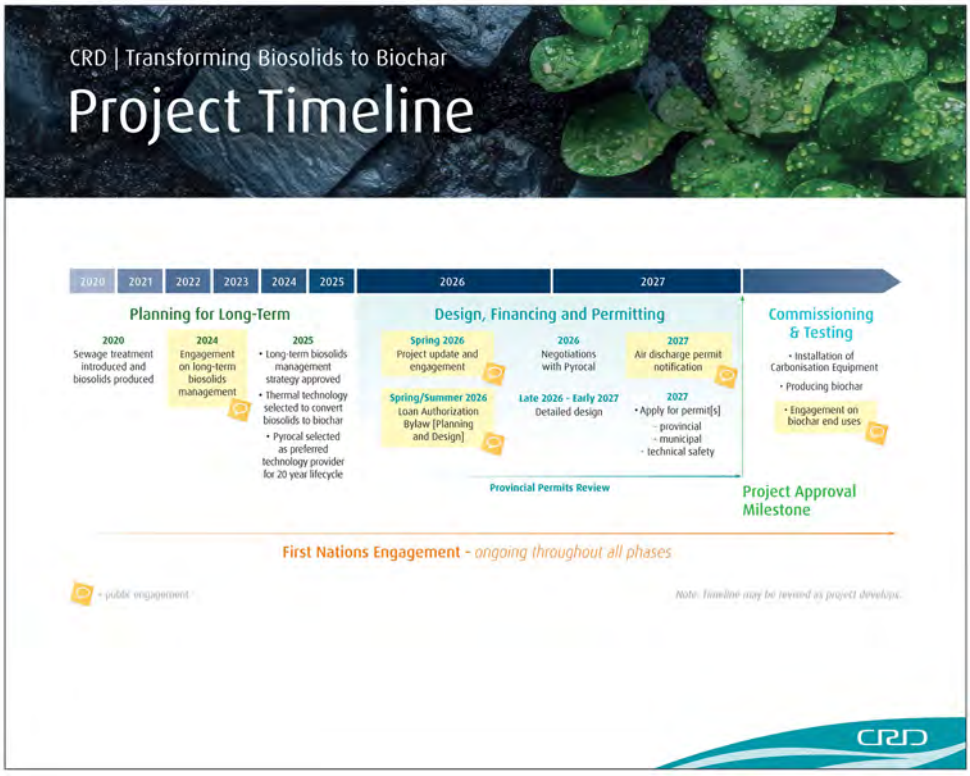
What is biochar? And how is it different from biosolids?

Why is the CRD introducing this new technology?

What are the costs of this new technology?

Display Boards





CRD | Transforming Biosolids to Biochar

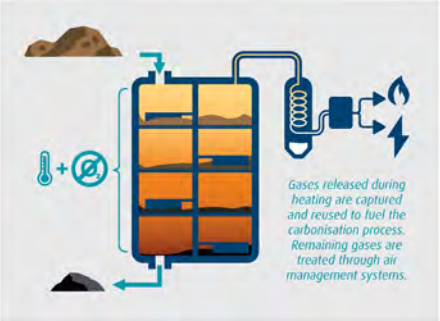
How Carbonisation Works

"Carbonisation" is a thermal process that transforms the leftover solids [biosolids] from wastewater treatment into a stable, charcoal-like substance known as biochar.

1 **It starts with biosolids**
The nutrient-rich solids left after treating wastewater.

2 **Apply high heat**
The biosolids are baked [or "carbonised"] in a high-heat, low-oxygen environment. This prevents combustion, removes moisture, and destroys contaminants.

3 **The Result: Biochar**
What's left is a lightweight, carbon-rich material like charcoal. It doesn't easily break down, and locks carbon away for centuries.



CRD | Transforming Biosolids to Biochar

Benefits of Carbonisation

Reduces volume by half
Approximately 10 tonnes per day reduced to 5 tonnes per day

Cuts greenhouse gases
Stores carbon instead of releasing it; an estimated 2550 tonnes of carbon dioxide could be sequestered annually, equivalent to the emissions generated by close to 600 gas-powered cars

Destroys contaminants of concern
High heat destroys chemicals like PFAS, pharmaceuticals, and microplastics

Creates a valuable carbon-rich product
Stable, odour-free material that can be stored safely if needed, with various potential benefits and uses to be explored

CRD | Transforming Biosolids to Biochar

Site Operations

Pyrocal, an Australian engineering company, has been selected as the preferred proponent to integrate the innovative carbonisation technology into the Residuals Treatment Facility.

Low-impact Design

The equipment can be incorporated into the north-west corner of the facility, occupying less than 2% of the 2.7-hectare site. The site would be finalized based on further planning and design.

Most of the equipment would be approximately 5 metres tall, with the stack reaching 9 metres. Even at its tallest point, the new equipment would be much smaller than the existing structures at the Residuals Treatment Facility, which are 15 metres high.

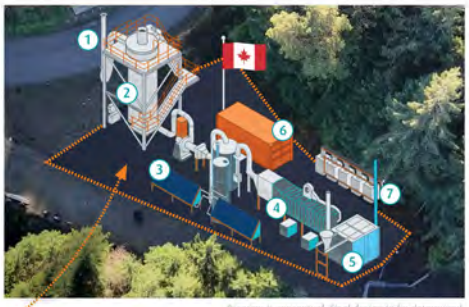


Diagram is conceptual. Final design to be determined

1. Air Stack
2. Wet Electrostatic Precipitator
3. Heat Rejection
4. Thermal Oxidizer & Heat Exchange
5. Hearth & Infeed
6. Motor Control Centre
7. Biochar Out Load

CRD | Transforming Biosolids to Biochar

Protecting the Environment

Protecting air quality is built into the design, permitting, operations, and ongoing monitoring.

City of Logan Experience

The project draws on proven technology and real world operations, including lessons from the City of Logan, Australia, where the same carbonisation system is already in use.

- Air discharges are primarily carbon dioxide and water vapour, with low levels of nitrogen oxides, particulates, sulphur oxides, and trace compounds - well below permitted limits.
- Fully enclosed, high-temperature process operated under negative pressure, meaning air flows into the system rather than out - preventing untreated gases or odours from escaping during operation.

This layered emissions-control represents best-available air-pollution control technology and is specifically designed to meet regulatory air-discharge limits.

Waste discharge authorization

Waste discharge authorization is required from the Province of BC for air emissions. Detailed design will inform the air management systems. Public notification is required within the permitting process.

Questions or feedback?

What information related to air emissions and air management systems are you most interested in knowing more about?

CRD | Transforming Biosolids to Biochar

From Emissions to Offsets

Carbon Credits

Biochar is currently one of the most established and credible sources of carbon credits.

The benefit of biochar is its ability to store greenhouse gas emissions/carbon, which would have otherwise been released through the decomposition of biomass. Biochar can sequester carbon for hundreds of years.

Carbon credits are a tradable unit sold on a carbon market. Each credit represents one tonne of greenhouse gas removed or avoided. When the CRD produces biochar that locks in carbon, those reductions can be verified and turned into credits. Selling these credits creates a potential revenue stream for the CRD while supporting climate goals.

*Based on 2025 values. Carbon markets are variable.

The CRD would initiate the process to pursue carbon credits, once biochar is being produced and volumes and composition are confirmed.

CRD | Transforming Biosolids to Biochar

Neighbourhood Integration

We are designing solutions that respect the neighbouring community and environment while advancing sustainability.

Fewer Trucks, Less Traffic

- The new process reduces truck trips compared to current operations.
- Current: 4-5 trucks per week
- Future: 2-3 trucks per week

No Increase in Odour

- Carbonisation happens in sealed, enclosed systems, preventing odour release. Biochar would then be loaded into trucks for transport.
- Heating eliminates moisture, producing a dry, odour-free charcoal-like material.
- Odour control systems ensure there is no discernible odour in the community from the facility.

No Increase in Noise

- Noise from the facility would be minimal and comply with District of Saanich bylaws.

Safety

- A robust Emergency Response Plan including fire suppression is in place to safeguard environment, staff and community.
- Currently, biosolids can't be stored longer than a few days because of the risk of combustion. The carbonisation process removes moisture and reactive compounds, leaving behind biochar; a stable, carbon-rich material that doesn't easily break down. This makes biochar storage safe and offers greater flexibility for when and how biochar is used.

Questions or feedback?

What questions or feedback do you have about neighbourhood impacts?

CRD | Transforming Biosolids to Biochar

How Biochar Can Be Used

Biochar has been used for centuries—from creating rich, fertile soils known as terra preta in the Amazon, where charcoal was added to improve soil health, to modern regenerative agriculture that enriches soil and boosts crop yields.

Modern use of biochar includes green building materials, stormwater filtration, water treatment, soil amendment, and odour control, making it a versatile solution for environmental challenges.

Once the composition of the CRD's biochar is evaluated, potential uses can be assessed to determine the most beneficial and sustainable options. Another phase of First Nations and community engagement will focus on exploring potential end uses for biochar.

Key Considerations

- **Environmental impacts:** air discharge from operations and biochar characteristics
- **Regulatory compliance:** Understanding provincial and federal requirements for various uses.
- **Carbon offsets:** Evaluating opportunities for greenhouse gas reduction credits.
- **Volume and market value:** Assessing production scale and potential revenue.
- **Location:** Identifying Vancouver Island and Lower Mainland markets.

Questions or feedback?

What potential uses of biochar interest you most, and why?

What should the CRD consider when exploring how biochar will be used in the future?

CRD

CRD | Transforming Biosolids to Biochar

The Experience of Others

Primary Case Study:

City of Logan Wastewater Treatment Plant & Pyrocal

www.logan.qld.gov.au/residents/water-and-wastewater/biosolids-gasification

Location: City of Logan, Australia

Biomass used: Dewatered and dried biosolids into a useful biochar

Beneficial use of biochar: Soil Improvement, chemical filtering and building materials

Other Case Studies:

Earthcare Solutions

Location: Bethel Township, Pennsylvania, USA
Biomass used: Municipal biosolids, poultry litter
Beneficial uses: Soil amendment, stormwater filtration and treatment media; and as an agricultural supplement in animal bedding

Ephrata Borough Authority & Bioforcetech

Location: Ephrata, Pennsylvania, USA
Biomass used: Undigested dewatered sludge
Beneficial uses: Concrete enhancement

Fårevejle Municipal Wastewater Treatment Plant & AquaGreen

Location: Oddsherred, Denmark
Biomass used: Dewatered and dried sewage sludge
Beneficial uses: Soil improvement

Main-Taunus Wastewater Treatment Plant & Pyreg

Location: Lorsbach, Germany
Biomass used: Dewatered and dried sewage sludge
Beneficial uses: Biocoal, for energy production

Airex Energy Inc.

Location: Bécancour, Québec
Biomass used: Hardwood and softwood sawdust
Beneficial uses:

- Fertilizers and soil amendment
- Replacement for thermal fossil coal
- Feedstock for sustainable aviation fuel

CRD

CRD | Transforming Biosolids to Biochar

Understanding the Costs

Costs are expected to be competitive with current out-of-region biosolids management options. Final costs will be determined through detailed design and contract negotiations.

- Once procurement is complete and final pricing is confirmed, the CRD will update the business case before the Board makes any final investment decision.
- Staged investment allows for planning and design, followed by equipment and installation, with opportunities for further enhancements once operational.
- A Loan Authorization Bylaw and alternate approval process will be recommended to the Board to seek elector approval [Core Area residents] for borrowing for wastewater infrastructure including $2 million for detailed design of the carbonisation equipment.
- Funding options for construction will be determined following design. CRD is also pursuing grant options.

2026 Approved Capital Budget is $10 million:

$2 million
Borrowing for planning and design

$8 million
To be funded through a mix of capital reserves, debt, and/or grants

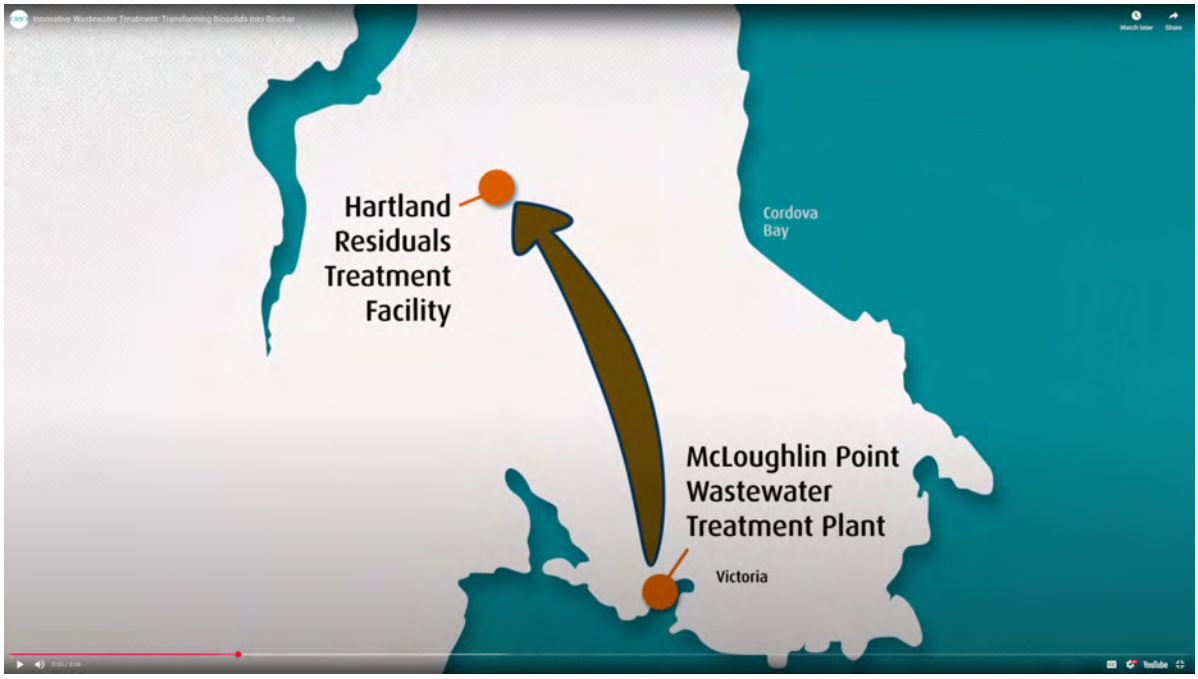
Estimated Annual Costs [20-year lifecycle]:

	CURRENT BIOSOLIDS MANAGEMENT	CARBONISATION TECHNOLOGY
Unit cost ($ per tonne of biosolids)	$200 - $850	$230 - $720
Estimated annual biosolids management costs*	$2.9 million	$900,000 - $2.8 million
Financial Risk	Subject to market competition and negotiated agreements	Sensitive to long-term operations and maintenance, and potential revenues

*Annual costs are based on the addition of Saanich Peninsula and Esquimalt biosolids to the Residuals Treatment Facility. The business-as-usual case assumes the same control allocation between existing solids management options (cement kiln, quarry reclamation, and tree nurseries).

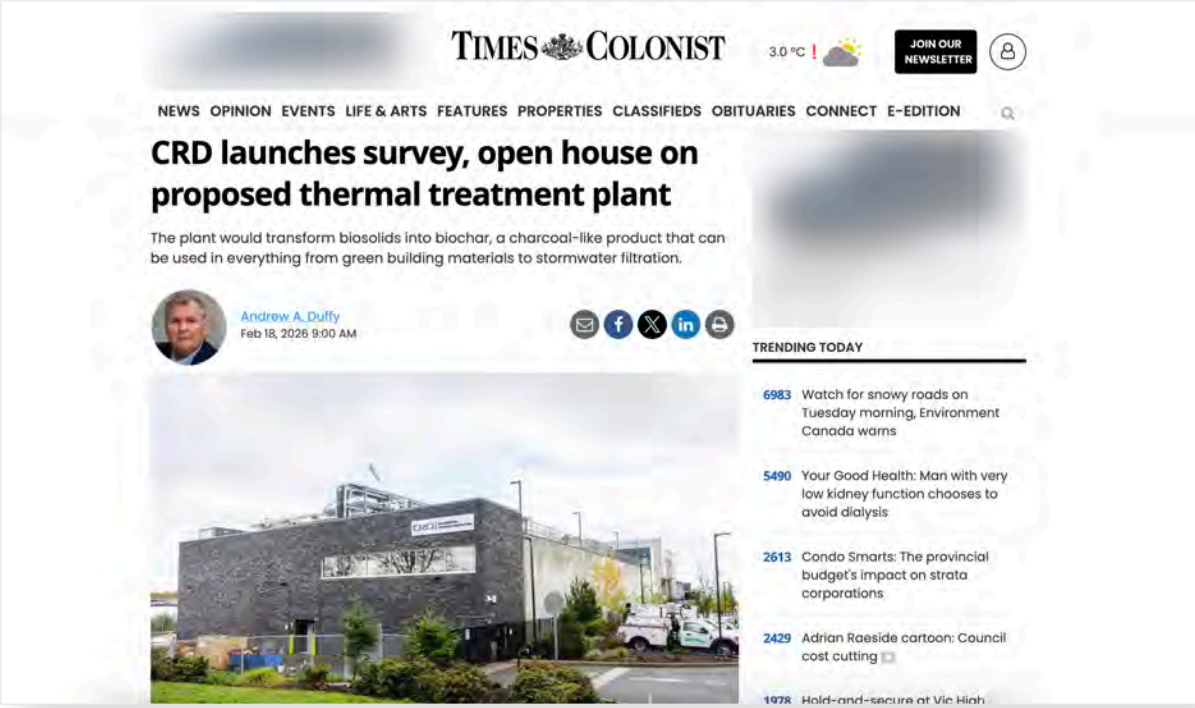
CRD

Overview Video



Watch the overview video:
Innovative Wastewater Treatment: Transforming Biosolids into Biochar (youtube.com)

Media Coverage



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NEWS OPINION EVENTS LIFE & ARTS FEATURES PROPERTIES CLASSIFIEDS OBITUARIES CONNECT E-EDITION

CRD launches survey, open house on proposed thermal treatment plant

The plant would transform biosolids into biochar, a charcoal-like product that can be used in everything from green building materials to stormwater filtration.

Andrew A. Duffy
Feb 18, 2026 9:00 AM

TRENDING TODAY

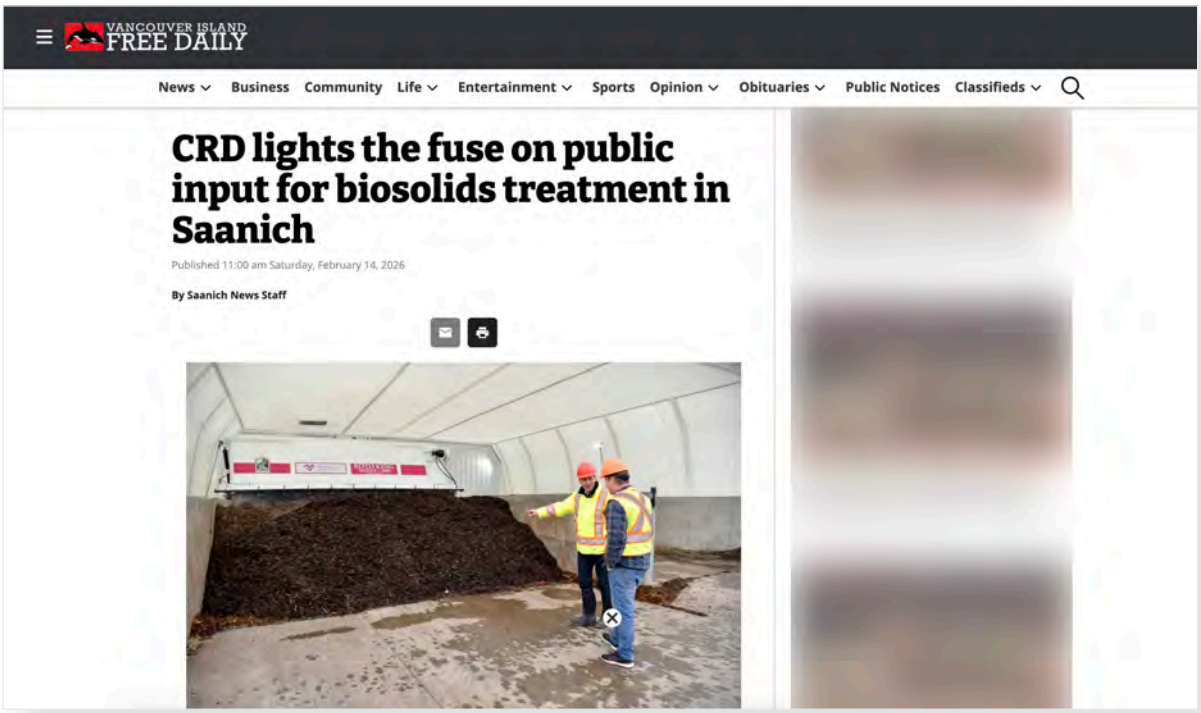
6983 Watch for snowy roads on Tuesday morning, Environment Canada warns

5490 Your Good Health: Man with very low kidney function chooses to avoid dialysis

2613 Condo Smarts: The provincial budget's impact on strata corporations

2429 Adrian Raeside cartoon: Council cost cutting

1978 Hold-and-secure at Vic High



VANCOUVER ISLAND FREE DAILY

News Business Community Life Entertainment Sports Opinion Obituaries Public Notices Classifieds

CRD lights the fuse on public input for biosolids treatment in Saanich

Published 11:00 am Saturday, February 14, 2026

By Saanich News Staff

Sample Letter

Making a difference...together

Parks, Recreation & Environmental Services
625 Fisgard Street, PO Box 1000 T: 250.360.3078
Victoria, BC Canada V8W 2S6 www.crd.ca

February 19, 2026

File: 0220-20
General Correspondence
5200-30
Biosolids

«Contact_Name»
«Organization»
Via email: «Email»

Dear «Contact_Name»:

RE: INNOVATING WASTEWATER TREATMENT: TRANSFORMING BIOSOLIDS TO BIOCHAR

The purpose of this letter is to update you on plans for thermal processing technology to be introduced at the Residuals Treatment Facility at Hartland Landfill to transform biosolids from core area wastewater treatment into carbon-rich biochar. This would be the first system of its kind in Canada and builds on the Capital Regional District's (CRD) strategic investments in wastewater treatment to maximize resource recovery.

As you are aware, the CRD has been pursuing sustainable, cost-effective options to use biosolids for community benefit since wastewater treatment was introduced in the core area in 2020. Although the CRD's class A biosolids meet provincial standards, the CRD Board has been responsive to community concerns about "forever chemicals" like per- and polyfluoroalkyl substances (PFAS), and microplastics and has prohibited the application of biosolids on land within the region since 2011. Rising annual costs for transporting biosolids for use outside the region are rising, creating challenges for managing the biosolids as leftover residuals from wastewater treatment.

In 2024, the CRD decided to explore thermal processing technologies, such as carbonisation, as a long-term approach to converting biosolids to biochar - a stable, carbon-rich product offering a variety of potential benefits across construction, industrial, agriculture, and forestry sectors. Pyrocal PTY Ltd., the Australian-based technology vendor with a demonstrated commercially operating facility, was selected in June 2025 as the preferred proponent as the CRD explores integration of carbonisation technology into the Residuals Treatment Facility at Hartland Landfill.

Introducing the added carbonisation step to wastewater treatment is expected to be cost-competitive with current practice, and would significantly reduce volumes, destroy contaminants of concern like "forever chemicals" and microplastics, and lock in carbon. There is no anticipated increase in odour, noise, or trucking activity should the CRD implement the new technology. In fact, it is expected it would reduce the volume of residuals by half, meaning fewer trucks coming and going.

Air quality safeguards will be incorporated at every stage of the project, from the selection of the technology to the way the facility would be operated and monitored. The project benefits from the real-world operating experience of a comparable facility in Logan, Australia, which uses the same carbonisation technology selected by the CRD. The City of Logan's results provide a strong reference point and will help inform design and performance expectations. At this early stage, the

PRESEI-459532758-6461

CRD does not yet have the detailed design information required to complete air-dispersion modelling or submit a Waste Discharge Authorization application. As the project advances, air-dispersion modelling will be completed using project-specific inputs, including local meteorology, terrain, facility design, operating conditions, and nearby land uses, in accordance with provincial air quality objectives and standards. This information will be shared with regional municipalities, the public and First Nations as part of the provincial permitting process.

Public consultation informed the short and long-term biosolids management strategies, and this next step builds upon what has been heard previously. As we move through a phased planning process, with clear decision points for the CRD Board and opportunities for input from First Nations, residents, and neighbouring community organizations, we want to share upcoming opportunities to learn more about plans to introduce carbonisation technology to the Hartland Residual Treatment Facility. There are several ways to learn more and provide input:

- Visit: www.GetInvolved.crd.bc.ca/biochar
- Attend an open house and tour of the Residuals Treatment Facility on:
  Saturday, February 28, 2026 from 10 am - 2 pm
  Pre-registration for the tour is required
- Complete the online survey by Thursday, March 5, 2026
- Ask questions or share feedback at: biochar@crd.bc.ca
- Request a presentation by CRD staff

Please feel free to share this information through your networks. All feedback received during this early phase of engagement will be summarized in a "*What We Heard*" summary report and presented to the Core Area Liquid Waste Committee and the CRD Board later this spring.

If you have any questions, or to request a presentation by CRD staff, please contact biochar@crd.bc.ca.

We look forward to keeping you informed and hearing your feedback as the project advances.

Sincerely,

Rory Tooke, Ph.D.
Senior Manager, Environmental Innovation

List of Community Group Recipients

Outreach to the following groups occurred by way of emailed letter:

- Biosolids Free BC
- Friends of Tod Creek
- Highlands District Community association
- Mount Work Coalition
- Peninsula Biosolids Coalition
- Peninsula Streams
- Prospect Lake Community Association
- Saanich Inlet Protection Society
- Willis Point Community Association

Saanich Peninsula Environmental Coalition [SPEC], which includes:

- *Friends of North Saanich Parks*
- *Friends of Shoal Harbour*
- *NatuR&D*
- *North Saanich PROW Association*
- *Peninsula Streams and Shoreline Society*
- *Roberts Bay Residents*
- *Saanich Inlet Protection Society*
- *SeaChange Marine Conservation Society*
- *Tsehum Harbour Task Force*

South Island Climate Network [SI-CAN], which includes:

- *Citizens' Environment Network in Colwood (CENIC)*
- *Esquimalt Climate Organizers (ECO)*
- *Gorge Waterway Society (GWAS)*
- *Metchosin Climate Action Team (MCAT)*
- *Oak Bay Climate Force (OBCF)*
- *Saanich Eco Advocates (SEA)*
- *Saanich Peninsula Environmental Coalition (SPEC)*
- *Transition Sooke (TS)*
- *Victoria Climate Action Team (VCAT)*
- *Victoria Climate Hub*
- *View Royal Climate Coalition (VRCC)*

Open House & Tour Promotional Poster

Open House & Tours

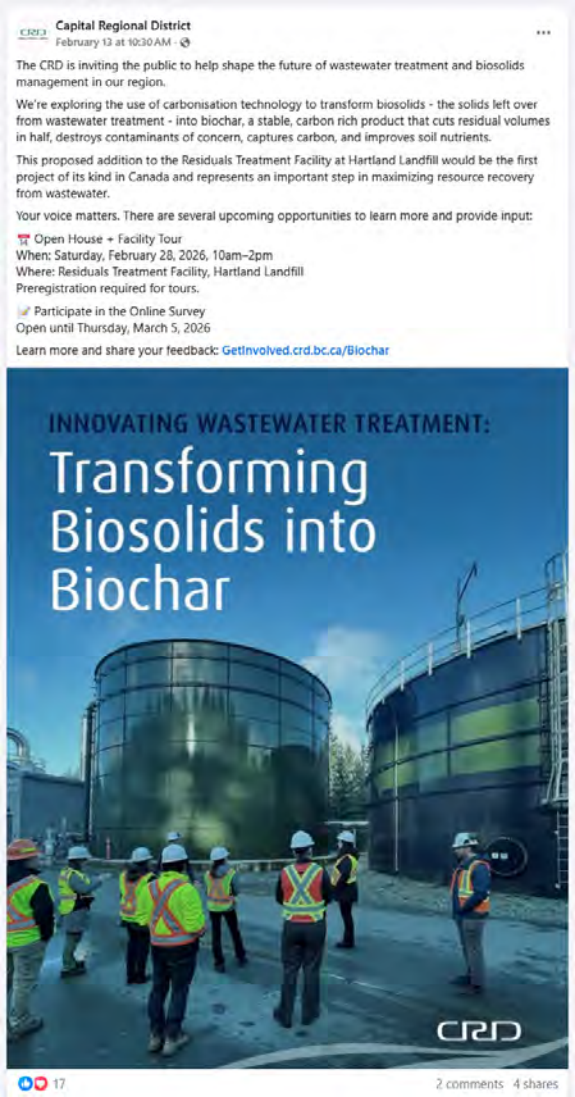
CRD
Making a difference...together

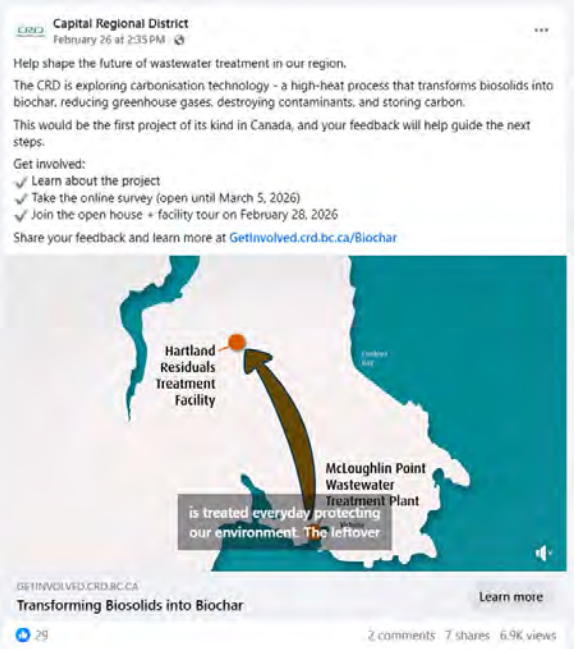
Residual Treatment Facility Open House & Tours

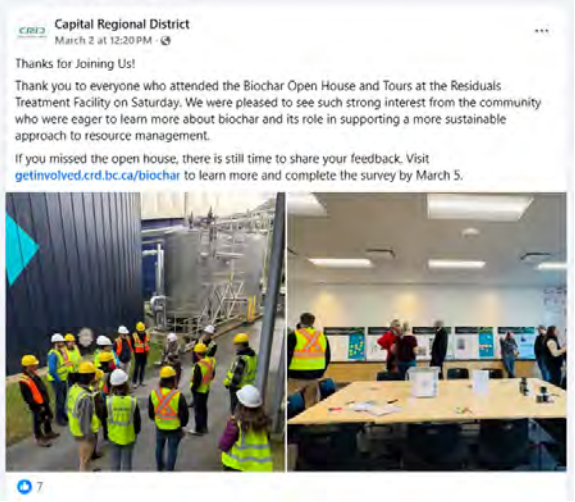
Saturday, February 28, 2026

Pre-Register for Tours:
getinvolved.bc.ca/biochar

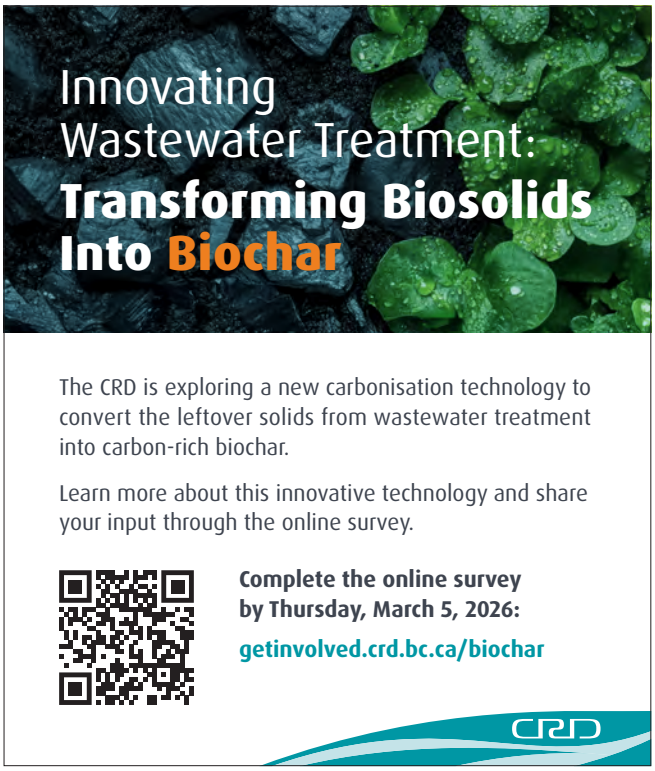
Social Media







Print Advertising



Left: 5.11" x 6" ad - ran in Black Press publications on Vancouver Island.

Below: 6.2" x 5.3" ad - ran in Victoria's Times Colonist.

Fact Sheet

Transforming Biosolids to Biochar

Protecting Air Quality

Fact Sheet

Making a difference...together

Capital Regional District | **February 2026**

Protecting air quality is built into the design, permitting, operations, and ongoing monitoring.

Air quality safeguards are incorporated at every stage of the project, from the selection of the technology to the way the facility will be operated and monitored. Robust controls and continuous oversight will ensure emissions remain within provincial requirements.

The project draws on proven technology and real world operating experience, including lessons from the City of Logan, Australia, where the same carbonisation system is already in use.

Multiple layers of air emission controls will be built into the system to treat gases before they are released. Site specific modelling and physical testing will inform the provincial permit application, with ongoing monitoring required if the project is approved. Once operational, continuous monitoring and operational adjustments will be used to maintain compliance and ensure emissions stay low.

Proven technology operating in the City of Logan, Australia

Learning from the City of Logan Experience

The City of Logan's results provide a strong reference point and will help inform design, performance expectations, and air quality safeguards.

Air discharges from the carbonisation equipment in Logan primarily consist of carbon dioxide and water vapour. Low concentrations of nitrogen oxides (NO_2), particulate matter, sulphur oxides (SO_2), and trace compounds have been measured - all well below permitted limits for common air contaminants.

Dioxins and furans were reported at non-detectable or near-zero levels in the City of Logan's independently verified testing results, demonstrating the effectiveness of the multi-step emissions control system.

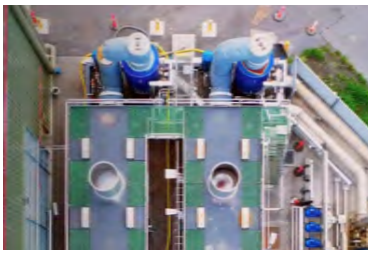
HOW AIR QUALITY IS PROTECTED IN THE CITY OF LOGAN

1. The carbonisation equipment operating at Loganholme uses a fully enclosed, high-temperature process operated under negative pressure, meaning air flows into the system rather than out. This design prevents untreated gases or odours from escaping during operation.
2. Gases are treated through a multi-step air-emissions control system before release including:
   - (a) ***Thermal Oxidizer*** *operating at high temperature to destroy organic compounds*
   - (b) ***Rapid Gas Cooling*** *to prevent formation of dioxins and furans*
   - (c) ***Wet Scrubbing*** *to remove particulates and soluble gases*
   - (d) ***Wet Electrostatic Precipitation*** *to capture ultra-fine particles*

3. This layered emissions-control represents best-available air-pollution control technology for biosolids gasification systems and is specifically designed to meet regulatory air-discharge limits.

WHAT IS EVENTUALLY RELEASED TO AIR

The experience from the City of Logan shows that air discharges from carbonisation systems consist primarily of carbon dioxide and water vapour. Measured emissions are well below permitted limits for common air contaminants and particulate. Specific emission quantities for the CRD will be confirmed through site-specific modelling and permitting.



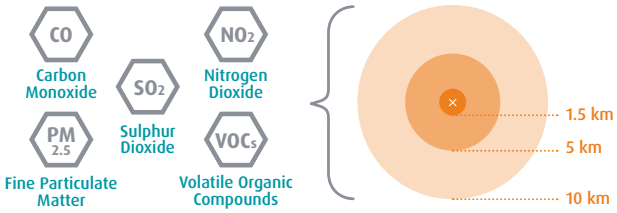
Designing for the local context: What's required in BC

While we are benefiting from the experience of others, we must plan and design based on our specific design requirements and local conditions.

In BC, air quality impacts are assessed through a site-specific air-dispersion modelling process required to support a Waste Discharge Authorization under the Environmental Management Act. This modelling is used to evaluate potential impacts to human health and the environment and must reflect the equipment's detailed design, operating conditions, and location.

WHAT EMISSIONS ARE TESTED FOR?

Air emissions are modelled and tested within a 1.5-kilometre, 5-kilometre, and 10-kilometre radius of the equipment. The modelling will test for the following contaminants:



At this stage of the project, the CRD does not yet have the detailed design information required to complete air-dispersion modelling or submit a Waste Discharge Authorization application. Representative modelling requires inputs such as finalized equipment configuration, air-emissions control systems, stack parameters, operating scenarios, and site-specific meteorological data, which are developed through detailed design.

As the project advances, air-dispersion modelling will be completed using project-specific inputs, including local meteorology, terrain, facility design, operating conditions, and nearby land uses, in accordance with provincial air-quality objectives and standards. This information will be shared with the public and First Nations as part of the provincial permitting process.

Approval to construct and operate the carbonisation equipment is contingent on provincial review and acceptance of the air-quality assessment and issuance of a Waste Discharge Authorization.

The CRD will not proceed with construction or operation of the carbonisation equipment until this authorization is in place.

What's next?

The CRD has initiated the permitting process, and it may take approximately 2 years. Public notification will occur once detailed design has advanced, and site-specific modelling has been completed.

Email: biochar@crd.bc.ca

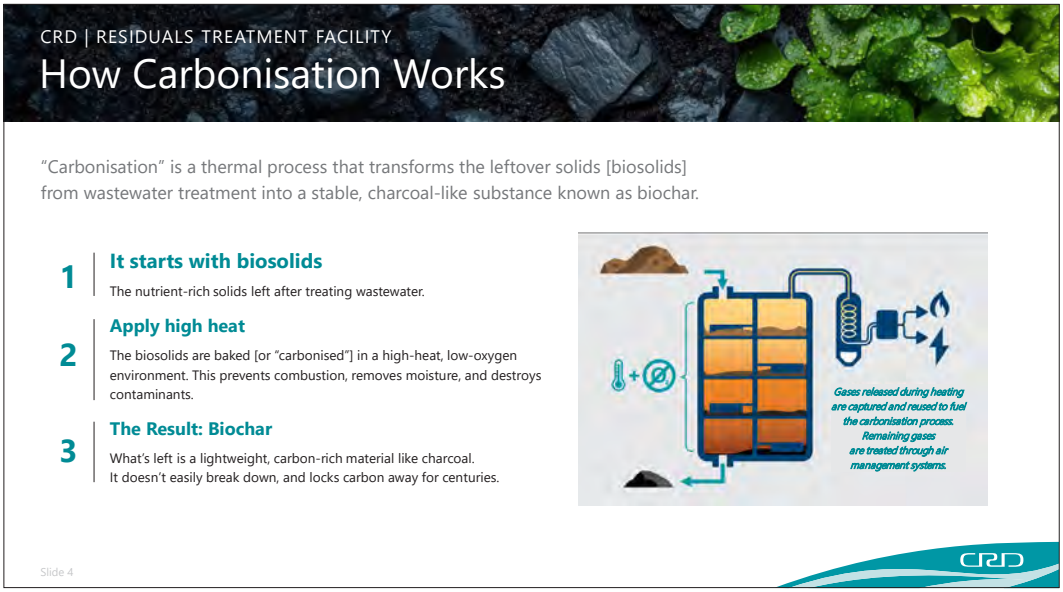
Website: www.getinvolved.crd.bc.ca/biochar

Making a difference...together

Capital Regional District
625 Fisgard Street, Victoria, BC V8W 1R7
250.360.3000 | www.crd.bc.ca

Presentation

CRD | RESIDUALS TREATMENT FACILITY
Project Timeline
2020
2021
2022
2023
2024
2025
2026
2027
Planning for Long-Term
2020
Sewage treatment introduced and biosolids produced
2024
Engagement on long-term biosolids management
2025
• Long-term biosolids management strategy approved
• Thermal technology selected to convert biosolids to biochar
• Pyrocal selected as preferred technology provider for 20 year lifecycle
Design, Financing and Permitting
Spring 2026
Project update and engagement
2026
Negotiations with Pyrocal
2027
Air discharge permit notification
Spring/Summer 2026
Loan Authorization Bylaw [Planning and Design]
Late 2026 - Early 2027
Detailed design
2027
• Apply for permit[s]
- provincial
- municipal
- technical safety
Provincial Permits Review
Commissioning & Testing
• Installation of Carbonisation Equipment
• Producing biochar
• Engagement on biochar end uses
Project Approval Milestone
First Nations Engagement - ongoing throughout all phases
Note: Timeline may be revised as project develops.
Slide 3


CRD | RESIDUALS TREATMENT FACILITY
How Carbonisation Works
"Carbonisation" is a thermal process that transforms the leftover solids [biosolids] from wastewater treatment into a stable, charcoal-like substance known as biochar.
1
It starts with biosolids
The nutrient-rich solids left after treating wastewater.
2
Apply high heat
The biosolids are baked [or "carbonised"] in a high-heat, low-oxygen environment. This prevents combustion, removes moisture, and destroys contaminants.
3
The Result: Biochar
What's left is a lightweight, carbon-rich material like charcoal. It doesn't easily break down, and locks carbon away for centuries.
Gases released during heating are captured and reused to fuel the carbonisation process. Remaining gases are treated through air management systems.
Slide 4

CRD | RESIDUALS TREATMENT FACILITY

Benefits of Carbonisation

Reduces volume by half

Approximately 10 tonnes per day reduced to 5 tonnes per day.

Cuts greenhouse gases

Stores carbon instead of releasing it; an estimated 2550 tonnes of carbon dioxide could be sequestered annually, equivalent to the emissions generated by close to 600 gas-powered cars.

Destroys contaminants of concern

High heat destroys chemicals like PFAS, pharmaceuticals, and microplastics.

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Slide 5

CRD | RESIDUALS TREATMENT FACILITY

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Low Impact Design

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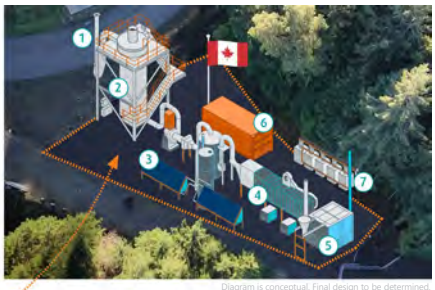

Diagram is conceptual. Final design to be determined.

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Slide 6

CRD | RESIDUALS TREATMENT FACILITY

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Slide 7

CRD | RESIDUALS TREATMENT FACILITY

From Emissions to Offsets – Carbon Credits

Biochar is currently one of the most established and credible sources of carbon credits.

The benefit of biochar is its ability to store greenhouse gas emissions/carbon, which would have otherwise been released through the decomposition of biomass. Biochar can sequester carbon for hundreds of years.

*Based on 2025 values. Carbon markets are variable.

Carbon credits are a tradable unit sold on a carbon market. Each credit represents one tonne of greenhouse gas removed or avoided. When the CRD produces biochar that locks in carbon, those reductions can be verified and turned into credits. Selling these credits creates a potential revenue stream for the CRD while supporting climate goals.

The CRD would initiate the process to pursue carbon credits, once biochar is being produced and volumes and composition are confirmed.

Slide 8

CRD | RESIDUALS TREATMENT FACILITY

Neighbourhood Integration

We are designing solutions that respect the neighbouring community and environment while advancing sustainability.

Fewer Trucks, Less Traffic

- The new process reduces truck trips compared to current operations.
- Current: 4–5 trucks per week
- Future: 2–3 trucks per week

No Increase in Noise

- Noise from the facility would be minimal and comply with District of Saanich bylaws.

Safety

- A robust Emergency Response Plan including fire suppression is in place to safeguard environment, staff and community.
- Currently, biosolids can't be stored longer than a few days because of the risk of combustion. The carbonisation process removes moisture and reactive compounds, leaving behind biochar; a stable, carbon-rich material that doesn't easily break down. This makes biochar storage safe and offers greater flexibility for when and how biochar is used.

No Increase in Odour

- Carbonisation happens in sealed, enclosed systems, preventing odour release. Biochar would then be loaded into trucks for transport.
- Heating eliminates moisture, producing a dry, odour-free charcoal-like material.
- Odour control systems ensure there is no discernible odour in the community from the facility.

Slide 9

CRD | RESIDUALS TREATMENT FACILITY

How Biochar Can Be Used

Biochar has been used for centuries—from creating rich, fertile soils known as terra preta in the Amazon, where charcoal was added to improve soil health, to modern regenerative agriculture that enriches soil and boosts crop yields.

Modern use of biochar includes green building materials, stormwater filtration, water treatment, soil amendment, and odour control, making it a versatile solution for environmental challenges.

Once the composition of the CRD's biochar is evaluated, potential uses can be assessed to determine the most beneficial and sustainable options. Another phase of First Nations and community engagement will focus on exploring potential end uses for biochar.

Key Considerations

- **Environmental impacts:** air discharge from operations and biochar characteristics.
- **Regulatory compliance:** Understanding provincial and federal requirements for various uses.
- **Carbon offsets:** Evaluating opportunities for greenhouse gas reduction credits.
- **Volume and market value:** Assessing production scale and potential revenue.
- **Location:** Identifying Vancouver Island and Lower Mainland markets.

Slide 10

CRD | RESIDUALS TREATMENT FACILITY

The Experience of Others

Primary Case Study:

City of Logan Wastewater Treatment Plant & Pyrocal

Location: *City of Logan, Australia*

Biomass used: *Dewatered and dried biosolids into a useful biochar*

Beneficial use of biochar: *Soil Improvement, chemical filtering and building materials*

Other Case Studies:

Earthcare Solutions

Location: *Bethel Township, Pennsylvania, USA*
Biomass used: *Municipal biosolids, poultry litter*
Beneficial uses: *Soil amendment, stormwater filtration and treatment media, and as an agricultural supplement in animal bedding*

Ephrata Borough Authority & Bioforcetech

Location: *Ephrata, Pennsylvania, USA*
Biomass used: *Undigested dewatered sludge*
Beneficial uses: *Concrete enhancement*

Fårevejle Municipal Wastewater Treatment Plant & AquaGreen

Location: *Oddsherred, Denmark*
Biomass used: *Dewatered and dried sewage sludge*
Beneficial uses: *Soil improvement*

Main-Taunus Wastewater Treatment Plant & Pyreg

Location: *Lorsbach, Germany*
Biomass used: *Dewatered and dried sewage sludge*
Beneficial uses: *Biocoal, for energy production*

Airex Energy Inc.

Location: *Bécancour, Quebec*

Biomass used: *Hardwood and softwood sawdust*
Beneficial uses:

- *Fertilizers and soil amendment*
- *Replacement for thermal fossil coal*
- *Feedstock for sustainable aviation fuel*

Slide 11

CRD | RESIDUALS TREATMENT FACILITY

Understanding the Costs

Costs are expected to be competitive with current out-of-region biosolids management options. Final costs will be determined through detailed design and contract negotiations.

- Once procurement is complete and final pricing is confirmed, the CRD will update the business case before the Board makes any final investment decision.
- Staged investment allows for planning and design, followed by equipment and installation, with opportunities for further enhancements once operational.
- A Loan Authorization Bylaw and alternate approval process will be recommended to the Board to seek elector approval [Core Area residents] for borrowing for wastewater infrastructure including $2 million for detailed design of the carbonisation equipment.
- Funding options for construction will be determined following design. CRD is also pursuing grant options.

2026 Approved Capital Budget is $10 million:

$2 million
Borrowing for planning and design

$8 million
To be funded through a mix of capital reserves, debt, and/or grants

Estimated Annual Costs [20-year lifecycle]:

	CURRENT BIOSOLIDS MANAGEMENT	CARBONISATION TECHNOLOGY
Unit cost ($ per tonne of biosolids)	$200 - $850	$230 - $720
Estimated annual biosolids management costs*	$2.9 million	$900,000 - $2.8 million
Financial Risk	Subject to market competition and negotiated agreements	Sensitive to long-term operations and maintenance, and potential revenues

**Annual costs are based on the addition of Saanich Peninsula and Sooke biosolids to the Residuals Treatment Facility. The business-as-usual case assumes the same current allocation between existing solids management options (cement kiln, quarry reclamation, and tree nurseries).*

Slide 12

Event Feedback Form

OPEN HOUSE | TRANSFORMING BIOSOLIDS TO BIOCHAR

Event Feedback Form

February 2026

Making a difference...together

Thank you for joining us!

This was the first time the CRD has hosted an open house at the Residual Treatment Facility and offered public tours. Your feedback will help us shape future engagement events.

1. Overall Experience

How would you rate your overall experience at today's open house and tours?

○ Excellent ○ Good ○ Fair ○ Poor

2. What Worked Well

What aspects of the open house or tour worked well for you? What helped you learn, feel comfortable, or engage meaningfully?

3. Opportunities for Improvement

What could be improved for future events or tours?

4. Tour Experience *(if applicable)*

If you participated in a tour, how was your experience?

○ Excellent ○ Good ○ Fair ○ Poor

Comments on the tour format, information, or timing:

5. Information & Engagement

How clear and useful was the information provided today?

○ Very Clear ○ Mostly Clear ○ Somewhat Clear ○ Unclear

Comments on the information provided:

6. Comfort & Accessibility

Did you feel welcomed and able to participate comfortably?

○ Yes ○ Mostly ○ Somewhat ○ No

Any suggestions to make future events more inclusive or accessible?

7. Future Participation

How likely are you to attend future events or tours on this topic?

○ Very Likely ○ Somewhat Likely ○ Not Sure ○ Unlikely

8. Is there anything else you'd like to share?

Your responses will be anonymous, and no comments will be attributed to any individuals. Please do not include any information that identifies you or others in your responses. Feedback will be aggregated and used to report the event's level of success, and to inform planning for future events.

TAVOLA
STRATEGY GROUP

CAPITAL REGIONAL DISTRICT

Transforming Biosolids to Biochar

Summary of Public Input

May 2026

TAVOLA
STRATEGY GROUP

Engagement Process

IAP2 Informed Consultation Plan

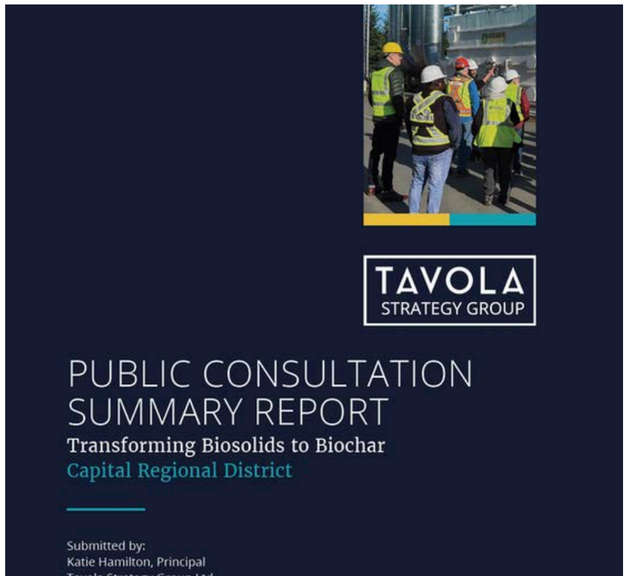
Established engagement objectives and methods.
Fall 2025

Active Engagement

Awareness-raising and engagement activities to capture input.
February 13 - March 6 2026

Reporting and Closing the Loop

What We Heard report to document and communicate results.
May 2026



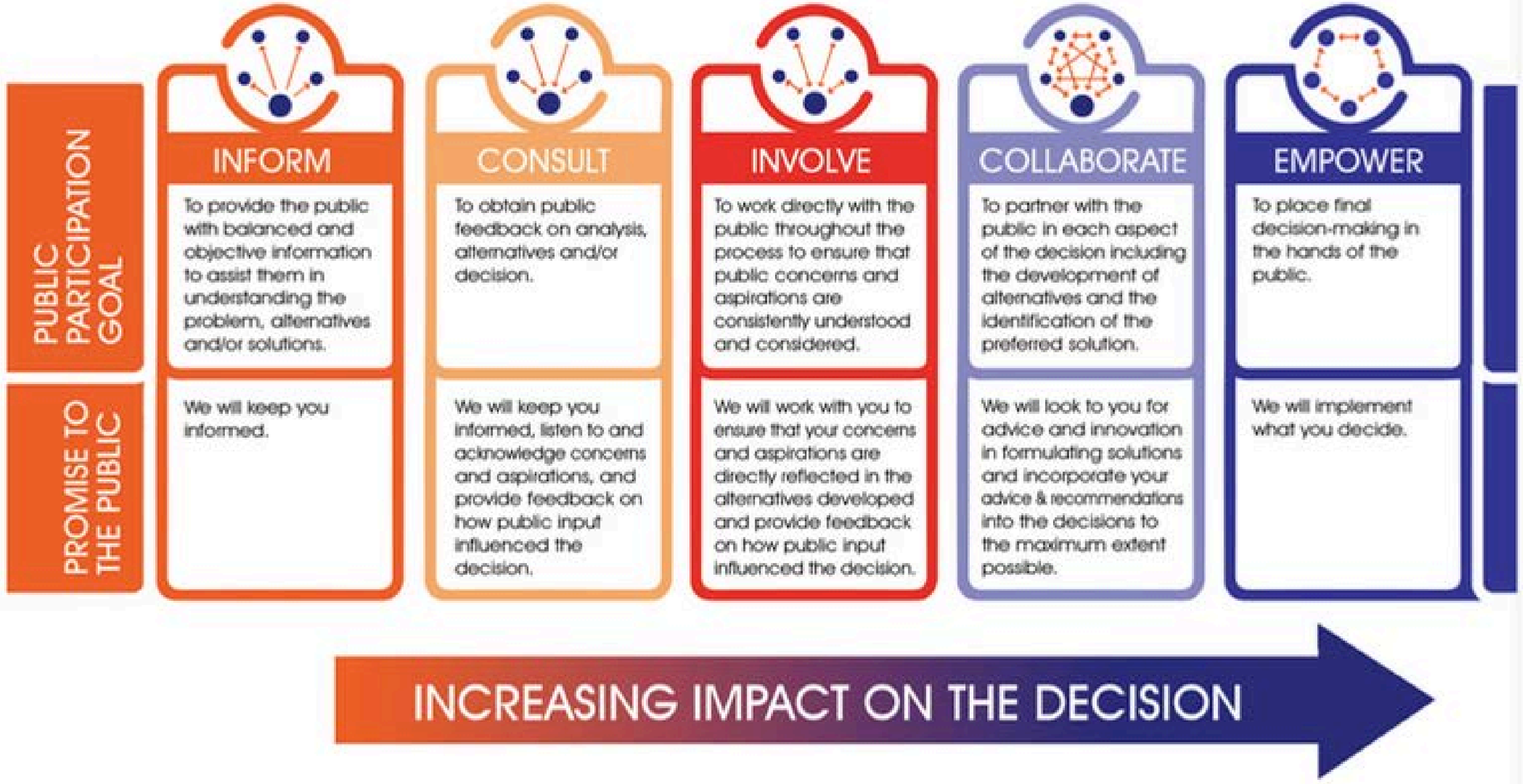
Part 1:

Engagement Process

Engagement Objectives

1. Inform capital region residents about the new technology being pursued to responsibly manage biosolids.
2. Create opportunities for those neighbouring the Residuals Treatment Facility at Hartland Landfill and interest holders to understand what is planned for biosolids management at the site, operational considerations and mitigation measures.
3. Understand top-of-mind considerations related to operations and potential end uses for biochar.
4. Build trust and confidence in the Capital Regional District's (CRD) approach to biosolids management through proactive, two-way communication and a transparent decision-making process.
5. Meet or exceed provincial regulatory requirements for Waste [Air emissions] Discharge notification.

IAP2 Spectrum

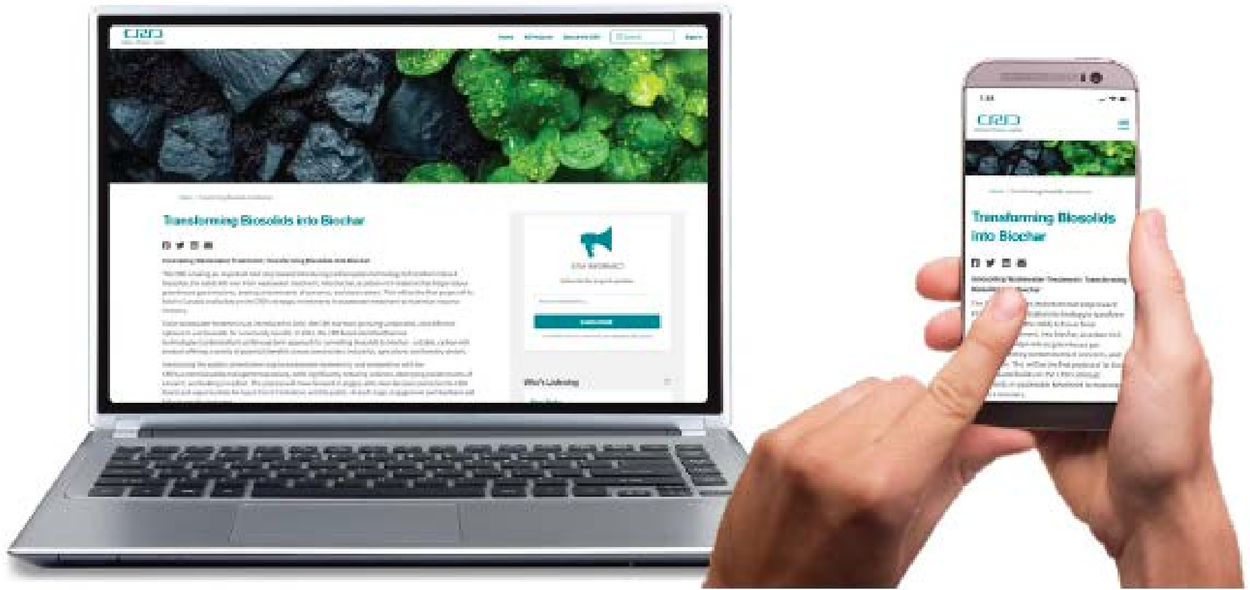


Key Topics

Topic	Level of Engagement
What biosolids are, how they are created and how they are managed for beneficial use [Long-term Biosolids Management Strategy]	INFORM
Current biosolids management practices and their limitations, as well as previous engagement results about top-of-mind interests and concerns	INFORM
Overview of the selected technology benefits including environmental and climate change benefits, and the potential for the technology to destroy emerging contaminants of concern within CRD biosolids	INFORM
Overview of the new technology, location, proponent, regulatory requirements and funding requirements, and climate mitigation	INFORM
Environmental monitoring and reporting [e.g. air discharge]	CONSULT
Operational considerations and neighbourhood integration [e.g. traffic, noise, etc.]	CONSULT
Potential uses of biochar	CONSULT

Awareness-Raising

- Project webpage **getinvolved.crd.bc.ca/biochar**
- Informational overview video
- Media release and backgrounder shared on Friday, February 13, 2026
- Updates were emailed to project page subscribers
- Social media posts were shared on CRD Facebook, Instagram and LinkedIn
- Letters were sent to 14 community groups and 13 municipalities
- Print ads appeared in the Times Colonist and BlackPress newspapers.



Input methods

- Online survey invited input from February 13 to March 5, 2026.
- Open House and guided tours of the Residuals Treatment Facility were held Saturday,
  February 28th from 9 a.m. to 3 p.m.
- Letters/emails were received through the project email or submitted directly to the CRD Board.
- Presentations were offered to local interest holders
  - CRD Staff presented to Willis Point Community Association on March 27, 2026
  - A tour of the Hartland Landfill has been requested by Probus [Sidney Chapter]

Guided Facility Tours

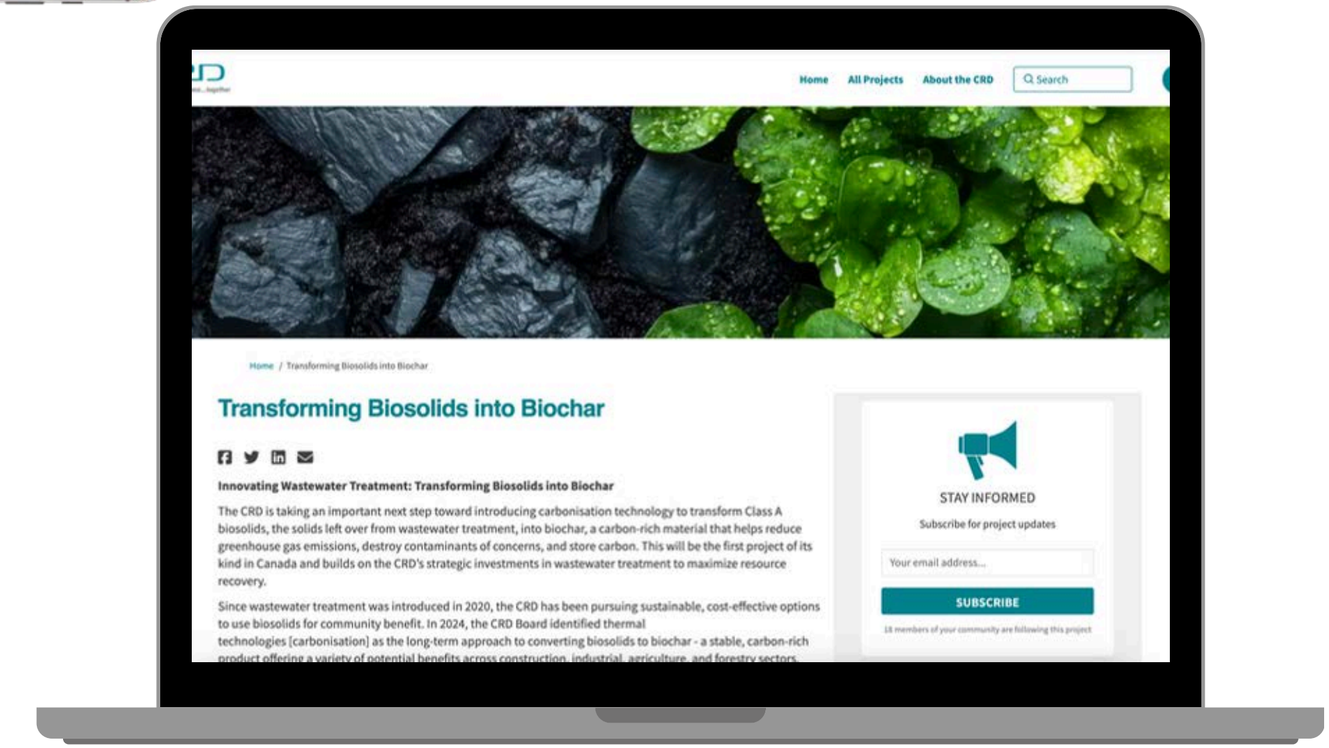
Open House

Neighborhood Integration
From Emissions to Offsets
SYNALGRO

Protecting the Enviro

Understanding the Costs
$2 million
Borrowing for planning and design
$8 million
To be funded through a mix of capital reserves, debt, and/or grants
CARBONISATION TECHNOLOGY

Online Survey and Video



Participation

86
Participants (1 Open House + 6 Site Tours)

170
Online survey participants

1,292
Unique web visitors

11,000+
Facebook, Instagram views

18
Subscribers to project updates

Part 2:

What We Heard

Overarching Themes

Overall Interest and Support

- Interest and support for advancing carbonisation technology, provided that key conditions and safeguards are met.
- Critical to community interests:
  - Management of neighbourhood and air-quality impacts
  - Transparent monitoring and reporting
  - Understanding of biochar composition and potential end uses
  - Realistic cost estimates with strong financial oversight
- Many who expressed support for the overall approach noted it as an alternative to land application of biosolids and/or advancing climate and environmental objectives.
- Very positive feedback on open house and facility tours

Overarching Themes

Neighbourhood Impacts

- Concerns about odour, noise, and traffic were the most consistently raised
- Survey respondents posed questions about increased traffic, odour and noise, whereas open house participants shifted toward questions about thresholds, monitoring, and accountability

Air Quality, Emissions, and Monitoring

- Air emissions data and air quality modelling are of greatest interest
- Need for monitoring, independent verification, and public access to emissions data
- Survey feedback emphasized uncertainty around emissions, fuel sources, and contaminants [i.e. PFAS, heavy metals, etc.], and how emissions would be modelled, and risks would be managed.
- Open house participants referenced need for continuous monitoring systems, regulatory requirements and the importance of transparent reporting.

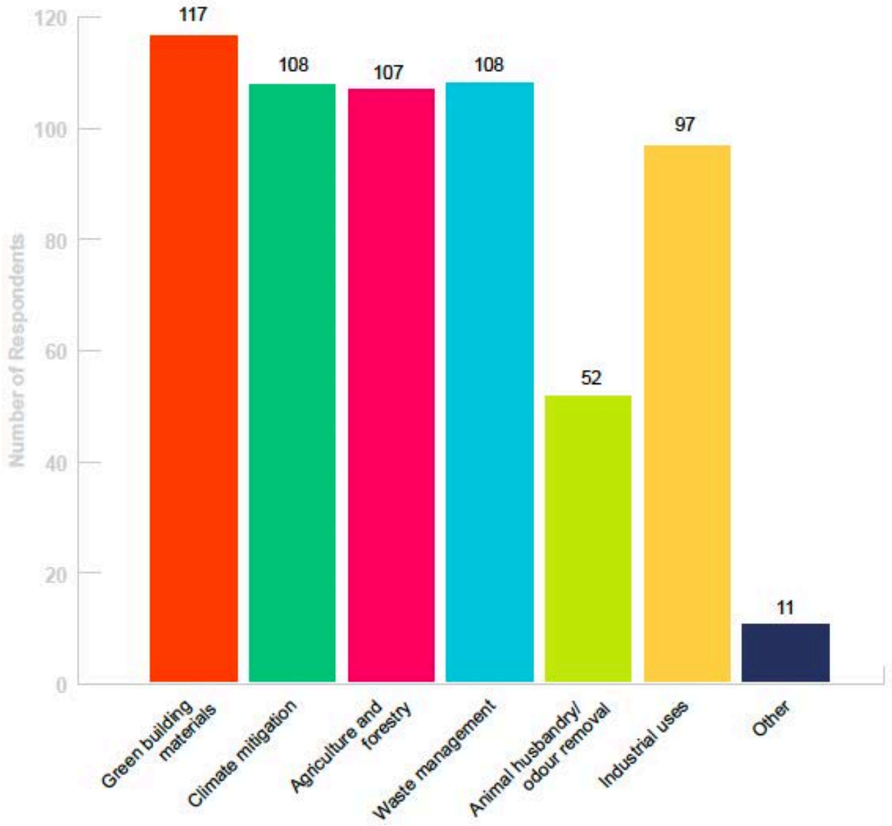
Overarching Themes

Climate and Environment

- Climate and environmental topics are largely interconnected, often linking climate change, contamination of food and water systems, and waste management together.
- Priorities include climate change mitigation, addressing contamination [e.g. soil, water, food, air], and protecting watersheds.

Biochar Composition and End Uses

- Openness to a range of biochar end uses
- Want assurances about biochar quality and composition, standards for appropriate uses, and caution regarding applications in food systems/ sensitive environments unless safety [i.e. health & environmental] is well established.



Overarching Themes

Costs, Affordability, and Value for Money

- An emphasis on financial responsibility emerged.
- Some viewed the estimated capital cost as modest compared to other capital projects and emphasized the long-term environmental and operational benefits of the investment.
- Others raised affordability concerns in the current economic context and emphasized the importance of realistic cost estimates and risk allocation, external funding, and staged decision-making.

Level of Awareness and On-going Communications

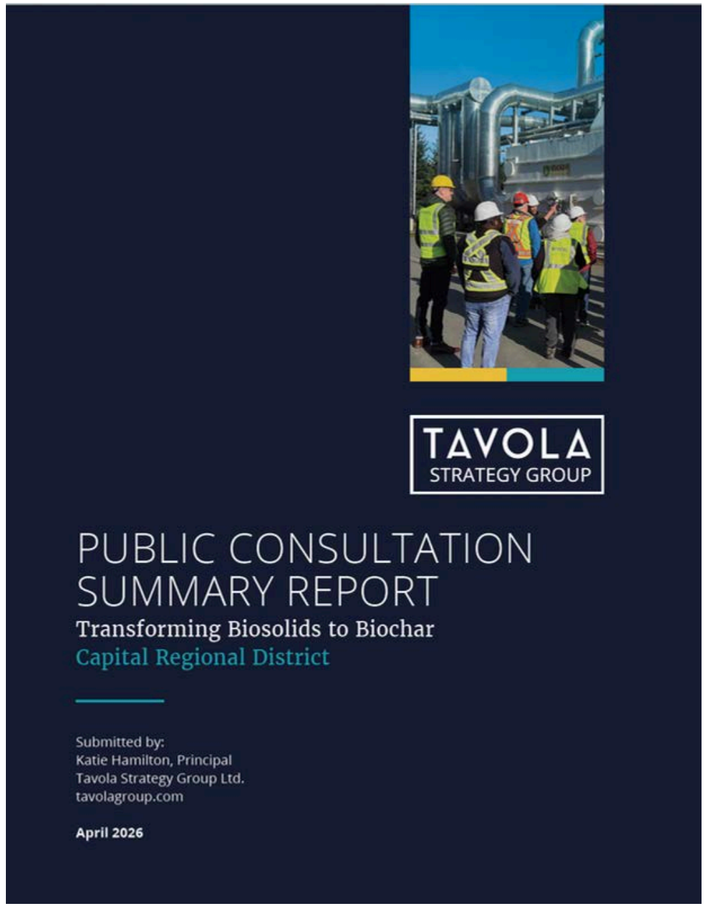
- While there are varying levels of familiarity around this topic, there is a strong interest in ongoing updates and clear communications as the process advances.
- The need for First Nations involvement was also highlighted.

Next Steps

The public input received will be considered as part of on-going project planning and communications.

The complete *What We Heard* summary consultation report will be included in the application for the Province of BC Waste [Air] Discharge Permit

The report will be available at **getinvolved.crd.bc.ca/biochar** and an email will be sent to Project Subscribers.



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Questions?

THANK YOU

www.tavolagroup.com

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EEI 26-26

REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **Biosolids Beneficial Use Management – April Update**

To provide a monthly update to the Capital Regional District (CRD) Board on the management and beneficial use of biosolids in alignment with the Long-Term Biosolids Management Strategy.

BACKGROUND

The CRD has been producing Class A biosolids at the Residuals Treatment Facility since the commissioning of the Core Area Wastewater Treatment Project in 2020. On March 19, 2025, the Minister of Environment and Parks endorsed the CRD's Long-Term Biosolids Management Strategy. The strategy prioritizes advanced thermal treatment as the preferred option for biosolids management supported by a portfolio of out-of-region, non-agricultural beneficial uses for resiliency and contingency purposes. This report provides a monthly update on the beneficial use activities and progress implementing the Long-Term Biosolids Management Strategy.

In addition to the three established beneficial use outlets and the planned 2026 procurement for additional options, the CRD is progressing the development of the Biochar Project that constitutes the preferred long-term solution within the CRD's Long-Term Biosolids Management Strategy.

BIOSOLIDS BENEFICIAL USE MANAGEMENT

Biosolids Production

Beginning in late March, the Residuals Treatment Facilities (RTF) started receiving solids from the Saanich Peninsula Wastewater Treatment facility and is successfully processing these residuals into Class A Biosolids. For the past 15 years, Saanich Peninsula wastewater residuals have been disposed at the Hartland Landfill as a temporary measure pending the RTF's ability to accept the material. Following the recent agreement with the third party RTF operator, the facility is ramping up toward steady-state operations and full acceptance of all solids. This transition enables the beneficial use of Saanich Peninsula residuals, aligning with the Long-Term Biosolids Management Strategy, reducing reliance on landfill disposal, and advancing a more integrated regional approach to biosolids management.

Biosolids Management and Beneficial Use

In April 2026, all biosolids produced at the CRD Residuals Treatment Facility were beneficially used for out-of-region, non-agricultural applications in accordance with the Long-Term Biosolids Management Strategy. Up to date information on biosolids production and beneficial use can be found on the CRD website at: https://www.crd.ca/government-administration/data-documents/biosolids-production.

The CRD has established three options for beneficial uses of biosolids including energy feedstock for cement manufacturing in Richmond, BC, as a soil amendment for the reclamation of a quarry

site in Cassidy, BC, and as a soil amendment for landscape plant growers in the Fraser Valley. CRD staff actively coordinate biosolids allocation across this portfolio to maintain operational reliability and cost-effective management.

Staff continue to investigate and assess additional beneficial use options and are advancing towards procurement solicitation in Spring 2026, with the objective of identifying lower cost and reliable long-term solutions.

April Operational Status of Beneficial Use Options

Beneficial Use Option	Current Availability	April 2026 Notes
Energy Feedstock (Cement Manufacturing, Richmond, BC)	Unavailable	Staff are working with Amrize Richmond to determine steps to resume deliveries.
Quarry Reclamation (Cassidy, BC)	Available	Primary beneficial use outlet for April.
Landscape Plant Growers (Fraser Valley, BC)	Seasonally Paused	Applications pause during winter; program will resume in May 2026.

Biosolids Advanced Thermal Processing – Update

Staff continue to progress work to add carbonisation equipment (advanced thermal treatment) into CRD's wastewater treatment process to transform biosolids into biochar consistent with the Board-endorsed Long-Term Biosolids Management Strategy. The project remains on track and staff anticipate bringing forward a report to the Board in February 2027 seeking direction on a final investment decision for the project.

Financial Implications

The 2026 biosolids management disposal budget is $2.85 million. Expenditures to date are tracking within budget and no variances to the 2026 budget are anticipated at this time.

CONCLUSION

Throughout April, the Capital Regional District continued to beneficially use all Class A biosolids in alignment with the Long-Term Biosolids Management Strategy using a portfolio of out-of-region non-agricultural options. The primary beneficial use continued to be quarry land reclamation. The project to procure a Biosolids Beneficial Use Advanced Thermal Facility remains on track.

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 Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

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REPORT TO THE CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **Capital Regional District 2025 Annual Report**

ISSUE SUMMARY

To present the Capital Regional District 2025 Annual Report.

BACKGROUND

The Capital Regional District (CRD) produces an annual report each year to highlight achievements, progress on Board Priorities, and key financial and operational outcomes from the previous year. The 2025 Annual Report is attached as Appendix A. The report also features key activities of the CRD's other corporate entities, the Capital Regional Hospital District (CRHD) and Capital Region Housing Corporation (CRHC), and the many CRD Board-appointed Commissions and Committees.

The report is prepared to give stakeholders and residents information about the CRD's activities and performance and together with the approval of the 2025 financial statements, the prior year will be considered closed. This report is filed with the provincial government together with the detailed financial statements, circulated to stakeholders and made public through the CRD website, and submitted to the Government Finance Officers Association to share our reporting and performance.

2025 marked the third full year of the Board's four-year term and the report provides an opportunity to highlight continued progress on the Board's Strategic Priorities for 2023 – 2026, advancing actions and initiatives related to five regional priority areas: Transportation, Housing, Climate Action & Environment, First Nations, and Governance, and the Community Needs identified in the CRD 2023 – 2026 Corporate Plan.

In 2025, in addition to providing services that are essential to this region, some key initiatives completed include formalizing the government-to-government relationships with several First Nations through the development and signing of Protocol Agreements and Memorandums of Understanding; adoption of the bylaw to establish the new Regional Transportation Service; the completion of the redevelopment of Caledonia creating 158 new affordable rental housing homes for families, seniors, and individuals with low-to-moderate incomes; the opening of the first Renewable Natural Gas facility on Vancouver Island at Hartland Landfill; purchasing 1,973 hectares of land to expand the protected area surrounding the regional drinking water supply; and the establishment of the Electoral Area Services Department.

The 2025 Annual Report reflects the collective efforts of staff, elected officials, and community partners in advancing the Board's vision for a livable, sustainable, and resilient region.

RECOMMENDATION

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

Submitted by:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Capital Regional District 2025 Annual Report

APPENDIX A

CAPITAL REGIONAL DISTRICT
2025 ANNUAL REPORT

Greater Victoria,
British Columbia, Canada
Year ended December 31, 2025

Making a difference...together

TERRITORIAL ACKNOWLEDGEMENT

The CRD conducts its business within the Territories of many First Nations, including but not limited to BOḰEĆEN (Pauquachin), MÁLEXEŁ (Malahat), paaʔčiidʔatx̌ (Pacheedaht), Spune'luxutth (Penelakut), Sc'ianew (Beecher Bay), Songhees, SȾÁUTW̱ (Tsawout), T'Sou-ke, W̱JOŁEŁP (Tsartlip), W̱SIḴEM (Tseycum), and xʷsepsum (Kosapsum) Nations, all of whom have a long-standing relationship with the land and waters from time immemorial that continues to this day.

PHOTO ACKNOWLEDGEMENT

The photos in this document were taken within the boundaries of the Capital Regional District. Thank you to the wonderful local, professional and staff photographers that contributed photos to this report.

Cover: View from Mount Quimper, Sea-to-Sea Regional Park

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The Capital Regional District

The Capital Regional District (CRD) is the regional government for 13 municipalities and three electoral areas on southern Vancouver Island and the Gulf Islands, serving over 464,000 people. The region includes traditional territories of many First Nations where 11 of these Nations hold reserve lands.

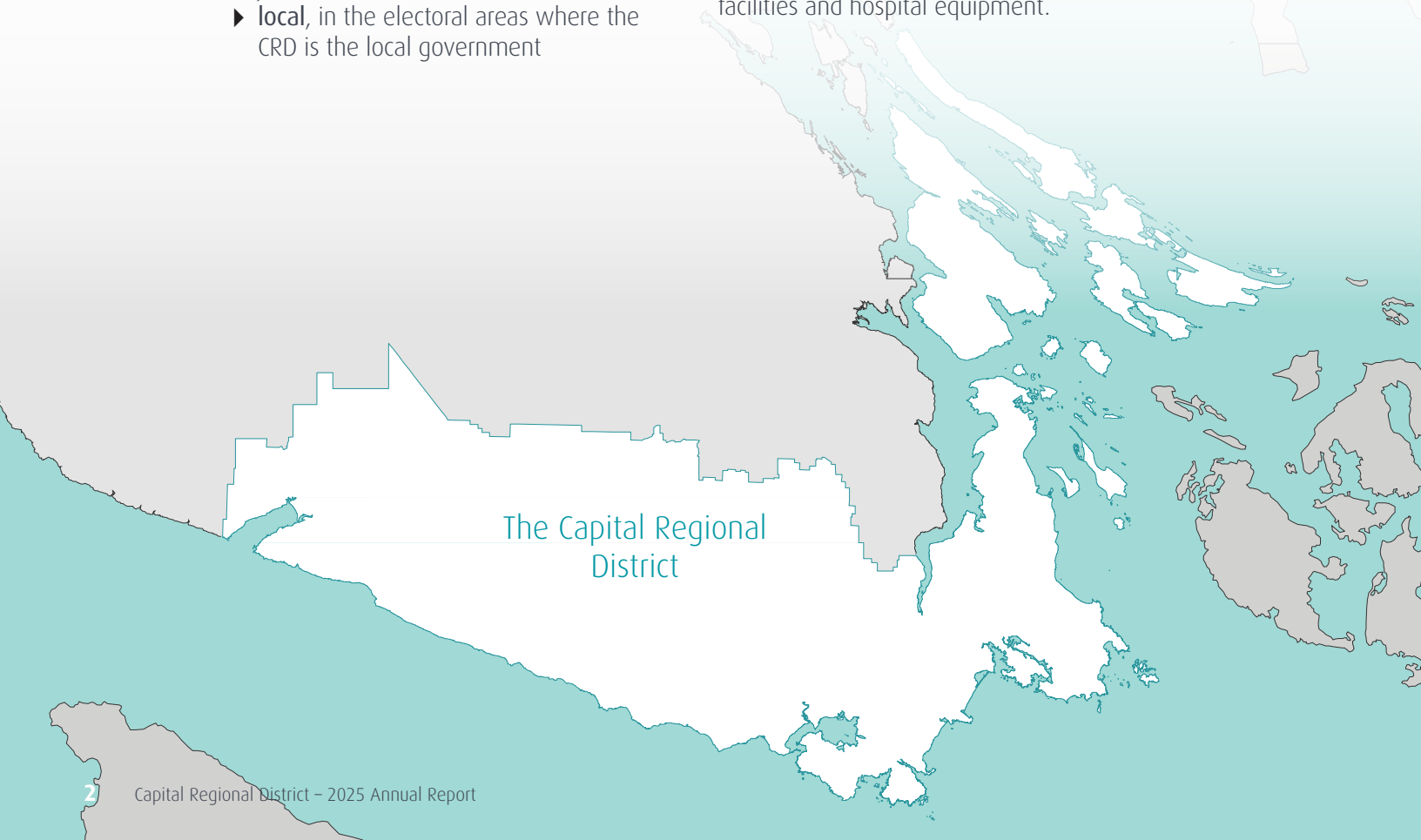
The CRD plays a key role in providing services that can be delivered efficiently and effectively through region-wide or shared service delivery models. These include the regional water supply, solid waste, wastewater treatment, regional parks, housing, 911 call answer and recreation facilities.

The CRD has more than 200 service, infrastructure and financing agreements with municipalities and electoral areas to deliver services in the following categories:

- **regional**, where all municipalities and electoral areas are served
- **sub-regional**, where two or more jurisdictions are served
- **local**, in the electoral areas where the CRD is the local government

The CRD works collaboratively with First Nations and other orders of government and has direct relationships with individuals, businesses, organizations, institutions and communities that access regional utilities and services.

The Capital Region Housing Corporation (CRHC) is a wholly-owned subsidiary of the CRD and is Vancouver Island's largest non-profit housing provider, serving over 4,000 tenants in over 50 buildings across eight municipalities. The Capital Regional Hospital District (CRHD) is administered by the CRD and invests in traditional health care services and provides capital funding for health care infrastructure, such as health facilities and hospital equipment.



OUR ORGANIZATION

The CRD is the regional government for 13 municipalities and three electoral areas on southern Vancouver Island and the Gulf Islands.

Residuals Treatment Facility at Hartland Landfill

Message from the Board Chair

In 2025, the third year of our Board's term, we expected to see real results from the goals we set at the beginning. I'm happy to say that we are making significant progress.

One of the year's key achievements was advancing the Regional Transportation Service from planning and public engagement into formal service approval. The newly-established service has been designed to strengthen regional coordination, allow for more efficient transportation planning across the region, and help communities stay connected through better and more accessible travel experiences, whether on foot, bike, bus or car. Staff are now underway with the development of a new Regional Transportation Plan.

Transportation planning was further advanced through a new partnership agreement between the Lekwungen Nations and local governments to explore the potential for passenger rail service along the Island Rail Corridor between Victoria and Langford. This collaborative work reflects a shared commitment to reconciliation, regional mobility and long-term transportation solutions.

The Board continued to place importance on building strong, long-term relationships with First Nations in the region. We formalized government-to-government relationships with several First Nations through the development and signing of Protocol Agreements and Memorandums of Understanding. These agreements establish clear frameworks for ongoing dialogue, regular leadership and staff-level engagement, and shared workplans that ensure First Nations priorities, perspectives and Indigenous knowledge are meaningfully incorporated into CRD planning and decision-making.

Continuing a long history of investing in the Water Supply Area for Greater Victoria, the CRD finalized an agreement to purchase 1,973 hectares of land from the Kapoor Lumber Company, a property long identified as a priority for protecting the drinking water supply.

Its location allows the CRD to expand the protected area surrounding water supply infrastructure, strengthening control over lands that influence water quality, watershed security and future infrastructure needs.

The CRD Board also approved moving forward with thermal processing of biosolids at the Residuals Treatment Facility at Hartland Landfill. This represents a meaningful advancement in how we will manage residuals, reduce environmental impacts and make responsible use of regional infrastructure. It reflects our commitment to long-term solutions that protect the environment while supporting essential services.

As we look ahead, the upcoming local government election will bring change and renewal. This transition offers an important opportunity to build on the progress made to date, to welcome new perspectives and continue advancing regional priorities on behalf of residents.

In a year shaped by uncertainty, the CRD remained focused on progress. Together, we continue to move our region forward thoughtfully, collaboratively, steadily and with confidence.

Cliff **MCNEIL-SMITH**

Chair
Capital Regional District Board

Message from the Chief Administrative Officer

It is my pleasure to highlight the progress the CRD has made over the past year as we continued to advance the CRD Board's priorities, enhance service delivery, support our incredibly dedicated employees and respond to the evolving needs of residents across the region. Guided by a commitment to continuous improvement, collaboration and accountability, we remain focused on building a more connected, sustainable and inclusive region where communities can thrive.

One of our biggest accomplishments in 2025 was the official launch of the new Regional Transportation Service. This milestone represents a major step forward in strengthening regional coordination and advancing a more integrated approach to transportation. By working closely with local governments and partners on transit, active transportation and road safety, we are laying the foundation for a more seamless and connected transportation network that better serves our communities.

In 2025, we launched CRD Evolves, an initiative to guide the next phase of the CRD's organizational journey. Detailed plans for implementing the CRD Evolves goals and transforming operations began in January 2025. As part of CRD Evolves, a new Electoral Area Services Department was established to strengthen support for locally-driven projects and services across the Electoral Areas of Juan de Fuca, Salt Spring Island and the Southern Gulf Islands. The new department will streamline administration and operations by centralizing functions, ensuring that resources are allocated more efficiently and effectively.

Environmental sustainability also remained a top priority. In 2025, the Hartland Renewable Natural Gas Facility began capturing landfill gas produced by decomposing waste and transforming it into Renewable Natural Gas. That gas is then injected directly into FortisBC's natural gas system, where it helps heat homes and businesses and fuel vehicles across the region. Over the next 25 years, this

will reduce greenhouse gas emissions by as much as 475,000 tonnes of carbon dioxide, the equivalent of removing the total emissions from 105,000 Canadian homes over the same period.

Inclusion and community connection continue to be central to who we are as an organization. One of the many community events the CRD participated in was the 2025 Victoria Pride Parade. CRD staff, families and friends joined the float for a joyful celebration that reflected our shared values of diversity, respect and belonging.

I am also proud to recognize the outstanding work of our water services teams. Their commitment to high quality drinking water for Greater Victoria was celebrated when the CRD received the "Best of the Best" award for best tasting tap water in the province at the 2025 BC Water & Wastewater Conference.

As we look ahead, the CRD remains committed to creating strong partnerships, protecting the environment, and delivering high-quality services that help ensure our region remains a great place for everyone to live, work, visit and thrive.

Ted **ROBBINS**

Chief Administrative Officer
Capital Regional District
Capital Region Housing Corporation
Capital Regional Hospital District

Board of Directors

2023–2026 Term

The CRD is governed by a 24-member Board of Directors, supported by more than 75 committees and commissions. The Board is composed of one or more elected officials from each of the municipalities and three electoral areas within the CRD's boundaries. Each municipality has one director for every 25,000 people (or portion thereof). Each electoral area is represented by one director.

The directors also serve on the Capital Region Housing Corporation Board and the Capital Regional Hospital District Board.

CRD **Chair** Cliff **MCNEIL-SMITH**, Sidney
Vice-Chair Marie-Térèse **LITTLE,** Metchosin

CRHC **Chair** Zac **DE VRIES**, Saanich
Vice-Chair Jeremy **CARADONNA**, Victoria

CRHD **Chair** Kevin **MURDOCH**, Oak Bay
Acting Vice-Chair Scott **GOODMANSON**, Langford

Directors

front row
- Peter **JONES**, North Saanich
- Doug **KOBAYASHI**, Colwood
- Colin **PLANT**, Saanich
- Gary **HOLMAN**, Salt Spring Island Electoral Area
- Marie-Térèse **LITTLE**, Metchosin
- Maja **TAIT**, Sooke

centre row
- Kevin **MURDOCH**, Oak Bay
- Barbara **DESJARDINS**, Esquimalt
- Cliff **MCNEIL-SMITH**, Sidney
- Ai **WICKHEIM,** Juan de Fuca Electoral Area
- Marianne **ALTO**, Victoria
- Susan **BRICE**, Saanich
- Judy **BROWNOFF**, Saanich
- Lillian **SZPAK**, Langford
- Chris **COLEMAN**, Victoria

back row
- Paul **BRENT,** Southern Gulf Islands Electoral Area
- Ken **WILLIAMS**, Highlands
- Scott **GOODMANSON**, Langford
- Sid **TOBIAS**, View Royal
- Zac **DE VRIES**, Saanich
- Ryan **WINDSOR**, Central Saanich
- Dave **THOMPSON**, Victoria
- Dean **MURDOCK**, Saanich
- Jeremy **CARADONNA**, Victoria

Executive Leadership Team

The Executive Leadership Team (ELT) consists of the Chief Administrative Officer, Chief Financial Officer, Corporate Officer and the General Managers, who are all Officers of the Corporation.

These Officers direct the departments and divisions across the Corporation and work collaboratively to:

- Consider strategic issues related to the organization
- Discuss solutions to organizational challenges
- Make decisions effectively on behalf of the organization and in the interests of the CRD Board
- Provide direction on corporate-wide policies, systems, projects and initiatives
- Ensure our employees are supported and empowered to achieve organizational goals

The success of the organization is measured by how well the entire organization performs in effectively and efficiently delivering services to the residents of the region and in its ability to advance Board and Corporate priorities within an approved Board budget. It is a key responsibility of the ELT to ensure that the actions, directions and policies of management are aligned to achieve these objectives, to strengthen our foundational core and to ensure we have an engaged workforce that is valued and supported.

Executive Leadership Team

(from left to right)

- Nelson **CHAN**, General Manager, Finance & Technology and Chief Financial Officer
- Alicia **FRASER,** General Manager, Infrastructure & Water Services
- Luisa **JONES,** General Manager, Parks, Recreation & Environmental Services
- Ted **ROBBINS**, Chief Administrative Officer
- Kevin **LORETTE**, General Manager, Housing, Planning & Protective Services
- Kristen **MORLEY**, General Manager, Corporate Services and Corporate Officer
- Stephen **HENDERSON,** General Manager, Electoral Area Services

Governance Framework

The CRD is governed by a 24-member Board of Directors, which serves as a political forum and a vehicle for advancing the interests of the region as a whole. The Board is composed of one or more elected officials from each of the local governments within the CRD's boundaries:

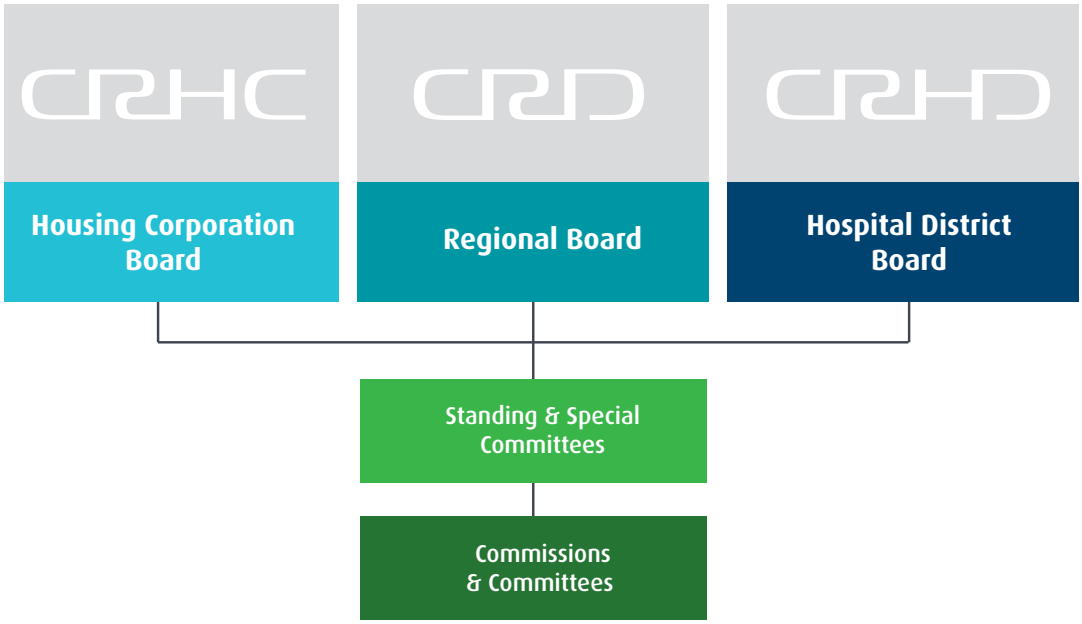
- For areas outside municipal boundaries (electoral areas), citizens elect one director to the Board during general local elections.
- Each municipal council appoints one or more elected officials to the Board. The formula is one director for every 25,000 population (or portion thereof).

All members also sit on the Capital Region Housing Corporation (CRHC) Board and the Capital Regional Hospital District (CRHD) Board. Board meetings are held once a month and are open to the public.

Collectively, these Boards establish the CRD vision, set priorities and provide direction on service delivery, collaboration and partnerships. Various committees and commissions oversee delivery of services and report to the CRD, CRHC and CRHD Boards.

The chair and vice-chair of each regional board are elected from among the directors at an inaugural meeting held each November. Next, the regional board chairs define various committees and their membership.

To make decisions, directors must vote. The CRD uses special voting rules based on population and the combination of participants in each service. Some votes are unweighted (one vote per director) and others are weighted based on population (one vote per 5,000 population or portion thereof).



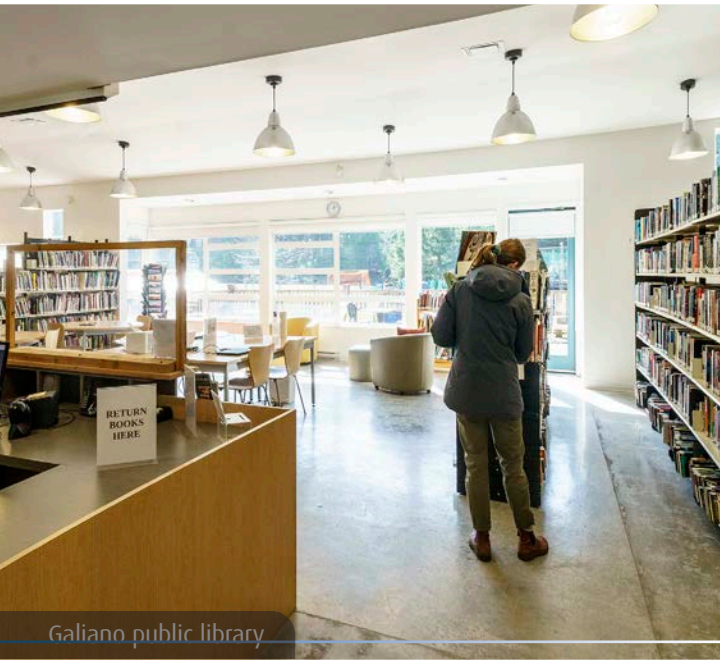
OUR PROFILE

The CRD has more than 200 service, infrastructure and financing agreements with municipalities, electoral areas and First Nations to deliver services.

Sooke Potholes

Regional Parks volunteers

Greenglade Recreation



Galiano public library

The Capital Region

Encompassing 237,000 hectares, including 70 Gulf Islands, the capital region is a sought-after destination, renowned for its mild climate, beautiful coastlines and natural ecosystems.

The region offers a balance between rural and urban lifestyles, including the farming communities in North Saanich, the evergreen hills of Sooke, the artisan networks on the Gulf Islands and the government and business hub of Victoria, the province's capital city. It is home to the Canadian Pacific Naval Fleet and multiple post-secondary educational institutions, including Camosun College, Royal Roads University and the University of Victoria.

Tourism, technology, health care and government services are key industries in the region, a place where residents and tourists can enjoy the Salish Sea, old-growth rainforests, outdoor adventure and a vibrant arts and culture scene.

The region has experienced a steady increase in population and sustained growth in housing starts and property values. The CRD will continue to work with local residents, community groups, businesses, First Nations, major institutions, municipalities and other partners to ensure we continue to meet the needs of this resilient and growing region through major infrastructure development and services.

A Livable, Sustainable and Resilient Region

464,082
Residents
up 0.7% over 2024[1]

2.3%
Inflation Rate
vs 2.1% nationally[2]

$2.0B
Building Permit Construction Value
up 1.9% over 2024[3]

4,859
Housing Starts
in the Victoria CMA*
up 16% over 2024[4]

$1,255,000
Price of single family dwelling in CRD
down 4.7% over 2024[5]

* Census Metropolitan Area

[1] ww2.gov.bc.ca/gov/content/data/statistics/people-population-community/population/population-estimates
[2] data.gov.bc.ca/dataset/2c75c627 3eb6-41ee-bb54-7b089eade484/resource/93e4367b-56af-4e1c aea7-48fb48f0727c/download/cpi_annual_averages
[3] www.crd.bc.ca/about/data/regional-information/monthly-permit-reporting-tool
[4] www.cmhc schl.gc.ca/professionals/housing-markets data-and-research/housing-data/data-tables/housing-market data/starts completions-units-under construction-geography
[5] https://static1.squarespace.com/static/68472c05ac6e5e2e8284f236/t/69c6fa56a96ffb6f1b878aaf/1774647894870/01.+2025-12+Full+Statistical+News+Release.pdf

Supporting and Responding to the 2023–2026 Community Needs

In hearing and responding to the concerns of constituents, the CRD Board identified 16 community needs, grouped into five categories, to focus and drive work. Through strategic and corporate planning, the strategic course for the CRD is set over a four-year mandate to respond to community needs and to deliver on the Board's mission, vision and priorities and the organization's ongoing service mandates and approved plans.

The CRD budget cycle ensures that we respond to changes in our external and internal environments. The Executive Leadership Team identifies projects that enhance our corporate capacity to ensure we are well-positioned to meet evolving Board and community needs. Each spring, the corporate annual report is presented to demonstrate progress, capture major accomplishments and summarize financial highlights.

Five categories of community needs were identified to guide the work the organization delivered:

- Utility Services
- Community Services
- Corporate Services
- Government Relations
- Local Government

COMMUNITY NEEDS

For each community need identified in our Corporate Plan, the CRD Board approved an outcome statement to capture what we envision our work will accomplish.

SEAPARC nature programming

Utility Services

Services that are essential to residents' needs and/or mandated by regulation.

Wastewater

Efficient and effective management of the region's wastewater

Water

Safe drinking water and a resilient water supply

Solid Waste & Recycling

Minimize waste disposal and maximize waste diversion

Watershed tour guide

Community Services

Services that address the needs of residents and build a liveable, sustainable region.

Transportation

Residents have access to convenient, green and affordable multi-modal transportation systems that enhance livability

Housing & Health

Residents have access to affordable housing and improved health facilities that enhance livability

Climate Action

Progress on adaptation, reduced greenhouse gas emissions and triple-bottom line solutions that consider social, environmental and economic impacts

Regional Parks

Additional land acquisitions and increased access to parks and recreational trails that respect Indigenous culture and conservation values

Planning

Keep approved plans current and monitor for effectiveness

Safety & Emergency Management

Protect public safety and cooperatively mitigate against, prepare for, respond to and recover from emergencies

Arts & Recreation

Residents have access to appropriate and affordable arts and recreation opportunities that enhance quality of life

Corporate Services

Services that support an effective and efficient organizational administration.

People

An organization staff are proud to be a part of

Open Government

Coordinated and collaborative governance, and leadership in organizational performance and service delivery

Business Systems & Processes

Leading systems and policies to respond to best practices, comply with legislative requirements and deliver sustainable budgets

Career service recognition event

Government Relations

Effective and coordinated advocacy.

Advocacy

Effective and coordinated advocacy

First Nations

Strong relationships with First Nations based on trust and mutual respect, partnerships and working together on shared goals

Sc'ianew Water Agreement signing ceremony

Local Government

Local services for the residents of the Juan de Fuca, Salt Spring Island and Southern Gulf Islands Electoral Areas.

Local Services

Administer and deliver local services in Juan de Fuca, Salt Spring Island and the Southern Gulf Islands

Ganges Harbour, Salt Spring Island

2025 PROGRESS

Highlights of key Board and Corporate priorities, major projects and awards.

Sooke watershed

Delivering on 2025 Priorities and Projects

Caledonia Redevelopment Project

Selkirk Trestle Renewal Project

Board Priorities

To guide the direction and major activities of the CRD for the 2023–2026 mandate, the Board of Directors agreed to focus on five regional priorities:

TRANSPORTATION

Residents have access to convenient, green and affordable multi-modal transportation systems that enhance livability.

HOUSING

Residents have access to affordable housing that enhances livability.

CLIMATE ACTION & ENVIRONMENT

Progress on adaptation, reduced greenhouse gas emissions and triple-bottom line solutions that consider social, environmental and economic impacts.

FIRST NATIONS

Strong relationships with First Nations based on trust and mutual respect, partnerships and working together on shared goals.

GOVERNANCE

Effective advocacy, coordinated and collaborative governance, and leadership in organizational performance and service delivery.

Corporate Priorities, Projects and Awards

To guide effective development and coordination, the Executive Leadership Team identified key priorities and projects to enhance corporate capacity and delivery of services.

CORPORATE PRIORITIES

With a focus on accountability, Corporate Priorities include: Business Capacity & Continuity, Fiscal Responsibility, Transparency, Efficiency & Collaboration and Customer Service.

MAJOR PROJECTS

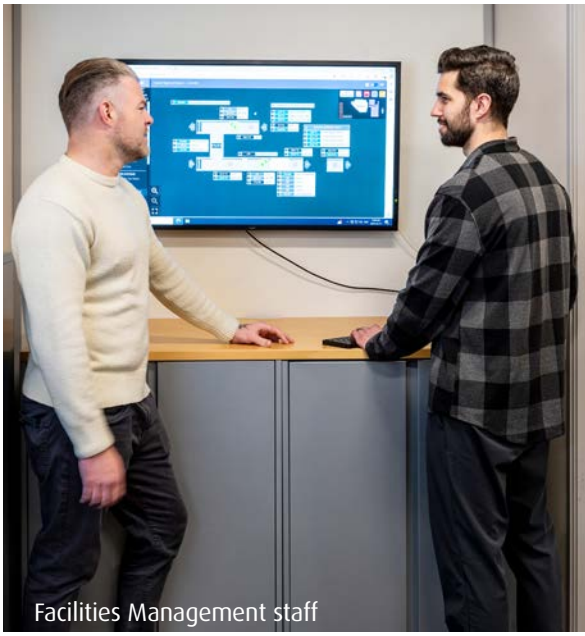
As an essential and critical infrastructure service provider, a number of capital projects were progressed and completed in 2025.

AWARDS

The CRD was the recipient of a number of awards in 2025.

As many initiatives and projects span multiple years and involve other organizations, the achievements described here capture only a snapshot of our organization's work.

Emergency operations



Facilities Management staff

Board Priorities

Transportation

ADOPTION OF REGIONAL TRANSPORTATION SERVICE BYLAW

The CRD launched an Alternative Approval Process to seek elector approval to establish a new Regional Transportation Service and advance regional connectivity and integrated mobility. The bylaw was approved by the CRD Board and adopted after receiving elector assent. The new service will create a unified regional transportation vision, develop new programs, expand data and analysis, coordinate regional policies and manage regional trails and infrastructure.

The next step is to integrate existing transportation functions under one umbrella and develop a new long-term Regional Transportation Plan to identify regional transportation priorities. The CRD will continue working with residents, First Nations, local governments and transportation providers on the management and planning of regional trails and transportation networks, ensuring they continue to serve as vital, well-maintained connections as the region continues to grow.

REGIONAL TRESTLES RENEWAL, TRAILS WIDENING AND LIGHTING PROJECT

The CRD is advancing upgrades to high-use sections of the Galloping Goose and Lochside Regional Trails to improve safety, accessibility and capacity as trail use continues to grow. Trail improvements include:

- Renewing the Brett, Selkirk and Swan Lake trestles
- Widening up to 4 km of the Galloping Goose Regional Trail between Selkirk Trestle and Grange Road (adjacent to McKenzie Avenue)
- Widening 2 km of the Lochside Regional Trail between the Switch Bridge and McKenzie Avenue/Borden Street
- Adding energy-efficient lighting for visibility and safety

In 2025, pre-construction work on the Selkirk Trestle was completed. The design phase of the project remains on track for expected completion in 2026 and includes technical design, permitting, environmental review and partner coordination. Construction is planned to begin in 2026 on the Galloping Goose Regional Trail between the Selkirk Trestle and Grange Road.

JUAN DE FUCA ACTIVE TRANSPORTATION NETWORK PLAN

The Juan de Fuca Active Transportation Network Plan has been completed. The plan focuses on refining and developing active transportation connections within and between communities of the Juan de Fuca Electoral Area, with an emphasis on Port Renfrew, Jordan River, Shirley, Otter Point and East Sooke.

The plan was developed in partnership with Bunt & Associates Engineering Ltd. and PWL Partnership Landscape Architects Inc., with funding provided by the CRD, the Province of British Columbia and the Government of Canada through the Active Transportation Fund and the Community Works (Gas Tax) Fund.

Housing

SUPPORTIVE, AFFORDABLE HOMES OPEN ON SALT SPRING ISLAND

The CRD provided land on a long-term lease for a nominal fee for the construction of 32 supportive homes for adults who are experiencing or at risk of homelessness, and four affordable homes for people who can live independently.

The new building at 161 Drake Road on Salt Spring Island is owned by the province, through BC Housing, and operated by the Lookout Housing and Health Society.

CALEDONIA REDEVELOPMENT PROJECT

In 2025, the CRHC opened the Caledonia redevelopment in Victoria's Fernwood neighborhood, delivering 158 new affordable rental housing units within two apartment and three townhouse buildings. Developed in partnership with BC Housing through the Community Housing Fund, the project includes 32 units at provincial assistance rates, landscaped outdoor spaces, urban agriculture features and shared community amenities. The redevelopment replaces an aging townhouse complex and expands the site to incorporate the former Fairey Technical Building.

Caledonia Redevelopment Project, Victoria

RURAL HOUSING PROGRAM PILOT PROJECT GRANTS

The Rural Housing Program Pilot Project launched two grant streams: Rural Housing Pre-Development Funding (RHPDF) and the Accessory Dwelling Unit Incentive Program. These pilot projects support community-led housing solutions in a rural island context and enable the CRD to test approaches for addressing housing challenges in smaller communities.

Applications were developed and accepted for both streams. For RHPDF, the CRD also created a financial feasibility tool and guide and invited expressions of interest between April and June 2025 to support equitable distribution of funding across eligible projects.

300 NEW RENTAL HOMES UNDERWAY IN GREATER VICTORIA

Campus View and Village on the Green, both CRHC owned and operated properties, will undergo redevelopment to help boost the supply of purpose-built rentals in the Greater Victoria Area. All the new homes are expected to open in 2028.

These projects will be possible due to support from the province through BC Builds, BC Housing grants and repayable low interest construction financing. BC Builds developments will have a minimum of 20% of homes with rents at least 20% below-market rate. The homes supported by the CRHC surpass this BC Builds program target and will have 20% of homes at shelter rates of $445 for people with very low incomes.

CRHC BOARD INITIATES FUTURE HOUSING VISION

The CRHC Board began discussions on an ambitious vision for the next 20 years with the CRHC 2045: "A Path to 5,000" Framework. The Framework will establish a foundation for continued collaboration between the CRHC, the CRD and other orders of government and guide the CRHC towards the objective of providing up to 5,000 affordable rental homes to meet the needs of people living within the capital region by 2045. Adopting the Framework will guide the CRHC in its work toward delivering up to 2,000 additional new rental homes between 2031 and 2045.

2025 GREATER VICTORIA POINT-IN-TIME COUNT RESULTS

In partnership with the Community Social Planning Council, the CRD completed the 2025 Greater Victoria Point-in-Time (PiT) Count, funded through the Government of Canada's Reaching Home program.

The 2025 PiT Count was conducted on March 25 and 26 and identified 1,749 people experiencing homelessness. The initiative engaged 130 volunteers, community partners and supporters, including the Housing Justice Project, to better identify gaps in data collection and inform both short and long-term strategies to address homelessness across Greater Victoria.

Climate Action and Environment

RESIDENTS INVITED TO HELP SHAPE UPDATED BLUEPRINT FOR BOWKER CREEK

In partnership with local governments and community partners, the Bowker Creek Initiative invited residents to learn about the Bowker Creek Blueprint updates underway and share their feedback.

The updated Blueprint will guide Bowker Creek Initiative member municipalities, School District #61, the CRD, the community and other land stewards as they work to manage and restore the Bowker Creek Watershed and creek corridor into the future.

LONG-TERM BIOSOLIDS MANAGEMENT STRATEGY

The CRD Board selected Australian engineering company, Pyrocal PTY Ltd., to integrate innovative technology into the region's Wastewater Treatment System to convert biosolids into biochar. The proposed system is designed as an added component to the Residuals Treatment Facility at Hartland Landfill and will process all Class A biosolids produced by the CRD. The costs of biochar production using this technology are expected to be competitive with the CRD's current out-of-region management options.

Staff will return to the Board with a refined financial analysis, operations plan, project agreement and proposed approach to seek electors' approval for financing before seeking direction to commit to the full project costs. The project will also include public engagement, collaboration with First Nations, and completion of required provincial and local regulatory approvals, including the *Environmental Management Act* air emissions authorization, anticipated to take up to two years.

Residuals Treatment Facility at Hartland Landfill

HARTLAND LANDFILL PRODUCING RENEWABLE NATURAL GAS FOR FORTISBC

In partnership with FortisBC Energy Inc. and Waga Energy Canada, the CRD started producing Renewable Natural Gas (RNG) at the first RNG facility on Vancouver Island, located at Hartland Landfill. The $32 million Hartland Renewable Natural Gas facility captures landfill gas and converts it into lower-carbon energy, with the capacity to produce up to 360,000 gigajoules annually and reduce regional greenhouse gas emissions by up to 475,000 tonnes of carbon dioxide, supporting regional and provincial climate goals.

Waga Energy will operate and maintain the facility on the CRD's behalf for 25 years, while the CRD remains responsible for ownership and operation of Hartland Landfill and the landfill's gas collection system.

FortisBC will pay a fixed price per gigajoule for the RNG and will be responsible for the costs associated with injecting the RNG into its gas distribution system. The new landfill gas upgrade facility will be fully self-funded through revenues from biogas sales.

TWO REGIONAL ALTERNATIVE APPROVAL PROCESSES: FOODLANDS ACCESS SERVICE AND BIODIVERSITY STEWARDSHIP COORDINATION

The CRD Board has approved bylaws to establish two new regional services: the Regional Foodlands Access Service and the Biodiversity and Environmental Stewardship Service. Both bylaws were adopted after receiving elector assent through separate Alternative Approval Processes.

The Foodlands Access Service will support food security and agricultural access through initiatives such as a five-year farming pilot study at Bear Hill Regional Park and potential grant funding to support farmers and landowners who participate in the BC Land Matching Program.

The Biodiversity and Environmental Stewardship Service establishes a regional role in ecosystem preservation and restoration and environmental protection through education and partnerships with First Nations, as well as other government and non-government organizations.

SOLID WASTE MARKET RESEARCH AND ENGAGEMENT STUDY RESULTS

The CRD has completed its Solid Waste Market Research and Engagement Study exploring attitudes and behaviours of residents and businesses towards solid waste reduction and management practices. The findings will help build education and outreach initiatives supporting the Solid Waste Management Plan (SWMP) target of reducing regional waste by more than one-third by 2031.

The results from the study indicate strong public support for core waste management practices, growing use of recycling services at Hartland Landfill and ongoing challenges related to recycling certain materials, which highlights opportunities to expand education and disposal options across the region. This study is one of three that the Solid Waste Advisory Committee recommended to gather data and metrics related to monitoring the SWMP. The Waste Generator Study and Solid Waste Stream Composition Study are scheduled to occur over the next several years.

First Nations

CRD AND XʷSEPSƏM (KOSAPSUM) NATION SIGN MEMORANDUM OF UNDERSTANDING

The CRD and the xʷsepsəm (Kosapsum) Nation signed a Memorandum of Understanding, formalizing their government-to-government relationship and setting commitments to work together on priority areas. This partnership will foster a deeper understanding and integration of Indigenous knowledge and leadership in regional planning and service delivery.

CRD AND STÁUTW̱ (TSAWOUT) FIRST NATION SIGN MEMORANDUM OF UNDERSTANDING

The CRD and STÁUTW̱ (Tsawout) First Nation signed a Memorandum of Understanding (MOU) that will help the CRD integrate STÁUTW̱'s perspectives and wisdom into the CRD's initiatives. The MOU will enhance regional service delivery and create opportunities for collaborative economic growth and community well-being.

CRD, TSARTLIP AND TSEYCUM FIRST NATIONS SIGN MEMORANDUM OF UNDERSTANDING

The CRD, W̱JOŁEŁP (Tsartlip) and W̱SIḴEM (Tseycum) First Nations, through the W̱SÁNEĆ Leadership Council (WLC), signed a Memorandum of Understanding formalizing their government-to-government relationship. This collaboration will help foster a more inclusive approach to regional government, build stronger relationships and provide tangible, on-the-ground benefits by facilitating direct dialogue and immediate problem-solving.

WSÁNEĆ Leadership Council Memorandum of Understanding signing ceremony

CRD & SONGHEES NATION FORMALIZE THEIR GOVERNMENT-TO-GOVERNMENT RELATIONSHIP

The CRD and the Songhees Nation have signed a government-to-government Protocol Agreement that will guide the parties in a renewed relationship founded on mutual respect, collaboration and shared prosperity. The Protocol Agreement creates a structure for their relationship, identifying clear topics for collaboration and enhancing communication. It moves beyond principles into action, establishing new processes to ensure projects affecting Songhees' territory and interests will be shaped in collaboration with Songhees leadership from the outset.

LEKWUNGEN NATIONS AND LOCAL GOVERNMENTS TO EXPLORE THE FUTURE OF ISLAND RAIL CORRIDOR

A coalition of First Nations and local governments, including the CRD and several municipalities in the region, launched the Reconciliation Corridor Initiative to explore passenger rail service between Victoria and Langford along the Island Rail Corridor. Led by the Kosapsum and Songhees Nations, the partnership signed a Reconciliation Corridor Agreement and will pursue a shared, reconciliation-based approach to corridor planning, including potential realignment, transit-oriented development and economic opportunities. A technical feasibility study is underway, with results expected within 12 to 16 months to inform future evidence-based decisions.

Reconciliation Corridor Initiative partnership event

Governance

ELECTORAL AREA SERVICES DEPARTMENT ESTABLISHED

The Chief Administrative Officer and CRD Board completed a comprehensive search to fill the new General Manager role after the CRD Board approved the recruitment process in January 2025.

The General Manager for the new Electoral Area Services department and will oversee administration and service delivery while working directly with the Electoral Area Directors to ensure that CRD service delivery is consistent and responsive to local requirements.

LOAN AUTHORIZATION BYLAW ADOPTED FOR SEAPARC CAPITAL FUNDS

The CRD Board adopted a $3.15 million loan authorization bylaw to fund the SEAPARC Recreation Centre mechanical upgrades and the Sooke Skate Park replacement through an innovative heat recovery project. The bylaw received elector assent through an Alternative Approval Process and was adopted by the Board on June 11, 2025.

The Sooke Skate Park project is now in the construction phase and completion is expected in the Spring of 2026. While the new park is being constructed, a temporary skatepark has been located on the Ravens Ridge Park Sport Box.

LOAN AUTHORIZATION BYLAW APPROVED TO PURCHASE WATERSHED LAND

The CRD Board adopted a $32.3 million loan authorization bylaw to purchase 1,973 hectares of land from the Kapoor Lumber Company. The bylaw received elector approval through an Alternative Approval Process, and ownership transferred to the CRD on September 15, 2025.

The land is adjacent to Greater Victoria's primary drinking water source, the Sooke Lake Reservoir catchment and watershed. The lands will be incorporated into long-term stewardship and watershed management strategies to help protect regional drinking water quality.

ELECTORAL AREAS WATER CONSERVATION BYLAW UPDATES

The CRD Board approved an amendment to CRD Electoral Areas Water Conservation Bylaw No. 4492, which regulates water use for local services providing drinking water in the Juan de Fuca, Salt Spring Island and Southern Gulf Islands Electoral Areas.

Bylaw No. 4492 amendments came into effect May 1, 2025 and include a fourth water conservation stage intended to restrict outdoor and residential indoor water use as much as possible during times of severe water shortage. Water users in the affected service area will be notified when Stage 4 restrictions are activated through signage in the community, updates to the impacted water system web pages and the Public Alert Notification System.

Infrastructure & Water Services staff

CORPORATE SAFETY

The Corporate Occupational Health & Safety (OHS) Program continues to have a positive impact on our employees and our safety culture. In 2025, the CRD successfully passed an internal Certificate of Recognition audit and was selected as a safety leader by the BC Municipal Safety Association. Our worker-centered approach to OHS focuses on safety systems focusing on preventing worker injuries, as well as following a best practice approach to disability management and ensuring that those who are injured are returned to work in a supported manner. By actively concentrating on injury prevention, safety management and ensuring our employees have the safety resources they need, we have been able to lead within the municipal government sector, keep our insurance costs low and continue to show our employees that we will always put their safety first.

OCEANFRONT LAND DONATION FOR COMMUNITY PARK ON SALT SPRING ISLAND

The CRD acquired approximately 1.5 acres of donated oceanfront land at 215 Morningside Drive on Salt Spring Island for community park use. The property includes shoreline access, open viewpoints and a small beach, and supports the Salt Spring Island Parks and Recreation Strategic Plan objective to expand public access to lakes and the ocean. A covenant will protect the land for park purposes, and it will be managed as part of the CRD's Salt Spring Island Parks, Arts, Recreation & Culture services.

EQUITY, DIVERSITY AND INCLUSION

In 2025, the internal Equity, Diversity & Inclusion (EDI) Steering Committee continued to advance the development of the EDI Strategic Plan, outlining a clear path forward for the implementation of strategies and actions to support this work. The implementation plan and associated risk register were approved in the fall of 2025. Employee engagement activities were initiated and include internal communications recognizing EDI related observances and celebrations and the CRD's continued participation in the Victoria Pride Parade.

The People, Safety & Culture Strategic Plan identifies EDI as a priority area, with several action items initiated in 2024 and extending through 2027. Enhancements to existing learning and development opportunities continued, with a focus on new human rights and duty to accommodate training. An EDI informed review of administrative policies was conducted in 2025, resulting in revisions to the Recruitment and Selection, Respectful Workplace, and Standards of Conduct policies.

Corporate Priorities

GALIANO ISLAND UNIFIES FIRE SERVICES UNDER GALIANO ISLAND VOLUNTEER FIRE DEPARTMENT

Grant Funding for the Electoral Areas improved Emergency Services on Galiano Island by merging the North and South Galiano Volunteer Fire Departments into the newly established Galiano Island Volunteer Fire Department. Unified operations will enhance training programs and resource allocation, supporting greater firefighter safety and more effective emergency services.

The decision to unify the departments comes from a governance review conducted by the CRD in 2024 to address long-standing challenges in managing fire services on Galiano Island. The transition to the unified department is expected to be completed in January 2026.

ARTS DEVELOPMENT OPERATING GRANTS, PROJECTS AND FUNDING

The CRD Arts & Culture Support Service launched the Grow Forward Grant, a pilot funding stream that supports capacity-building, planning, mentorship and organizational development for not-for-profit arts organizations. Replacing the underused Incubator Grant Program, Grow Forward provides grants of up to $5,000 and expands eligibility so that organizations can receive both programming and organizational development funding. The initiative aligns with the Arts & Culture Support Service 2024–2027 Strategic Plan to strengthen regional arts sector capacity and collaboration.

Children at Victoria Ska & Reggae Festival

REGIONAL WATER SUPPLY STRATEGIC PLAN UPDATE

The CRD updated its long-term strategy to enhance and protect the Regional Water Supply Service. Residents were invited to provide feedback on the draft 2025 Regional Water Supply Strategic Plan, which guides priorities such as managing, maintaining and safeguarding the water supply transmission system and catchment lands servicing households in Greater Victoria over the next five to ten years.

CRD EVOLVES

Through CRD Evolves, the CRD implemented structural and functional changes in 2025 to strengthen internal corporate service delivery and support regional, sub-regional and local services. Guided by executive leadership and cross-functional transition teams, the changes were rolled out in two phases, driving improved alignment, efficiency and collaboration across the organization. CRD Evolves targeted high-impact changes to centralize services, reduce duplication and enhance organizational capacity. It establishes a foundation for continued service transformation and ongoing refinement of service delivery models.

Changes implemented:

Phase 1: January 2025

- Consolidated asset management, maintenance management and fleet management into the new Corporate Asset & Maintenance Management division within Infrastructure & Water Services
- Consolidated communications functions into the Corporate Communication & Engagement division within Executive Services
- Consolidated procurement and Infrastructure & Water Services purchasing within a new Procurement section in Finance & Technology
- Transferred Infrastructure & Water Services committees and commissions responsibilities to Legislative Services within Corporate Services

Phase 2: July 2025

- Established the Corporate Capital Project Delivery Services division within Infrastructure & Water Services to standardize capital project planning and delivery
- Created the Electoral Area Services department to oversee the delivery of most services for Juan de Fuca, Salt Spring Island and Southern Gulf Islands
- Integrated Facilities Management and Real Estate Services within Corporate Services to strengthen long-term space and facilities planning

Major Projects

DEVELOPMENT COST CHARGE PROGRAM

The CRD Regional Water Supply Commission is advancing a Development Cost Charge (DCC) Bylaw for the Regional Water Supply Service (RWSC). The DCC will help fund growth-related water infrastructure, following public engagement and long-term planning analysis. Without DCCs, the cost of expanding and upgrading infrastructure would fall disproportionately on existing ratepayers.

The *Local Government Act* requires local governments to provide a level of financial assistance to a DCC program through a Municipal Assist Factor (MAF). The MAF represents the portion of growth-related costs that would be absorbed by the CRD rather than passed on to new development. In November 2025, the RWSC directed staff to proceed with a MAF of 1% for the Regional Water Supply DCC. This means new development will fund 99% of growth-related costs, while existing ratepayers contribute the remaining 1% through water rates.

Implementation is planned for 2027 to provide ample notice to the development community and transition measures for projects already underway. The program will be reviewed every five years to ensure that the cost-sharing arrangements remain equitable and responsive to changing conditions, including population growth, water consumption and capital cost estimates.

Infrastructure & Water Services staff installing pipe

Centennial Park Multi Sport Box

NEW MULTI SPORT FACILITY IN CENTENNIAL PARK

The CRD and the Peninsula Recreation Commission (PRC) opened the new Centennial Park Multi Sport Box for community use on September 2, 2025. The covered, open-air facility replaced the former lacrosse box in Centennial Park and will host a variety of year-round sports and recreational programs for the Saanich Peninsula community.

This $4.9 million project was made possible through a $2 million grant the District of Central Saanich secured from the Federal Government Investing in Canada Infrastructure Program, with the remaining $2.9 million contributed through the PRC's Capital Plan, which is part of the CRD 2023–2027 Financial Plan. This project aligns with the Panorama Recreation 2022–2026 Strategic Plan. A grand opening celebration is planned for Spring 2026 and will feature "try-it" workshops, special guests and official remarks.

CRD LAUNCHES NEW PUBLIC WEBSITE

The CRD launched a new public website to improve online access to information and services, replacing a platform that had been in place for a decade with more than two million visits annually. Following feedback from the community, the new website has been modernized to be more user-friendly, dynamic and accessible. The redesigned site features community-specific pages, enhanced governance information, email subscription options, integrated feedback tools and the "What Goes Where" waste lookup tool. Built to meet Web Content Accessibility Guidelines accessibility standards, the site also offers improved search functions, mobile responsiveness, security and automated translation features.

NEW ONLINE EMERGENCY DASHBOARD

The CRD launched a new online emergency dashboard that brings together regional emergency information from local, provincial and federal partners. The dashboard highlights current emergency alerts and provides a centralized system for accessing emergency and preparedness resources. It monitors and displays emerging threats and current situations, such as extreme weather warnings, localized emergency alerts, wildfires, air quality warnings, tsunami and seismic events and road closures. This tool improves access to timely and accurate emergency information in multiple language formats, strengthening the capacity to raise public awareness and to manage an emergency event or regional disaster.

NEW REGIONAL PARK ON NORTH PENDER ISLAND

The CRD purchased two properties and transferred a former community park from the Pender Islands Community Parks and Recreation Commission (PIPRC) to create a new, 21.7 hectare regional park on North Pender Island.

George Hill Regional Park features panoramic views of the Southern Gulf Islands and will provide both forested and summit hiking for visitors. The park is located within the Coastal Douglas-fir Moist Maritime Biogeoclimatic subzone, comprising a unique set of ecosystems, flora and fauna. Covenants require the land to be managed as a regional park in perpetuity. Alongside the CRD Regional Parks division, the PIPRC will continue to help manage invasive species on the property.

George Hill Regional Park, North Pender Island

Awards

GREENEST EMPLOYER AWARD

In 2025, the CRD was named one of Canada's Greenest Employers, in recognition of its leadership in environmental sustainability and innovation. The award reflects initiatives such as stewardship of more than 13,000 hectares of natural areas, progress towards a zero-emissions fleet including electric vehicles and e-bikes, LEED Gold certification for its headquarters, and programs that help residents complete energy-efficient home upgrades through the Home Energy Navigator Program.

ORGANIZATIONAL SAFETY EXCELLENCE AWARD

In 2025, the CRD received Canada's Safest Employers Excellence Award, recognizing its strong organizational commitment to workplace safety. The award highlights comprehensive safety-focused HR policies and programs, safe work practices, and ongoing investment in employee training and professional development.

GFOA CANADIAN AWARD FOR EXCELLENCE IN FINANCIAL REPORTING

The CRD was recognized with the Canadian Award for Financial Reporting from the Government Finance Officers Association of Canada for its financial statements for the year ended December 31, 2024. The award recognizes high standards in public sector financial reporting and accounting and reflects the organization's continued excellence and professionalism in financial management.

CLIMATE CHANGE BUSINESS JOURNAL – BUSINESS ACHIEVEMENT AWARD

The CRD was honoured with the 2025 Climate Change Business Journal (CCBJ) Business Achievement Award in the Consulting & Engineering category for the Hartland Landfill Renewable Natural Gas Facility. The award recognizes leadership and innovation in climate-focused infrastructure and was selected through a competitive nomination and review process led by CCBJ industry experts.

"BEST OF THE BEST" AWARD – 2025 BC WATER & WASTEWATER CONFERENCE

The CRD won the "Best of the Best" award for the best tasting tap water at the 2025 BC Water & Waste Water Conference, and the 2025 Water Operator Challenge. Great-tasting tap water takes daily dedication from our skilled team of water experts, and the operator challenge involved operators competing to showcase their technical skills and talents for various water operation tasks such as water main repair.

"Best of the Best" tap water award

2025 FINANCIAL HIGHLIGHTS

CRD Financial Reporting Overview

The Capital Regional District (CRD) is pleased to provide this consolidated financial overview for the 2025 fiscal year.

Our Economy

The Canadian economy continues to evolve, with average quarterly growth subdued in 2025 resulting from US tariffs and slowing population growth. Consumer Price Index (CPI) inflation remains near the 2% target[1]. Real Gross Domestic Product (GDP) increased 1.7% in 2025, the slowest pace of annual growth since the decline in 2020. Lower exports, particularly to the United States, were the main contributor to the slower rise in GDP in 2025[2].

As inflation in 2025 continued to decline towards the Bank of Canada's 2% target, the Bank of Canada reduced its overnight rate from 3.25% at the start of 2025 to 2.25% by year-end[3]. Looking ahead, economic growth is projected to be modest as population growth slows, and Canada adjusts economic pressures.

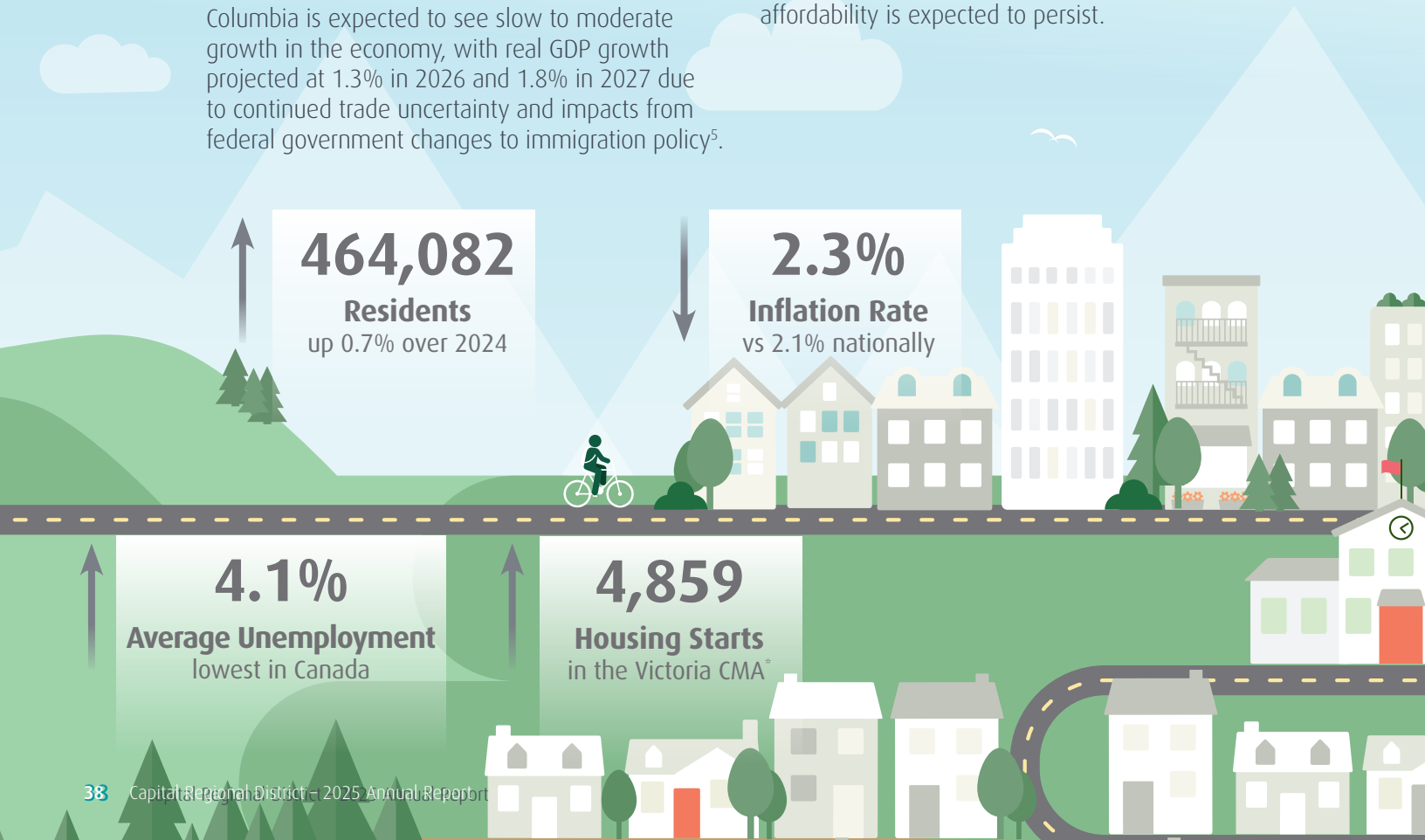
For 2025 overall, BC's annual CPI averaged 2.1%, the lowest annual increase since 2020[4]. British Columbia is expected to see slow to moderate growth in the economy, with real GDP growth projected at 1.3% in 2026 and 1.8% in 2027 due to continued trade uncertainty and impacts from federal government changes to immigration policy[5].

Our Region

Greater Victoria's unemployment rate rose from 3.8% in 2024 to 4.3% by the end of 2025, while remaining well below rates for the provincial, national and greater Vancouver area at 6.5%, 6.7% and 6.3%, respectively[6]. The average annual inflation rate for Greater Victoria was 2.3% in 2025, compared to 2.1% nationally, provincially and for the greater Vancouver area[7].

The region's population growth slowed, increasing by 0.7% in 2025 compared to 1.6% in 2024[8]. Seven CRD municipalities exceeded the provincial municipal average growth rate of 0.5% in 2025, based on recent population estimates. Despite slower growth, pressure on core priorities such as sustainable service delivery and infrastructure remains.

In December 2025, the benchmark home price in the core region fell to $1,255,000, a 4.7% decrease from $1,316,700 in December 2024[9]. Active listings rose to 2,544, up 11.1% from 2,290 a year earlier. With pent-up demand resulting from several years of population growth, pressure on housing affordability is expected to persist.



Our Process

This report includes the CRD's Consolidated Statement of Financial Position and the Consolidated Statement of Operations, which form the basis of the financial statements.

Each year, the CRD prepares audited financial statements in accordance with legislative requirements and presents them to the Board for approval. The 2025 financial statements were prepared by management in accordance with Canadian Public Sector Accounting Standards (PSAS) and were audited by KPMG LLP.

Under PSAS, governments are required to present five statements with explanatory notes:

1. Statement of Financial Position
2. Statement of Operations
3. Statement of Change in Net Debt
4. Statement of Remeasurement Gains and Losses
5. Statement of Cash Flows

The CRD also includes several schedules for additional reference. The consolidated financial statements include all CRD divisions and departments.

Capital Region Housing Corporation

The Capital Region Housing Corporation (CRHC) is a non-profit organization wholly owned by the Capital Regional District and is governed by the same 24-member Board of Directors as the CRD.

As an entity of the CRD, the CRHC's financial statements are consolidated within the CRD financial statements as required by PSAS.

Capital Regional Hospital District

The Capital Regional Hospital District (CRHD) operates under the authority of the *Hospital District Act* and shares the same boundaries, directors and administrative staff as the CRD. It partners with Island Health and community agencies to develop and improve health-related facilities in the region. The CRHD prepares a set of audited financial statements independent from the CRD. Page 47 features a brief summary of the CRHD's financial highlights for 2025.

More Information

Find the complete 2025 Statement of Financial Information and related documents at:
www.crd.ca/about/financial-accountability

* Census Metropolitan Area
[1] Bank of Canada Monetary Policy Report: www bankofcanada ca/wp content/uploads/2026/01/mpr 2026 01 28 pdf
[2] Statistics Canada: www150 statcan gc ca/n1/daily quotidien/260227/dq260227a-eng htm?HPA=1&indid=3278 1&indgeo=0
[3] Bank of Canada Press release: www bankofcanada ca/2026/01/fad-press-release 2026 01 28/
[4] Province of British Columbia: www bcbudget gov bc ca/2026/pdf/2026_Budget_and_Fiscal_Plan pdf (p 95)
[5] BC Budget – Economic Outlook: www bcbudget gov bc ca/2026/fiscal/#Economic%20outlook
[6] Statistics Canada Table: www150 statcan gc ca/t1/tbl1/en/tv action?pid=1410045901
[7] BC Stats: data gov bc ca/dataset/2c75c627 3eb6-41ee-bb54-7b089eade484/resource/93e4367b-56af-4e1c aea7-48fb48f0727c/download/cpi_annual_averages
[8] BC Population Estimates: www2 gov bc ca/gov/content/data/statistics/people-population-community/population/population-estimates
[9] https://static1 squarespace com/static/68472c05ac6e5e2e8284f236/t/69c6fa56a96ffb6f1b878aaf/1774647894870/01 +2025-12+Full+Statistical+News+Release pdf

CRD Statement of Financial Position (Consolidated CRD+CRHC)

This statement presents the organization's assets, liabilities, net debt position and accumulated surplus or equity position.

In 2025, the CRD's net debt increased by $35.2 million, driven by borrowing to fund capital investment. Debt issued for capital projects, including CRHC housing developments, exceeded growth in cash and investments during the year. Tangible capital assets increased by $86.7 million, reflecting capital additions of approximately $2.20 for every $1 of amortization. Overall, the increase in net debt and tangible capital assets reflects the CRD's continued investment in infrastructure to maintain existing assets and accommodate rising service demand.

	2025	2024	2023
Financial assets	**(in millions)**	**(in millions)**	**(in millions)**
Cash and investments	$450.1	$419.7	$416.0
Receivables	$268.7	$206.6	$211.0
	$718.8	**$626.3**	**$627.0**
Financial liabilities			
Accounts payable and accrued liabilities	$47.2	$62.1	$41.1
Deferred revenue	$35.5	$29.5	$33.2
Debt	$778.9	$645.6	$619.9
Asset Retirement Obligations	$31.7	$28.4	$27.3
	$893.3	**$765.6**	**$721.5**
Net debt	**($174.5)**	**($139.3)**	**($94.5)**
Non-financial assets*			
Tangible capital assets	$2,261.0	$2,174.3	$2,076.6
Inventory of supplies	$7.9	$5.2	$5.8
	$2,268.9	**$2,179.5**	**$2,082.4**
Accumulated surplus	**$2,094.4**	**$2,040.2**	**$1,987.9**

*Non-financial assets are resources that are normally held for service provision over one or more future periods.

CRD Statement of Operations (Consolidated CRD+CRHC)

This statement identifies the results of the organization's financial activities for the year by presenting revenues less expenses, resulting in the organization's annual surplus on a PSAS basis.

In 2025, the CRD reported an annual surplus increase of $3.8 million as revenue growth outpaced expense increases. Revenue rose by $27.1 million, driven by higher sales of services (particularly increased Hartland operations) including the introduction of renewable natural gas revenue, higher water sales, and increased invoice by agreement along with a $7.7 million increase in requisitions.

Expenses increased by $23.3 million, mainly due to higher staffing costs, increased contracted services at Hartland Landfill operations, and higher interest and amortization expenses associated with expanded capital assets and debt.

Overall, the surplus reflects strong growth in service related revenues that more than offset cost pressures during the year.

	2025	2024	2023
Revenue	**(in millions)**	**(in millions)**	**(in millions)**
Requisition	$96.2	$88.5	$82.1
Sale of services	$169.3	$149.2	$140.7
Other revenue	$103.8	$105.4	$139.5
Municipal debt servicing	$19.0	$18.1	$17.3
	$388.3	**$361.2**	**$379.6**
Expenses			
General government services	$43.4	$54.8	$62.1
Transportation, planning & protective services	$22.2	$19.4	$18.4
Sewer, water and garbage services	$179.4	$154.9	$143.1
Affordable housing - rental expenses	$27.4	$23.9	$22.3
Recreation and cultural services	$44.7	$41.6	$38.4
Municipal debt servicing	$19.1	$18.3	$17.4
	$336.2	**$312.9**	**$301.7**
Annual surplus	**$52.1**	**$48.3**	**$77.9**

2025 Operating Budget

Capital Regional District
$412M

Capital Regional Hospital District
$33M

Capital Region Housing Corporation
$32M

Total
$477M

2025 Capital Budget

Capital Regional District
$311M

Capital Regional Hospital District
$34M

Capital Region Housing Corporation
$69M

Total
$414M

CRD Financial Health (Consolidated CRD+CRHC)

Current Ratio

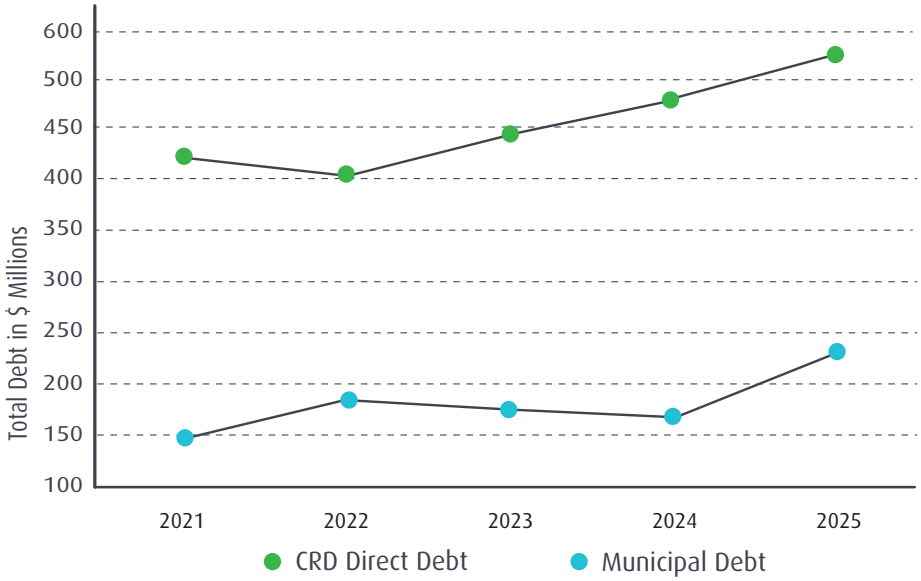
The current ratio is a measure of the liquidity of an organization, meaning the CRD's ability to meet current obligations through current assets. A high ratio indicates a greater ability to meet budgeted and unexpected expenditures. Generally, a current ratio greater than one is considered healthy for a government entity.

CURRENT RATIO

5.5

Debt

Debt includes balances for the CRD, CRHC and member municipalities. Short-term debt increased by $60.1 million for financing during the construction of housing and other capital projects. Long-term debt increased by $73.2 million due to new municipal borrowing.



Assets Funded by Debt

The Capital Investment Funded by New Debt is the proportion of current year acquisition of capital assets that were funded by debt. In 2025, debt funded $95.0 million out of the CRD's capital additions of $164.4 million. Debt funding levels are managed through corporate guidelines which set ideal levels of reserve and debt based on asset life matching benefit to community with timing of cost recovery.

CAPITAL INVESTMENT FUNDED BY NEW DEBT

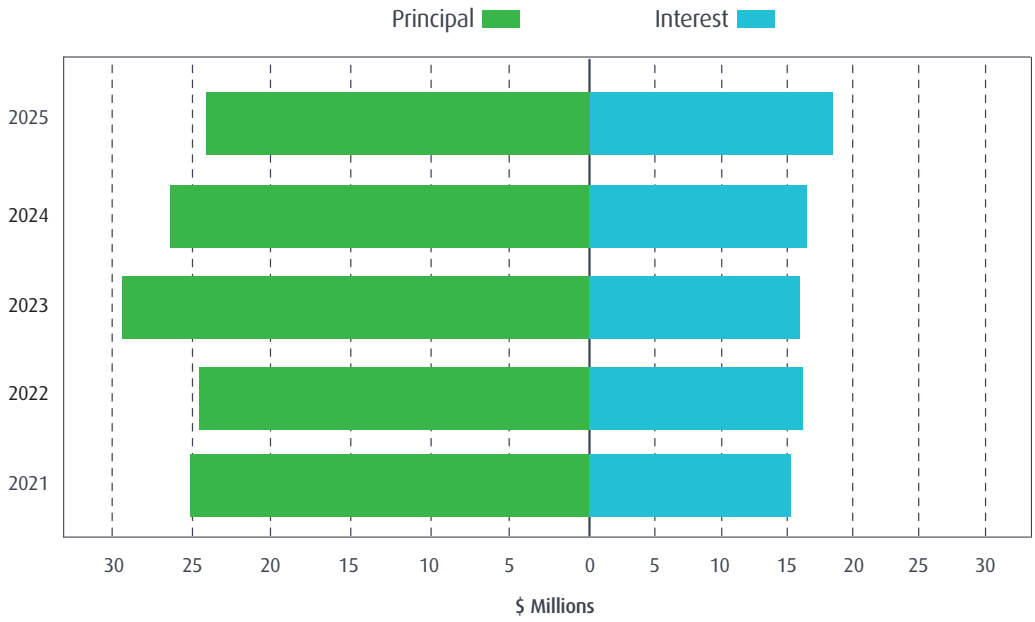
57.8%

Payments on Debt

The table below shows the split between principal and interest of total debt payments in the last five years. For every dollar spent servicing debt in 2025, 56.6% went towards reducing the principal. The proportion of debt service costs over the past five years has been stable indicating that there is a consistent mix of new and maturing debt.

PRINCIPAL PORTION OF DEBT PAYMENTS

56.6%

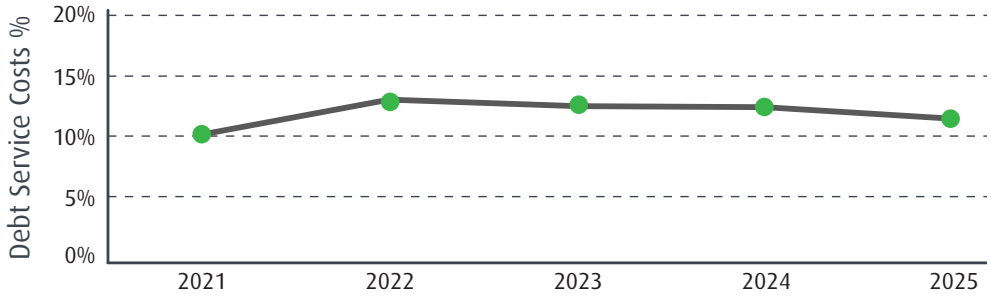


Debt Servicing Costs

The Debt Service Costs to Total Revenue ratio is the percentage of revenue committed to the payment of interest and principal on temporary and long-term debt. A high percentage indicates greater use of revenue for the repayment of debt and less ability to adjust to unplanned events and changing circumstances. The CRD's debt servicing costs in 2025 was $42.3 million and total revenue was $368.9 million excluding the impact of member municipality debt servicing. Corporate guidelines monitor the percentage of revenue committed to debt repayment limiting commitments to within performance indicator benchmarks.

DEBT SERVICE COSTS TO TOTAL REVENUE

11.5%



*Revenue excludes debt servicing costs paid by member municipalities and other third parties.

CRD Capital Investment (Consolidated CRD+CRHC)

The CRD's capital assets continue to grow as the organization invests in infrastructure projects to support Board-approved service levels, as well as corporate and strategic priorities.

Additions to Capital Assets in 2025

Capital Regional District — $129.2M

- Other (includes vehicles & works in progress) $34.9M
- Engineered Structures $43.8M
- Land $41.4M
- Machinery & Equipment $6.5M
- Buildings $2.6M

Capital Region Housing Corporation — $35.2M

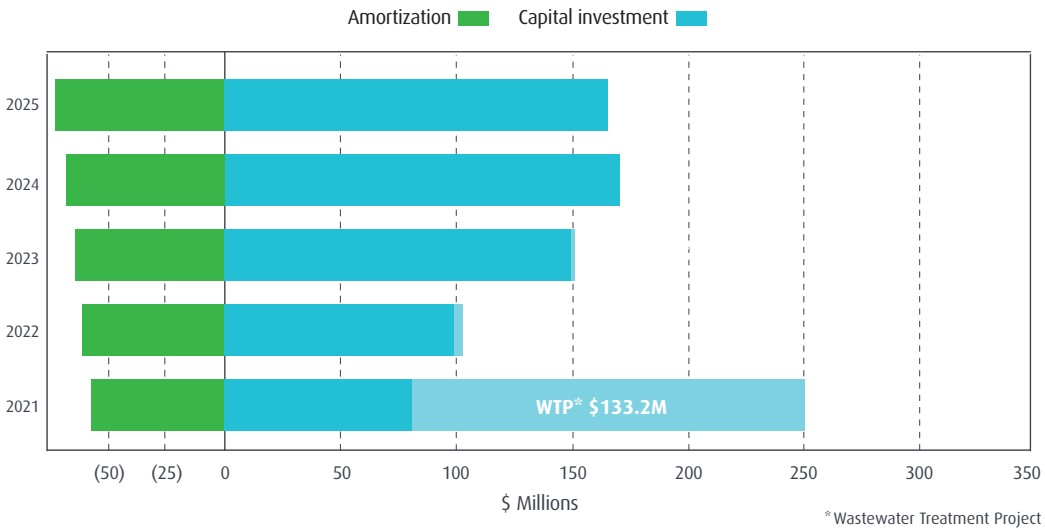
- Machinery & Equipment $3.2M
- Buildings $30.6M
- Land $1.4M

Capital Investment and Amortization

This ratio is the amount of capital invested in infrastructure for every dollar that assets depreciate each year. In 2025, investment in capital assets was $164.4 million and total amortization was $73.1 million. Sustainable service delivery plans and long-term asset planning address the level of reinvestment as assets depreciate with use over time.

INVESTMENT IN CAPITAL OVER AMORTIZATION

2.2x

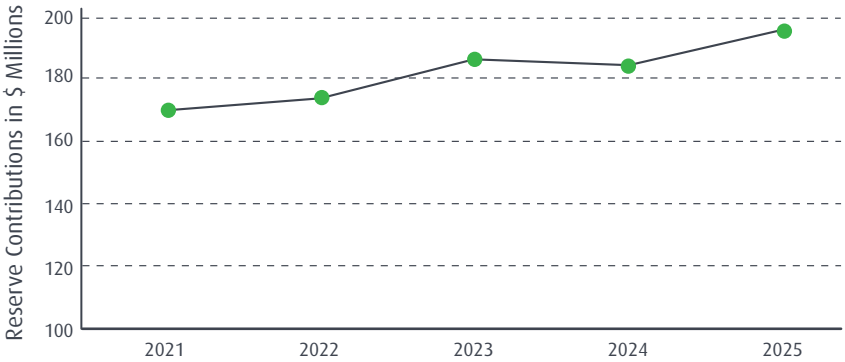


Contributions to Reserves

Contributions to reserves are needed to reduce costs of borrowing for asset renewal, replacement and to mitigate risk of asset failure. Reserves are guided by corporate reserve guidelines which set targets on savings supporting sustainable service delivery while balancing fluctuations in requisition and user fees. Total reserve balances were $196.1 million at the end of 2025, an increase of $11.1 million from the previous year.

RESERVE BALANCE

$196.1M



CRHD Statement of Financial Position

This statement presents the CRHD's assets, liabilities, tangible capital assets and accumulated surplus. The accumulated surplus for 2025, also represented as total assets less total liabilities, is $73.1 million. The CRHD raises funds primarily through requisition and debt that are used to acquire capital assets or distribute capital grants to the region's hospitals for equipment and infrastructure.

CRHD's financial assets increased by $8.2 million as lower than planned capital activity resulted in reduced grants to Island Health and a higher cash balance at year end. The decrease in liabilities of $10.9 million was largely the result of the repayment of long-term debt that went down by $11.1 million in 2025. Non-financial assets decreased by $3.1 million from amortization expense.

	2025	2024	2023
Financial assets	**(in millions)**	**(in millions)**	**(in millions)**
Cash and cash equivalents	$35.2	$13.6	$13.0
Investments	$7.0	$19.5	$24.0
Accounts receivable	$0.9	$1.8	$1.4
	$43.1	**$34.9**	**$38.4**
Financial liabilities			
Accounts payable and other liabilities	$4.1	$3.4	$3.9
Deferred revenue	$0.4	$0.4	$0.4
Due to Capital Regional District	$0.2	$0.5	–
Long-term debt	$73.1	$84.2	$98.4
Asset retirement obligations	$0.9	$1.1	$0.6
	$78.7	**$89.6**	**$103.3**
Net debt	**($35.6)**	**($54.7)**	**($64.9)**
Non-financial assets*			
Tangible capital assets	$108.7	$111.8	$104.5
	$108.7	**$111.8**	**$104.5**
Accumulated surplus	**$73.1**	**$57.1**	**$39.6**

*Non-financial assets are resources that are normally held for service provision over one or more future periods.

CRHD Statement of Operations

This summary identifies the result of the CRHD's financial activities for the year by presenting revenues less expenses, resulting in the organization's annual surplus on a PSAS basis. The annual surplus of $15.9 million was a decrease of $1.6 million from 2024. The lower revenue was largely attributable to $1.5 million less earnings on actuarial adjustment on long-term debt (i.e. sinking fund earnings). As debt was retired at a faster pace than new debt was issued.

	2025	2024	2023
Revenue	**(in millions)**	**(in millions)**	**(in millions)**
Requisition	$26.4	$26.4	$26.5
Other revenue	$9.1	$10.7	$12.1
	$35.5	**$37.1**	**$38.6**
Expenses			
Grants to district hospitals	$10.8	$9.4	$8.8
Interest and operating expenses	$8.8	$10.2	$10.8
	$19.6	**$19.6**	**$19.6**
Annual surplus	**$15.9**	**$17.5**	**$19.0**

CRHD Financial Health

Current Ratio

The current ratio is a measure of the liquidity of an organization, meaning the CRHD's ability to meet current obligations through current assets. A high ratio indicates a greater ability to meet budgeted and unexpected expenditures. Generally, a current ratio greater than one is considered healthy for a government entity.

CURRENT RATIO

8.7

Interest Coverage Ratio

This ratio is a measure of the organization's ability to meet interest expense obligations on temporary and long-term debt. A high ratio indicates a greater ability to meet budgeted and unexpected expenditures. Generally, an interest coverage ratio greater than two is considered healthy for a government entity.

INTEREST COVERAGE RATIO

8.9X

Key Documents

Visit the CRD website for a comprehensive list of reports and plans at www.crd.ca/plans.
Below are a selection of the resources available:

COMMUNITY SERVICES

Arts & Culture Strategic Plan
Climate Action Strategy
CRHC 2045: "A Path to 5,000" Framework
CRD Corporate Emergency Plan
Land Acquisition Strategy
Panorama Recreation Strategic Plan
Regional Food & Agricultural Strategy
Regional Growth Strategy
Regional Housing Affordability Strategy
Regional Parks and Trails Strategic Plan
Regional Trails Management Plan
Regional Transportation Plan
SEAPARC Strategic Plan

CORPORATE SERVICES

Accessibility Plan
Corporate Asset Management Strategy
Corporate Communications & Engagement Strategic Plan
Corporate Plan
People, Safety & Culture Strategic Plan

GOVERNMENT RELATIONS

Advocacy Strategy
First Nations Task Force Final Report
Statement of Reconciliation

LOCAL GOVERNMENT

Gulf Islands Regional Trails Plan
Juan de Fuca Active Transportation Network
Juan de Fuca Community Parks & Recreation Strategic Plan
Local Community Commission Strategic Plan
Rainbow Recreation Centre Site Master Plan
Salt Spring Island Active Transportation Network Plan
Salt Spring Island Parks & Recreation Strategic Plan
Salt Spring Island Pedestrian & Cycling Master Plan
Southern Gulf Islands Active Transportation Plan
Southern Gulf Islands Connectivity Plan
Southern Gulf Islands Housing Strategy

UTILITY SERVICES

Core Area Liquid Waste Management Plan
Long-Term Biosolids Management Strategy
Regional Water Supply Strategic Plan
Regional Water Supply Master Plan
Solid Waste Management Plan

Witty's Lagoon Regional Park

www.crd.ca

Capital Regional District
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Victoria, BC V8W 1R7

Tel: 250.360.3000
Instagram: @crd_bc
Facebook: Capital Regional District

Making a difference...together

REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **Capital Region Housing Corporation Annual General Meeting**

ISSUE SUMMARY

Complete the Annual General Meeting (AGM) of the Capital Region Housing Corporation (CRHC) by written resolution.

BACKGROUND

The Capital Regional District (CRD) is the sole shareholder of the CRHC, a corporation incorporated under the *Business Corporations Act*.

As a corporation, the CRHC must hold an annual meeting of the shareholders, also called an AGM, within 15 months of its last annual meeting. This may be in writing, which requires no additional administrative time to coordinate and can be included as a standard agenda item at a meeting of the CRD Board.

A shareholder's resolution is attached as Appendix A. At a corporation's AGM, the financial statements (Appendix B) must be received by the shareholder. The corporation's annual report is also attached for shareholder information as Appendix C.

ALTERNATIVES

Alternative 1
That the unanimous shareholder's resolution attached as Appendix A to the Capital Region Housing Corporation Annual General Meeting report be approved, and the Chair and Corporate Officer execute it on behalf of the Capital Regional District.

Alternative 2
That this report be referred to staff for further information based on Capital Regional District Board direction.

IMPLICATIONS

Former Practice at CRD
Starting in 2019, a resolution in writing, signed after a CRD Board meeting, was adopted as the process for holding an AGM. In prior years, the CRD appointed its Board Chair as shareholder representative. The Board Chair would attend a CRHC shareholders meeting, called for that purpose in accordance with the timelines in the legislation and corporate articles. The CRD Board Chair would then vote to adopt the financial statements, auditor's report, and any other business required to be transacted. This was prior to CRHC's governance reorganization.

The former practice of hosting an annual AGM required additional administrative time to be spent organizing an in-person meeting in strict compliance with the legislation and articles. As a sole-shareholder corporation that shares directors with the CRD, such administrative burden is no longer required as the directors of the CRD are those persons appointed as directors of the CRHC.

Economic Implications
By completing a resolution in writing, administration costs of organizing and hosting a formal in-person AGM are avoided.

Public Participation Implications
By moving forward by way of resolution in writing, members of the public may attend to speak to CRHC's business as a delegation on a standard CRD agenda item. This may lead to increased transparency and public involvement.

Record Keeping Implications
By proceeding by way of corporate resolution in writing, it will be easier to track the business conducted by CRD as shareholder. The corporate resolution in writing will be filed in the CRHC's minute book, easily accessible, if necessary, as well as noted in the CRD's minutes.

CONCLUSION

Staff recommend the CRD conduct the annual meeting of the shareholder of the CRHC by way of resolution in writing, and the CRD authorize the Chair and Corporate Officer to execute the unanimous shareholder resolution on its behalf.

RECOMMENDATION

That the unanimous shareholder's resolution attached as Appendix A to the Capital Region Housing Corporation Annual General Meeting report be approved, and the Chair and Corporate Officer execute it on behalf of the Capital Regional District.

Submitted by:	Don Elliott, MUP, Senior Manager, Regional Housing
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Steven Carey, B.Sc., J.D., Acting General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Unanimous Resolution of the Shareholders of the CRHC
Appendix B: CRHC 2025 Audited Financial Statements
Appendix C: CRHC 2025 Annual Report

APPENDIX A

CONSENT UNANIMOUS RESOLUTION OF THE SHAREHOLDER OF

THE CAPITAL REGION HOUSING CORPORATION

(the “CRHC”)

The Capital Regional District, being the sole shareholder of the CRHC entitled to vote at an Annual General Meeting of the CRHC, hereby consent to the following unanimous resolutions:

RESOLVED that:

1) The financial statements of the CRHC for the period ended December 31, 2025, are hereby approved;

2) All lawful acts, contracts, proceedings, appointments, and payments of money by the directors of the CRHC since the last Annual General Meeting of the CRHC, and which have previously been disclosed to the shareholder, are hereby adopted, ratified, and confirmed;

3) That KPMG LLP be appointed auditors for the CRHC until the next Annual General Meeting or until a successor is appointed; and

4) This resolution may be signed on behalf of the corporate shareholder, the Capital Regional District, by the Chair of the Capital Regional District and the Corporate Officer.

RESOLVED as of ___ May 2026.

_____	_____
Cliff McNeil-Smith Chair, Capital Regional District	Kristen Morley Corporate Officer, Capital Regional District

APPENDIX B

Capital Region Housing Corporation

2025
Financial Statements

British Columbia, Canada
Fiscal year ended December 31, 2025

CRHC
Capital Region Housing Corporation

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KPMG LLP
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Telephone 250 480 3500
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INDEPENDENT AUDITOR'S REPORT

To the Shareholder of the Capital Region Housing Corporation

Opinion

We have audited the financial statements of the Capital Region Housing Corporation (the Corporation), which comprise:

- the statement of financial position as at December 31, 2025
- the statement of operations for the year then ended
- the statement of changes in net assets and remeasurement gains and losses for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Corporation as at December 31, 2025, and its results of operations, its changes in net assets and remeasurement gains and losses and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

DRAFT

KPMG LLP, an Ontario limited liability partnership and member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. KPMG Canada provides services to KPMG LLP.

Other Information

Management is responsible for the other information. Other information comprises:

- the information, other than the financial statements and the auditor's report thereon, included in the Annual Report.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the financial statements and the auditor's report thereon, included in the Annual Report as at the date of this auditor's report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

DRAFT

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

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
  The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Corporation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Corporation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DRAFT

Chartered Professional Accountants

Victoria, Canada

DATE

Capital Regional District
625 Fisgard Street, PO Box 1000
Victoria, BC V8W 2S6
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Capital Regional District
Capital Region Housing Corporation

MANAGEMENT REPORT

The Financial Statements contained in this report have been prepared by management in accordance with Canadian public sector accounting standards. The integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Board of Directors are responsible for approving the financial statements and for ensuring that management fulfills its responsibilities for financial reporting and internal control.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with Canadian public sector accounting standards, and express their opinion on the financial statements. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to staff and management. The Independent Auditors' Report outlines the scope of the audit for the year ended December 31, 2025.

On behalf of Capital Regional District and Capital Region Housing Corporation,

Nelson Chan, MBA, CPA, CMA
Chief Financial Officer
DATE

DRAFT

Statement of Financial Position

As at December 31, 2025

		2025		2024
Assets				
Current assets:				
Cash and cash equivalents (Note 2)	**$**	**29,218,938**	$	18,778,037
Accounts receivable		**6,575,534**		7,017,377
Prepaid expenses		**2,656,968**		853,311
		38,451,440		26,648,725
Cash and cash equivalents restricted for replacement reserve (Note 2)		**7,675,717**		7,474,808
Capital assets (Note 3 and Schedule C)		**331,040,168**		300,820,662
	$	**377,167,325**	$	334,944,195
Liabilities and Net Assets				
Current liabilities:				
Accounts payable and accrued liabilities		**7,717,901**		6,615,555
Accrued mortgage interest		**402,841**		416,373
Due to Capital Regional District		**278,167**		1,470,186
Deferred revenue		**6,537,826**		749,300
Security deposits		**1,300,927**		1,224,668
Short-term capital financing (Note 4)		**53,563,767**		39,117,653
Mortgages payable principal current portion (Note 5 and Schedule D)		**5,803,391**		5,959,718
Mortgages payable principal renewal portion (Note 5 and Schedule D)		**1,914,112**		3,556,168
		77,518,932		59,109,621
Mortgages payable (Note 5 and Schedule D)		**177,168,429**		181,523,387
Asset retirement obligations (Note 6)		**6,985,206**		9,987,872
Capital stock (Note 7)		**1**		1
Net assets:				
Invested in capital assets (Note 8)		**98,971,189**		68,939,223
Externally restricted (Note 9)		**12,795,846**		11,908,022
Internally restricted (Note 9)		**875,504**		1,248,911
Unrestricted: Corporation stabilization reserve (Note 10)		**3,084,014**		2,512,794
		115,726,553		84,608,950
Accumulated remeasurement (gains)		**(231,796)**		(285,636)
		115,494,757		84,323,314
	$	**377,167,325**	$	334,944,195

Commitments and contingencies (Note 11).

Subsequent events (Note 14).

See accompanying notes to the financial statements.

On behalf of the Board:

_____Director _____Director

Statement of Operations

For the Year Ended December 31, 2025

	Operating Funds		Restricted Funds			
	Corporation	Rental Housing	Capital Fund	Replacement Reserve Fund	Total 2025	Total 2024
Revenues:						
Tenant rent contributions	$ -	$26,026,913	$ -	$ -	**$ 26,026,913**	$ 24,955,692
BCHMC rent subsidy assistance	-	1,275,798	-	-	**1,275,798**	1,146,240
BCHMC umbrella operating agreement funding	-	2,010,015	-	-	**2,010,015**	2,420,616
Rental management fees - third parties	1,551	-	-	-	**1,551**	21,828
Investment income	223,310	-	281,328	389,139	**893,776**	1,187,045
Guest suites, net	3,983	286	-	-	**4,269**	974
Miscellaneous	29,882	477,963	-	-	**507,845**	327,965
Government contributions (Note 11d)	-	-	29,172,994	-	**29,172,994**	10,765,113
Gain on settlement of asset retirement obligation	-	-	2,263,112	-	**2,263,112**	-
	258,726	29,790,975	31,717,434	389,139	**62,156,273**	40,825,473
Expenses:						
Administration and property management	4,779,975	-	-	-	**4,779,975**	3,542,539
Amortization	-	-	9,293,231	-	**9,293,231**	8,726,790
Accretion	-	-	426,482	-	**426,482**	397,043
Property taxes	-	4,500	-	-	**4,500**	4,500
Insurance	-	1,760,604	-	-	**1,760,604**	1,626,313
Maintenance	-	2,342,833	-	-	**2,342,833**	2,089,373
Caretakers	-	1,874,952	-	-	**1,874,952**	2,265,098
Landscape	-	418,775	-	-	**418,775**	420,520
Electricity	-	450,685	-	-	**450,685**	383,207
Land and improvement leases	-	307,137	-	-	**307,137**	307,137
Water	-	1,691,577	-	-	**1,691,577**	1,671,879
Oil and gas	-	195,386	-	-	**195,386**	193,316
Garbage	-	542,319	-	-	**542,319**	403,074
Rental management fee	(4,458,104)	4,458,104	-	-	**-**	-
Audit and legal	-	35,310	-	-	**35,310**	44,432
Miscellaneous	-	286,638	-	-	**286,638**	224,691
Hospitality services (Parry Place)	-	494,315	-	-	**494,315**	496,552
Interest on mortgages payable	-	4,959,435	-	-	**4,959,435**	4,419,525
Loss on disposal of assets and asset retirement obligations	-	-	1,174,516	-	**1,174,516**	-
	321,871	19,822,570	10,894,229	-	**31,038,670**	27,215,989
Excess / (deficiency) of revenues over expenses	**$ (63,146)**	**$ 9,968,405**	**$ 20,823,205**	**$ 389,139**	**$ 31,117,603**	$ 13,609,484

See accompanying notes to the financial statements.

Statement of Changes in Net Assets & Remeasurement Gains & Losses

For the Year Ended December 31, 2025

	Operating Funds		Restricted Funds				
	Corporation	Rental Housing	Capital Fund	Replacement Reserve Fund	Remeasurement Gains / (Losses)	Total 2025	Total 2024
Net assets, beginning of year	$ 2,593,227	$ 5,601,692	$ 68,939,223	$ 7,474,808	$ (285,636)	$ 84,323,314	$ 70,525,532
Excess/(deficiency) of revenues over expenses	(63,146)	9,968,405	20,823,205	389,139	-	31,117,603	13,609,484
Interfund transfers:							
Mortgage principal repayments	-	(6,152,555)	6,152,555	-	-	-	-
Replacement reserve transfers	-	(3,366,325)	-	3,366,325	-	-	-
Replacement reserve expenditures	498,348	-	3,056,206	(3,554,554)	-	-	-
	498,348	(9,518,880)	9,208,761	(188,229)	-	-	-
Unrealized gain on investments	-	-	-	-	53,840	53,840	188,298
Net assets, end of year	$ 3,028,429	$ 6,051,217	$ 98,971,189	$ 7,675,718	$ (231,796)	$ 115,494,757	$ 84,323,314

See accompanying notes to the financial statements.

Statement of Cash Flows

For the Year Ended December 31, 2025

		2025		2024
Cash provided by (used in):				
Operating activities:				
Excess of revenues over expenses	**$**	**31,117,603**	$	13,609,484
Items not involving cash:				
Amortization		**9,293,231**		8,726,790
Net gain on asset disposal, ARO settlements and estimates		**(1,088,596)**		-
Short-term capital financing forgiven		**(420,176)**		-
Accretion		**426,482**		397,043
Changes in non-cash assets and liabilities:				
Decrease (increase) in accounts receivable		**441,843**		(986,034)
Decrease (increase) in inventory and prepaid expenses		**(1,803,657)**		37,257
(Decrease) increase in accounts payable and accrued liabilities		**1,102,346**		(538,860)
(Decrease) increase in accrued mortgage interest		**(13,532)**		35,153
Increase in deferred revenue		**5,788,526**		5,813
Increase in security deposits		**76,259**		9,737
(Decrease) increase due to Capital Regional District		**(1,192,019)**		1,185,553
Net change in cash from operating activities		**43,728,310**		22,481,936
Investing activities:				
Decrease (increase) in restricted cash and cash equivalents		**(147,834)**		1,256,660
Capital activities:				
Acquisition of capital assets		**(41,853,310)**		(47,073,786)
Net change in cash from capital activities		**(41,853,310)**		(47,073,786)
Financing activities:				
Repayment of mortgages payable		**(6,152,555)**		(7,958,159)
Proceeds from mortgages payable		**-**		23,504,064
Repayment of short term capital financing		**-**		(14,048,786)
Proceeds from short term capital financing		**14,866,290**		25,712,505
		8,713,735		27,209,624
Net change in cash and cash equivalents		**10,440,901**		3,874,434
Cash and cash equivalents, beginning of year		**18,778,037**		14,903,603
Cash and cash equivalents, end of year	**$**	**29,218,938**	$	18,778,037

See accompanying notes to the financial statements.

General

The Capital Region Housing Corporation (the “Corporation”) is incorporated under the laws of British Columbia and its principal activities include the acquisition, construction, and provision of rental accommodation. As a wholly owned subsidiary of the Capital Regional District ("CRD"), the Corporation is exempt from taxation under the Income Tax Act and is regarded as a municipality for GST purposes.

1. Significant Accounting Policies

The financial statements have been prepared in accordance with Canadian public sector accounting standards including the 4200 standards for government not-for-profit organizations.

a. Revenue Recognition

The Corporation follows the restricted fund balance method of accounting for contributions. Unrestricted contributions are recognized as revenue of the Operating Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted contributions related to general operations are recognized as revenue of the Operating Fund in the year to which the funding relates. All other restricted contributions are recognized as revenue of the appropriate restricted fund in the year received or receivable.

b. Fund Accounting

i. Operating Funds

The Operating Funds reflect the Corporation’s assets, liabilities and transactions relating to the ongoing rental and non-rental operations (“Corporation”). In accordance with the agreements with British Columbia Housing Management Commission (BCHMC), a Portfolio Stabilization Reserve has been established for each portfolio’s accumulated operating surplus. The Corporation has also established a reserve for the No Operating Agreement portfolio. These reserves are used in the event that annual rental revenues and government subsidies are inadequate to meet the portfolio’s mortgage payments and operating costs. The Corporation can also contribute funds from these reserves to the Replacement Reserve Fund, if required. At the discretion of the Board, the unrestricted Corporate Stabilization Reserve provides funding for administration and special projects. The Corporation allocates administration and property management costs incurred in the Corporation Operating Fund to the Rental Housing Operating Fund through Rental management fees.

ii. Capital Fund

The Capital Fund reflects the Corporation’s investment in capital assets and related financial activities.

1. Significant Accounting Policies (continued)

b. Fund Accounting (continued)

iii. Replacement Reserve Fund

A Replacement Reserve Fund has been established for each building to pay for the replacement of worn-out capital equipment and other approved items. The Replacement Reserves are funded by an annual transfer from the Rental Housing Operating Fund. Capital expenditures made from the reserve are transferred to the Capital Fund.

c. Asset Retirement Obligations

An asset retirement obligation (ARO) is a legal obligation to incur costs to retire a tangible capital asset in a future period. AROs are measured at the present value of expected future cash flows including an estimate for inflation. Future cash flows are based on the best information available at the financial reporting date. Accretion expense is recorded annually to reflect the cost associated with an increase in the present value of the ARO over time. The carrying amount of the liability is reassessed annually and updated as new information becomes available. Changes in estimates are recorded prospectively and the liability is derecognized when retirement activities are completed.

The asset retirement cost at initial recognition is capitalized along with the related tangible capital asset and amortized in accordance with the Corporation's tangible capital asset policy Note 1 d).

d. Capital Assets

Land, buildings, equipment and vehicles are stated at cost. Amortization is charged upon the asset becoming available for productive use in the year of acquisition. Amortization over their estimated useful lives is provided on the straight-line basis at the following rates:

Asset	Rate
Prepaid leases	29-60 Years
Buildings	35 Years
Equipment	5-10 Years
Vehicles	5 Years

All transfers from the Replacement Reserve Fund and office equipment are stated at cost and amortization is taken on the declining balance basis at 20% per annum.

Capital assets are written down when conditions indicate that they no longer contribute to the Corporation's ability to provide goods and services or when the value of the future economic benefits associated with the asset is less than the book value of the asset.

1. Significant Accounting Policies (continued)

e. Debt Retirement

Payment of principal on long-term debt is funded by a transfer from the Rental Housing Operating Fund to the Capital Fund.

f. Operating Agreements

i. Umbrella

Effective April 1, 2012, the Corporation signed a thirty-three month Interim Umbrella Operating Agreement (the "Umbrella Agreement") with BCHMC to consolidate three operating agreements to reduce administrative duplication, allow the Corporation more flexibility to determine priorities for the portfolio maintenance and management and create a stable and predictable funding stream for the Corporation. In addition, the parties agreed to work together to develop a long-range capital planning tool to enable the Corporation and BCHMC to determine the capital replacement needs of the portfolio for the next thirty years and to negotiate on the transfer of the land ownership of the BCHMC projects from the Provincial Rental Housing Corporation to the Corporation. The final agreement was signed on December 2, 2014 with an effective date of January 1, 2015, for a five year term, and was renewed in December 2019 for an additional five year term ending 2024. Since 2024, the agreement has been renewed without notice, with each deemed renewal being for a five year period on the same terms and conditions outlined in the original agreement signed.

In 2020, the Umbrella Agreement was modified to remove three properties, Portage Place, Campus View Court, and Royal Oak Square, whose mortgages had matured and which were originally part of the CMHC Agreement described below. The properties were moved to the CRHC No Operating Agreement portfolio and their corresponding Replacement Reserve balances were moved to the CRHC No Operating Agreement Replacement Reserve. No transfers were made between Portfolio Stabilization Reserves. In 2024, the building at 334 Michigan was removed from the Umbrella Agreement and moved to the CRHC No Operating Agreement portfolio, and its corresponding Replacement Reserve balance was moved to the CRHC No Operating Agreement Replacement Reserve. No transfer was made between Portfolio Stabilization Reserves. In 2025, the Umbrella Operating Agreement contained 37 buildings and 1,062 units. Starting January 1, 2026, the Umbrella Agreement contains 36 buildings and 1012 units.

Except as modified by the Umbrella Agreement, all provisions of the original three operating agreements with CMHC, BCHMC and Homes BC will continue to apply to each project in the portfolio.

a) CMHC

Prior to April 1, 2012 the Corporation had entered into agreements with CMHC pursuant to Section 95 (formerly Section 56.1) of the National Housing Act whereby CMHC will provide mortgage assistance grants to the Corporation that reduce interest costs to not less than 2% on all mortgages payable. As of January 1, 2005 when a mortgage loan is renewed the mortgage assistance grants shall increase or decrease by the same dollar amount as the monthly loan payment of principal and interest changes.

1. Significant Accounting Policies (continued)

f. Operating Agreements (continued)

i. Umbrella (continued)

b) BCHMC

Prior to April 1, 2012 the Corporation had entered into agreements with BCHMC whereby BCHMC, on behalf of the Provincial and Federal governments, will provide rent subsidy assistance equal to the BCHMC approved difference between tenant rent contributions and BCHMC defined economic rents.

c) Homes BC Program

Prior to April 1, 2012 the Corporation had entered into agreements with BCHMC under the unilaterally funded Homes BC Program. The Provincial Government agrees to provide rent subsidy assistance for Rent Geared to Income (RGI) units (approximately 60% of total units) based on the difference between the tenant rent contribution and the approved economic rents. The Province also agrees to provide Repayable Assistance equal to the difference between the economic and the approved low-end of market rents for the remaining units.

ii. Independent Living BC II Program

The Corporation has entered into an agreement with BCHMC under the unilaterally funded Independent Living BC II Program. The Provincial Government agrees to provide subsidy assistance for shelter and defined hospitality costs based on the difference between seventy percent (70%) of the residents' net income and the approved operating budget.

iii. Regional Housing First Program

The Regional Housing First Program (RHFP) is a partnership between the Provincial and Federal governments and the CRD to provide one-time capital funding to affordable housing projects in the region. The Corporation has entered into a 40-year agreement with BCHMC on behalf of the RHFP whereby the Corporation provides shelter-rate and affordable rents to low and moderate income tenants. No other financial contribution is received to subsidize the ongoing operation of the buildings.

iv. Investment in Housing Innovation Program

The Corporation has entered into a 40-year agreement with BCHMC under the Investment in Housing Innovation (IHI) program. Capital funding was provided in the form of a forgivable loan to facilitate the construction of the Westview building. No other financial contribution is received to subsidize the ongoing operation of the building.

1. Significant Accounting Policies (continued)

f. Operating Agreements (continued)

v. Community Housing Fund

The Corporation has entered into 60-year agreements with BCHMC under the Community Housing Fund (CHF) program. Capital funding was provided in the form of forgivable loans to facilitate the construction of buildings under these agreements. Operating subsidies are provided as approved in the annual building operating budget.

vi. CRHC No Operating Agreement

This category includes buildings that receive no mortgage assistance or rent subsidy assistance. Tenant rent contributions are determined by the Corporation.

g. Allocation of Investment Income

Funds available for investment are pooled and interest revenue is allocated to restricted funds at the rate of average prime minus 1.02% (2024: average prime minus 0.84%).

h. Financial Instruments

Financial instruments are recorded at fair value on initial recognition. Derivative instruments, bonds, bond funds, and equity instruments that are quoted in an active market are subsequently reported at fair value. All other financial instruments are subsequently recorded at cost or amortized cost unless management has elected to carry the instruments at fair value. The Corporation has not elected to carry any other such financial instruments at fair value.

Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations and any unrealized gain is adjusted through the statement of remeasurement gains and losses.

i. Use of Estimates

The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Estimates and assumptions include amortization of capital assets and discount and inflationary rates used to determine ARO balances. Actual results could differ from those estimates.

2. Cash and Cash Equivalents

Cash equivalents have a maturity of three months or less at acquisition and are held for the purpose of meeting short-term cash commitments. Included in cash and cash equivalents are investments in the Municipal Finance Authority of British Columbia (MFA) Short Term Bond Funds. See Schedule A for details of cash and cash equivalents restricted for replacement reserve.

3. Capital Assets

December 31, 2025	Cost	Accumulated Amortization	Net Book Value
Land	$ 10,947,690	$ -	$ 10,947,690
Prepaid leases	154,317,212	19,061,054	135,256,158
Buildings	265,363,557	92,251,788	173,111,769
Equipment and other	48,502,357	36,777,806	11,724,551
	$ 479,130,816	$ 148,090,648	$ 331,040,168

December 31, 2024	Cost	Accumulated Amortization	Net Book Value
Land	$ 9,496,053	$ -	$ 9,496,053
Prepaid leases	148,181,402	16,575,254	131,606,148
Buildings	241,774,624	94,073,555	147,701,069
Equipment and other	49,550,448	37,533,056	12,017,392
	$ 449,002,527	$ 148,181,865	$ 300,820,662

During the year, two buildings were demolished and a long-term lease expired, resulting in a loss on disposal of capital assets of $961,811 (2024:nil).

4. Short-term Capital Financing

Short-term capital financing of $53,563,767 (2024: $39,117,653) is provided by BCHMC at a variable rate based on that charged to them by the Ministry of Finance plus an administrative spread. The short-term debt is converted to a long-term mortgage at the completion of each construction project.

5. Mortgages Payable

Pursuant to Section 5 of the National Housing Act, CMHC has undertaken to insure all mortgages payable by the Corporation except the mortgage on Vergo. As additional security, the mortgagor holds chattel mortgage and assignment of rent.

Principal due within each of the next five years on these mortgages is as follows:		Assuming no mortgage renewal	Assuming mortgage renewal
	2026	$ 7,717,503	$ 5,961,692
	2027	12,694,126	5,840,552
	2028	5,159,008	5,531,061
	2029	33,477,666	5,475,443
	2030	$ 10,639,217	$ 5,352,698

See Schedule D for details of interest rates, renewal dates, and maturity dates of mortgages. Mortgage renewal amounts are calculated based on existing rates and do not consider current prevailing market rates.

6. Asset Retirement Obligations

The Corporation owns buildings that contain hazardous materials including asbestos and lead. There is a legal obligation to remove these materials in a prescribed manner when they are disturbed. These costs are expected to be incurred over the next 15 years as buildings are demolished or renovated. Retirement costs are estimated to include all costs directly attributable to the abatement of hazardous materials, including overhead costs.

The Corporation uses the Municipal Finance Authority (MFA) long-term borrowing rate as the discount rate. The 10-year average B.C. consumer price index rate is used to estimate inflation and aligns with the Bank of Canada's target inflation range of 1.00% to 3.00%.

	2024	ARO Additions	ARO Settlements	Revisions to Estimate	Accretion Expense	2025
Hazardous Materials	$ 9,987,872	$ 212,705	$ (2,338,429)	$ (1,303,424)	$ 426,482	**$ 6,985,206**

Estimated cash flows have been discounted to present value. Discount and inflation rates in the future are estimates and subject to change. These changes can impact ARO values significantly when being applied over an extended duration.

	2025	2024
Discount Rate	4.42 %	4.27 %
Inflation rate	2.82 %	2.70 %
Settlement Timing	1 to 15 years	9 to 16 years

During the year, three buildings with associated asset retirement obligations were disposed of. The estimated AROs exceeded the actual settlement costs, resulting in a gain of $1,862,586 (2024:nil).

7. Capital Stock

Authorized capital: 2,000 shares with par value of $1 each

Issued capital: 1 share of $1 par value, owned by the Capital Regional District.

8. Invested in Capital Assets

Investment in capital assets is calculated as follows:

	December 31, 2025	December 31, 2024
Capital assets	$ 331,040,168	$ 300,820,662
Accounts receivable	6,012,123	6,575,092
Interfund due from rental housing operating fund	(168,573)	1,688,267
Prepaid expense	1,675,456	-
Deferred Revenue	5,846,919	-
Mortgages payable	(184,885,931)	(191,039,273)
Short-term capital financing	(53,563,767)	(39,117,653)
Net asset retirement obligations	(6,985,206)	(9,987,872)
	$ 98,971,189	$ 68,939,223

9. Restricted Net Assets

Externally restricted net assets:

	December 31, 2025	December 31, 2024
Replacement reserve fund	$ 7,675,718	$ 7,474,808
CMHC/BCHMC/Homes BC operating agreements	(3,949)	(3,949)
Portfolio stabilization reserve - umbrella agreement	4,684,930	3,490,844
Portfolio stabilization reserve - ILBC2 agreement	(222,530)	(264,340)
Portfolio stabilization reserve - RHFP agreement	413,614	601,607
Portfolio stabilization reserve - IHI	780,730	629,186
Portfolio stabilization reserve - CHF	(532,667)	(20,134)
	$ 12,795,846	$ 11,908,022

9. Restricted Net Assets (continued)

Internally restricted net assets:

	December 31, 2025	December 31, 2024
Portfolio stabilization reserve - no operating agreement	$ 931,089	$ 1,168,478
Guest suite surplus	46,464	42,475
Vehicle replacement reserve	(105,373)	16,430
Equipment replacement reserve	3,324	21,528
	$ 875,504	$ 1,248,911

Rental housing operating fund balance:

	December 31, 2025	December 31, 2024
Portfolio stabilization reserve - umbrella agreement	$ 4,684,930	$ 3,490,844
Portfolio stabilization reserve - ILBC2 agreement	(222,530)	(264,340)
Portfolio stabilization reserve - RHFP agreement	413,614	601,607
Portfolio stabilization reserve - IHI agreement	780,730	629,186
Portfolio stabilization reserve - CHF agreement	(532,667)	(20,134)
Portfolio stabilization reserve - no operating agreement	931,089	1,168,478
CMHC/BCHMC/Homes BC operating agreements	(3,949)	(3,949)
	$ 6,051,217	$ 5,601,692

The Portfolio stabilization reserves are detailed in Schedule B.

10. Unrestricted Net Assets

Unrestricted net assets - corporation stabilization reserve:

	December 31, 2025	December 31, 2024
Operating net assets, ending balance	$ 3,028,429	$ 2,593,227
Less: Internally restricted net assets		
Guest suite surplus	(46,464)	(42,475)
Vehicle replacement reserve	105,373	(16,430)
Equipment replacement reserve	(3,324)	(21,528)
	$ 3,084,014	$ 2,512,794

11. Commitments and Contingencies

a. Related Party Transactions

The Corporation is a wholly owned subsidiary of the Capital Regional District (CRD). In 1997, the Corporation committed to a 60-year prepaid land lease at 625 Superior Street from the CRD at the agreed upon price of $525,000 which was recognized as an acquisition in the Corporation Capital Fund. In 2017, the Corporation committed to a 60-year land lease at 3816 Carey Road from the CRD for one dollar, with the land use restricted to affordable housing. In 2021, the Corporation committed to a 60-year land lease at 2782 Spencer Road from the CRD for ten dollars, with the land use restricted to affordable housing.

On January 25, 2019, as part of the RHFP, the CRD purchased Millstream Ridge and entered into a 60-year prepaid lease in the amount of $33,250,194 and a 35-year operator agreement with the Corporation. The Corporation secured 35-year mortgage financing to fund the prepaid lease.

On November 2, 2020, as part of the RHFP, the CRD purchased West Park and entered into a 60-year prepaid lease in the amount of $29,430,822 and a 25-year operator agreement with the Corporation. The CRD's Regional Housing Trust Fund provided a capital grant to the Corporation in the amount of $660,000 for this project. The Corporation secured 35-year mortgage financing to fund the prepaid lease.

On November 20, 2020, as part of the RHFP, the CRD purchased Spencer Close and entered into a 60-year prepaid lease in the amount of $28,419,513 and a 35-year operator agreement with the Corporation. The Corporation secured 35-year mortgage financing to fund the prepaid lease.

On March 22, 2021, as part of the RHFP, the CRD purchased Hockley House and entered into a 60-year prepaid lease in the amount of $23,807,370 and a 35-year operator agreement with the Corporation. The Corporation secured 35-year mortgage financing to fund the prepaid lease.

On April 17, 2023, as part of the RHFP, the CRD purchased Prosser Place and entered into a 60-year prepaid lease in the amount of $12,289,721 and a 35-year operator agreement with the Corporation. The Corporation secured 35-year mortgage financing to fund the prepaid lease.

On May 7, 2025, as part of the RHFP, the CRD purchased Verdier and entered into a 60-year prepaid lease in the amount of $6,135,809 and a 35-year operator agreement with the Corporation prior to start of construction.

b. Sublease of Kings Place Housing Development

The Corporation entered into agreement with the Cridge Housing Society and the Provincial Rental Housing Corporation to sublease the land and improvements at 1070 Kings Road, Victoria for a term of thirty years commencing August 1, 1997. The Homes BC Program Operating Agreement was assigned to the Corporation from the Cridge Housing Society with the approval of the BCHMC. Current annual lease payments amount to $244,137 and are based on the annual mortgage payments.

11. Commitments and Contingencies (continued)

c. Building Envelope Remediation (BER)

Prior to the signing of the Umbrella Agreement in 2012, BCHMC provided funding for building envelope failure remediation for BCHMC and Homes BC buildings. BCHMC may require repayment of certain BER subsidies. Repayment would be funded by second mortgages. Funding for future BER for all buildings except No Operating Agreement buildings is subject to future negotiations with BCHMC. In 2014, BCHMC entered into an agreement with the Corporation to fund the Heathers BER with a 35-year forgivable mortgage of $1,258,358. In 2024, BCHMC increased its agreement with the Corporation to fund the Carey Lane BER with a 35-year forgivable mortgage up to $9,939,332 from $5,450,000.

d. Government Contributions

The Corporation receives funding to develop affordable housing units through forgivable loans. If the developments funded are not used for their approved purpose by the grantor, the loan will become repayable.

12. Pension Liability

The Corporation and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trusteed pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula.

As at December 31, 2024 the Plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributiors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the Plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2024 indicated a $2.675 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2027.

The Corporation's employer contributions to the Plan for the fiscal year ended December 31, 2025 were $390,814 (2024: $292,881).

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

13. Financial Risks and Concentration of Risk

a. Credit risk

Credit risk refers to the risk that a counter party may default on its contractual obligations resulting in a financial loss. The Corporation is exposed to credit risk with respect to the accounts receivable, cash, and cash equivalents, and investments. The Corporation assesses, on a continuous basis, accounts receivable and provides for any amounts that are not collectible in the allowance for doubtful accounts. The maximum exposure to credit risk of the Corporation at December 31, 2025 is the carrying value of these assets. The carrying amount of accounts receivable is valued with consideration for an allowance for doubtful accounts. The amount of any related impairment loss is recognized in the statement of operations. Subsequent recoveries of impairment losses related to accounts receivable are credited to the statement of operations. The balance of the allowance for doubtful accounts at December 31, 2025 is $0 (2024: $0). There have been no significant changes to the credit risk exposure from 2024.

b. Liquidity risk

Liquidity risk is the risk that the Corporation will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Corporation manages its liquidity risk by monitoring its operating requirements. The Corporation prepares budget and cash forecasts to ensure it has sufficient funds to fulfill its obligations.

Accounts payable and accrued liabilities are generally due within 30 days of receipt of an invoice. The contractual maturities of mortgages payable are disclosed in Note 5. There have been no significant changes to the liquidity risk exposure from 2024.

c. Market risk

Market risk is the risk that changes in market prices, such as foreign exchange rates or interest rates will affect the Corporation's income or the value of its holdings of financial instruments. The objective of market risk management is to control market risk exposures within acceptable parameters while optimizing return on investment.

i. Foreign exchange risk:

The Corporation does not enter into foreign exchange transactions and therefore is not exposed to foreign exchange risk. There have been no significant changes to foreign exchange risk exposure from 2024.

ii. Interest rate risk:

Interest rate risk is the risk that the fair value of future cash flows or a financial instrument will fluctuate because of changes in the market interest rates.

The Corporation holds cash equivalents in MFA Short Term Bond Fund where changes in fair value have parallel changes in unrealized gains or losses until realized on disposal.

13. Financial Risks and Concentration of Risk (continued)

c. Market risk (continued)

The Corporation's mortgage interest rates are fixed and are subject to interest rate risk upon renewal. The interest rate risk is mitigated by the subsidy assistance received for most properties from BCHMC and CMHC, which is based on mortgage principal and interest payments. At December 31, 2025 there are nine properties which do not receive subsidy assistance based on mortgage interest rates: Vergo, Royal Oak Square, Millstream Ridge, Westview, Spencer Close, West Park, Hockley House, Prosser Place, and 330 Michigan. These properties will be subject to interest rate risk upon renewal. Short-term capital financing is provided at variable interest rates and capital projects are subject to interest rate risk during construction. There have been no significant changes to interest rate risk from 2024.

iii. Impact of tariffs:

The imposition of U.S. tariffs on cross-border trade will result in increased costs for goods and services procured from U.S. suppliers, impacting operations and infrastructure projects. While the long-term impact remains uncertain, the Corporation is actively working to monitor and mitigate the risks and impacts of the tariff.

14. Subsequent Events

Effective March 1, 2026 CRHC transferred ownership of the Parry Place building to Beacon Community Services together with the related mortgage, replacement reserves, and other balances. As of December 31, 2025 the building had a carrying value of $3,806,879. The mortgage assumed totaled $2,897,567, and the replacement reserve and secuity deposits transferred amounted to $196,869.

Changes in Replacement Reserve Fund

For the Year Ended December 31, 2025

	Balance at December 31 2024	Transfer from Rental Operating Fund	Interest	Administration Allocation	Transfer to Capital Fund	2025
Umbrella Agreement						
James Yates Gardens	$ 4,610	$ 17,280	$ -	$ (8,979)	$ (59,250)	$ (46,339)
Pinehurst	(809,978)	43,200	-	(9,789)	(139,198)	(915,766)
The Brambles	203,014	38,880	7,927	(11,655)	(17,120)	221,047
The Terraces	785,974	43,200	29,567	(16,255)	(46,803)	795,683
Olympic View	(1,435,342)	129,600	-	(95,563)	(245,084)	(1,646,390)
Swanlea	215,481	30,240	8,444	(12,702)	(5,234)	236,227
Firgrove	122,935	69,120	5,253	(8,888)	(30,366)	158,053
Beechwood Park	177,145	103,680	7,384	(27,222)	(43,159)	217,827
Grey Oak Square	78,117	51,840	2,905	(9,871)	(45,713)	77,278
Willowdene	37,775	32,400	1,918	(5,541)	(1,702)	64,850
Rosewood	295,429	95,040	12,945	(4,935)	(1,445)	397,034
Gladstone	102,619	30,240	2,285	(5,942)	(109,570)	19,632
Camosun Place	96,599	17,280	3,179	(3,724)	(39,882)	73,452
Parkview	132,490	56,160	4,765	(5,304)	(65,717)	122,394
Carey Lane	(2,800)	47,520	-	(5,991)	(42,183)	(3,454)
Colquitz Green	(18,433)	43,200	-	(11,409)	(35,743)	(22,385)
Springtide	220,970	103,680	9,464	(6,122)	(42,689)	285,303
Greenlea	65,144	45,360	2,541	(6,130)	(36,116)	70,799
Arbutus View	(33,302)	49,680	-	(5,271)	(64,247)	(53,140)
Amberlea	373,636	95,040	14,504	(9,200)	(71,746)	402,234
Cloverhurst	43,733	21,600	1,532	(9,257)	(19,399)	38,209
Hamlet	(20,781)	21,600	-	(2,889)	(83,689)	(85,759)
Viewmont	342,989	77,760	14,039	(7,047)	(19,752)	407,989
Creekside	(46,589)	51,840	-	(5,836)	(46,279)	(46,864)
The Birches	(122,632)	120,960	-	(32,493)	(49,194)	(83,359)
The Heathers	204,832	56,160	8,384	(6,220)	(19,512)	243,644
Heron Cove	213,706	51,840	7,504	(4,731)	(80,592)	187,727
Castanea Place	570,216	127,440	21,711	(7,145)	(121,016)	591,206
Leblond Place	56,738	92,880	1,209	(6,400)	(136,469)	7,958
Rotary House	71,004	88,560	111	(5,656)	(219,100)	(65,081)
Cairns Park	(14,816)	12,960	-	(3,159)	(25,728)	(30,743)
Kings Place	53,264	75,600	-	(5,230)	(198,618)	(74,984)
Carillon Place	83,673	32,400	3,140	(6,343)	(28,561)	84,309
Brock Place	118,375	64,800	4,079	(14,716)	(72,738)	99,800
Harbour Lane	438,258	60,480	16,972	(11,458)	(34,601)	469,651
Tillicum Station	476,634	86,397	18,962	(5,696)	(38,609)	537,688
Unallocated	1,114,047	108,000	42,546	(4,608)	(98,104)	1,161,881
	4,194,733	2,293,917	253,272	(409,377)	(2,434,927)	3,897,612
ILBC2 Agreement						
Parry Place	179,467	16,600	6,810	(8,037)	(10,030)	184,812
No Operating Agreement						
Village on the Green	(109,589)	82,080	-	(5,115)	-	(32,625)
Vergo	156,281	38,880	6,012	(8,758)	(27,094)	165,322
Portage Place	256,781	36,720	9,498	(14,323)	(37,346)	251,331
Campus View Court	222,822	25,920	8,881	(4,019)	(1,355)	252,251
Royal Oak Square	222,322	82,080	8,334	(7,096)	(82,133)	223,507
334 Michigan	369,875	19,440	14,317	(2,357)	(5,305)	395,970
	1,118,492	285,120	47,042	(41,668)	(153,233)	1,255,755

Changes in Replacement Reserve Fund

For the Year Ended December 31, 2025

	Balance at December 31 2024	Transfer from Rental Operating Fund	Interest	Administration Allocation	Transfer to Capital Fund	2025
RHFP Agreement						
Millstream Ridge	513,441	114,048	18,313	(13,717)	(165,910)	466,175
Spencer Close	306,302	112,320	10,654	(7,137)	(158,533)	263,606
West Park	478,797	131,328	20,079	(3,061)	(31,847)	595,296
Hockley House	310,630	103,680	13,117	(8,078)	(28,322)	391,027
Prosser Place	80,103	44,064	3,708	(483)	(9,118)	118,274
330 Michigan	(7,617)	45,792	914	(1,408)	(12,776)	24,906
	1,681,656	551,232	66,785	(33,884)	(406,506)	1,859,284
IHI Agreement						
Westview	211,992	63,072	8,444	(2,586)	(41,216)	239,706
CHF Agreement						
Twenty-Seven Eighty-Two	68,296	50,112	3,345	(1,997)	(9,097)	110,659
332 Michigan	(440)	38,016	1,356	(802)	(1,196)	36,934
Caledonia - CHF	20,612	68,256	2,086	-	-	90,954
	88,468	156,384	6,787	(2,799)	(10,293)	238,547
	$ 7,474,808	$ 3,366,325	$ 389,139	$ (498,348)	$ (3,056,206)	$ 7,675,717

Changes in Portfolio Stabilization Reserves

For the Year Ended December 31, 2025

	Balance at December 31, 2024	Reimburse BCHMC	Transfer (to) Replacement Reserve Fund	Transfer from/(to) Rental Operating Fund	Transfer (to) Capital Fund	Balance at December 31, 2025
			(Schedule A)	(Schedule E)		
UOA						
CMHC	$ 11,710,123	$ -	$ -	$ 1,824,707	$ -	$ 13,534,830
BCHMC	(7,754,758)	-	-	(772,365)	-	(8,527,123)
Homes BC	(464,521)	-	-	141,744	-	(322,777)
	3,490,844	-	-	1,194,086	-	4,684,930
ILBC2						
Parry Place	(264,340)	-	-	41,810	-	(222,530)
RHFP						
Millstream Ridge	(671,458)	-	-	(275,193)	-	(946,651)
Spencer Close	826,384	-	-	170,339	-	996,723
West Park	421,854	-	-	189,250	-	611,104
Hockley House	(31,394)	-	-	(137,203)	-	(168,597)
Prosser Place	135,403	-	-	(26,311)	-	109,092
330 Michigan	(79,182)	-	-	(108,875)	-	(188,057)
	601,607	-	-	(187,993)	-	413,614
IHI						
Westview	629,186	-	-	151,544	-	780,730
CHF						
Twenty-Seven Eighty-Two	27,544	-	-	(128,745)	-	(101,201)
332 Michigan	(47,678)	-	-	(90,097)	-	(137,775)
Caledonia	-	-	-	(293,691)	-	(293,691)
	(20,134)	-	-	(512,533)	-	(532,667)
NOA						
Portage Place	473,443	-	-	97,956	-	571,399
Campus View Court	374,090	-	-	(41,296)	-	332,794

Changes in Portfolio Stabilization Reserves

For the Year Ended December 31, 2025

	Balance at December 31, 2024	Reimburse BCHMC	Transfer (to) Replacement Reserve Fund	Transfer from/(to) Rental Operating Fund	Transfer (to) Capital Fund	Balance at December 31, 2025
			(Schedule A)	(Schedule E)		
Royal Oak Square	336,499	-	-	21,586	-	358,085
Village on the Green	934,386	-	-	(170,869)	-	763,517
334 Michigan	25,753	-	-	(17,628)	-	8,125
Vergo	(975,693)	-	-	(127,138)	-	(1,102,831)
	1,168,478	-	-	(237,389)	-	931,089
	$ 5,605,641	$ -	$ -	$ 449,525	$ -	$ 6,055,166

Capital Assets

For the Year Ended December 31, 2025

	Completed	Land	Prepaid Lease	Buildings	Equipment and Other	Transfer from Replacement Reserve Fund	Total	Accumulated Amortization & Disposals	2025	2024
In Operation										
Umbrella Agreement										
Oakwinds	Feb/85	$ -	$ 830,075	$ -	$ (98,104)	$ 98,104	$ 830,075	$ (830,075)	**$ -**	$ 443,658
James Yates Gardens	Oct/84	103,200	-	415,223	502,185	59,250	1,079,858	(756,938)	**322,920**	326,975
Pinehurst	Feb/85	277,692	-	1,269,710	2,115,537	139,198	3,802,137	(2,471,924)	**1,330,213**	1,489,632
The Brambles	Jun/85	275,975	-	1,126,752	884,523	17,120	2,304,370	(1,891,689)	**412,681**	479,011
The Terraces	May/85	356,532	-	1,185,021	899,672	46,803	2,488,028	(2,019,684)	**468,344**	507,287
Olympic View	Apr/86	900,000	-	3,543,556	4,214,019	245,084	8,902,659	(6,253,748)	**2,648,911**	2,996,612
Swanlea	Dec/85	230,215	-	809,965	530,559	5,234	1,575,973	(1,278,897)	**297,076**	349,356
Firgrove	Feb/86	480,000	-	1,888,262	1,364,926	30,366	3,763,554	(3,082,155)	**681,399**	789,043
Beechwood Park	Feb/86	888,000	-	2,317,623	3,249,308	43,159	6,498,090	(5,273,400)	**1,224,690**	1,260,309
Grey Oak Square	Apr/86	409,015	-	1,290,393	1,091,788	45,713	2,836,909	(2,246,107)	**590,802**	584,823
Willowdene	Sep/87	-	-	884,186	770,619	1,702	1,656,507	(1,556,122)	**100,385**	123,567
Rosewood	Oct/88	-	255,000	1,864,715	1,032,899	1,445	3,154,059	(2,891,629)	**262,430**	307,286
Gladstone	Jan/89	-	197,000	912,600	561,058	109,570	1,780,228	(1,547,755)	**232,473**	151,728
Camosun Place	Mar/89	-	108,000	489,700	266,934	39,882	904,516	(789,195)	**115,321**	90,734
Parkview	May/89	-	283,250	1,900,175	1,125,760	65,717	3,374,902	(3,040,861)	**334,041**	420,839
Carey Lane	Aug/89	-	283,250	1,443,751	1,099,110	42,183	2,868,294	(2,570,445)	**297,849**	302,434
Colquitz Green	Nov/89	-	160,250	1,504,000	931,202	35,743	2,631,195	(2,399,569)	**231,626**	236,635
Springtide	May/90	-	324,500	2,658,076	1,182,681	42,689	4,207,946	(3,811,352)	**396,594**	563,157
Greenlea	Feb/90	-	305,750	1,560,300	957,872	36,116	2,860,038	(2,590,679)	**269,359**	270,589
Arbutus View	Jul/90	-	370,250	1,592,750	1,181,060	64,247	3,208,307	(2,816,025)	**392,282**	387,220
Amberlea	May/90	-	447,501	2,578,479	1,136,821	71,746	4,234,547	(3,776,314)	**458,233**	454,813
Cloverhurst	May/90	-	197,000	651,500	338,613	19,399	1,206,512	(1,036,903)	**169,609**	173,772
Hamlet	Oct/90	-	152,000	803,000	480,358	83,689	1,519,047	(1,302,486)	**216,561**	163,886
Viewmont	Aug/91	-	402,140	2,378,046	917,393	19,752	3,717,331	(3,418,798)	**298,533**	383,702
Creekside	Apr/92	-	388,250	2,363,830	1,173,068	46,279	3,971,427	(3,488,997)	**482,430**	566,037
The Birches	Aug/92	-	675,000	3,684,875	1,565,614	49,194	5,974,683	(4,969,691)	**1,004,992**	1,122,020
The Heathers	Apr/93	-	436,279	1,974,683	617,803	19,512	3,048,277	(2,585,090)	**463,187**	543,432
Heron Cove	Oct/93	-	270,000	2,274,691	650,669	80,592	3,275,952	(2,846,422)	**429,530**	452,867
Castanea Place	Feb/95	-	1,277,000	4,841,879	1,469,101	121,016	7,708,996	(6,149,231)	**1,559,765**	1,680,542
Leblond Place	Sep/96	-	900,000	4,506,232	1,435,255	136,469	6,977,956	(5,484,804)	**1,493,152**	1,583,225
Rotary House	Nov/06	-	556,600	2,994,000	939,833	219,100	4,709,533	(3,512,719)	**1,196,814**	1,195,598
Cairns Park	Dec/96	-	240,000	415,314	246,887	25,728	927,929	(677,101)	**250,828**	255,625
Kings Place	N/A	-	-	-	983,827	198,618	1,182,445	(772,863)	**409,582**	288,531
Carillon Place	Jul/98	-	525,000	1,280,389	784,704	28,561	2,618,654	(1,934,267)	**684,387**	734,665
Brock Place	Jan/00	-	840,000	3,465,836	1,233,835	72,738	5,612,409	(3,968,679)	**1,643,730**	1,744,052

Capital Region Housing Corporation

Schedule C

Capital Assets

For the Year Ended December 31, 2025

	Completed	Land	Prepaid Lease	Buildings	Equipment and Other	Transfer from Replacement Reserve Fund	Total	Accumulated Amortization & Disposals	2025	2024
Harbour Lane	Oct/01	-	825,000	3,607,266	402,262	34,601	4,869,129	(3,263,441)	**1,605,688**	1,707,024
Tillicum Station	Jul/02	-	948,750	4,300,764	716,807	38,609	6,004,930	(3,916,149)	**2,088,781**	2,226,004
Building Envelope Remediation										
Amberlea	2008	-	-	2,367,415	-	-	2,367,415	(2,367,415)	**-**	-
Cloverhurst	2008			1,105,204			1,105,204	(1,105,204)	**-**	-
The Birches	2006	-	-	1,635,610	-	-	1,635,610	(1,635,610)	**-**	153,418
Heron Cove	2007	-	-	1,756,374	-	-	1,756,374	(1,596,519)	**159,855**	239,690
Castanea Place	2007	-	-	2,531,350	-	-	2,531,350	(2,096,092)	**435,258**	544,133
Leblond Place	2009	-	-	3,337,941	-	-	3,337,941	(2,606,271)	**731,670**	877,858
The Heathers	2016	-	-	1,258,358	-	-	1,258,358	(1,048,289)	**210,069**	315,666
ILBC2 Agreement										
Parry Place	Jun/08	1,400,000	-	4,794,269	292,107	10,030	6,496,406	(2,689,527)	**3,806,879**	3,953,415
RHFP Agreement										
Millstream Ridge	Feb/19	-	35,428,849	-	215,396	165,910	35,810,155	(4,253,111)	**31,557,044**	32,026,267
Spencer Close	Nov/20	-	30,257,329	-	178,561	158,533	30,594,423	(2,642,052)	**27,952,371**	28,342,924
West Park	Nov/20	-	31,253,897	-	94,825	31,847	31,380,569	(2,689,142)	**28,691,427**	29,197,853
Hockley House	Apr/21	-	25,409,982	-	109,063	28,322	25,547,367	(2,050,367)	**23,497,000**	23,913,105
Prosser Place	Apr/23	-	13,230,027	-	5,274	9,118	13,244,419	(609,307)	**12,635,112**	12,848,221
330 Michigan	Sep/24	-	-	19,166,538	7,084	12,776	19,186,398	(727,068)	**18,459,330**	18,465,665
IHI Agreement										
Westview	May/20	-	-	14,937,177	105,162	41,216	15,083,555	(2,452,124)	**12,631,431**	13,034,442
CHF Agreement										
Twenty-Seven Eighty-Two	Nov/22	-	-	19,818,317	35,377	9,097	19,862,791	(1,817,925)	**18,044,866**	18,609,167
332 Michigan	Sep/24	-	-	15,429,884	203	1,196	15,431,283	(586,728)	**14,844,555**	15,193,289
Caledonia	Nov/25	-	-	72,914,968	-	-	72,914,968	(396,690)	**72,518,278**	-
No Operating Agreement										
Village on the Green	Sep/24	910,171	-	-	-	-	910,171	-	**910,171**	1,435,198
Vergo	May/12	1,144,327	-	4,226,788	159,785	27,094	5,557,994	(1,804,265)	**3,753,729**	3,861,985
Portage Place	Aug/83	328,659	-	1,034,955	775,152	37,346	2,176,112	(1,707,591)	**468,521**	496,409
Campus View Court	Sep/83	341,224	-	-	(1,355)	1,355	341,224	-	**341,224**	450,536
Royal Oak Square	Mar/84	666,280	-	2,217,838	2,092,834	82,133	5,059,085	(3,970,788)	**1,088,297**	1,197,406
334 Michigan	Sep/85	784,763	-	1,898,308	1,533,602	5,305	4,221,978	(3,356,750)	**865,228**	895,118
Buildings Under Construction		1,451,637	6,539,283	24,154,722	-	-	32,145,642	-	**32,145,642**	67,270,438
Office Equipment		-	-	-	631,986	-	631,986	(557,162)	**74,824**	72,563
Vehicles		-	-	-	254,635	-	254,635	(102,446)	**152,189**	69,206
		$ 10,947,690	$ 154,317,212	$ 265,363,557	$ 45,446,149	$ 3,056,206	$ 479,130,814	$ (148,090,646)	**$ 331,040,168**	$ 300,820,662

Capital Fund - Mortgages Payable

For the Year Ended December 31, 2025

Rental Property	Interest Rate	Renewal Date	Maturity Date	2025	2024
Umbrella Agreement					
Springtide	0.680%		May 1, 2025	$ -	$ 65,914
Greenlea	0.690%		March 1, 2025	-	26,463
Arbutus View	0.680%		July 1, 2025	-	62,609
Amberlea	0.680%		May 1, 2025	-	70,415
Cloverhurst	0.680%		May 1, 2025	-	19,671
Hamlet	0.740%		October 1, 2025	-	44,466
Viewmont	1.120%		August 1, 2026	97,735	242,979
Creekside	2.600%		April 1, 2027	193,560	334,391
The Birches	2.550%		August 1, 2027	374,147	591,203
The Heathers	2.600%		April 1, 2028	283,516	399,876
Heron Cove	4.180%		October 1, 2028	363,427	481,867
Castanea Place	3.190%		February 1, 2030	1,247,617	1,532,450
Leblond Place - 1st mortgage	1.280%		September 1, 2031	1,167,101	1,361,481
Leblond Place - 2nd mortgage	3.751%	March 1, 2035	March 1, 2045	2,114,057	2,191,340
Rotary House	2.510%		March 1, 2028	438,073	624,949
Cairns Park	2.589%		December 1, 2031	183,531	211,459
Carillon Place	4.700%	June 1, 2029	July 1, 2033	634,857	703,095
Brock Place	2.840%	January 1, 2030	January 1, 2035	1,822,541	1,996,126
Harbour Lane	2.200%	October 1, 2026	October 1, 2036	1,914,112	2,068,985
Tillicum Station	4.250%	July 1, 2034	July 1, 2037	2,616,853	2,788,523
ILBC2 Agreement					
Parry Place	4.540%	May 1, 2034	May 1, 2043	2,925,234	3,032,851
RHFP Agreement					
Millstream Ridge	2.860%	February 1, 2029	March 1, 2054	31,097,897	31,805,579
Spencer Close	1.519%	January 1, 2031	February 1, 2056	27,094,428	27,800,216
West Park	1.519%	January 1, 2031	February 1, 2056	27,405,283	28,119,169
Hockley House	2.459%	June 1, 2031	July 1, 2056	23,376,930	23,886,632
Prosser Place	3.580%	July 1, 2033	June 1, 2058	9,071,926	9,217,778
330 Michigan	3.815%	October 1, 2034	October 1, 2059	12,300,387	12,476,408
IHI Agreement					
Westview	1.631%	September 1, 2030	September 1, 2055	6,610,787	6,782,218
No Operating Agreement					
Royal Oak Square	4.320%	July 1, 2027	July 1, 2057	4,296,249	4,359,143
Vergo	2.250%	September 1, 2027	September 1, 2042	3,104,840	3,221,719
CHF Agreement					
Twenty-Seven Eighty-Two	3.710%	January 1, 2033	January 1, 2058	13,331,943	13,545,577
332 Michigan	3.815%	October 1, 2034	October 1, 2059	10,818,900	10,973,721
				184,885,931	191,039,273
Principal Current Portion				(5,803,391)	(5,959,718)
Principal Renewal Portion				(1,914,112)	(3,556,168)
				$ 177,168,429	$ 181,523,387

Capital Region Housing Corporation

Schedule E

Operating Fund - Rental Operations

For the Year Ended December 31, 2025

		Revenues					Expenditures and Interfund Transfers					
	Number of units	Tenant rent contributions	BCHMC Rental Subsidy	BCHMC fixed funding	Other	Total	Operating costs	Transfer to Replacement Reserve	Debt charges	Total	Surplus (Deficit) from operations after interfund transfers	Allocation from/(to) Portfolio Stabilization Reserves
Umbrella Agreement												
CMHC												
Oakwinds	50	$ 752,911	$ -	$ -	$ 2,425	$ 755,336	$ 333,837	$ 108,000	$ -	$ 441,837	$ 313,499	$ (313,499)
James Yates Gardens	8	102,272	-	-	50	102,322	64,797	17,280	-	82,077	20,245	(20,245)
Pinehurst	20	316,768	-	-	2,217	318,985	127,391	43,200	-	170,591	148,394	(148,394)
The Brambles	18	307,510	-	-	2,464	309,974	150,770	38,880	-	189,650	120,324	(120,324)
The Terraces	20	303,563	-	-	1,895	305,458	136,550	43,200	-	179,750	125,708	(125,708)
Olympic View	60	959,159	-	-	9,193	968,352	423,930	129,600	-	553,530	414,822	(414,822)
Swanlea	14	181,694	-	-	486	182,180	109,610	30,240	-	139,850	42,330	(42,330)
Firgrove	32	491,620	-	-	2,678	494,298	218,096	69,120	-	287,216	207,082	(207,082)
Beechwood Park	48	727,854	-	-	8,157	736,011	325,688	103,680	-	429,368	306,643	(306,643)
Grey Oak Square	24	361,742	-	-	3,928	365,670	188,170	51,840	-	240,010	125,660	(125,660)
	294	4,505,093	-	-	33,493	4,538,586	2,078,839	635,040	-	2,713,879	1,824,707	(1,824,707)
BCHMC												
Willowdene	15	163,057	-	-	380	163,437	172,430	32,400	-	204,830	(41,393)	41,393
Rosewood	44	282,096	-	-	1,977	284,073	284,961	95,040	154	380,155	(96,082)	96,082
Gladstone	14	183,468	-	-	100	183,568	118,176	30,240	-	148,416	35,152	(35,152)
Camosun Place	8	129,210	-	-	-	129,210	82,725	17,280	-	100,005	29,205	(29,205)
Parkview	26	352,399	-	-	116	352,515	194,447	56,160	-	250,607	101,908	(101,908)
Carey Lane	22	-	-	-	-	-	139,168	47,520	-	186,688	(186,688)	186,688
Colquitz Green	20	314,023	-	978	1,785	316,786	174,941	43,200	-	218,141	98,645	(98,645)
Springtide	48	331,875	-	42,125	1,737	375,737	445,391	103,680	52,970	602,041	(226,304)	226,304
Greenlea	21	287,256	-	9,736	1,909	298,901	146,713	45,360	17,821	209,894	89,007	(89,007)
Arbutus View	23	301,951	-	26,300	228	328,479	164,733	49,680	53,935	268,348	60,131	(60,131)
Amberlea	44	376,147	-	41,776	9,502	427,425	366,749	95,040	56,576	518,365	(90,940)	90,940
Cloverhurst	10	91,010	-	14,879	25	105,914	78,929	21,600	15,913	116,442	(10,528)	10,528

Operating Fund - Rental Operations

For the Year Ended December 31, 2025

		Revenues					Expenditures and Interfund Transfers					
	Number of units	Tenant rent contributions	BCHMC Rental Subsidy	BCHMC fixed funding	Other	Total	Operating costs	Transfer to Replacement Reserve	Debt charges	Total	Surplus (Deficit) from operations after interfund transfers	Allocation from/(to) Portfolio Stabilization Reserves
Hamlet	10	124,300	-	38,840	50	163,190	84,626	21,600	40,303	146,529	16,661	(16,661)
Viewmont	36	261,266	-	163,520	1,717	426,503	217,763	77,760	147,215	442,738	(16,235)	16,235
Creekside	24	299,334	-	113,277	276	412,887	172,869	51,840	147,813	372,522	40,365	(40,365)
The Birches	56	372,797	-	165,971	2,873	541,641	312,432	120,960	229,534	662,926	(121,285)	121,285
The Heathers	26	170,612	-	110,010	14,360	294,982	237,417	56,160	125,324	418,901	(123,919)	123,919
Heron Cove	24	271,865	-	70,109	920	342,894	176,544	51,840	136,167	364,551	(21,657)	21,657
Castanea Place	59	543,641	-	195,750	1,808	741,199	373,859	127,440	312,506	813,805	(72,606)	72,606
Leblond Place	43	348,380	-	284,894	1,674	634,948	353,774	92,880	361,184	807,838	(172,890)	172,890
Rotary House	41	336,074	-	218,691	3,937	558,702	332,709	88,560	200,345	621,614	(62,912)	62,912
	614	5,540,761	-	1,496,856	45,374	7,082,991	4,631,356	1,326,240	1,897,760	7,855,356	(772,365)	772,365
Homes BC												
Cairns Park	6	82,746	-	24,811	62	107,619	50,503	12,960	33,045	96,508	11,111	(11,111)
Kings Place	35	462,592	-	167,055	2,628	632,275	513,087	75,600	-	588,687	43,588	(43,588)
Carillon Place	15	224,804	-	40,871	715	266,390	104,665	32,400	99,521	236,586	29,804	(29,804)
Brock Place	30	445,319	-	75,815	3,966	525,100	193,893	64,800	227,708	486,401	38,699	(38,699)
Harbour Lane	28	394,145	-	90,458	2,765	487,368	194,514	60,480	198,635	453,629	33,739	(33,739)
Tillicum Station	40	560,849	-	114,149	758	675,756	318,620	86,397	285,936	690,953	(15,197)	15,197
	154	2,170,455	-	513,159	10,894	2,694,508	1,375,282	332,637	844,845	2,552,764	141,744	(141,744)
	1,062	12,216,309	-	2,010,015	89,761	14,316,085	8,085,477	2,293,917	2,742,605	13,121,999	1,194,086	(1,194,086)
ILBC2 Agreement												
Parry Place	21	330,780	627,783	-	12,529	971,092	670,976	16,600	241,706	929,282	41,810	(41,810)
RHFP Agreement												
Millstream Ridge	132	2,301,433	-	-	68,795	2,370,228	931,886	114,048	1,599,487	2,645,421	(275,193)	275,193
Spencer Close	130	2,191,727	-	-	72,740	2,264,467	861,415	112,320	1,120,393	2,094,128	170,339	(170,339)
West Park	152	2,207,764	-	-	88,874	2,296,638	842,813	131,328	1,133,247	2,107,388	189,250	(189,250)
Hockley House	120	1,720,577	-	-	46,999	1,767,576	714,540	103,680	1,086,559	1,904,779	(137,203)	137,203

Capital Region Housing Corporation

Schedule E

Operating Fund - Rental Operations

For the Year Ended December 31, 2025

		Revenues					Expenditures and Interfund Transfers					
	Number of units	Tenant rent contributions	BCHMC Rental Subsidy	BCHMC fixed funding	Other	Total	Operating costs	Transfer to Replacement Reserve	Debt charges	Total	Surplus (Deficit) from operations after interfund transfers	Allocation from/(to) Portfolio Stabilization Reserves
Prosser Place	51	759,362	-	-	21,275	780,637	292,710	44,064	470,174	806,948	(26,311)	26,311
330 Michigan	53	847,067	-	-	24,935	872,002	291,063	45,792	644,022	980,877	(108,875)	108,875
	638	10,027,930	-	-	323,618	10,351,548	3,934,427	551,232	6,053,882	10,539,541	(187,993)	187,993
IHI Agreement												
Westview	73	947,090	-	-	30,160	977,250	482,465	63,072	280,169	825,706	151,544	(151,544)
CHF Agreement												
Twenty-Seven Eighty-Two	58	582,575	380,698	-	175	963,448	334,665	50,112	707,416	1,092,193	(128,745)	128,745
332 Michigan	44	490,162	267,317	-	17,025	774,504	260,131	38,016	566,454	864,601	(90,097)	90,097
Caledonia	158	-	-	-	-	-	225,435	68,256	-	293,691	(293,691)	293,691
	260	1,072,737	648,015	-	17,200	1,737,952	820,231	156,384	1,273,870	2,250,485	(512,533)	512,533
No Operating Agreement												
Portage Place	17	266,542	-	-	675	267,217	132,541	36,720	-	169,261	97,956	(97,956)
Campus View Court	-	61,008	-	-	450	61,458	76,834	25,920	-	102,754	(41,296)	41,296
Royal Oak Square	38	600,243	-	-	2,111	602,354	250,568	82,080	248,120	580,768	21,586	(21,586)
Village on the Green	-	93,411	-	-	249	93,660	182,449	82,080	-	264,529	(170,869)	170,869
334 Michigan	9	98,185	-	-	600	98,785	96,973	19,440	-	116,413	(17,628)	17,628
Vergo	18	312,678	-	-	896	313,574	130,194	38,880	271,638	440,712	(127,138)	127,138
	82	1,432,067	-	-	4,981	1,437,048	869,559	285,120	519,758	1,674,437	(237,389)	237,389
	2,136	$ 26,026,913	$ 1,275,798	$ 2,010,015	$ 478,249	$ 29,790,975	$ 14,863,135	$ 3,366,325	$ 11,111,990	$ 29,341,450	$ 449,525	$ (449,525)

APPENDIX C

CAPITAL REGION HOUSING CORPORATION
2025 ANNUAL REPORT

Greater Victoria,
British Columbia, Canada
Year ended December 31, 2025

CRD | CRHC

TERRITORIAL ACKNOWLEDGEMENT

The CRHC conducts its business within the Territories of many First Nations, including but not limited to BOḰEĆEN (Pauquachin), MÁLEXEŁ (Malahat), paaʔčiidʔatx̌ (Pacheedaht), Spune'luxutth (Penelakut), Sc'ianew (Beecher Bay), Songhees, SȾÁUTW̱ (Tsawout), T'Sou-ke, WJOŁEŁP (Tsartlip), W̱SIḴEM (Tseycum), and xʷsepsum (Kosapsum) Nations, all of whom have a long-standing relationship with the land and waters from time immemorial that continues to this day.

Front cover image: Caledonia, Victoria

Back cover image: Caledonia, Victoria

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Routine Capital Improvements 7

Message from the CRHC Board Chair

Zac de Vries

Board Chair
Capital Region Housing Corporation

We conclude 2025 with progress in delivering affordable housing that is urgently needed across our region. While we celebrate 2025's accomplishments, we look forward to the year ahead with a clear understanding that there is more work to be done.

This year, we celebrated the opening of Caledonia: 158 new homes built on the site of a former 18-unit property and surrounding lands long recognized for their collective potential. It is a powerful example of what is possible when we act with creativity, courage, and a shared commitment to community.

Caledonia was made possible through strong partnerships. The Capital Region Housing Corporation worked alongside BC Housing, School District 61, and the City of Victoria to bring these lands together. A pivotal contribution came from M'akola Housing Society, whose willingness to advance the Tonto-Rosette House property enabled the full site to be assembled, expanding the number of affordable homes that could be delivered.

Looking ahead, we remain focused and optimistic. We will continue working with our partners to create more affordable and much-needed social housing opportunities for our community.

Message from the Chief Administrative Officer

Ted Robbins

Chief Administrative Officer
Capital Regional District
Capital Region Housing Corporation
Capital Regional Hospital District

I'm pleased to have the opportunity to report that the CRHC continues to make considerable progress on the Capital Regional District (CRD) Board's goal to increase the number of housing units across the region, and 2025 was another extremely busy year for the Corporation.

In addition to the Caledonia redevelopment completed in 2025, nearby, ground was broken on a 160-unit redevelopment project for Village on the Green, and a new 205-unit development, Pandora, just a few blocks away. In Saanich, a new 210-unit development on Cedar Hill Road got underway, work continued on the 119-unit Campus View redevelopment, and two additional redevelopment projects received funding approval: 1800 McKenzie and Swanlea. And in Central Saanich, Verdier, a new 110-unit project, was started.

These seven active development projects have secured grant funding and financing and are in varied stages of construction and pre-construction. They will offer an additional 1,150 new homes, growing the CRHC portfolio to more than 3,100 homes by 2030.

2026 will be another productive year at the CRHC, both in construction and operations. I look forward to the Corporation creating more safe, affordable, critical housing opportunities for the community and for our tenants who remain CRHC's priority.

Michigan Square - Victoria

For more than 40 years, the CRHC has built a proud reputation of working with community partners to deliver quality, affordable housing to those who need it most in our region.

CRHC Profile

The CRHC is a wholly owned subsidiary of the CRD and is the largest non-profit housing provider on Vancouver Island.

For more than 40 years, the CRHC has built a proud reputation of working with community partners to deliver quality, affordable housing to those who need it most in our region. The CRHC now provides more than 2,100 homes for over 4,000 tenants in 50 properties across eight municipalities.

The CRHC will continue to develop more homes to meet our communities current and future housing needs. The projects recently completed, currently under development, and new developments in the planning stage are highlighted in 2025 Project Progress.

As the CRHC remains committed to delivering seven projects currently underway throughout the region, it is firmly committed to producing more housing opportunities for decades to come.

Vision

As leaders in non-profit housing in the capital region, the CRHC delivers affordable, attractive, inclusive, sustainable housing.

Mission

The CRHC's mission is to develop and manage affordable housing within the capital region for low to moderate income households.

2025 Project Progress

COMPLETED

CALEDONIA — *completed*

In 2025, the CRHC was proud to open its newest redevelopment featuring 158 new affordable rental homes within two apartment and three townhouse buildings.

Caledonia refreshes and revitalizes what was a CRHC owned 18-unit townhouse complex at the end of its service life after dutifully serving families for decades, and the former site of the Fairey Technical Building.

The project features 1, 2, 3 and 4-bedroom apartments as well as 2, 3 and 4-bedroom townhomes, some with private walk-up entrances. The site features large expanses of landscaped space, rain gardens and urban agriculture components, adjacent to the Chambers Community Allotment Gardens. An on-site amenity room will be for use by non-profit neighbourhood groups, and a playground in the courtyard of the property is for use by our younger tenants.

Caledonia is ideally located in Fernwood, aligned next to the newly renovated Victoria High School, separated by a lighted walkway just a short stroll from the Belfry Theatre, restaurants, and pubs, George Jay Elementary School, Royal Athletic Park and medical clinics.

UNDERWAY

VERDIER — *under development*

Located in Central Saanich's Brentwood Bay, Verdier is a development that combines 110 affordable homes with a planned daycare space. Now in the early development stages, construction began in 2025.

930 PANDORA — *under development*

Pandora is a unique collaboration between the City of Victoria, the Province through BC Housing, and the CRHC to build 205 non-market rental homes, with 158 below-market homes operated by the CRHC. A new community programming space and child care spaces are planned for the development.

2025 Project Progress

UNDERWAY

CEDAR HILL — *under development*

Located in Saanich, the Cedar Hill project will be 210 homes in an 18-storey mixed-use building with almost 2,700 square metres of library space on the main level with affordable rental homes located above. The project began development in 2025.

CAMPUS VIEW — *under development*

Located in Saanich near the University of Victoria, Campus View is a redevelopment project which will replace a former 12-unit townhouse development with 119 new homes in two apartment style buildings.

VILLAGE ON THE GREEN — *under development*

Located in Victoria's Fernwood neighbourhood, Village on the Green is a redevelopment project which will feature 160 below market rental homes within two apartment style buildings.

NEW

1800 MCKENZIE — *NEW development*

The redevelopment proposes 259 units across three, six-storey buildings set atop a shared underground parkade. The proposed redevelopment is currently at the development permit application stage and will provide a wide range of units from studios to 4-bedrooms.

SWANLEA — *NEW development*

Currently, the CRHC operates a 14-unit townhouse development at 898 Sevenoaks Road. The proposed redevelopment envisions approximately 134 affordable housing units, ranging from studios to 3-bedroom units in two mid-rise buildings.

CRHC Housing Looking to the Future

The CRHC has seen significant growth since 2019. In that time, it effectively doubled its portfolio, adding nearly 1,000 new homes for over 4,000 community members. We continue to respond to the challenges of the present, but this is not where our vision ends.

In November, the CRHC Board endorsed a framework outlining the potential for the CRHC to continue to build and provide affordable rental homes for families and individuals. CRHC 2045: "A Path to 5,000" Framework discusses how the CRHC might do just that. While it is in the early discussion stage, the framework builds on the more than 1,000 new rental homes currently underway between 2026 and 2030, and subject to partnership opportunities, and availability of funding, positions the CRHC to deliver an additional 2,000 net-new rental homes between 2031 and 2045.

The Corporation continues to create more housing opportunities for people in the region by reviewing its ageing housing stock and redeveloping where it makes the most sense – as quickly as possible – to create optimism, continuity, and reliability.

Building housing for those who need it most

CRHC Overview

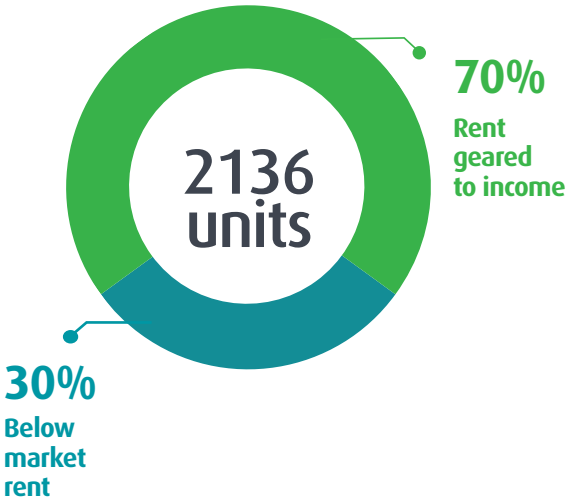
8
Municipalities

50

$852M
Insured Value

2136
Units

CRHC Rental Rates



2025 Financial Highlights

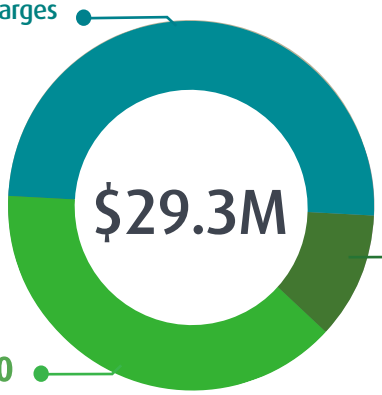
Operating Income

89% Tenant Rent

11% Subsidies (BC Housing & CMHC)

0% Requisition: self-sustaining model

Operating Expenses

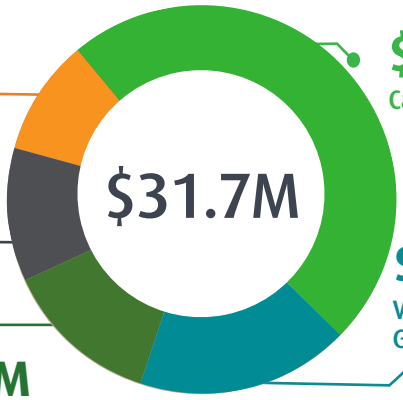


38% Debt Charges

11% Capital Replacement Reserve Contribution

51% Operating Costs

Capital Projects



$3.0M Campus View

$15.4M Caledonia

$5.6M Additional Projects

$3.6M Village on the Green

$4.1M Carey Lane

*Includes pre-development and post-construction costs.

Routine Capital Improvements

$3.1M

*Routine capital improvements are investments made to replace building components and appliances and may include such items as roof repair, siding replacement, access and egress improvements, paint, windows, and specific units appliance repair/replacement.

CRD | CRHC

625 Fisgard Street
Victoria, BC V8W 1R7
250.388.6422

www.capitalregionhousing.ca
Facebook: Capital Regional District

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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **Bylaw No. 4757 – Amendment to Expand Shirley Fire Protection Local Service Area to Include a Section of Highway 14**

ISSUE SUMMARY

The Shirley Fire Protection and Emergency Response Services Commission recommends that the Capital Regional District (CRD) Board expand the Shirley Fire Protection Local Service Area to include a short section of Highway 14.

BACKGROUND

On October 27, 2025, the Shirley Fire Protection and Emergency Response Services Commission passed a motion recommending the expansion of the Shirley Fire Protection Local Service Area to include a portion of Highway 14, locally referred to as 'Blueberry Flats'.

Currently, the segment of Highway 14 extending from the top of Kirby Creek Hill to just west of Invermere Road lies outside the Shirley Fire Protection Local Service Area. The forested lands on the north side of the highway, and portions of the south side, are owned by Mosaic Forest Management and fall under the jurisdiction of the BC Wildfire Service. Fire response within this area, primarily for wildfire incidents, currently requires authorization from the BC Wildfire Service.

This section of Highway 14 would generally fall under Emergency Management and Climate Readiness (EMCR) for motor vehicle incident (MVI) response. However, there are limitations on the issuance of EMCR task numbers for road rescue, creating the possibility that Shirley Fire Department resources may not be authorized to attend MVIs in this area.

In the event of a motor vehicle incident resulting in debris, vehicle damage, or other hazards, the inability to respond could lead to prolonged highway closures. This presents a service delivery risk and potential liability, as the Shirley Fire Protection Local Service Area includes residential properties located along Highway 14, a residential area east of the current boundary on Invermere Road, and areas extending toward Muir Creek. A blocked highway could prevent emergency response to these surrounding areas.

Expanding the service area to include this section of Highway 14 would support timely emergency response, improve public safety, and reduce operational risk.

ALTERNATIVES

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

1. That Bylaw No. 4757, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 4, 2026", be introduced and read a first, second, and a third time;
2. That Bylaw No. 4757 proceed to obtain participating area approval by way of Electoral Area Director consent on behalf; and
3. That Bylaw No. 4757 be submitted to the Inspector of Municipalities for approval.

Alternative 2
That this report be referred back to staff for additional information based on Electoral Areas Committee direction.

IMPLICATIONS

Financial Implications
This bylaw is not expected to negatively impact the service requisition.

Service Delivery Implications
No negative impact to service area participants or volunteer firefighters is expected. The level of service provided to the property would be consistent with the policies and operating guidelines of the Shirley Fire Department.

CONCLUSION

Expanding the Shirley Fire Protection Local Service Area to include the identified section of Highway 14 will improve emergency response capability, reduce service delivery risks, and enhance public safety. Staff recommend adoption of Bylaw No. 4757 to support the continued effective operation of the Shirley Volunteer Fire Department.

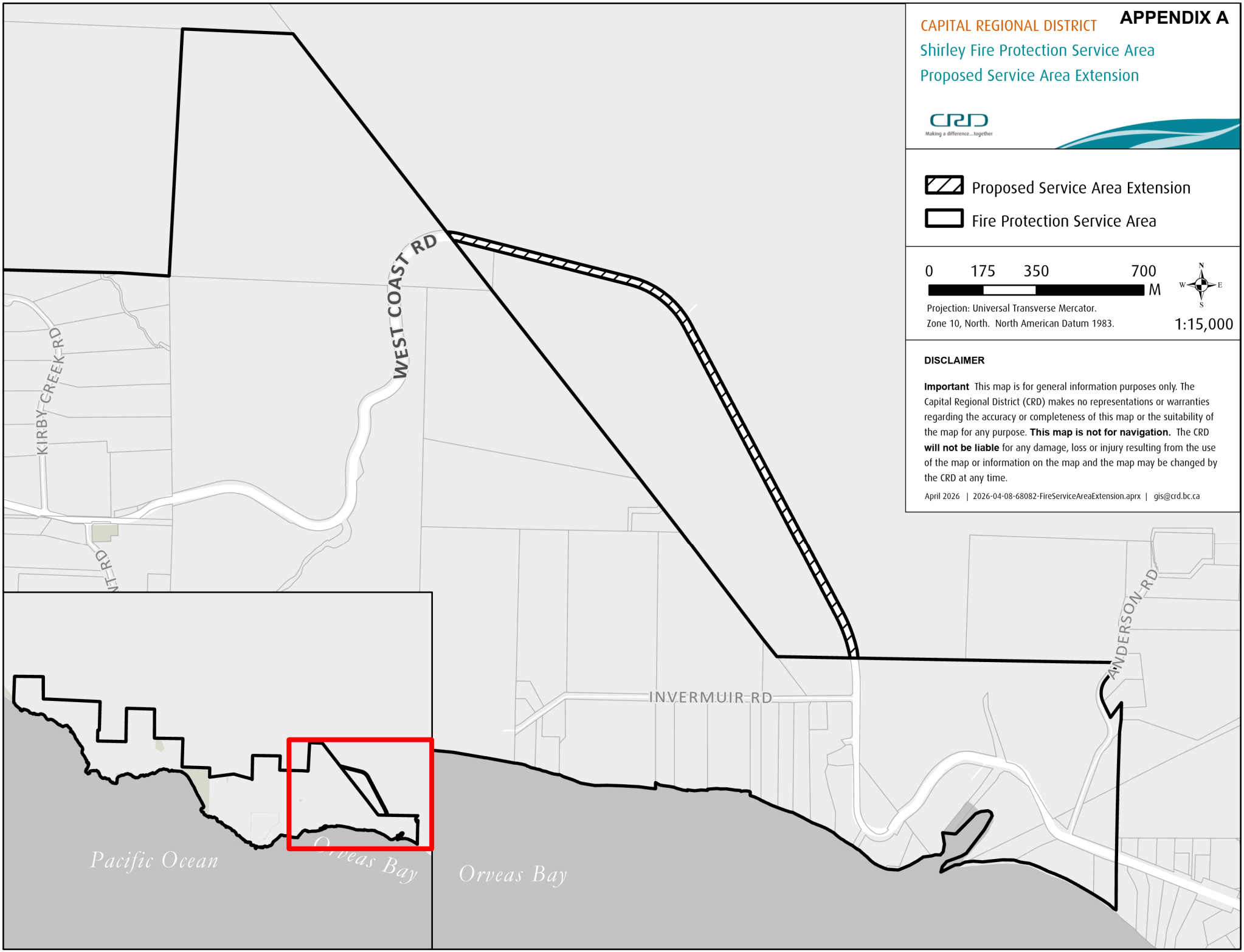
RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4757, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 4, 2026", be introduced and read a first, second, and a third time;
2. That Bylaw No. 4757 proceed to obtain participating area approval by way of Electoral Area Director consent on behalf; and
3. That Bylaw No. 4757 be submitted to the Inspector of Municipalities for approval.

Submitted by:	Shawn Carby, CD, MAL, Senior Manager, Protective Services
Concurrence:	Kevin Lorette, P.ENG., MBA., General Manager, Planning & Protective Services
Concurrence:	Steven Carey, B.Sc., J.D., Acting General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Map of Proposed Shirley Fire Protection Service Area Amendment
Appendix B: Bylaw No. 4757, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 4, 2026"


APPENDIX A
CAPITAL REGIONAL DISTRICT
Shirley Fire Protection Service Area
Proposed Service Area Extension
Proposed Service Area Extension
Fire Protection Service Area
0 175 350 700 M
Projection: Universal Transverse Mercator.
Zone 10, North. North American Datum 1983.
1:15,000
DISCLAIMER
Important This map is for general information purposes only. The Capital Regional District (CRD) makes no representations or warranties regarding the accuracy or completeness of this map or the suitability of the map for any purpose. This map is not for navigation. The CRD will not be liable for any damage, loss or injury resulting from the use of the map or information on the map and the map may be changed by the CRD at any time.
April 2026 | 2026-04-08-68082-FireServiceAreaExtension.aprx | gis@crd.bc.ca
WEST COAST RD
KIRBY CREEK RD
INVERMUIR RD
ANDERSON RD
Pacific Ocean
Orveas Bay
Orveas Bay

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4757

****

A BYLAW TO AMEND SHIRLEY FIRE PROTECTION AND EMERGENCY RESPONSE SERVICE AREA ESTABLISHMENT BYLAW NO. 1, 1991 (BYLAW NO. 1927)

****

WHEREAS:

A. Under Bylaw No. 1927, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991", the Regional Board established a service to provide fire protection service to residents of the Local Service Area (the "Service");

B. An amendment is necessary to support the operational needs of the Shirley Volunteer Fire Department; and

C. The Board wishes to amend Bylaw No. 1927 to expand the Local Fire Service Area to include a section of Highway 14, locally known as 'Blueberry Flats';

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

1. Bylaw No. 1927, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991" is hereby amended by replacing Schedule "A" in its entirety with the attached amended Schedule "A".

2. This Bylaw may be cited for all purposes as "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 4, 2026".

READ A FIRST TIME THIS	th	day of	20__
READ A SECOND TIME THIS	th	day of	20__
READ A THIRD TIME THIS	th	day of	20__
APPROVED BY THE ELECTORAL AREA DIRECTOR THIS	th	day of	20__
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	th	day of	20__
ADOPTED THIS	th	day of	20__

CHAIR

CORPORATE OFFICER

Schedule "A"

Schedule "A" to Bylaw No. 1927, "Shirley Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1991"

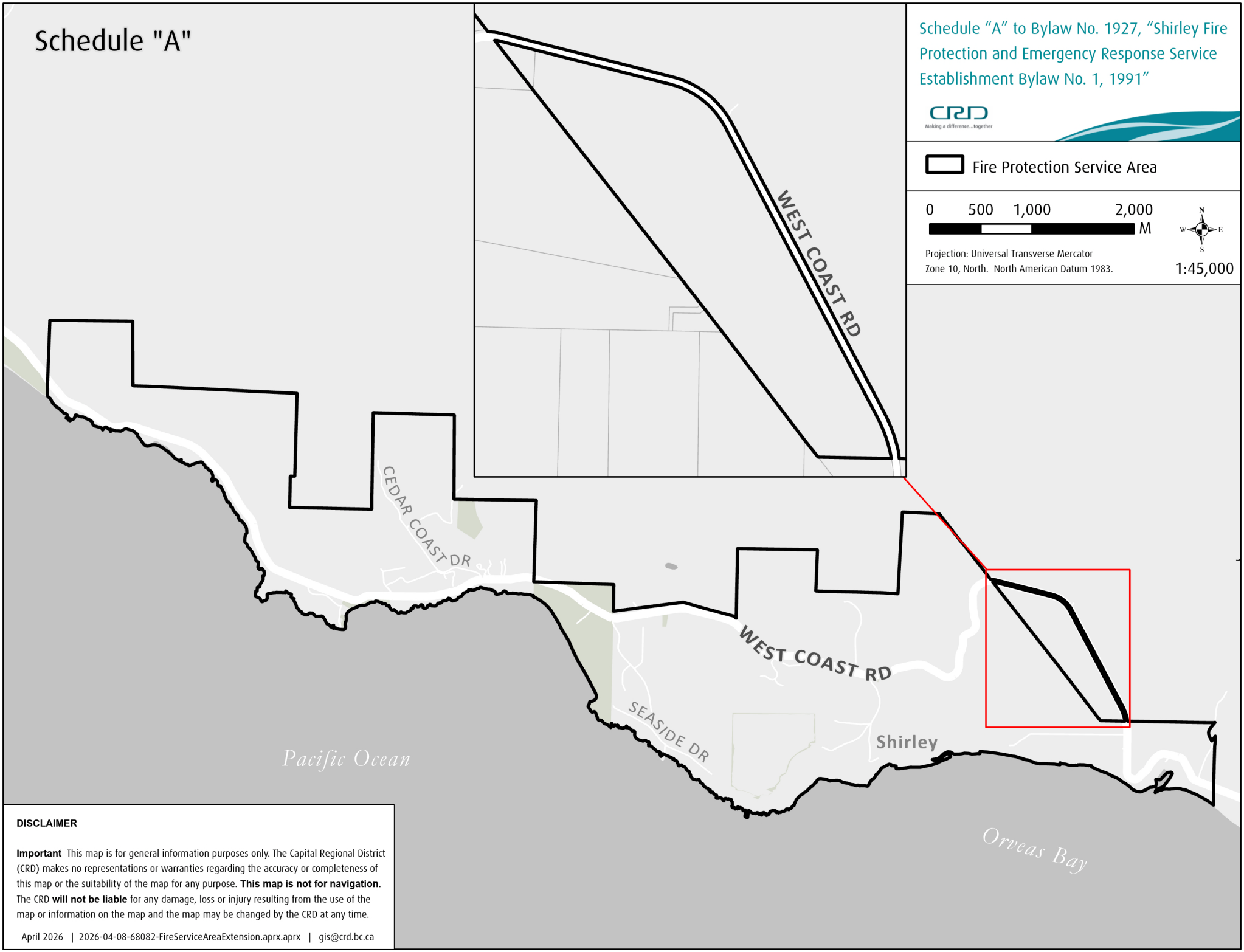
CRD
Making a difference...together

Fire Protection Service Area

0 500 1,000 2,000 M

Projection: Universal Transverse Mercator
Zone 10, North. North American Datum 1983.

1:45,000



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REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **Bylaw No. 4749: Fulford Water Service Loan Authorization Bylaw for Water Treatment Plant Capital Upgrades**

ISSUE SUMMARY

To consider Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026", for the purpose of financing the renewal and upgrades to the Fulford Water System.

BACKGROUND

The Fulford Water Treatment Plant (WTP) provides drinking water for the 102 properties in the Fulford Service area. It was constructed in 2010 after the Fulford Service joined the CRD in 2004. The utility obtains its drinking water from Lake Weston, a small lake that lies within an uncontrolled multiuse watershed outside and northeast of the service area.

The Fulford water system is primarily comprised of:

- a water treatment plant (WTP) that draws water from Lake Weston and treats it. The water is treated using a rapid mix system, flocculation, dissolved air floatation (DAF) and filters, ultraviolet disinfection, then chlorination prior to being pumped, via the distribution system to a reservoir.
- one raw water pump station
- ~4,500 m of water distribution pipe with fire hydrants, standpipes, and gate valves
- 1 water reservoir – 360 m^3 (80,000 Ig)
- water service connections complete with water meters to commercial properties only
- 1 pressure regulating station

Loan Authorization is required to fund the upgrades to the Fulford Water Treatment Plant to replace obsolete process and controls equipment as well as install security fencing on the reservoir.

Water Treatment Plant SCADA Upgrades - $310,000

The main scope of work will focus on controls and automation hardware and software replacements and/or upgrades and reprogramming. The key components are defined here:

- Supervisory Control and Data Acquisition (SCADA) – Hardware components (such as a server computer) to host data, a PLC (Programmable Logic Controller), an RTU (Remote Terminal Unit) and an HMI (Human Machine Interface) for operator interface.
- Programmable Logic Controller (PLC) - hardware equipment that contains a logic program which accepts inputs and gives outputs (I/O) to control equipment. Inputs can be from sensors and timers, and outputs can be to valves, switches and alarms.
- Human Machine Interface (HMI) - allows the operator to monitor and interact with the process and equipment through the PLC. The HMI can be used for monitoring or can be for resetting or adjusting setpoints and operating parameters.

- Remote Terminal Unit (RTU) – A unit that has minor control logic and I/O terminals to feed into a PLC.

A PLC upgrade is required to provide secure, reliable communications. The current PLC and I/O cards are obsolete with no available replacements. The HMI will be replaced to allow more local and remote control. The upgrade will provide expansion capacity for communications to the Ganges server. The upgrade at Fulford WTP will provide improvements to control, communications and data acquisition, saving operator emergency call outs and emergency failures, resulting in a more reliable system with improved process oversight.

Security Fencing - $40,000

To improve the security of the reservoir and reduce opportunities for vandalism a fence system is planned to be installed around the perimeter of the Fulford reservoir. Vandalism has been occurring at the reservoir and reservoir site which contains treated water that is distributed directly to ratepayers. Fencing around potable water plants is best practice to protect the valuable assets and ensure safe drinking supply.

The British Colombia government has developed a "Design Guides for Drinking Water Systems in British Colombia" which states that human access should be through controlled locations only and that intrusion deterrence measures (e.g. physical barriers such as fences) should be incorporated into facility designs.

The water treatment plant upgrade projects in total budget of $350,000 will be funded by grants ($80,000) and debt ($270,000). A borrowing bylaw authorizing up to $270,000 debt would enable the CRD to fully fund the projects and proceed with the work, including the SCADA upgrade to the water treatment plant ($230k) and construction of reservoir security fencing ($40k).

ALTERNATIVES

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

1. That the attached Certification of Results of Petition for Borrowing – Fulford Water Treatment Plant be received;
2. That Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026" be introduced and read a first, second and third time; and
3. That Bylaw No. 4749 be forwarded to the Inspector of Municipalities for approval.

Alternative 2
That the proposed bylaw be referred back to staff for further information.

IMPLICATIONS

Legislative Implications

Participating area approval for borrowing (Bylaw No. 4749) was received through a successful Petition of the property owners in the Fulford Water System in February-April 2026. The petition was certified as sufficient and valid with at least 50% of the property owners representing 50% of the net taxable value of all land and improvements in the service area having requested the borrowing of up to $270,000 (attached as Appendix A).

Following adoption of Bylaw No. 4749, borrowings up to $270,000 will be authorized and will support the planned five-year capital plan expenditures commencing in 2026. In accordance with the *Local Government Act*, long-term borrowing (i.e., loans with a term of more than five years) cannot be undertaken without approval of a security issuing bylaw once the loan authorization bylaw is approved. Section 24 of the *Municipal Finance Authority Act* states that a regional district security issuing bylaw may only be enacted and financed if the long-term borrowing is arranged through the Municipal Finance Authority of BC (MFABC).

Financial Implications

The Fulford Water System Renewal and Upgrade projects with a total budget of $350,000, are funded through grants and debt. As a result, borrowing of up to $270,000 is required to complete the projects. The projects are included in the five-year financial plan (2026-2030).

For analytical purposes only, and with MFABC's indicative interest rate of 4.59% at the time of analysis, the estimated annual debt servicing payments are approximately $26,489 with a 15-year amortization term. The total debt servicing payments over the debt term are estimated to be approximately $397,340. Debt servicing payments will be funded by taxation.

To ensure optimization of interest and timing of long-term debt, issuance of a temporary borrowing will be proposed if Ministerial approval is obtained. The timing of the debt issuance will be based on the timing of expenditures and cash flow requirement. The actual debt costs will be dependent on prevailing interest rates at the time of issuing.

Service Delivery Implications

Completing the approval process and borrowing funds sooner will minimize service disruptions. The likelihood of disruptions will increase until a solution is implemented.

CONCLUSION

Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026", was drafted in preparation for future borrowing to enable the construction of the SCADA upgrades project and construction of reservoir security fencing in the Service's five-year (2026-2030) capital plan. A successful petition process has been completed with the rate payers of Fulford water service to authorize the borrowing plan. The Bylaw will be forwarded to the Inspector of Municipalities for approval prior to adoption. If supported staff will advance the loan authorization bylaw and complete the steps needed to secure the funding.

RECOMMENDATION

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

1. That the attached Certification of Results of Petition for Borrowing – Fulford Water Treatment Plant be received;
2. That Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026" be introduced and read a first, second and third time; and
3. That Bylaw No. 4749 be forwarded to the Inspector of Municipalities for approval.

Submitted by:	Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services
Concurrence:	Varinia Somosan, CPA, CGA, Acting Chief Financial Officer, Financial Services / Deputy CFO
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS:

Appendix A: Certificate of Results - Fulford Petition for Borrowing
Appendix B: Bylaw No. 4749, "Fulford Water Service Loan Authorization Bylaw No. 1, 2026"

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CORPORATE OFFICER'S CERTIFICATION

FULFORD WATER SERVICE PETITION RESULTS

I, Kristen Morley, Corporate Officer for the Capital Regional District, do hereby declare that elector assent has been obtained via petition to authorize borrowing to upgrade the Fulford Water Treatment Plant in relation to the service established under the Capital Regional District Bylaw No. 3202, "Fulford Water Service Establishment Bylaw No. 1, 2004".

Parcels	
102	Total parcels
51	50% requirement
65	**Petitions submitted**

Value	
$93,961,908	Total net taxable value
$46,980,954	50% requirement
$54,797,300	**Total value of petitions**

The requirements for the petition as set out in section 408 of the *Local Government Act* and 212 of the *Community Charter* have been satisfied.

Dated at Victoria, BC
This 10th day of April, 2026.

Kristen Morley
Corporate Officer

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4749

****

A BYLAW TO AUTHORIZE THE BORROWING OF TWO HUNDRED AND SEVENTY THOUSAND DOLLARS ($270,000) FOR INFRASTRUCTURE UPGRADES IN THE FULFORD WATER SERVICE AREA

****

WHEREAS:

A. Under Bylaw No. 3202, "Fulford Water Service Establishment Bylaw No. 1, 2004", the Capital Regional District established a local service for the operation of a service for the supply, treatment, conveyance, storage and distribution of water;

B. The Fulford Water Service system requires essential capital renewal and infrastructure upgrades involving planning, studies, project administration, communications, capital construction, and staff time required for design and construction of the infrastructure valued at approximately $230,000, as well as reservoir security improvements valued at approximately $40,000;

C. The estimated cost of the works and equipment, including expenses incidental hereto to be funded from debt servicing, is the sum Two Hundred and Seventy Thousand dollars ($270,000.00), which is the amount of debt intended to be authorized by this bylaw;

D. Pursuant to Section 347 and 407 of the *Local Government Act*, participating area approval is required for this borrowing and shall be obtained by a petition of the property owners in the Fulford Water Service area under Section 408 of the *Local Government Act*;

E. The approval of the Inspector of Municipalities is required under Section 403 of the *Local Government Act*; and

F. Financing is proposed to be undertaken by the Municipal Finance Authority of British Columbia pursuant to agreements between that Authority and the Capital Regional District.

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

1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the capital renewal and upgrade of the Fulford Water Service (the "Project") which will involve the planning, studies, project administration, communications, capital construction, and staff time required for design and construction of the infrastructure valued at approximately $230,000, as well as reservoir security improvements valued at approximately $40,000, and to do all things necessary in connection with the Project and without limiting the generality of the foregoing:

    (a) to borrow upon the credit of the Regional District a sum not exceeding Two Hundred and Seventy Thousand dollars ($270,000);

    (b) to acquire all such real property, easements, rights-of-way, leases, licenses, rights or authorities as may be requisite or desirable for or in connection with the Project.

2. The maximum term for which debentures may be issued to secure the debt intended to be created by this bylaw is 15 years.

3. This Bylaw may be cited as the “Fulford Water Service Loan Authorization Bylaw No. 1, 2026”.

READ A FIRST TIME THIS	day of	202_
READ A SECOND TIME THIS	day of	202_
READ A THIRD TIME THIS	day of	202_
APPROVED BY THE ELECTORAL AREA DIRECTOR THIS	day of	202_
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	day of	202_
ADOPTED THIS	day of	202_

CHAIR

CORPORATE OFFICER

Making a difference...together

ERM 26-18

REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 15, 2026

SUBJECT **Bylaw No. 4765 – Exemption of Salt Spring Island Composting Facility from Bylaw No. 2736 – A Bylaw to Regulate the Operations of Composting Facilities in the Capital Regional District**

ISSUE SUMMARY

To initiate an exemption from Bylaw No. 2736, "Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004", for the Capital Regional District's (CRD) small-scale in-vessel Salt Spring Island composting facility, regulated by the *Organic Matter Recycling Regulation*, and initiate the required steps to repeal Bylaw No. 2736 region-wide.

BACKGROUND

In 2005, the CRD adopted Bylaw No. 2736, "Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004", to regulate the operation of composting facilities in the capital region. The main purpose of the bylaw was to ensure that composting operations did not contaminate ground and surface water or generate unacceptable levels of odours, vectors or litter.

At that time, the bylaw was intended to complement the BC *Organic Matter Recycling Regulation, 18/2002* (OMRR), enacted in 200toa c2 to govern the construction and operation of composting facilities and the production, distribution, sale, storage, use and land application of biosolids and compost. Since its initial iteration, OMRR has undergone reviews in 2006, 2011 and 2016 that have led to changes that significantly broadened its scope, including acceptable compostable materials. Last updated in 2022, OMRR now includes requirements for odour, vector and leachate management and duplicates nearly all the requirements of the CRD's Bylaw No. 2736. Considering OMRR's expanded scope, Bylaw No. 2736 is now redundant.

As an *Environmental Management Act* (EMA) bylaw, Section 25(4) requires that the CRD undertake public consultation and, for a total repeal of Bylaw No. 2736, it is recommended the CRD amend its Solid Waste Management Plan (SWMP) prior to repealing Bylaw No. 2736. Under the *EMA*, Section 34(1) requires ministerial approval of the repeal or amendment of an EMA Section *25* bylaw prior to bylaw adoption.

Regulated Facilities

The one facility that Bylaw No. 2736 currently applies to is a small in-vessel composting facility on Salt Spring Island. With funding from the Province, the CRD partnered with the Salt Spring Island Abattoir Society and the Salt Spring Island Farmland Trust in 2022 to operate a composting facility focused on abattoir waste.

As the facility currently only accepts abattoir waste for agricultural use, it has not yet required a license under Bylaw No. 2736 to operate. However, it was always intended that this facility would accept farm and food waste from other generators on the island to provide alternate sources of feed stock that would lead to the production of marketable compost material. To accept material from outside sources and/or provide finished compost to the community for off-site use, the facility will require a license under Bylaw No. 2736.

Given that completing the process to amend the SWMP and repeal Bylaw No. 2736 is expected to take up to 48 months, staff recommend that the Salt Spring Island composting facility should be exempted from Bylaw No. 2736 in the interim to ensure that its ability to operate as it was fully intended is not constrained.

ALTERNATIVES

Alternative 1

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

1. That Bylaw No. 4765, "Capital Regional District Composting Facilities Regulation Bylaw No. 1, Amendment Bylaw No. 1, 2026", be read a first, second and third time;
2. That staff conduct an online consultation on the exemption of the Salt Spring Island Composting Facility from the application of Bylaw No. 2736 for a minimum of one month;
3. That, pending the outcome of this consultation process, staff refer Bylaw No. 4765 to the Minister of Environment and Parks for written approval; and
4. That staff incorporate a repeal of Bylaw No. 2736 into the CRD's next Solid Waste Management Plan that is scheduled to be updated by 2030, including a public engagement process, and, subject to the completion of these tasks, prepare a bylaw for the CRD Board's approval to repeal Bylaw No. 2736.

Alternative 2

This report be referred back to staff for additional information.

IMPLICATIONS

Environmental Implications

Each of the environmental risks associated with composting facilities are now addressed through either OMRR or local municipal bylaws. As a result, there are no environmental implications to repealing Bylaw No. 2736.

Legal Implications

For the 20 years that Bylaw No. 2736 has been in effect, it has only been used once to license a composting facility in the region that has now closed. An expanded OMRR now addresses the key environmental issues of leachate, odour and vector management at composting facilities that were the main impetus for Bylaw No. 2736 and it is therefore appropriate to repeal this bylaw.

As an *Environmental Management Act* s. 25 bylaw, prior to adoption, the bylaw must receive the written approval of the BC Minister of Environment and Parks. In discussion with the Province, staff have been informed that an appropriate public consultation for an exemption or modified licensing scheme would include a brief online consultation to solicit public input from the Salt Spring Island community, while a total repeal of Bylaw No. 2736 should be undertaken region-wide at the same time as review and amendment of the Solid Waste Management Plan. The estimate provided by Provincial staff for ministerial approval, after public consultation, is three months.

CONCLUSION

Bylaw No. 2736 was established in 2005 for the purpose of regulating the operation of composting facilities in the region. Since then, the BC Organic Matter Recycling Regulation has been significantly expanded and now addresses composting facility issues such as odour and leachate management that Bylaw No. 2736 was intended to regulate.

Given that Bylaw No. 2736 is now redundant, it is appropriate that it be repealed. The BC *Environmental Management Act* requires that the Capital Regional District undertake a public consultation prior to adoption of this amendment, and prior to repeal, it is recommended a Solid Waste Management Plan amendment occur. It is recommended that these steps be undertaken and a bylaw prepared for Capital Regional District Board approval to do so.

The small in-vessel composting facility on Salt Spring Island wishes to operate for community purposes and is unable to fully meet its intended mandate with Bylaw No. 2736 in place.

RECOMMENDATION

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

1. That Bylaw No. 4765, "Capital Regional District Composting Facilities Regulation Bylaw No. 1, Amendment Bylaw No. 1, 2026", be read a first, second and third time;
2. That staff conduct an online consultation on the exemption of the Salt Spring Island Composting Facility from the application of Bylaw No. 2736 for a minimum of one month;
3. That, pending the outcome of this consultation process, staff refer Bylaw No. 4765 to the Minister of Environment and Parks for written approval; and
4. That staff incorporate a repeal of Bylaw No. 2736 into the CRD's next Solid Waste Management Plan that is scheduled to be updated by 2030, including a public engagement process, and, subject to the completion of these tasks, prepare a bylaw for the CRD Board's approval to repeal Bylaw No. 2736.

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004, Amendment Bylaw No. 1, 2026 (Bylaw No. 4765)
Appendix B: Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004 (Redline)

APPENDIX A

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4765

****

A BYLAW TO AMEND THE COMPOSTING REGULATION BYLAW TO EXEMPT A FACILITY (BYLAW NO. 2736)

****

WHEREAS:

A. Under Bylaw No. 2736, "Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004", the Regional Board established a regulatory scheme for the operation of composting facilities in the regional district;

B. Subsequent, amendments were made to the *Organic Matter Recycling Regulation ("OMRR")* to permit composting of other waste sources, as well as other changes which broadened *OMRR*'s scope, with no corresponding amendment to Bylaw No. 2736;

C. In 2022, CRD partnered with the Salt Spring Island Abattoir Society and the Salt Spring Island Farmland Trust, funded by the Province of British Columbia, to operate an in-vessel composting facility on Salt Spring Island focused on abattoir waste, to divert solid and semi-solid waste from abattoir operations, with a secondary goal to accept and process farm and food waste to provide alternative sources of feedstock for quality compost as well as to develop a community marketable compost;

D. The Board wishes to amend Bylaw No. 2736 to exempt the Salt Spring Island composting facility, operated under Bylaw No. 2118, "Salt Spring Island Liquid Waste Disposal Additional Local Service Establishment Bylaw No. 1, 1993", from the operation of Bylaw No. 2736, in order to permit the facility to accept non-farm waste for composting consistent with its license under the *Organic Matter Recycling Regulation*; and

E. As an *Environmental Management Act ("EMA")* s. 25 bylaw, this amendment requires Minister of Environment and Parks approval prior to adoption under s. 34 of the *EMA*;

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

1. Bylaw No. 2736, "Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004" is hereby amended by inserting as section 2.3 the following:

   2.3 Despite subsection 2.1, this bylaw does not apply to the operation of the composting facility operated by the Capital Regional District under its Salt Spring Island liquid waste and composting service under Bylaw No. 2118, "Salt Spring Island Liquid Waste Disposal Additional Local Service Establishment Bylaw No. 1, 1993".

2. This bylaw may be cited for all purposes as "Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004, Amendment No. 1, 2026".

READ A FIRST TIME THIS	th	day of	20__
READ A SECOND TIME THIS	th	day of	20__
READ A THIRD TIME THIS	th	day of	20__
APPROVED BY THE MINISTER OF ENVIRONMENT AND PARKS THIS	th	day of	20__]
ADOPTED THIS	th	day of	20__

CHAIR

CORPORATE OFFICER

Making a difference...together

BYLAW NO. 2736

Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004

Consolidated for Public Convenience
(This bylaw is for reference purposes only)

ORIGINALLY ADOPTED
(Consolidated with Amending Bylaws 4765)

For reference to original bylaws or further details, please contact the Capital Regional District,
Legislative Services Department, 625 Fisgard St., PO Box 1000, Victoria BC V8W 2S6
T: (250) 360-3127, F: (250) 360-3130, Email: legserv@crd.bc.ca, Web: www.crd.bc.ca

CAPITAL REGIONAL DISTRICT
BYLAW NO. 2736

****

A BYLAW TO REGULATE THE OPERATION OF COMPOSTING FACILITIES IN THE CAPITAL REGIONAL DISTRICT

****

WHEREAS:

A. The Board of the Capital Regional District established a service to manage municipal solid waste and recyclable material, by Bylaw No. 2654, "Solid Waste Disposal Local Service Establishment Bylaw No. 1, 1991, Amendment Bylaw No. 1, 1999";

B. Under Section 25 (3) of the *Environmental Management Act*, the Capital Regional District may make bylaws regulating the operation of a site, works or facility, including those identified specifically or by class in a Waste Management Plan, that is used for the management of municipal solid waste or recyclable material;

C. The Capital Regional District has undertaken consultations with affected stakeholders, has indicated its intention to adopt this bylaw in its Waste Management Plan and has obtained the written consent of the Minister of Water, Land and Air Protection to the adoption of this bylaw;

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

SECTION 1 – DEFINITIONS

1.1 The definitions in the *Environmental Management Act* and the Organic Matter Recycling Regulation, not already defined in the bylaw and so far as the terms defined can be applied, extend to this bylaw.

1.2 The following terms, words and phrases when used in this bylaw shall have the meanings set forth in this section, whether appearing in capital or lower case form.

"agricultural waste" means agricultural waste that is subject to the Code made under the Agricultural Waste Control Regulation, B.C. Reg. 131/92, which includes all plant- and animal-derived organic materials generated directly as a result of an agricultural activity of a farm operation, as defined in the *Farm Practices Protection Act*, but does not include:

a) human or animal food waste that is diverted from residential, commercial or institutional sources;
b) waste materials derived from non-agricultural operations; or
c) wood waste derived from land clearing, construction or demolition.

"application" means a request for one of the following:

a) a recycler licence (Class 1, 2 or 3 or a provisional recycler licence)
b) to amend, add or delete a term or condition of a recycler licence
c) to change the activity that is the subject of a recycler licence
d) to renew a recycler licence

"backyard composting" means the composting of food waste or yard waste, or both, at a site where

a) the food waste or yard waste is generated by the residents of a residential dwelling unit; and
b) the annual production of compost does not exceed 20 cubic metres.

"biosolids with general organic matter" means those materials prescribed in Table 2 of Schedule F of this bylaw that may be composted on an impermeable surface (windrows or static pile) or in-vessel.

"Board" means the Board of the Capital Regional District.

"bylaw enforcement officer" means the chief bylaw enforcement officer or a bylaw enforcement officer or an assistant bylaw enforcement officer of the CRD.

"Class 1 composting facility" means a facility composting general organic matter on an impermeable surface or in-vessel.

"Class 2 composting facility" means a facility composting biosolids with general organic matter on an impermeable surface or in-vessel.

"Class 3 composting facility" means a facility composting restricted organic matter with either or both general organic matter or biosolids with general organic matter in-vessel.

"Class 1 recycler licence" means a licence to operate a Class 1 composting facility.

"Class 2 recycler licence" means a licence to operate a Class 2 composting facility.

"Class 3 recycler licence" means a licence to operate a Class 3 composting facility.

"compost" means a product which is:

a) a stabilized earthy matter having the properties and structure of humus;
b) beneficial to plant growth when used as a soil amendment;
c) produced by composting; and
d) only derived from organic matter.

"compostable materials or feedstock material" means those materials set out in Tables 1, 2 and 3 of Schedules E, F and G of this bylaw that are suitable for composting.

"composting" means the controlled biological decomposition through the biological oxidation of organic matter to a matured stage for a Class 1 or Class 2 composting facility or the curing stage for a Class 3 composting facility, but does not mean the application of unprocessed organic matter to the ground.

"composting facility" means a facility that:

a) processes organic matter to produce compost; or
b) receives and grinds, blends or processes organic matter prior to shipping to another site for composting**.**

"CRD" means the Capital Regional District.

"curing" means the further maturing of organic matter that has undergone the rapid initial stage of composting into a humus-like material.

"discharge" means to directly or indirectly introduce a substance into the environment by spilling, disposing of, abandoning, depositing, leaking, seeping, pouring, draining, emptying or by any other means.

"discharger" means the owner or operator of a composting facility or a licensee.

"drywall" means gypsum board or wallboard.

"enactment" means any applicable act, regulation, bylaw, order or authorization by a Federal, Provincial, regional or municipal government or its authorized representatives.

"Environmental Management Act" means the *Environmental Management Act* of the Province of British Columbia or any legislation that replaces the *Environmental Management Act*.

"general manager" means the general manager, or his or her deputy, of the CRD Environmental Services department.

"general organic matter" means those materials prescribed in Table 1 of Schedule E of this bylaw that may be composted on an impermeable surface (windrows or static pile) or in-vessel.

"impermeable surface" means a surface which:

a) has a permeability rating of no greater than 1×10^{-7} cm per second; and
b) has been designed and sealed by a professional engineer to ensure that there is no onsite discharge of leachate to the environment.

"in-vessel," in relation to composting, means any composting method where composting materials are contained in a closed reactor or vessel:

a) in which conditions such as moisture, temperature and oxygen levels can be closely monitored and controlled; and
b) which has been designed and sealed by a professional engineer to ensure that there is no discharge of leachate to the environment or nuisance created.

"leachate" means:

a) effluent originating from organic matter being received, processed, composted, cured or stored at a composting facility;
b) precipitation, stormwater, equipment wash water or other water which comes into contact with the organic matter being received, processed, composted, cured or stored;
c) precipitation, stormwater, equipment wash water or other water which mixes with leachate at a composting facility; or
d) effluent originating from organic matter upon storage.

"licensee" means a person who holds a recycler licence.

"matured," with respect to composting, means:

a) the compost has passed through the mesophyllic and thermophilic composting stages; and
b) biological decomposition of the compost has occurred to a sufficient degree that the product meets the requirements of this bylaw and has beneficial value to plant growth.

"mesophyllic stage" means the biological decomposition of organic matter characterized by active bacteria which are favoured by a moderate temperature range of 20°C to 45°C; and is associated with a moderate rate of decomposition and stabilization.

"**odour"** means smells which are ill-smelling, disgusting, offensive, nauseous or obnoxious.

"order" means an order issued by the solid waste manager.

"organic matter" means materials that are suitable for composting under this bylaw unless excluded by municipal, Provincial or Federal enactments or orders that prohibit or restrict composting or composting methods.

"pathogen" means an organism capable of causing disease in humans, plants or animals.

"phase 1" means the receiving and blending, grinding, mixing and initial rapid phase of composting of all restricted organic matter through the mesophyllic and thermophilic stages of composting.

"phase 2" means curing for a minimum of twenty-one (21) days after having completed the mesophyllic and thermophilic stages.

"pollution" means the presence in the environment of substances or contaminants that substantially alter or impair the usefulness of the environment.

"premises" means any land or building or facility or site or works or any part thereof.

"proven technology" means any in-vessel composting technology in use at an appropriate scale for at least two (2) years which is capable of meeting the requirements of this bylaw.

"provisional recycler licence" means a licence issued for one (1) year for the operation of an in-vessel composting facility not using proven technology.

"qualified professional" means a person who:

a) is registered in British Columbia with his or her appropriate professional association, acts under that professional association's code of ethics and subject to disciplinary action by that professional association; and
b) through suitable education, experience, accreditation and knowledge may be reasonably relied on to provide advice within his or her area of expertise.

"recycler licence" means a licence to operate a Class 1, Class 2 or Class 3 composting facility and includes a waste stream management licence as defined in the *Environmental Management Act.*

"residential dwelling unit" means a property which is used primarily for the purpose of a residence by persons on a permanent, temporary or seasonal basis.

"restricted organic matter" means those materials prescribed in Table 3 of Schedule G of this bylaw that must be composted in-vessel only for phase 1.

"site" means any premises that are used in the operation of a composting facility.

"Solid Waste Management Plan" means the solid waste management plan of the CRD as revised.

"solid waste manager" means the manager of solid waste, or his or her deputy, appointed by the general manager.

"solid waste officer" means an officer appointed by the general manager.

"stabilized" means organic matter that has completed the phase 2 process.

"substance" includes any solid, liquid and/or gas.

"thermophilic stage" means the biological decomposition of organic matter characterized by active bacteria which are favoured by a high temperature range of 45°C to 75°C; and is associated with a high rate of decomposition and stabilization.

"vector" means a rodent, bird, fly or mosquito or other animal or insect carrier that ingests or conveys garbage, odour, micro-organisms and/or pathogens from one location to another.

"waste" means any substance that is discharged or discarded, directly or indirectly, to the environment.

"wastewater" is any water emanating from the composting process, including process water, wash water, compost leachate and effluent.

"watercourse" means

a) a river, stream, creek, waterway, lagoon, lake, spring, swamp, marsh or other natural body of water; or
b) a canal, ditch, reservoir or other man-made surface feature, whether it contains or conveys water continuously or intermittently.

SECTION 2 – APPLICATION AND EXEMPTION

2.1 This bylaw applies to the operation of composting facilities within the Capital Region unless otherwise exempted by this bylaw or another enactment.

2.2 Despite subsection 2.1, this bylaw does not apply to:

a) agricultural waste composting;
b) backyard composting;
c) topsoil producers who handle and use straw/sawdust/animal manure mixes or other stabilized organic matter, or soil conditioners; or
d) the composting of organic matter which originates at the site of the composting operation.

2.3 Despite subsection 2.1, this bylaw does not apply to the operation of the composting facility operated by the Capital Regional District under its Salt Spring Island liquid waste and composting service under Bylaw No. 2118, "Salt Spring Island Liquid Waste Disposal Additional Local Service Establishment Bylaw No. 1, 1993".

(Bylaw No. 4765)

SECTION 3 – LICENCE APPLICATION

3.1 A person who operates a composting facility as of the date this bylaw comes into effect shall obtain a recycler licence or provisional recycler licence within one (1) year of the date the bylaw comes into effect.

3.2 A person shall not commence operation of a composting facility without first obtaining a recycler licence or provisional recycler licence in accordance with this bylaw.

3.3 Despite subsections 3.1 and 3.2, a recycler licence is not required for a Class 1 composting facility unless subsection 6.3 of this bylaw applies.

3.4 Required Information

An applicant for a recycler licence shall provide to the solid waste manager, on initial licence application, the following information as outlined in Schedule A of this bylaw:

a) the types and quantities of organic matter to be composted each year;
b) an odour management plan;
c) a leachate management plan;
d) a vector, litter and dust management plan;
e) the maximum tonnage of feedstock and compost to be stored at any one time; and
f) municipal/electoral area approval.

3.5 Provisional Recycler Licence

Applicants wishing to use other than proven technology for in-vessel composting shall apply for a one year provisional licence using the form attached to this bylaw as Schedule A. On initial application, the following information must be provided to the solid waste manager:

a) the types and quantities of organic matter to be composted each year;
b) an odour management plan;
c) a leachate management plan;
d) a vector, litter and dust management plan;
e) the maximum tonnage of feedstock and compost to be stored at any one time; and
f) municipal/electoral area approval.

3.6 Licence Fee

The applicant for a recycler licence shall pay to the CRD the applicable application fee set out in Section 8.

3.7 Leachate Management Plan

A leachate management plan provided under subsection 3.4 or 3.5 shall:

a) stipulate how leachate generated from any and all stages of the composting process will be minimized, managed, treated or disposed; and
b) be prepared and sealed by a qualified professional who has experience with leachate control.

3.8 Odour Management

3.8.1 An odour management plan provided under subsection 3.4 or 3.5 shall:

a) show how the generation of odours detectable beyond the boundary of the parcel on which the composting facility is located will be prevented; and
b) be prepared and sealed by a qualified professional who has experience with odour management systems.

3.8.2 For the purposes of subsection 3.8.1, all contiguous parcels owned by the same person shall be considered to be a single parcel.

3.9 Vector, Litter and Dust Management

A vector, litter and dust management plan provided under subsection 3.4 or 3.5 shall show how the composting operation will be managed:

a) to control vectors;
b) to keep the site free of litter and garbage; and
c) to prevent the emission of dust (spores or other particulates) from the site.

3.10 Additional Requirements

The solid waste manager may require additional information with respect to management plans that he or she considers necessary for the protection of human health and the environment, and may specify particular concerns or questions that the management plans must address.

3.11 Performance Security

3.11.1 An applicant for a recycler licence shall submit to the solid waste manager, at the time of application, security in the form of an irrevocable letter of credit, or a combination of an irrevocable letter of credit and surety bond, in an amount calculated in accordance with the amounts set out in Schedule B of this bylaw, which may be used by the CRD in accordance with Schedule B of this bylaw to provide security that:

a) in the event that the licensee fails to comply with the terms and conditions of the recycler licence or this bylaw, the default may be corrected; and
b) in the event of closure, the site will be cleared of any abandoned compostable materials.

3.11.2 Where the security is provided by way of a combination of a letter of credit and a surety bond, the amount of the letter of credit shall not be less than 50% of the total security required under this bylaw.

3.11.3 If, at any time, a licensee's surety bond is withdrawn or cancelled, the licensee shall immediately provide alternative financial security in accordance with Schedule B of this bylaw.

3.11.4 If, at any time, notice is provided by the surety provider that a licensee's letter of credit will be withdrawn, the CRD may draw down on the letter of credit if the licensee fails to replace it at least seven (7) days before the proposed cancellation date.

3.11.5 The solid waste manager may suspend or cancel a recycler licence if a licensee fails to comply with the requirements of this subsection.

3.12 Licence Amendments

3.12.1 A licensee who proposes to implement an operational change to the operation of a composting facility, as described in Section 1.3 of Schedule C of this bylaw, shall apply for an amendment to the recycler licence in the form attached to this bylaw as Schedule A, and shall provide such information, drawings and specifications as may be required under Schedule A of this bylaw.

3.12.2 A licensee must obtain the amendment to the recycler licence prior to implementing the changes referred to in subsection 3.12.1.

3.13 Licence Types

A person proposing to:

a) compost general organic matter prescribed in Table 1 of Schedule E of this bylaw shall obtain a Class 1 recycler licence if subsection 6.3 of this bylaw applies;

b) compost biosolids with general organic matter prescribed in Table 2 of Schedule F of this bylaw shall obtain a Class 2 recycler licence;

c) compost restricted organic matter prescribed in Table 3 of Schedule G of this bylaw shall obtain a Class 3 recycler licence.

SECTION 4 – ISSUANCE OF A RECYCLER LICENCE

4.1 Issuance

Recycler licences will be issued by the solid waste manager.

4.2 Term of Licence and Renewal

4.2.1 Subject to subsection 4.2.3, the term of a recycler licence is five (5) years from the date of issuance.

4.2.2 A licensee may apply to the solid waste manager for renewal of a recycler licence upon payment of the fees set out in Schedule C of this bylaw.

4.2.3 The term of a provisional recycler licence is one (1) year.

4.2.4 A provisional recycler licensee may apply for a one-time, one-year renewal. The licensee shall apply for a renewal of a provisional recycler licence prior to expiry of the licence, in accordance with the procedures set out in Schedule C of this bylaw.

4.3 Refusal to Issue

The solid waste manager will not issue a recycler licence for a composting facility which does not comply with this bylaw, local applicable land use, zoning and other bylaws or Federal and Provincial enactments applicable to the operation of the composting facility.

4.4 Cancellation or Suspension

The solid waste manager may suspend or cancel a recycler licence for any violation of, or non-compliance with, the terms and conditions of the recycler licence, or this bylaw or where the composting facility does not comply with Federal or Provincial enactments applicable to the operation of the composting facility.

4.5 Licence Transfer

4.5.1 A recycler licence may not be transferred or assigned without the solid waste manager's written consent.

4.5.2 The solid waste manager may withhold consent under subsection 4.5.1 where there is an ongoing violation of this bylaw or any enactment applicable to the operation of the composting facility.

4.6 No Representation

The issuance of a licence under this bylaw is not a warranty or representation by the CRD that the composting facility is in compliance with this bylaw or any other enactment nor that the discharger will not cause harm to the environment.

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SECTION 5 – STORAGE AND COMPOSTING REGULATIONS

5.1 A discharger shall not store compostable materials for use in relation to a composting facility except in accordance with Schedule B of this bylaw.

5.2 Every discharger shall operate a composting facility in accordance with the composting regulations as set out in Schedule D of this bylaw and with the leachate management, odour management and vector, litter and dust management plans submitted in accordance with Section 3 of this bylaw. If the leachate management, odour management and vector, litter and dust management plans contain any provision that conflicts with Schedule D of this bylaw, that provision of the plan does not apply.

SECTION 6 – GENERAL REGULATIONS

6.1 No discharger shall operate a Class 1, Class 2 or Class 3 composting facility in a manner that creates or results in litter, dust (spores or other particulates), odours or vectors so as to pose a risk to public health or the environment or constitute a public nuisance.

6.2 No discharger shall operate a Class 1, Class 2 or Class 3 composting facility that creates or results in the discharge of leachate.

6.3 Owners or operators of Class 1 composting facilities will not be required to obtain a recycler licence or a provisional recycler licence unless the discharger of the composting facility is convicted of an offence under the bylaw.

6.4 If a discharger required to obtain a licence under the provisions of 6.3 is not convicted of an offence under this bylaw for five (5) years after obtaining the licence, then that discharger will not be required to renew the recycler licence.

6.5 A licensee shall operate a composting facility in accordance with the terms and conditions of a recycler licence or a provisional recycler licence.

SECTION 7 – ENFORCEMENT

7.1 The general manager, the solid waste manager, a solid waste officer or a bylaw enforcement officer may enforce the provisions of this bylaw.

7.2 The solid waste manager, a solid waste officer or a bylaw enforcement officer may, at any reasonable time and upon presentation of proof of his or her identity, enter upon premises to ascertain whether the terms of a recycler licence or provisional recycler licence have been or are being complied with or the regulations of this bylaw are being observed.

7.3 Nothing in this bylaw shall be interpreted as restricting the powers of a bylaw enforcement officer, a solid waste officer or the solid waste manager under the *Environmental Management Act* and its regulations.

SECTION 8 – FEES AND CHARGES

8.1 The Board hereby imposes the fees set out in Schedule C of this bylaw.

8.2 Every person who applies for or who holds a recycler licence or provisional recycler licence issued under this bylaw shall pay the applicable fee or fees set out in Schedule C of this bylaw.

8.3 Every person who applies for a licence renewal shall pay a licence renewal fee as set out in Schedule C of this bylaw.

8.4 Every person who applies for a licence amendment shall pay a licence amendment fee as set out in Schedule C of this bylaw.

SECTION 9 – OFFENCES AND PENALTIES

9.1 No person shall do any act or suffer or permit any act or thing to be done in contravention of this bylaw.

9.2 A person who contravenes this bylaw is guilty of an offence and is liable to a fine up to a maximum of $200,000.

9.3 The penalties imposed under subsection 9.2 hereof shall be in addition to and not in substitution for any other penalty or remedy imposed by this bylaw or any other statute, law or regulation.

9.4 Nothing in this bylaw shall limit the CRD from pursuing any other remedy that would otherwise be available to the CRD at law.

9.5 A separate offence shall be deemed to be committed upon each day during and on which the contravention occurs or continues.

SECTION 10 – APPEAL

10.1 A person affected by a decision of the solid waste manager under this bylaw may appeal the decision to the general manager by advising the general manager in writing of the order or requirement being appealed from and setting out the reason for the appeal and attaching any relevant documents.

10.2 The written notice of appeal under this section must be delivered to the general manager within thirty (30) days of the decision from which the appeal is made.

10.3 The matter will be reviewed by the general manager pursuant to subsection 10.4.

10.4 Upon considering the matter under appeal, the general manager may:

a) confirm, reverse or vary the decision under appeal; and
b) make any decision that the general manager considers appropriate.

10.5 An appeal under this section does not operate as a stay or suspend the operation of the decision being reviewed unless the general manager orders otherwise.

SECTION 11 – GENERAL

11.1 No person shall hinder or prevent the general manager, a solid waste manager, a solid waste officer or a bylaw enforcement officer from entering any premises or from carrying out his or her duties with respect to the administration of this bylaw.

11.2 Where the Board has authority to direct that a matter or thing be done by a person, the Board may also direct that, if the person fails to take the required action, the matter or thing shall be done at the expense of the person in default in accordance with Section 269 of the *Local Government Act*. If action in default is taken, the Board may recover the expense from the person, together with costs

and interest at the rate prescribed under Section 11 (3) of the *Taxation (Rural Area) Act*, in the same manner as municipal taxes.

11.3 The schedules annexed to this bylaw are an integral part of this bylaw.

11.4 If any provision of this bylaw is found to be invalid by a court of competent jurisdiction, it may be severed from the bylaw without affecting the validity of the remainder of the bylaw.

11.5 The headings in this bylaw are inserted for convenience of reference only.

11.6 This bylaw may be cited for all purposes as "Capital Regional District Composting Facilities Regulation Bylaw No. 1, 2004."

READ A FIRST TIME THIS	10th	day of	November	2004
READ A SECOND TIME THIS	10th	day of	November	2004
READ A THIRD TIME THIS	8th	day of	June	2005
APPROVED BY THE MINISTER OF ENVIRONMENT	2nd	day of	November	2005
ADOPTED THIS	7th	day of	December	2005

CHAIR SECRETARY

DRAFT

APPENDIX B

LICENCE NO. _____

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2736

SCHEDULE A

RECYCLER LICENCE APPLICATION

Please ✓ relevant boxes: ☐ Class 1 ☐ Class 2 ☐ Class 3 Page 1 of 2

☐ New Application ☐ Amendment/Renewal of Recycler Licence
☐ Provisional Licence Application ☐ Renewal of Provisional Licence

APPLICANT DATA

Name of Applicant: _____

Address of Applicant: _____

City, Province: _____

Postal Code: _____ Applicant Phone: _____

Contact Person: _____ Contact Phone: _____

FACILITY DATA

Name of Facility: _____

Legal Description of Facility Location: _____

Address of Facility: _____

Facility Mailing Address: ☐ same as above OR _____

Facility Phone: _____ Facility Fax: _____

Registered Owner of Premises (Property): _____

Registered Owner Authorization ☐ YES (attach documentation) ☐ NO

Have municipal/electoral area approval?

Zoning	☐ YES (attach documentation)	☐ NO
Siting	☐ YES (attach documentation)	☐ NO
Building	☐ YES (attach documentation)	☐ NO
Other _____ (specify)	☐ YES (attach documentation)	☐ NO

Business Licence (copy) Attached ☐ YES ☐ NO ☐ NOT APPLICABLE

Business Year (financial) _____ to _____

(day)	(month)	(day)	(month)

OPERATING DATA

Page 2 of 2

Proposed Feedstock Material	Maximum Quantity Expected to be Received		Maximum Quantity of Feedstock and Compost to be Stored at Any One Time	
General Organic Matter				
☐ Animal bedding	_____	tonnes/year	_____	tonnes
☐ Brewery waste/winery waste	_____	tonnes/year	_____	tonnes
☐ Class A food waste	_____	tonnes/year	_____	tonnes
☐ Manure	_____	tonnes/year	_____	tonnes
☐ Plant matter derived from processing plants	_____	tonnes/year	_____	tonnes
☐ Untreated and unprocessed wood residuals	_____	tonnes/year	_____	tonnes
☐ Yard waste	_____	tonnes/year	_____	tonnes
☐ Whey	_____	litres/year	_____	litres
☐ Compost			_____	tonnes
Biosolids				
☐ Biosolids	_____	tonnes/year	_____	tonnes
Restricted Organic Matter				
☐ Class B food waste	_____	tonnes/year	_____	tonnes
☐ Domestic septic tank sludge	_____	tonnes/year	_____	tonnes
☐ Fish wastes	_____	tonnes/year	_____	tonnes
☐ Hatchery waste	_____	tonnes/year	_____	tonnes
☐ Milk processing waste	_____	tonnes/year	_____	tonnes
☐ Poultry carcasses	_____	tonnes/year	_____	tonnes
☐ Sewage sludge	_____	tonnes/year	_____	tonnes
☐ Whey	_____	litres/year	_____	litres
☐ Compost			_____	tonnes

Odour Management Plan Attached	☐	YES	
Leachate Management Plan Attached	☐	YES	
Vector, Litter and Dust Management Plan Attached	☐	YES	

Performance Security

Surety Bond Attached	☐	YES	Amount $_____
Letter of Credit Attached	☐	YES	Amount $_____

APPLICANT'S SIGNATURE:

I, _____ , declare that the information given on this application form is correct to the best of my knowledge.

_____ Date

_____ Signature of Applicant or Agent

_____ Title

_____ Phone Number

The collection of this information is authorized under the Capital Regional District Composting Facilities Regulation Bylaw and Section 25 of the *Environmental Management Act* and will be used for the purpose of administration, including enforcement, of the Composting Facilities Regulation Bylaw. This information is collected under/subject to the *Freedom of Information and Protection of Privacy Act*. For further information, you may contact the freedom of information and protection of privacy coordinator for CRD Environmental Services at 360-3089.

Application should be sent to the Manager, Solid Waste, Capital Regional District, PO Box 1000, Victoria, BC V8W 2S6.

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2736

SCHEDULE B

REGULATIONS REGARDING THE STORAGE OF FEEDSTOCK MATERIALS CALCULATION AND USE OF SECURITY

1. **STORAGE**

A discharger shall not store the materials listed in Column 1 below in excess of the maximum limits set out in or established under columns 2, 3 and 5, unless the storage is carried out in a self-contained unit maintained to prevent the escape of organic matter, odours, leachate and vector attraction.

2. **SECURITY**

2.1 The formula for the determination of the amount of security to be provided under subsection 3.11 of this bylaw is set out in Column 4 below. Where the applicant for a recycler licence indicates a pre-processed tonnage maximum which is less than the amount shown in Column 2 below, the amount of security to be provided under subsection 3.11 of this bylaw shall be calculated under Column 4 below using the pre-processed tonnage amount specified in the application.

2.2 The CRD may draw down on or use the security provided by the licensee under this bylaw where the discharger:

a) fails to comply with any term or condition of this bylaw or of the recycler licence;
b) has not commenced processing;
c) has stored the feedstock material contrary to Section 1 of this schedule; or
d) abandons the composting facility, as shown by discontinuance of activity related to the management of feedstock materials on the site for six (6) months, leaving materials on the site to be cleaned up, removed or disposed.

2.3 Without limiting subsection 2.2 of this schedule, the CRD may draw down or use the security provided by the licensee to clean up, remove and dispose of materials which have been stored at a composting facility in excess of the times specified in Column 5 below.

Column 1 MATERIAL	STORAGE LIMIT		Column 4 MINIMUM LETTER OF CREDIT AND SURETY BOND (2)	Column 5 STORAGE TIME LIMIT (4)
	Column 2 PRE-PROCESSED TONNAGE (tonnes) (1)	Column 3 EQUIVALENT VOLUME (m^3)		
General Organic Matter	500	1,000	$/tonne (3)	2 weeks (5)
Biosolids	50	75	$/tonne (3)	36 hours (5)
Restricted Organic Matter	50	75	$/tonne (3)	36 hours (5)

(1) Pre-processed tonnage includes total tonnage that would require removal, e.g., if 5 tonnes of restricted organic matter are mixed with 5 tonnes of yard waste, it is considered as 10 tonnes of restricted organic matter.

(2) Minimum 50% secured as an irrevocable letter of credit; balance in irrevocable letter of credit or surety bond. Tonnage of pre-processed feedstock and compost.

(3) The amount of the security required will be based on the estimated costs to clean up, remove and process the tonnage of pre-processed feedstock and compost, including Hartland landfill tipping fees plus clean-up and hauling fees, and these shall be verified by the solid waste manager.

(4) Notwithstanding these limits, Sections 6.1 and 6.2 of the bylaw shall govern.

(5) Whenever materials are mixed, the storage restriction which applies is the one pertaining to the most restricted material.

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2736

SCHEDULE C

FEES

The application, administration and amendment fees payable to the CRD under this bylaw shall be as follows:

Application, Amendment and Administration/Monitoring Fees

Column 1	Column 2 Licence Application Fee (one time only)	Column 3 Licence Renewal (once every 5 years)	Column 4 Licence Amendment Fee (per amendment)	Column 5 Annual Licence Administration/ Monitoring Fee
Class 1 Recycler licence	$1,000	$500	$500	$1,000
Class 2 Recycler licence	$1,000	$500	$500	$1,000
Class 3 Recycler licence	$1,000	$500	$500	$1,000
Provisional recycler licence	$1,000	$500 (one renewal only for one year renewal term)	$500	$2,000

FEES

1. **LICENCE APPLICATION, RENEWAL, AMENDMENT AND ADMINISTRATION/MONITORING FEES**

1.1 Licence Application Fee

a) Every person who applies for a recycler licence shall pay a licence application fee as set out in Column 2 of this schedule.

b) The application fee is payable on submission to the solid waste manager of a completed application form as provided in Schedule A attached to this bylaw.

c) The CRD will not process an application for a recycler licence until the application fee has been paid.

d) The application fee is not refundable.

1.2 Licence Renewal Fee

a) Every person who applies for a licence renewal shall pay a licence renewal fee as set out in Column 3 of this schedule. Licence renewal is required every five (5) years, except in the case of renewal of a provisional recycler licence which is required after one (1) year.

b) The licence renewal fee is payable on submission to the solid waste manager of a completed application form as provided in Schedule A of this bylaw.

c) The CRD will not process an application for a licence renewal until the renewal fee has been paid.

d) The renewal fee will not be refunded if the solid waste manager does not re-issue a recycler licence.

1.3 Licence Amendment Fee

a) Each time a request is made for an amendment to the recycler licence, the licensee shall pay a licence amendment fee as set out in Column 4 of this schedule. A licence amendment is required whenever there is a change in any of the following parts of a composting facility's operation:

i) method of composting (change in class of licence)
ii) odour management plan
iii) leachate management plan
iv) vector, litter and dust management plan
v) method of receiving and storing
vi) estimated quantities of feedstock materials per year
vii) maximum quantity of feedstock and compost to be stored at any one time
viii) a site plan and layout of facilities
ix) municipal/electoral area approval

b) The licence amendment fee is payable on submission to the solid waste manager of a completed application form as provided in Schedule A of this bylaw.

c) The CRD will not process an amendment for a recycler licence until the amendment fee has been paid.

d) The amendment fee will not be refunded if the solid waste manager does not amend the licence.

1.4 Annual Licence Administration/Monitoring Fee

a) A person to whom a Class 1, Class 2, Class 3 or provisional recycler licence is issued shall pay the corresponding annual administration/monitoring fee as set out in Column 5 of this schedule.

b) The first administration/monitoring fee shall be paid upon issuance of the recycler licence.

c) The annual administration/monitoring fee will be invoiced once per year on the anniversary date of the issuance of the licence.

d) The CRD may suspend or cancel a recycler licence if the administration/monitoring fee is not paid within sixty (60) days following the anniversary date of the issuance of the licence.

1.5 Provisional Licence Application Fee

a) Every person who applies for a provisional recycler licence shall pay a provisional licence application fee as set out in Column 2 of this schedule.

b) The application fee is payable on submission to the solid waste manager of a completed application form as provided in Schedule A of this bylaw.

c) The CRD will not process an application for a provisional recycler licence until the application fee has been paid.

d) The application fee will not be refunded if the solid waste manager does not issue a provisional recycler licence.

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2736

SCHEDULE D

COMPOSTING REGULATIONS

Every composting facility shall operate in accordance with the following regulations and requirements:

1. **RECEIVING, HANDLING, PROCESSING AND COMPOSTING OF FEEDSTOCK**

1.1 The receiving and blending, grinding, mixing and initial rapid phase of composting (phase 1) of all restricted organic matter must be conducted in-vessel.

1.2 The curing (phase 2) of restricted organic matter compost must be conducted in-vessel or on an impermeable surface.

1.3 The receiving and blending, grinding, mixing, composting and storage of all compostable material not covered by subsection 1.1 or 1.2 of this schedule must, as a minimum, be conducted on an impermeable surface.

1.4 A licensee shall not receive any materials other than those set out in the licence.

2. **STORAGE**

2.1 Feedstock material shall not be stored in excess of the maximum limits set out in or established under columns 2, 3 and 5 of Schedule B of this bylaw.

2.2 The amount of feedstock and compost in a composting facility must not at any time exceed the total provided by the licensee to the CRD under subsection 3.4 or 3.5 of this bylaw.

3. **REPORTING**

3.1 The licensee must, at least ninety (90) days before beginning the operation of a composting facility, give notice in writing to the solid waste manager.

3.2 The notification required by subsection 3.1 of this schedule must include:

a) the composting facility location and design capacity, name of a contact person, type of waste received and intended distribution of compost; and
b) a copy of a personnel training program plan that addresses the specific training needed to operate the composting facility in compliance with this regulation.

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2736

SCHEDULE E

TABLE 1
FEEDSTOCK PROCESSING
GENERAL ORGANIC MATTER

May be composted on an impermeable surface or in-vessel and will not require a licence unless the operation contravenes subsection 6.3 of this bylaw.

Feedstock	Constituents of Feedstock
animal bedding	animal bedding derived from straw, paper, hog fuel, wood chips, bark, shavings or sawdust
brewery waste/winery waste	used or diverted grain, malt, hop flowers, berries, fruit, leaves and twigs and yeast resulting from brewing or wine-making process
Class A food waste (1)	uncooked vegetable matter and clean paperfibre containers used to package and transfer the uncooked vegetable matter
manure	animal excreta from pets, animals in zoological facilities, fish held in commercial aquaculture or aquarium facilities, livestock, farmed game or poultry, this does not include the management of animal excreta (manure) on farms as defined as agricultural waste in BC Reg. 131/92, but does include animal excreta (manure) not included within the scope of BC Reg. 131/92
plant matter derived from processing plants	fruit, vegetable and vegetative material derived from fruit and vegetable processing plants, these are materials which have been removed from an agricultural operation and no longer fit within the definition of agricultural waste (agricultural vegetation waste) as defined in BC Reg. 131/92
untreated and unprocessed wood residuals	clean (non-contaminated and untreated) wood from lumber manufacture, e.g., shavings, sawdust, chips, hog fuel and ground mill ends, and land clearing waste which has been ground with the majority of the greenery removed and no soil present, but does not include construction and demolition debris
yard waste	clean and untreated wood waste or non-food vegetative matter resulting from gardening operations, landscaping and land clearing; yard waste does not include wood waste derived from construction or demolition. Neither human or animal food waste that is diverted from residential, commercial or institutional sources, nor manure, is yard waste
whey (1)	the serum or watery part of milk that remains after the manufacture of cheese and quantities to be imported are less than 450 litres per year

(1) Definition modified from Schedule 12 of the Organic Matter Recycling Regulation (OMRR)

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2736

SCHEDULE F

TABLE 2
FEEDSTOCK PROCESSING
BIOSOLIDS WITH GENERAL ORGANIC MATTER

May be composted on an impermeable surface or in-vessel and will require a Class 2 recycler licence.

Feedstock	Constituents of Feedstock
biosolids	stabilized municipal sewage sludge resulting from a municipal waste water treatment process or septage treatment process which has been sufficiently treated to reduce pathogen densities and vector attraction to allow the sludge to be beneficially recycled in accordance with the requirements of this regulation

Plus any or all of the following general organic matter:

animal bedding	animal bedding derived from straw, paper, hog fuel, wood chips, bark, shavings or sawdust
brewery waste/winery waste	used or diverted grain, malt, hop flowers, berries, fruit, leaves and twigs and yeast resulting from brewing or wine-making process
Class A food waste (1)	uncooked vegetable matter and clean paperfibre containers used to package and transfer the uncooked vegetable matter
manure	animal excreta from pets, animals in zoological facilities, fish held in commercial aquaculture or aquarium facilities, livestock, farmed game or poultry, this does not include the management of animal excreta (manure) on farms as defined as agricultural waste in BC Reg. 131/92 but does include animal excreta (manure) not included within the scope of BC Reg. 131/92
plant matter derived from processing plants	fruit, vegetable and vegetative material derived from fruit and vegetable processing plants, these are materials which have been removed from an agricultural operation and no longer fit within the definition of agricultural waste (agricultural vegetation waste) as defined in BC Reg. 131/92
untreated and unprocessed wood residuals	clean (non-contaminated and untreated) wood from lumber manufacture, e.g., shavings, sawdust, chips, hog fuel and ground mill ends, and land clearing waste which has been ground with the majority of the greenery removed and no soil present, but does not include construction and demolition debris
yard waste	clean and untreated wood waste or non-food vegetative matter resulting from gardening operations, landscaping and land clearing; yard waste does not include wood waste derived from construction or demolition. Neither human or animal food waste that is diverted from residential, commercial or institutional sources, nor manure, is yard waste
whey (1)	the serum or watery part of milk that remains after the manufacture of cheese and quantities to be imported are less than 450 litres per year

(1) Definition modified from Schedule 12 of the Organic Matter Recycling Regulation (OMRR)

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2736

SCHEDULE G

TABLE 3
FEEDSTOCK PROCESSING
RESTRICTED ORGANIC MATTER

In-vessel composting only and will require a Class 3 recycler licence.

Feedstock	Constituents of Feedstock
Class B food waste [(1)]	food waste which is not Class A food waste as prescribed on Table 1 of Schedule E of this bylaw and Table 2 of Schedule F of this bylaw, and includes recyclable food for humans that has been diverted from residential, commercial or institutional sources
fish wastes	fish carcasses and parts from harvested wild stocks, commercial aquaculture operations and fish processing facilities. This would include offal, viscera and mortalities from fish and shellfish. It would also include faeces captured from commercial aquaculture net pens
hatchery waste	broken or unhatched eggs, unhatched chicks, membranes, embryonic fluids and eggshell
milk processing waste	sludge or biomass from treatment of milk or fluid milk which has been diverted from human food consumption
poultry carcasses	carcasses of domestic fowls, such as chickens, turkeys, ducks or geese, raised for meat or eggs. This would include offal and viscera as well as mortalities from fowl which died from reported "Federally Reported Diseases."
sewage sludge [(2)]	sewage sludge originating from sewage treatment plants
domestic septic tank sludge	sludge removed from a septic tank used for receiving, treating and settling domestic sewage
whey [(1)]	the serum or watery part of milk that remains after the manufacture of cheese and quantities to be imported are greater than 450 litres per year

(1) Definition modified from Schedule 12 of the Organic Matter Recycling Regulation (OMRR)
(2) Addition to Schedule 12 of OMRR (can only be composted with written authorization from the Ministry of Water, Land and Air Protection)

Making a difference...together

REPORT TO THE FINANCE COMMITTEE
MEETING OF WEDNESDAY, MAY 06, 2026

SUBJECT **Bylaw No. 4768: 2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 1, 2026**

ISSUE SUMMARY

The 2026 to 2030 Financial Plan was adopted on March 11, 2026. Amendments to the Plan are required to authorize revised operating and capital expenditures.

BACKGROUND

The Capital Regional District (CRD) Board approved the 2026 to 2030 Financial Plan (Bylaw No. 4751, "2026 to 2030 Financial Plan Bylaw, 2026") on March 11, 2026.

Under Section 374(2) of the *Local Government Act,* a financial plan may be amended at any time to incorporate budget changes. As new information becomes available, the CRD Board may revise the financial plan accordingly.

The impact of the proposed amendments to the 2026 budget of the Five-Year 2026 to 2030 Financial Plan are highlighted in Table 1.

Table 1: Impact of Proposed Amendments to the 2026 Budget (Five-Year Financial Plan)

Service	Description	Budget	Funding	Net Impact	Committee / Commission Approval
Royal Theatre	Maximum requisition adjustment	Operating	Requisition	($1,131)	Staff Directed
Feasibility Studies Reserve Fund	Performing Arts Facilities Service resource: 1.0 FTE	Operating	Requisition	$0	CRD Board March 11, 2026
Land Banking & Housing	Thuthiqut Hulelum (Forest Homes) Affordable Housing Project	Capital	Capital Funds on Hand	$1,268,888	CRD Board March 11, 2026
Otter Point Fire Protection	Fire Engine 23 Replacement	Capital	Reserves	$300,000	Otter Point Fire Protection and Emergency Response Commission, March 11, 2026

Service	Description	Budget	Funding	Net Impact	Committee / Commission Approval
Southern Gulf Islands (SGI) Small Craft Harbour Facilities	Anson Road Dock Electrification	Capital	Reserves and Donation	$130,000	SGI Harbours Commission, April 24, 2026
Regional Water Supply	New Field Operations Centre Sanitary Line	Capital	Grant and Capital Funds on Hand	$2,955,000	Regional Water Supply Commission April 15, 2026
	Land and Site Works	Capital	Capital Funds on Hand	($2,000,000)	
Saanich Peninsula Wastewater	District Energy System Condition Assessment	Capital	Reserves	$100,000	Saanich Peninsula Wastewater Treatment Plant, April 2, 2026
	Decarbonization Improvements	Capital	Reserves	($100,000)	

The proposed Financial Plan amendment Bylaw No. 4768 incorporates the changes in Table 1 and is attached as Appendix A, inclusive of an updated Schedule A and B.

ALTERNATIVES

Alternative 1
The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4768, "2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 1, 2026", be introduced and read a first, second and third time;
2. That Bylaw No. 4768 be adopted; and
3. That the revised Staff Establishment Chart as attached as Appendix B be approved.

Alternative 2
That Bylaw No. 4768 be deferred pending further analysis by Capital Regional District staff.

IMPLICATIONS

Financial Implications

Royal Theatre

The Royal Theatre budget was set at the estimated maximum requisition based on the total assessment for the service area at the time of the 2026 Final Budget. Revised assessment data for 2026 received subsequent to the Final Budget was lower in total assessment value. This results in decreasing the requisition for the service from $598,711 to $598,304, staying within the maximum requisition level established for this service. In addition, the 2025 final assessment received in March 2026 has resulted in an additional $724 adjustment for maximum requisition for 2025, which needs to be refunded in 2026. This results in a total reduction of requisition adjustment of $1,131, to keep the service under maximum requisition for both 2025 and 2026.

Feasibility Study Reserve / Performing Arts Facilities Service

On April 8, 2026, the CRD Board approved Bylaw No. 4704 establishing the Performing Arts Facilities Service. Initial costs for establishing the service are approved within the 2026 budget under the Feasibility Study Reserve Fund service. With approval of the establishment of the Performing Arts Facilities Service, the planned 1.0 full-time equivalent (FTE) Program Coordinator to support the new service can now be added to the Staff Establishment Chart (SEC). The inclusion of this FTE in the SEC is possible now that the related service has been established. There is no change required to the budget for this adjustment. Appendix B highlights the inclusion of the 1.0 FTE to the 2026-2030 revised SEC.

Land Banking & Housing

A revision is required for the Thuthiqut Hulelum (Forest Homes) Affordable Housing project, to reflect approved budget to be carried forward from 2025 into the 2026 capital plan. This results in updating the carry-forward of $1,085,208 to $2,354,096 from capital funds on hand, to be spent in 2026. This will result in a total change of $1,268,888 for the project in 2026. Project timelines have been adjusted to reflect increased construction work in 2026 resulting from delays in 2025.

Otter Point Fire Protection and Emergency Response Service

On March 11, 2026, the Otter Point Fire Protection and Emergency Response Commission approved a budget amendment for the Fire Engine 23 Replacement project to align with the terms of the purchase. The total project budget was increased by $25,000 to $925,000 funded by the equipment replacement fund. Spending in 2026 was increased by $300,000 to $600,000 and the 2028 budget was reduced by $275,000 to $325,000.

Southern Gulf Islands Small Craft Harbour Facilities Service

On April 24, 2026, the Southern Gulf Islands Harbours Commission approved an amendment to add the Anson Road Dock Electrification project to the 2026 capital plan. The project includes 12 marine power receptacles and electrical connections as well as a dock webcam. The project budget of $130,000 is funded by $85,000 in donations and $45,000 capital reserve funds.

Regional Water Supply

On April 15, 2026, the Regional Water Supply Commission recommended that the CRD Board approve a budget increase of $995,000 for the New Field Operations Centre Building project, to support the installation of a sanitary line funded by a grant from the City of Langford. The Commission also recommended reallocating $2,000,000 from the Land and Site Works project to the New Field Operations Centre Building, reflecting the original intent that these funds support the Field Operations Centre project.

Saanich Peninsula Wastewater

On April 2, 2026, the Saanich Peninsula Wastewater Commission recommended that the CRD Board approve the reallocation of $100,000 from the Decarbonization Improvements project for the treatment plant to the District Energy System Condition Assessment project. This funding will support an investigation into the potential expansion of the District Energy System using recovered wastewater heat from the Saanich Peninsula Wastewater Treatment Plant. The project will provide a detailed understanding of asset condition and establish a foundation for further engineering evaluations related to potential service expansion. Following the reallocation, the overall 2026 spending remains unchanged.

CONCLUSION

In compliance with the *Local Government Act*, the proposed amending Bylaw No. 4768 authorizes changes required to Bylaw No. 4751, "2026 to 2030 Financial Plan Bylaw, 2026," which the CRD Board approved on March 11, 2026.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4768, "2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 1, 2026", be introduced and read a first, second and third time;
2. That Bylaw No. 4768 be adopted; and
3. That the revised Staff Establishment Chart as attached as Appendix B be approved.

Submitted by:	Varinia Somosan, CPA, CGA, Senior Manager, Financial Services & Deputy Chief Financial Officer
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Bylaw No. 4768, "2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 1, 2026" with Schedule A and Schedule B
Appendix B: Revised Staff Establishment Chart 2026-2030

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4768

****

A BYLAW TO AMEND THE FIVE-YEAR FINANCIAL PLAN FOR THE YEARS 2026 – 2030 (BYLAW NO. 4751)

****

WHEREAS:

A. Under Bylaw No. 4751, “2026 to 2030 Financial Plan Bylaw, 2026”, pursuant to Section 374 of the *Local Government Act*, the Regional District must adopt a five-year financial plan for the years 2026 to 2030, 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. 4751 to incorporate the changes outlined in Schedule A and Schedule B.

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

1. Bylaw No. 4768, "2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 1, 2026", is hereby amended by replacing Schedule A and Schedule B with the attached schedule hereto.

2. This Bylaw may be cited as “2026 to 2030 Financial Plan Bylaw, 2026, Amendment Bylaw No. 1, 2026”.

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 A

CAPITAL REGIONAL DISTRICT 2026 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2026	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2026	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2026
1.010	Legislative & General Government	50,664,746	46,291,704	-	-	1,333,379	3,039,663	50,664,746	1,050,000	28,268,983	2,630,107	4,202,246	107,780	-	14,405,630	14,405,630
1.10X	Facilities Management	5,119,167	4,470,687	-	-	75,000	573,480	5,119,167	75,000	4,818,362	-	58,392	-	-	167,413	167,413
1.101	G.I.S.	700,341	631,771	-	-	18,570	50,000	700,341	-	534,972	15,000	6,641	-	-	143,728	143,728
1.103	Elections	273,150	273,150	-	-	-	-	273,150	-	-	151,280	81,870	-	-	40,000	40,000
1.104	U.B.C.M.	14,486	14,041	-	445	-	-	14,486	-	-	-	100	-	-	14,386	14,386
1.108	Joint Electoral Area Admin	320,380	320,380	-	-	-	-	320,380	-	-	-	716	-	-	319,664	319,664
1.109	Electoral Area Admin Exp - JDF	81,991	80,971	-	-	-	1,020	81,991	-	-	-	260	-	-	81,731	81,731
1.110	Electoral Area Admin Exp - SGI	477,460	476,310	-	-	-	1,150	477,460	12,000	-	14,392	16,790	-	-	434,278	434,278
1.111	Electoral Area Admin Exp - SSI	1,654,529	1,565,919	-	-	-	88,610	1,654,529	-	755,225	77,208	5,933	-	-	816,163	816,163
1.112	Regional Grant in Aid	1,765,351	1,765,351	-	-	-	-	1,765,351	1,714,451	-	-	50,900	-	-	-	-
1.114	Grant-in-Aid - Juan de Fuca	31,703	31,703	-	-	-	-	31,703	19,927	-	-	300	-	-	11,476	11,476
1.116	Grant-in-Aid - Salt Spring Island	96,100	95,960	-	140	-	-	96,100	-	-	-	20,140	-	-	75,960	75,960
1.117	Grant-in-Aid - Southern Gulf Islands	128,467	128,467	-	-	-	-	128,467	8,197	-	-	1,280	-	-	118,990	118,990
1.119	Vancouver Island Regional Library	442,490	442,490	-	-	-	-	442,490	516	-	-	760	-	-	441,214	441,214
1.121	Sooke Regional Museum	307,275	307,266	-	9	-	-	307,275	-	-	-	1,581	-	-	305,694	305,694
1.123	Prov. Court of B.C. (Family Court)	149,360	-	-	-	-	149,360	149,360	-	-	-	149,360	-	-	-	-
1.124	SSI Economic Development Commission	108,008	100,548	-	-	-	7,460	108,008	11,716	-	10,000	620	-	-	85,672	85,672
1.125	SGI Economic Development Commission	658,774	658,774	-	-	-	-	658,774	14,639	-	510,500	1,520	-	-	132,115	132,115
1.126	Victoria Family Court Committee	41,558	41,558	-	-	-	-	41,558	25,841	-	-	717	-	-	15,000	15,000
1.128	Greater Victoria Police Victim Services	340,090	340,090	-	-	-	-	340,090	5,713	-	-	14,583	-	-	319,794	319,794
1.129	Vancouver Island Regional Library - Debt	340,456	2,190	338,266	-	-	-	340,456	-	-	-	340,456	-	-	-	-
1.133	Langford E.A. - Greater Victoria Public Library	35,314	35,314	-	-	-	-	35,314	962	-	-	100	-	-	34,252	34,252
1.137	Galiano Island Community Use Building	73,637	41,454	30,653	-	-	1,530	73,637	-	-	-	350	-	-	73,287	73,287
1.138	Southern Gulf Islands Regional Library	267,489	267,489	-	-	-	-	267,489	1,417	-	-	2,600	-	-	263,472	263,472
1.141	Salt Spring Island Public Library	806,113	656,887	146,651	-	-	2,575	806,113	-	-	-	2,100	-	-	804,013	804,013
1.15X	Municipalities' Own Debt - M.F.A.	22,635,233	119,747	22,515,486	-	-	-	22,635,233	-	-	-	119,747	-	-	22,515,486	22,515,486
1.170	Gossip Island Electric Power Supply	63,667	1,046	62,621	-	-	-	63,667	471	-	-	420	-	62,776	-	62,776
1.224	Community Health	646,895	646,895	-	-	-	-	646,895	-	-	177,336	192,853	-	-	276,706	276,706
1.226	Health Facilities - VIHA	1,539,297	618,025	-	-	-	921,272	1,539,297	-	-	-	1,539,297	-	-	-	-
1.227	Saturna Island Medical Clinic	12,901	12,901	-	-	-	-	12,901	12,304	-	-	597	-	-	-	-
1.228	Galiano Health Service	193,067	193,067	-	-	-	-	193,067	450	-	-	130	-	-	192,487	192,487
1.229	Pender Islands Health Care Centre	331,729	331,729	-	-	-	-	331,729	1,970	-	-	2,474	-	-	327,285	327,285
1.230	Traffic Safety Commission	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.232	Port Renfrew Street Lighting	12,985	12,985	-	-	-	-	12,985	4,015	-	-	360	4,390	4,220	-	4,220
1.234	SSI Street Lighting	34,394	34,044	-	-	-	350	34,394	-	-	-	40	-	-	34,354	34,354
1.235	SGI Small Craft Harbour Facilities	535,409	286,536	87,493	-	-	161,380	535,409	-	-	-	8,612	168,730	358,067	-	358,067
1.236	Salt Spring Island Fernwood Dock	19,847	17,847	-	-	-	2,000	19,847	-	-	-	170	-	19,677	-	19,677
1.238A	Community Transit (SSI)	733,695	678,915	-	-	-	54,780	733,695	-	-	46,240	190,955	-	-	496,500	496,500
1.238B	Community Transportation (SSI)	63,179	53,179	-	-	-	10,000	63,179	-	-	-	390	-	-	62,789	62,789
1.280	Regional Parks	21,147,786	16,255,783	1,586,751	-	285,357	3,019,895	21,147,786	340,000	2,246,750	20,000	1,082,849	797,891	-	16,660,296	16,660,296
1.290	Royal Theatre	597,580	107,580	-	-	105,000	385,000	597,580	-	-	-	-	-	-	597,580	597,580
1.295	McPherson Theatre	781,013	347,968	-	-	90,000	343,045	781,013	-	-	-	31,013	-	-	750,000	750,000
1.297	Arts Grants	3,375,641	3,374,591	-	-	-	1,050	3,375,641	-	16,142	46,451	179,028	-	-	3,134,020	3,134,020
1.299	Salt Spring Island Arts	154,551	154,551	-	-	-	-	154,551	-	-	-	190	-	-	154,361	154,361
1.309	Climate Action and Adaptation	2,591,861	2,058,995	-	-	460,470	72,396	2,591,861	-	-	6,297	861,674	25,347	-	1,698,543	1,698,543
1.310	Land Banking & Housing	5,382,770	3,016,352	2,357,248	-	5,000	4,170	5,382,770	495,326	683,840	100,000	946,535	35,130	-	3,121,939	3,121,939
1.311	Regional Housing Trust Fund	3,223,431	3,223,431	-	-	-	-	3,223,431	2,881,785	-	-	61,868	-	-	279,778	279,778
1.312	Regional Goose Management	359,665	359,665	-	-	-	-	359,665	-	-	49,621	11,777	-	-	298,267	298,267
1.313	Animal Care Services	2,077,586	1,997,801	-	-	-	79,785	2,077,586	-	-	-	1,461,162	53,000	-	563,424	563,424
1.314	SGI House Numbering	10,600	10,600	-	-	-	-	10,600	14	-	-	106	-	-	10,480	10,480
1.315	Biodiversity & Environmental Stewardship	235,274	235,274	-	-	-	-	235,274	-	105,876	-	5,167	-	-	124,231	124,231
1.316	SSI Building Numbering	10,780	10,751	-	29	-	-	10,780	-	-	-	10	-	-	10,770	10,770
1.317	JDF Building Numbering	14,534	14,534	-	-	-	-	14,534	37	-	-	50	-	-	14,447	14,447
1.318	Building Inspection	2,536,013	2,498,593	-	-	14,120	23,300	2,536,013	-	33,610	343,769	5,518	1,416,230	-	736,886	736,886
1.319	Soil Deposit Removal	31,338	31,338	-	-	-	-	31,338	-	-	10,028	40	10,000	-	11,270	11,270
1.320	Noise Control	80,589	74,589	-	-	-	6,000	80,589	-	-	-	316	-	-	80,273	80,273
1.322	Nuisances & Unsightly Premises	65,344	65,344	-	-	-	-	65,344	-	-	2,500	320	-	-	62,524	62,524
1.323	By-Law Enforcement	1,215,109	1,124,049	-	-	-	91,060	1,215,109	-	1,155,908	7,207	51,994	-	-	-	-
1.324	Regional Planning Services	880,973	876,423	-	-	-	4,550	880,973	-	173,400	10,812	22,403	-	-	674,358	674,358
1.325	Electoral Area Services - Planning	997,467	925,427	-	-	-	72,040	997,467	-	34,791	71,744	2,379	47,180	-	841,373	841,373
1.326	Foodlands Access	426,499	304,949	-	-	-	121,550	426,499	-	-	62,500	12,800	-	-	351,199	351,199
1.329	Regional Transportation	6,341,362	5,559,862	-	-	-	781,500	6,341,362	14,000	-	990,175	39,360	-	-	5,297,827	5,297,827
1.330	Regional Growth Strategy	659,758	659,758	-	-	-	-	659,758	-	-	500,000	16,185	-	-	143,573	143,573
1.335	Geo-Spatial Referencing System	176,826	138,576	-	-	10,000	28,250	176,826	-	-	-	7,744	9,080	-	160,002	160,002
1.340	JDF Livestock Injury Compensation	3,158	3,158	-	-	-	-	3,158	3,091	-	-	67	-	-	-	-
1.341	SGI Livestock Injury Compensation	3,159	3,159	-	-	-	-	3,159	3,141	-	-	18	-	-	-	-
1.342	SSI Livestock Injury Compensation	3,158	3,158	-	-	-	-	3,158	3,132	-	-	26	-	-	-	-
1.350	Willis Point Fire Protect & Recreation	222,440	155,360	-	-	6,840	60,240	222,440	10,906	-	-	35,630	-	-	175,904	175,904
1.352	South Galiano Fire Protection	721,839	464,962	141,027	-	10,690	105,160	721,839	-	35,235	-	1,550	-	141,027	544,027	685,054
1.353	Otter Point Fire Protection	772,038	557,468	-	-	6,160	208,410	772,038	-	-	-	360	-	-	771,678	771,678
1.354	Malahat Fire Protection	72,754	71,406	-	1,348	-	-	72,754	-	-	-	-	-	-	72,754	72,754
1.355	Durrance Road Fire Protection	3,016	2,716	-	-	-	300	3,016	-	-	-	-	-	3,016	-	3,016
1.356	Pender Fire Protection	1,579,313	1,263,965	94,516	-	-	220,832	1,579,313	-	-	94,516	14,886	-	-	1,469,911	1,469,911
1.357	East Sooke Fire Protection	834,604	540,130	178,274	-	-	116,200	834,604	50,804	-	-	29,820	112,232	-	641,748	641,748
1.358	Port Renfrew Fire Protection	259,476	212,886	-	-	-	46,590	259,476	-	-	-	11,661	99,382	-	148,433	148,433
1.359	North Galiano Fire Protection	365,061	263,608	56,363	-	5,090	40,000	365,061	-	-	-	1,372	-	24,440	339,249	363,689
1.360	Shirley Fire Protection	264,969	164,839	-	-	10,480	89,650	264,969	-	-	-	5,220	-	-	259,749	259,749
1.363	Saturna Island Fire	348,054	348,054	-	-	-	-	348,054	320	-	-	16,908	-	-	330,826	330,826
1.368	Electoral Area Fire Inspection & Investigation	25,000	25,000	-	-	-	-	25,000	-	-	-	-	-	-	25,000	25,000
1.369	Electoral Area Fire Services	514,909	512,409	-	-	2,500	-	514,909	-	-	13,699	120	-	-	501,090	501,090
1.370	Juan de Fuca Emergency Program	115,521	103,641	-	-	-	11,880	115,521	-	-	-	270	-	-	115,251	115,251
1.371	SSI Emergency Program	154,486	154,486	-	-	-	-	154,486	-	-	7,876	200	-	-	146,410	146,410
1.372	Electoral Area Emergency Program	1,033,350	1,028,350	-	-	-	5,000	1,033,350	-	534,270	104,186	176,094	-	-	218,800	218,800
1.373	SGI Emergency Program	289,615	289,615	-	-	-	-	289,615	-	-	20,000	2,684	-	-	266,931	266,931
1.374	Regional Emergency Program Support	212,724	212,724	-	-	-	-	212,724	-	-	63,408	6,847	-	-	142,469	142,469
1.375	Hazardous Material Incident Response	554,520	541,620	-	-	-	12,900	554,520	-	-	42,500	22,830	-	-	489,190	489,190
1.377	JDF Search and Rescue	96,250	93,200	-	-	-	3,050	96,250	-	-	-	22,900	-	-	73,350	73,350
1.378	SSI Search and Rescue	31,831	31,831	-	-	-	-	31,831	4,035	-	-	100	-	-	27,696	27,696
1.40X	SEAPARC	6,039,678	5,304,724	143,966	-	-	590,988	6,039,678	-	-	-	593,507	1,704,380	-	3,741,791	3,741,791
1.405	JDF EA - Community Parks	377,194	360,914	-	-	-	16,280	377,194	-	-	3,604	1,020	-	-	372,570	372,570
1.408	JDF EA - Community Recreation	67,657	56,191	-	-	-	11,466	67,657	1,466	-	-	23,030	-	-	43,161	43,161

Schedule A

CAPITAL REGIONAL DISTRICT 2026 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2026	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2026	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2026
1.44X	Panorama Rec. Center.	12,436,172	10,956,804	328,308	-	-	1,151,060	12,436,172	-	-	200,000	2,617,604	3,541,144	-	6,077,424	6,077,424
1.45X	SSI Parks and Recreation	4,085,195	3,795,695	18,000	-	-	271,500	4,085,195	-	62,260	43,604	217,791	601,845	-	3,159,695	3,159,695
1.465	Saturna Island Comm. Parks	34,095	29,115	-	-	-	4,980	34,095	1,445	-	-	1,443	-	-	31,207	31,207
1.468	Saturna Island - Community Rec.	26,601	26,601	-	-	-	-	26,601	8,967	-	-	824	-	-	16,810	16,810
1.475	Mayne Is. Com. Parks & Rec	102,185	82,785	-	-	-	19,400	102,185	-	-	-	300	-	-	101,885	101,885
1.476	Mayne Is. Comm. Parks (reserve)	40,366	40,366	-	-	-	-	40,366	29,286	-	-	10,000	1,080	-	-	-
1.478	Mayne Is. Community Rec.	45,519	45,519	-	-	-	-	45,519	6,859	-	-	60	-	-	38,600	38,600
1.485	North & South Pender Com. Parks	196,306	166,306	-	-	-	30,000	196,306	-	-	-	2,390	-	-	193,916	193,916
1.488	North & South Pender Com. Rec	79,699	79,699	-	-	-	-	79,699	1,066	-	-	925	-	-	77,708	77,708
1.495	Galiano Parks	170,196	158,096	-	-	-	12,100	170,196	13,500	-	11,550	28,240	-	-	116,906	116,906
1.498	Galiano Community Recreation	48,823	48,823	-	-	-	-	48,823	33	-	-	30	-	-	48,760	48,760
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	51,483,224	49,921,002	-	-	-	1,562,222	51,483,224	-	-	1,261,309	17,954,735	32,267,180	-	-	-
1.523	Port Renfrew Refuse Disposal	183,396	156,289	-	-	-	27,107	183,396	-	44,516	-	73,833	-	-	65,047	65,047
1.525	Solid Waste Disposal - Debt	2,737,520	73,300	2,664,220	-	-	-	2,737,520	-	-	-	5,400	2,732,120	-	-	-
1.531	Stormwater Quality Management - Sooke	72,726	72,726	-	-	-	-	72,726	-	-	40,000	320	-	-	32,406	32,406
1.533	Stormwater Quality Management - SGI	43,589	43,589	-	-	-	-	43,589	-	-	-	576	-	-	43,013	43,013
1.535	Stormwater Quality Management - SSI	42,431	42,431	-	-	-	-	42,431	-	-	24,660	121	-	-	17,650	17,650
1.536	LWMP-Stormwater Quality Management-Core	799,395	799,395	-	-	-	-	799,395	-	-	50,000	87,122	-	-	662,273	662,273
1.537	Stormwater Quality Management - Peninsula	130,662	130,662	-	-	-	-	130,662	-	-	10,000	4,180	-	-	116,482	116,482
1.538	Source - Stormwater Quality - Peninsula	62,773	62,773	-	-	-	-	62,773	-	-	606	1,746	-	-	60,421	60,421
1.57X	Environmental Services	31,860,647	30,397,300	-	-	440,000	1,023,347	31,860,647	-	31,194,126	666,521	-	-	-	-	-
1.580	EA Utility Operations	1,917,306	1,739,475	-	-	-	177,831	1,917,306	-	1,917,306	-	-	-	-	-	-
1.911	911 Systems	2,644,068	1,587,202	1,011,949	16,324	-	28,593	2,644,068	-	-	-	2,002,127	110,801	-	531,140	531,140
1.912B	911 Call Answer - Municipalities	37,704	-	-	37,704	-	-	37,704	-	582,173	-	-34,473	-	-	(509,996)	(509,996)
1.913	913 Fire Dispatch	432,239	432,239	-	-	-	-	432,239	-	-	-	19,027	-	-	413,212	413,212
1.921	Regional CREST Contribution	2,105,968	2,102,562	-	3,406	-	-	2,105,968	-	-	-	97,331	-	-	2,008,637	2,008,637
1.923	Emergency Comm - CREST - SGI	196,749	196,749	-	-	-	-	196,749	583	-	-	2,010	-	-	194,156	194,156
1.924	Emergency Comm - CREST - JDF	161,892	161,892	-	-	-	-	161,892	191	-	-	252	-	-	161,449	161,449
1.925	Emergency Comm - CREST - SSI	160,977	160,977	-	-	-	-	160,977	301	-	-	160	-	-	160,516	160,516
2.610	Saanich Peninsula Water Supply	9,251,293	8,254,891	446,402	-	-	550,000	9,251,293	-	-	-	129,510	9,121,783	-	-	-
2.620	SSI Highland Water System	13,848	87	13,761	-	-	-	13,848	58	-	-	70	-	13,720	-	13,720
2.621	Highland / Fernwood Water - SSI	641,760	454,699	38,991	-	-	148,070	641,760	-	-	22,500	1,060	521,670	96,530	-	96,530
2.622	Cedars of Tuam	69,056	45,166	-	-	-	23,890	69,056	-	-	-	90	68,966	-	-	-
2.624	Beddis Water	335,840	214,605	3,840	-	-	117,395	335,840	-	-	-	150	234,340	101,350	-	101,350
2.626	Fulford Water	265,130	181,682	18,673	-	-	64,775	265,130	-	-	-	780	198,680	65,670	-	65,670
2.628	Cedar Lane Water (SSI)	124,440	91,305	2,280	-	-	30,855	124,440	-	-	20,000	160	80,030	24,250	-	24,250
2.630	Magic Lakes Estate Water System	1,278,193	913,657	165,861	88,515	-	110,160	1,278,193	-	-	40,000	11,268	524,960	701,965	-	701,965
2.640	Saturna Island Water System (Lyall Harbour)	337,525	239,000	28,260	-	-	70,265	337,525	-	-	20,000	955	147,000	169,570	-	169,570
2.642	Skana Water (Mayne)	130,520	70,560	-	-	-	59,960	130,520	-	-	-	100	75,990	54,430	-	54,430
2.650	Port Renfrew Water	197,885	162,056	-	-	-	35,829	197,885	-	-	8,000	1,290	96,118	92,477	-	92,477
2.660	Fernwood Water	4,140	30	4,110	-	-	-	4,140	2,344	-	-	20	-	1,776	-	1,776
2.665	Sticks Allison Water (Galiano)	94,744	64,504	-	-	-	30,240	94,744	-	-	5,000	100	82,970	6,674	-	6,674
2.667	Surfside Park Estates (Mayne)	217,410	126,810	-	14,970	-	75,630	217,410	-	-	-	200	142,980	74,230	-	74,230
2.670	Regional Water Supply	48,804,152	23,918,630	3,215,038	-	21,000,000	670,484	48,804,152	-	-	-	932,250	47,871,902	-	-	-
2.680	Juan de Fuca Water Distribution	31,639,954	19,301,631	2,798,219	-	8,800,000	740,104	31,639,954	-	-	-	238,027	31,401,927	-	-	-
2.681	Florence Lake Water System Debt	19,077	-	19,002	75	-	-	19,077	-	-	-	80	-	18,997	-	18,997
2.682	Seagirt Water System Debt	114,767	20,000	94,767	-	-	-	114,767	-	-	-	-	-	114,767	-	114,767
2.691	Wilderness Mountain Water Service	209,290	146,704	25,664	-	-	36,922	209,290	-	-	4,000	180	122,190	82,920	-	82,920
3.700	Septage Disposal	166,503	166,503	-	-	-	-	166,503	-	-	-	166,503	-	-	-	-
3.701	Millstream Remediation Service	50,449	50,449	-	-	-	-	50,449	-	-	50,000	449	-	-	-	-
3.705	SSI Liquid Waste Disposal	1,276,792	1,139,343	76,139	-	-	61,310	1,276,792	-	-	15,000	1,601	843,700	416,491	-	416,491
3.707	LWMP - On Site System Management Program	183,788	183,788	-	-	-	-	183,788	-	-	43,097	9,135	-	131,556	-	131,556
3.71X	Core Area Wastewater Operations	42,174,095	41,374,095	-	-	-	800,000	42,174,095	-	1,110,032	170,000	34,029,210	-	-	6,864,853	6,864,853
3.718	Peninsula Wastewater TP	5,406,370	4,618,417	103,603	-	-	684,350	5,406,370	-	138,991	35,000	2,769,066	-	-	2,463,313	2,463,313
3.720	LWMP - (Peninsula) - Implementation	108,915	108,915	-	-	-	-	108,915	-	-	75,000	1,021	-	-	32,894	32,894
3.750	LWMP - Core and West Shore	628,442	374,506	-	-	-	253,936	628,442	-	-	-	172,640	200,000	-	255,802	255,802
3.751	LWMP - Core and West Shore Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.752	LWMP - Harbour Studies	383,960	383,960	-	-	-	-	383,960	-	-	-	20,344	-	-	363,616	363,616
3.755	Regional Source Control	1,795,828	1,795,828	-	-	-	-	1,795,828	-	55,000	83,500	83,765	64,171	-	1,509,392	1,509,392
3.756	Harbours Environmental Action	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.7XX	Core Area & Legacy Trunk Sewer - Debt	23,986,524	343,371	9,502,329	-	5,529,745	8,611,079	23,986,524	378,978	-	-	17,249,354	-	-	6,358,192	6,358,192
3.810	Ganges Sewer	1,458,401	1,020,298	245,813	-	-	192,290	1,458,401	-	-	30,000	3,041	1,354,960	70,400	-	70,400
3.820	Maliview Estates Sewer System	327,790	227,930	42,720	-	-	57,140	327,790	-	-	-	25,400	241,870	60,520	-	60,520
3.830	Magic Lake Estates Sewer System	1,122,571	821,948	174,103	-	-	126,520	1,122,571	-	12,150	12,000	5,110	368,240	725,071	-	725,071
3.830D	Magic Lake Estates Sewer Debt	232,445	1,760	230,685	-	-	-	232,445	-	-	-	2,961	-	229,484	-	229,484
3.850	Port Renfrew Sewer	149,480	123,791	-	-	-	25,689	149,480	-	-	-	1,719	73,871	73,890	-	73,890
21.ALL	Feasibility Study Reserve Fund - All	132,367	132,367	-	-	-	-	132,367	66,537	-	-	355,830	-	-	-290,000	-290,000
21.E.A.	Feasibility Study Reserve Fund - E.A.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Schedule A

CAPITAL REGIONAL DISTRICT 2027 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2027	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2027	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2027
1.010	Legislative & General Government	48,106,136	47,242,772	-	-	557,326	306,038	48,106,136	500,000	31,098,197	40,800	1,817,831	109,140	-	14,540,168	14,540,168
1.10X	Facilities Management	5,234,850	4,580,200	-	-	-	654,650	5,234,850	-	5,027,660	-	34,932	-	-	172,258	172,258
1.101	G.I.S.	724,628	655,688	-	-	18,940	50,000	724,628	-	545,671	10,000	6,545	-	-	162,412	162,412
1.103	Elections	40,960	500	-	-	-	40,460	40,960	-	-	-	160	-	-	40,800	40,800
1.104	U.B.C.M.	14,688	14,688	-	-	-	-	14,688	-	-	-	100	-	-	14,588	14,588
1.108	Joint Electoral Area Admin	330,130	330,130	-	-	-	-	330,130	-	-	-	-	-	-	330,130	330,130
1.109	Electoral Area Admin Exp - JDF	91,486	87,486	-	-	-	4,000	91,486	-	-	-	260	-	-	91,226	91,226
1.110	Electoral Area Admin Exp - SGI	472,499	471,329	-	-	-	1,170	472,499	-	-	12,367	17,122	-	-	443,010	443,010
1.111	Electoral Area Admin Exp - SSI	1,608,048	1,524,818	-	-	-	83,230	1,608,048	-	754,440	4,000	5,878	-	-	843,730	843,730
1.112	Regional Grant in Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.114	Grant-in-Aid - Juan de Fuca	26,541	26,541	-	-	-	-	26,541	-	-	-	310	-	-	26,231	26,231
1.116	Grant-in-Aid - Salt Spring Island	77,606	77,606	-	-	-	-	77,606	-	-	-	140	-	-	77,466	77,466
1.117	Grant-in-Aid - Southern Gulf Islands	122,662	122,662	-	-	-	-	122,662	-	-	-	1,300	-	-	121,362	121,362
1.119	Vancouver Island Regional Library	451,323	451,323	-	-	-	-	451,323	-	-	-	780	-	-	450,543	450,543
1.121	Sooke Regional Museum	313,399	313,399	-	-	-	-	313,399	-	-	-	710	-	-	312,689	312,689
1.123	Prov. Court of B.C. (Family Court)	149,360	-	-	-	-	149,360	149,360	-	-	-	149,360	-	-	-	-
1.124	SSI Economic Development Commission	86,700	79,200	-	-	-	7,500	86,700	-	-	-	630	-	-	86,070	86,070
1.125	SGI Economic Development Commission	136,302	136,302	-	-	-	-	136,302	-	-	-	1,550	-	-	134,752	134,752
1.126	Victoria Family Court Committee	15,803	15,803	-	-	-	-	15,803	-	-	-	803	-	-	15,000	15,000
1.128	Greater Victoria Police Victim Services	342,714	342,714	-	-	-	-	342,714	-	-	-	16,212	-	-	326,502	326,502
1.129	Vancouver Island Regional Library - Debt	340,456	2,190	338,266	-	-	-	340,456	-	-	-	340,456	-	-	-	-
1.133	Langford E.A. - Greater Victoria Public Library	36,016	36,016	-	-	-	-	36,016	-	-	-	100	-	-	35,916	35,916
1.137	Galiano Island Community Use Building	74,635	42,421	30,653	-	-	1,561	74,635	-	-	-	354	-	-	74,281	74,281
1.138	Southern Gulf Islands Regional Library	272,828	272,828	-	-	-	-	272,828	-	-	-	2,650	-	-	270,178	270,178
1.141	Salt Spring Island Public Library	821,250	717,102	9,888	-	-	94,260	821,250	-	-	-	1,160	-	-	820,090	820,090
1.15X	Municipalities' Own Debt - M.F.A.	21,084,917	107,907	20,977,010	-	-	-	21,084,917	-	-	-	107,907	-	-	20,977,010	20,977,010
1.170	Gossip Island Electric Power Supply	63,691	1,070	62,621	-	-	-	63,691	-	-	-	420	-	63,271	-	63,271
1.224	Community Health	314,513	314,513	-	-	-	-	314,513	-	-	-	79,373	-	-	235,140	235,140
1.226	Health Facilities - VIHA	1,539,297	623,781	-	-	-	915,516	1,539,297	-	-	-	1,539,297	-	-	-	-
1.227	Saturna Island Medical Clinic	11,200	11,200	-	-	-	-	11,200	-	-	-	1,600	-	-	9,600	9,600
1.228	Galiano Health Service	241,885	241,885	-	-	-	-	241,885	-	-	-	130	-	-	241,755	241,755
1.229	Pender Islands Health Care Centre	341,600	341,600	-	-	-	-	341,600	-	-	-	2,400	-	-	339,200	339,200
1.230	Traffic Safety Commission	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.232	Port Renfrew Street Lighting	10,055	10,055	-	-	-	-	10,055	-	-	-	370	4,480	5,205	-	5,205
1.234	SSI Street Lighting	35,273	34,713	-	-	-	560	35,273	-	-	-	40	-	-	35,233	35,233
1.235	SGI Small Craft Harbour Facilities	556,883	294,040	87,493	-	-	175,350	556,883	-	-	-	8,463	172,120	376,300	-	376,300
1.236	Salt Spring Island Fernwood Dock	31,999	18,329	-	-	-	13,670	31,999	-	-	-	170	-	31,829	-	31,829
1.238A	Community Transit (SSI)	726,609	687,284	-	-	-	39,325	726,609	-	-	-	194,780	-	-	531,829	531,829
1.238B	Community Transportation (SSI)	141,588	54,228	-	-	-	87,360	141,588	-	-	-	400	-	-	141,188	141,188
1.280	Regional Parks	23,073,760	16,700,987	2,968,652	-	214,564	3,189,557	23,073,760	-	3,462,795	20,000	1,079,839	810,530	-	17,700,596	17,700,596
1.290	Royal Theatre	605,955	115,955	-	-	109,000	381,000	605,955	-	-	-	-	-	-	605,955	605,955
1.295	McPherson Theatre	783,045	350,000	-	-	94,000	339,045	783,045	-	-	-	33,045	-	-	750,000	750,000
1.297	Arts Grants	3,451,903	3,450,833	-	-	-	1,070	3,451,903	-	16,610	52,700	172,779	-	-	3,209,814	3,209,814
1.299	Salt Spring Island Arts	157,611	157,611	-	-	-	-	157,611	-	-	-	190	-	-	157,421	157,421
1.309	Climate Action and Adaptation	3,264,539	2,008,318	-	-	1,179,611	76,610	3,264,539	-	-	123,982	1,241,503	67,653	-	1,831,401	1,831,401
1.310	Land Banking & Housing	4,950,511	2,589,053	2,357,248	-	-	4,210	4,950,511	-	398,489	-	802,708	2,000	-	3,747,314	3,747,314
1.311	Regional Housing Trust Fund	383,130	383,130	-	-	-	-	383,130	-	-	-	38,209	-	-	344,921	344,921
1.312	Regional Goose Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.313	Animal Care Services	2,142,119	2,053,039	-	-	-	89,080	2,142,119	-	-	-	1,488,730	54,060	-	599,329	599,329
1.314	SGI House Numbering	10,810	10,810	-	-	-	-	10,810	-	-	-	120	-	-	10,690	10,690
1.315	Biodiversity & Environmental Stewardship	234,714	234,714	-	-	-	-	234,714	-	109,053	-	-	-	-	125,661	125,661
1.316	SSI Building Numbering	10,956	10,956	-	-	-	-	10,956	-	-	-	10	-	-	10,946	10,946
1.317	JDF Building Numbering	14,826	14,826	-	-	-	-	14,826	-	-	-	50	-	-	14,776	14,776
1.318	Building Inspection	2,507,629	2,409,919	-	-	14,410	83,300	2,507,629	-	34,280	79,255	5,280	1,444,550	-	944,264	944,264
1.319	Soil Deposit Removal	29,409	29,409	-	-	-	-	29,409	-	-	7,669	40	10,200	-	11,500	11,500
1.320	Noise Control	82,208	73,518	-	-	-	8,690	82,208	-	-	-	280	-	-	81,928	81,928
1.322	Nuisances & Unsightly Premises	66,100	64,100	-	-	-	2,000	66,100	-	-	-	320	-	-	65,780	65,780
1.323	By-Law Enforcement	1,184,555	1,059,570	-	-	-	124,985	1,184,555	-	1,131,528	-	53,027	-	-	-	-
1.324	Regional Planning Services	898,143	893,503	-	-	-	4,640	898,143	-	178,410	-	25,418	-	-	694,315	694,315
1.325	Electoral Area Services - Planning	1,058,548	985,068	-	-	-	73,480	1,058,548	-	45,487	53,830	2,370	48,120	-	908,741	908,741
1.326	Foodlands	464,573	335,068	-	-	-	129,505	464,573	-	-	-	15,100	-	-	449,473	449,473
1.329	Regional Transportation	7,247,562	6,436,762	-	-	-	810,800	7,247,562	-	-	670,000	43,832	-	-	6,533,730	6,533,730
1.330	Regional Growth Strategy	315,966	315,966	-	-	-	-	315,966	-	-	-	18,130	-	-	297,836	297,836
1.335	Geo-Spatial Referencing System	195,321	141,321	-	-	10,000	44,000	195,321	-	-	-	8,382	9,260	-	177,679	177,679
1.340	JDF Livestock Injury Compensation	3,161	3,161	-	-	-	-	3,161	-	-	-	41	-	-	3,120	3,120
1.341	SGI Livestock Injury Compensation	3,162	3,162	-	-	-	-	3,162	-	-	-	20	-	-	3,142	3,142
1.342	SSI Livestock Injury Compensation	3,161	3,161	-	-	-	-	3,161	-	-	-	30	-	-	3,131	3,131
1.350	Willis Point Fire Protect & Recreation	236,672	158,392	-	-	6,960	71,320	236,672	-	-	-	36,270	-	-	200,402	200,402
1.352	South Galiano Fire Protection	741,805	482,618	141,027	-	10,900	107,260	741,805	-	38,210	-	1,540	-	141,027	561,028	702,055
1.353	Otter Point Fire Protection	790,301	571,441	-	-	6,280	212,580	790,301	-	-	-	370	-	-	789,931	789,931
1.354	Malahat Fire Protection	72,823	72,823	-	-	-	-	72,823	-	-	-	-	-	-	72,823	72,823
1.355	Durrance Road Fire Protection	3,018	2,718	-	-	-	300	3,018	-	-	-	-	-	3,018	-	3,018
1.356	Pender Fire Protection	1,520,248	1,294,350	-	-	-	225,898	1,520,248	-	-	-	13,950	-	-	1,506,298	1,506,298
1.357	East Sooke Fire Protection	815,785	518,991	178,274	-	-	118,520	815,785	-	-	-	30,528	114,480	-	670,777	670,777
1.358	Port Renfrew Fire Protection	274,198	217,218	-	-	-	56,980	274,198	-	-	-	11,750	105,600	-	156,848	156,848
1.359	North Galiano Fire Protection	374,292	271,939	56,363	-	5,190	40,800	374,292	-	-	-	1,350	-	24,440	348,502	372,942
1.360	Shirley Fire Protection	270,352	168,222	-	-	10,690	91,440	270,352	-	-	-	5,320	-	-	265,032	265,032
1.363	Saturna Island Fire	354,141	354,141	-	-	-	-	354,141	-	-	-	15,930	-	-	338,211	338,211
1.368	Electoral Area Fire Inspection & Investigation	26,760	26,760	-	-	-	-	26,760	-	-	-	-	-	-	26,760	26,760
1.369	Electoral Area Fire Services	561,340	556,480	-	-	2,500	2,360	561,340	-	-	-	120	-	-	561,220	561,220
1.370	Juan de Fuca Emergency Program	117,830	105,950	-	-	-	11,880	117,830	-	-	-	270	-	-	117,560	117,560
1.371	SSI Emergency Program	162,234	157,234	-	-	-	5,000	162,234	-	-	5,370	200	-	-	156,664	156,664
1.372	Electoral Area Emergency Program	809,240	804,240	-	-	-	5,000	809,240	-	544,960	640	1,080	-	-	262,560	262,560
1.373	SGI Emergency Program	275,000	275,000	-	-	-	-	275,000	-	-	-	2,700	-	-	272,300	272,300
1.374	Regional Emergency Program Support	166,659	166,659	-	-	-	-	166,659	-	-	13,439	7,900	-	-	145,320	145,320
1.375	Hazardous Material Incident Response	536,160	523,520	-	-	-	12,640	536,160	-	-	7,570	19,830	-	-	508,760	508,760
1.377	JDF Search and Rescue	98,170	95,060	-	-	-	3,110	98,170	-	-	-	23,350	-	-	74,820	74,820
1.378	SSI Search and Rescue	28,651	28,651	-	-	-	-	28,651	-	-	-	100	-	-	28,551	28,551
1.40X	SEAPARC	6,264,555	5,472,329	189,416	-	-	602,810	6,264,555	-	-	-	594,175	1,738,470	-	3,931,910	3,931,910
1.405	JDF EA - Community Parks	392,240	375,595	-	-	-	16,645	392,240	-	-	-	1,040	-	-	391,200	391,200
1.408	JDF EA - Community Recreation	68,813	57,833	-	-	-	10,980	68,813	-	-	-	23,493	-	-	45,320	45,320

Schedule A

CAPITAL REGIONAL DISTRICT 2027 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2027	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2027	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2027
1.44X	Panorama Rec. Center.	13,190,525	10,968,952	1,027,483	-	-	1,194,090	13,190,525	-	-	-	2,648,410	3,611,960	-	6,930,155	6,930,155
1.45X	SSI Parks and Recreation	4,471,790	4,031,940	103,850	-	-	336,000	4,471,790	-	63,510	25,000	216,184	618,355	-	3,548,741	3,548,741
1.465	Saturna Island Comm. Parks	34,770	29,690	-	-	-	5,080	34,770	-	-	-	1,570	-	-	33,200	33,200
1.468	Saturna Island - Community Rec.	17,980	17,980	-	-	-	-	17,980	-	-	-	820	-	-	17,160	17,160
1.475	Mayne Is. Com. Parks & Rec	104,326	84,536	-	-	-	19,790	104,326	-	-	-	300	-	-	104,026	104,026
1.476	Mayne Is. Comm. Parks (reserve)	11,300	11,300	-	-	-	-	11,300	-	-	-	10,200	1,100	-	-	-
1.478	Mayne Is. Community Rec.	39,430	39,430	-	-	-	-	39,430	-	-	-	60	-	-	39,370	39,370
1.485	North & South Pender Com. Parks	200,284	169,684	-	-	-	30,600	200,284	-	-	-	2,300	-	-	197,984	197,984
1.488	North & South Pender Com. Rec	80,200	80,200	-	-	-	-	80,200	-	-	-	880	-	-	79,320	79,320
1.495	Galiano Parks	159,915	147,575	-	-	-	12,340	159,915	-	-	11,780	28,800	-	-	119,335	119,335
1.498	Galiano Community Recreation	49,770	49,770	-	-	-	-	49,770	-	-	-	30	-	-	49,740	49,740
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	51,018,228	49,446,722	-	-	-	1,571,506	51,018,228	-	-	439,820	18,290,628	32,287,780	-	-	-
1.523	Port Renfrew Refuse Disposal	193,364	170,884	-	-	-	22,480	193,364	-	45,851	-	78,141	-	-	69,372	69,372
1.525	Solid Waste Disposal - Debt	3,211,420	16,800	3,194,620	-	-	-	3,211,420	-	-	-	5,400	3,206,020	-	-	-
1.531	Stormwater Quality Management - Sooke	63,323	63,323	-	-	-	-	63,323	-	-	30,180	154	-	-	32,989	32,989
1.533	Stormwater Quality Management - SGI	44,363	44,363	-	-	-	-	44,363	-	-	-	576	-	-	43,787	43,787
1.535	Stormwater Quality Management - SSI	42,701	42,701	-	-	-	-	42,701	-	-	22,280	121	-	-	20,300	20,300
1.536	LWMP-Stormwater Quality Management-Core	813,648	813,648	-	-	-	-	813,648	-	-	50,900	88,554	-	-	674,194	674,194
1.537	Stormwater Quality Management - Peninsula	133,266	133,266	-	-	-	-	133,266	-	-	10,180	4,508	-	-	118,578	118,578
1.538	Source - Stormwater Quality - Peninsula	63,441	63,441	-	-	-	-	63,441	-	-	1,535	1,594	-	-	60,312	60,312
1.57X	Environmental Services	31,834,761	31,003,095	-	-	-	831,666	31,834,761	-	31,834,761	-	-	-	-	-	-
1.580	EA Utility Operations	1,956,301	1,790,674	-	-	-	165,627	1,956,301	-	1,956,301	-	-	-	-	-	-
1.911	911 Systems	2,667,500	1,608,538	1,011,949	-	-	47,013	2,667,500	-	-	-	1,978,600	108,585	-	580,315	580,315
1.912B	911 Call Answer - Municipalities	-	-	-	-	-	-	-	-	570,529	-	-40,570	-	-	(529,959)	(529,959)
1.913	913 Fire Dispatch	452,607	445,567	-	-	-	7,040	452,607	-	-	-	18,630	-	-	433,977	433,977
1.921	Regional CREST Contribution	2,163,484	2,163,484	-	-	-	-	2,163,484	-	-	-	110,230	-	-	2,053,254	2,053,254
1.923	Emergency Comm - CREST - SGI	200,680	200,680	-	-	-	-	200,680	-	-	-	2,050	-	-	198,630	198,630
1.924	Emergency Comm - CREST - JDF	165,121	165,121	-	-	-	-	165,121	-	-	-	290	-	-	164,831	164,831
1.925	Emergency Comm - CREST - SSI	164,187	164,187	-	-	-	-	164,187	-	-	-	160	-	-	164,027	164,027
2.610	Saanich Peninsula Water Supply	10,666,784	8,789,700	1,277,084	-	-	600,000	10,666,784	-	-	-	520	10,666,264	-	-	-
2.620	SSI Highland Water System	11,294	87	11,207	-	-	-	11,294	-	-	-	70	-	11,224	-	11,224
2.621	Highland / Fernwood Water - SSI	661,210	436,594	29,401	-	-	195,215	661,210	-	-	-	830	549,370	111,010	-	111,010
2.622	Cedars of Tuam	99,518	46,078	-	-	-	53,440	99,518	-	-	-	90	99,428	-	-	-
2.624	Beddis Water	357,740	215,820	23,520	-	-	118,400	357,740	-	-	-	150	237,870	119,720	-	119,720
2.626	Fulford Water	291,980	182,684	32,821	-	-	76,475	291,980	-	-	-	800	208,610	82,570	-	82,570
2.628	Cedar Lane Water (SSI)	122,201	71,220	14,451	-	-	36,530	122,201	-	-	-	160	85,510	36,531	-	36,531
2.630	Magic Lakes Estate Water System	1,299,170	925,806	161,819	-	-	211,545	1,299,170	-	-	25,000	11,100	540,050	723,020	-	723,020
2.640	Saturna Island Water System (Lyall Harbour)	358,262	219,580	62,732	-	-	75,950	358,262	-	-	-	900	154,350	203,012	-	203,012
2.642	Skana Water (Mayne)	172,345	78,025	-	-	-	94,320	172,345	-	-	6,000	100	79,150	87,095	-	87,095
2.650	Port Renfrew Water	227,511	166,359	11,115	-	-	50,037	227,511	-	-	-	1,201	115,340	110,970	-	110,970
2.660	Fernwood Water	3,377	30	3,347	-	-	-	3,377	-	-	-	20	-	3,357	-	3,357
2.665	Sticks Allison Water (Galiano)	105,780	60,740	-	-	-	45,040	105,780	-	-	-	100	97,800	7,880	-	7,880
2.667	Surfside Park Estates (Mayne)	286,650	129,395	-	-	-	157,255	286,650	-	-	-	200	150,130	136,320	-	136,320
2.670	Regional Water Supply	53,155,039	24,385,910	5,085,239	-	23,000,000	683,890	53,155,039	-	-	-	984,088	52,170,951	-	-	-
2.680	Juan de Fuca Water Distribution	34,157,238	20,710,582	3,596,756	-	9,100,000	749,900	34,157,238	-	-	-	310,425	33,846,813	-	-	-
2.681	Florence Lake Water System Debt	19,108	70	19,038	-	-	-	19,108	-	-	-	107	-	19,001	-	19,001
2.682	Seagirt Water System Debt	144,036	-	144,036	-	-	-	144,036	-	-	-	-	-	144,036	-	144,036
2.691	Wilderness Mountain Water Service	225,552	163,011	29,791	-	-	32,750	225,552	-	-	10,000	182	128,300	87,070	-	87,070
3.700	Septage Disposal	170,178	170,178	-	-	-	-	170,178	-	-	-	169,830	348	-	-	-
3.701	Millstream Remediation Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.705	SSI Liquid Waste Disposal	1,343,747	1,138,454	76,139	-	-	129,154	1,343,747	-	-	-	1,611	894,320	447,816	-	447,816
3.707	LWMP - On Site System Management Program	195,089	195,089	-	-	-	-	195,089	-	-	47,749	12,232	-	135,108	-	135,108
3.71X	Core Area Wastewater Operations	43,922,655	42,222,655	-	-	-	1,700,000	43,922,655	-	1,127,669	395,000	35,164,490	-	-	7,235,496	7,235,496
3.718	Peninsula Wastewater TP	6,011,442	4,772,474	518,668	-	-	720,300	6,011,442	-	141,770	130,000	3,035,152	-	-	2,704,520	2,704,520
3.720	LWMP - (Peninsula) - Implementation	109,885	109,885	-	-	-	-	109,885	-	-	75,450	949	-	-	33,486	33,486
3.750	LWMP - Core and West Shore	642,594	381,030	-	-	-	261,564	642,594	-	-	-	177,044	204,000	-	261,550	261,550
3.751	LWMP - Core and West Shore Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.752	LWMP - Harbour Studies	397,422	397,422	-	-	-	-	397,422	-	-	-	22,777	-	-	374,645	374,645
3.755	Regional Source Control	1,838,094	1,838,094	-	-	-	-	1,838,094	-	55,495	81,625	87,253	65,454	-	1,548,267	1,548,267
3.756	Harbours Environmental Action	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.7XX	Core Area & Legacy Trunk Sewer - Debt	25,686,254	283,710	11,189,920	-	5,529,745	8,682,879	25,686,254	-	-	-	18,686,712	-	-	6,999,542	6,999,542
3.810	Ganges Sewer	1,595,962	1,051,282	264,910	-	-	279,770	1,595,962	-	-	25,000	3,062	1,490,460	77,440	-	77,440
3.820	Maliview Estates Sewer System	446,601	292,400	137,341	-	-	16,860	446,601	-	-	10,000	25,900	266,060	144,641	-	144,641
3.830	Magic Lake Estates Sewer System	1,198,212	881,396	93,471	-	-	223,345	1,198,212	-	12,390	55,000	4,710	379,290	746,822	-	746,822
3.830D	Magic Lake Estates Sewer Debt	232,445	1,760	230,685	-	-	-	232,445	-	-	-	2,961	-	229,484	-	229,484
3.850	Port Renfrew Sewer	159,731	126,356	-	-	-	33,375	159,731	-	-	-	1,630	79,041	79,060	-	79,060
21.ALL	Feasibility Study Reserve Fund - All	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21.E.A.	Feasibility Study Reserve Fund - E.A.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Schedule A

CAPITAL REGIONAL DISTRICT 2028 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2028	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2028	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2028
1.010	Legislative & General Government	51,363,742	50,446,255	-	-	568,470	349,017	51,363,742	500,000	31,753,958	-	1,828,931	110,520	-	17,170,333	17,170,333
1.10X	Facilities Management	5,419,040	4,688,190	-	-	-	730,850	5,419,040	-	5,206,347	-	35,452	-	-	177,241	177,241
1.101	G.I.S.	747,968	678,648	-	-	19,320	50,000	747,968	-	556,584	-	6,545	-	-	184,839	184,839
1.103	Elections	41,783	3	-	-	-	41,780	41,783	-	-	-	160	-	-	41,623	41,623
1.104	U.B.C.M.	14,977	14,977	-	-	-	-	14,977	-	-	-	100	-	-	14,877	14,877
1.108	Joint Electoral Area Admin	339,541	339,541	-	-	-	-	339,541	-	-	-	-	-	-	339,541	339,541
1.109	Electoral Area Admin Exp - JDF	93,322	89,242	-	-	-	4,080	93,322	-	-	-	260	-	-	93,062	93,062
1.110	Electoral Area Admin Exp - SGI	484,220	483,030	-	-	-	1,190	484,220	-	-	14,844	17,506	-	-	451,870	451,870
1.111	Electoral Area Admin Exp - SSI	1,652,866	1,561,946	-	-	-	90,920	1,652,866	-	769,490	-	5,906	-	-	877,470	877,470
1.112	Regional Grant in Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.114	Grant-in-Aid - Juan de Fuca	26,572	26,572	-	-	-	-	26,572	-	-	-	320	-	-	26,252	26,252
1.116	Grant-in-Aid - Salt Spring Island	79,152	79,152	-	-	-	-	79,152	-	-	-	140	-	-	79,012	79,012
1.117	Grant-in-Aid - Southern Gulf Islands	125,123	125,123	-	-	-	-	125,123	-	-	-	1,320	-	-	123,803	123,803
1.119	Vancouver Island Regional Library	460,357	460,357	-	-	-	-	460,357	-	-	-	800	-	-	459,557	459,557
1.121	Sooke Regional Museum	319,667	319,667	-	-	-	-	319,667	-	-	-	730	-	-	318,937	318,937
1.123	Prov. Court of B.C. (Family Court)	149,360	-	-	-	-	149,360	149,360	-	-	-	149,360	-	-	-	-
1.124	SSI Economic Development Commission	87,227	79,577	-	-	-	7,650	87,227	-	-	-	640	-	-	86,587	86,587
1.125	SGI Economic Development Commission	139,036	139,036	-	-	-	-	139,036	-	-	-	1,580	-	-	137,456	137,456
1.126	Victoria Family Court Committee	15,803	15,803	-	-	-	-	15,803	-	-	-	803	-	-	15,000	15,000
1.128	Greater Victoria Police Victim Services	349,567	349,567	-	-	-	-	349,567	-	-	-	16,212	-	-	333,355	333,355
1.129	Vancouver Island Regional Library - Debt	340,456	2,190	338,266	-	-	-	340,456	-	-	-	340,456	-	-	-	-
1.133	Langford E.A. - Greater Victoria Public Library	36,740	36,740	-	-	-	-	36,740	-	-	-	100	-	-	36,640	36,640
1.137	Galiano Island Community Use Building	75,575	43,332	30,653	-	-	1,590	75,575	-	-	-	360	-	-	75,215	75,215
1.138	Southern Gulf Islands Regional Library	278,292	278,292	-	-	-	-	278,292	-	-	-	2,700	-	-	275,592	275,592
1.141	Salt Spring Island Public Library	837,669	751,506	9,888	-	-	76,275	837,669	-	-	-	1,180	-	-	836,489	836,489
1.15X	Municipalities' Own Debt - M.F.A.	20,793,133	106,267	20,686,866	-	-	-	20,793,133	-	-	-	106,267	-	-	20,686,866	20,686,866
1.170	Gossip Island Electric Power Supply	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.224	Community Health	280,414	280,414	-	-	-	-	280,414	-	-	-	40,893	-	-	239,521	239,521
1.226	Health Facilities - VIHA	1,539,297	629,818	-	-	-	909,479	1,539,297	-	-	-	1,539,297	-	-	-	-
1.227	Saturna Island Medical Clinic	11,420	11,420	-	-	-	-	11,420	-	-	-	1,630	-	-	9,790	9,790
1.228	Galiano Health Service	241,885	241,885	-	-	-	-	241,885	-	-	-	130	-	-	241,755	241,755
1.229	Pender Islands Health Care Centre	348,203	348,203	-	-	-	-	348,203	-	-	-	2,450	-	-	345,753	345,753
1.230	Traffic Safety Commission	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.232	Port Renfrew Street Lighting	10,256	10,256	-	-	-	-	10,256	-	-	-	380	4,570	5,306	-	5,306
1.234	SSI Street Lighting	35,982	35,412	-	-	-	570	35,982	-	-	-	40	-	-	35,942	35,942
1.235	SGI Small Craft Harbour Facilities	575,533	301,900	87,493	-	-	186,140	575,533	-	-	-	8,633	175,550	391,350	-	391,350
1.236	Salt Spring Island Fernwood Dock	36,770	18,825	-	-	-	17,945	36,770	-	-	-	170	-	36,600	-	36,600
1.238A	Community Transit (SSI)	757,078	725,303	-	-	-	31,775	757,078	-	-	-	198,660	-	-	558,418	558,418
1.238B	Community Transportation (SSI)	144,379	55,309	-	-	-	89,070	144,379	-	-	-	410	-	-	143,969	143,969
1.280	Regional Parks	25,140,448	17,221,671	4,395,553	-	218,855	3,304,369	25,140,448	-	4,784,293	-	1,083,620	823,421	-	18,449,114	18,449,114
1.290	Royal Theatre	605,955	115,955	-	-	109,000	381,000	605,955	-	-	-	-	-	-	605,955	605,955
1.295	McPherson Theatre	783,045	350,000	-	-	94,000	339,045	783,045	-	-	-	33,045	-	-	750,000	750,000
1.297	Arts Grants	3,517,929	3,516,839	-	-	-	1,090	3,517,929	-	17,090	52,700	172,779	-	-	3,275,360	3,275,360
1.299	Salt Spring Island Arts	160,741	160,741	-	-	-	-	160,741	-	-	-	190	-	-	160,551	160,551
1.309	Climate Action and Adaptation	2,029,268	1,952,658	-	-	-	76,610	2,029,268	-	-	-	95,874	67,653	-	1,865,741	1,865,741
1.310	Land Banking & Housing	4,891,193	2,529,695	2,357,248	-	-	4,250	4,891,193	-	409,631	-	806,880	2,000	-	3,672,682	3,672,682
1.311	Regional Housing Trust Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.312	Regional Goose Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.313	Animal Care Services	2,195,975	2,106,035	-	-	-	89,940	2,195,975	-	-	-	1,518,510	55,140	-	622,325	622,325
1.314	SGI House Numbering	11,020	11,020	-	-	-	-	11,020	-	-	-	120	-	-	10,900	10,900
1.315	Biodiversity & Environmental Stewardship	239,410	239,410	-	-	-	-	239,410	-	112,324	-	-	-	-	127,086	127,086
1.316	SSI Building Numbering	11,177	11,177	-	-	-	-	11,177	-	-	-	10	-	-	11,167	11,167
1.317	JDF Building Numbering	15,121	15,121	-	-	-	-	15,121	-	-	-	50	-	-	15,071	15,071
1.318	Building Inspection	2,574,117	2,476,117	-	-	14,700	83,300	2,574,117	-	34,960	21,630	5,390	1,473,450	-	1,038,687	1,038,687
1.319	Soil Deposit Removal	30,794	30,794	-	-	-	-	30,794	-	-	8,624	40	10,400	-	11,730	11,730
1.320	Noise Control	83,852	76,802	-	-	-	7,050	83,852	-	-	-	290	-	-	83,562	83,562
1.322	Nuisances & Unsightly Premises	68,219	67,119	-	-	-	1,100	68,219	-	-	-	320	-	-	67,899	67,899
1.323	By-Law Enforcement	1,238,191	1,191,736	-	-	-	46,455	1,238,191	-	1,184,110	-	54,081	-	-	-	-
1.324	Regional Planning Services	923,403	918,673	-	-	-	4,730	923,403	-	183,570	-	25,924	-	-	713,909	713,909
1.325	Electoral Area Services - Planning	1,104,586	1,029,636	-	-	-	74,950	1,104,586	-	46,400	52,515	2,410	49,080	-	954,181	954,181
1.326	Foodlands	485,478	340,713	-	-	-	144,765	485,478	-	-	-	15,100	-	-	470,378	470,378
1.329	Regional Transportation	7,948,264	7,121,244	-	-	-	827,020	7,948,264	-	-	28,000	44,706	-	-	7,875,558	7,875,558
1.330	Regional Growth Strategy	322,183	322,183	-	-	-	-	322,183	-	-	-	18,490	-	-	303,693	303,693
1.335	Geo-Spatial Referencing System	198,768	144,268	-	-	10,000	44,500	198,768	-	-	-	8,382	9,450	-	180,936	180,936
1.340	JDF Livestock Injury Compensation	3,164	3,164	-	-	-	-	3,164	-	-	-	44	-	-	3,120	3,120
1.341	SGI Livestock Injury Compensation	3,165	3,165	-	-	-	-	3,165	-	-	-	23	-	-	3,142	3,142
1.342	SSI Livestock Injury Compensation	3,164	3,164	-	-	-	-	3,164	-	-	-	33	-	-	3,131	3,131
1.350	Willis Point Fire Protect & Recreation	241,184	161,494	-	-	7,090	72,600	241,184	-	-	-	36,930	-	-	204,254	204,254
1.352	South Galiano Fire Protection	762,384	500,827	141,027	-	11,120	109,410	762,384	-	41,280	-	1,540	-	141,027	578,537	719,564
1.353	Otter Point Fire Protection	809,064	585,824	-	-	6,410	216,830	809,064	-	-	-	380	-	-	808,684	808,684
1.354	Malahat Fire Protection	74,273	74,273	-	-	-	-	74,273	-	-	-	-	-	-	74,273	74,273
1.355	Durrance Road Fire Protection	3,021	2,721	-	-	-	300	3,021	-	-	-	-	-	3,021	-	3,021
1.356	Pender Fire Protection	1,550,653	1,320,179	-	-	-	230,474	1,550,653	-	-	-	14,230	-	-	1,536,423	1,536,423
1.357	East Sooke Fire Protection	830,133	530,969	178,274	-	-	120,890	830,133	-	-	-	31,250	116,770	-	682,113	682,113
1.358	Port Renfrew Fire Protection	288,694	221,674	-	-	-	67,020	288,694	-	-	-	11,980	111,200	-	165,514	165,514
1.359	North Galiano Fire Protection	383,805	280,532	56,363	-	5,290	41,620	383,805	-	-	-	1,380	-	24,440	357,985	382,425
1.360	Shirley Fire Protection	275,873	171,703	-	-	10,900	93,270	275,873	-	-	-	5,420	-	-	270,453	270,453
1.363	Saturna Island Fire	354,461	354,461	-	-	-	-	354,461	-	-	-	16,250	-	-	338,211	338,211
1.368	Electoral Area Fire Inspection & Investigation	27,300	27,300	-	-	-	-	27,300	-	-	-	-	-	-	27,300	27,300
1.369	Electoral Area Fire Services	578,180	570,225	-	-	2,500	5,455	578,180	-	-	-	120	-	-	578,060	578,060
1.370	Juan de Fuca Emergency Program	120,180	108,300	-	-	-	11,880	120,180	-	-	-	270	-	-	119,910	119,910
1.371	SSI Emergency Program	163,130	147,380	-	-	-	15,750	163,130	-	-	-	200	-	-	162,930	162,930
1.372	Electoral Area Emergency Program	845,780	827,030	-	-	-	18,750	845,780	-	555,860	-	1,100	-	-	288,820	288,820
1.373	SGI Emergency Program	280,507	280,507	-	-	-	-	280,507	-	-	-	2,750	-	-	277,757	277,757
1.374	Regional Emergency Program Support	171,306	171,306	-	-	-	-	171,306	-	-	15,016	8,060	-	-	148,230	148,230
1.375	Hazardous Material Incident Response	549,340	534,030	-	-	-	15,310	549,340	-	-	-	20,230	-	-	529,110	529,110
1.377	JDF Search and Rescue	100,133	96,963	-	-	-	3,170	100,133	-	-	-	23,813	-	-	76,320	76,320
1.378	SSI Search and Rescue	29,229	29,229	-	-	-	-	29,229	-	-	-	100	-	-	29,129	29,129
1.40X	SEAPARC	6,545,132	5,576,856	353,416	-	-	614,860	6,545,132	-	-	-	605,835	1,773,240	-	4,166,057	4,166,057
1.405	JDF EA - Community Parks	411,820	392,810	-	-	-	19,010	411,820	-	-	-	1,060	-	-	410,760	410,760
1.408	JDF EA - Community Recreation	71,552	59,212	-	-	-	12,340	71,552	-	-	-	23,962	-	-	47,590	47,590

Schedule A

CAPITAL REGIONAL DISTRICT 2028 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2028	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2028	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2028
1.44X	Panorama Rec. Center.	14,003,402	11,243,109	1,542,333	-	-	1,217,960	14,003,402	-	-	-	2,698,020	3,684,200	-	7,621,182	7,621,182
1.45X	SSI Parks and Recreation	4,590,177	4,104,430	117,747	-	-	368,000	4,590,177	-	64,780	-	220,204	630,720	-	3,674,473	3,674,473
1.465	Saturna Island Comm. Parks	35,460	30,280	-	-	-	5,180	35,460	-	-	-	1,600	-	-	33,860	33,860
1.468	Saturna Island - Community Rec.	18,328	18,328	-	-	-	-	18,328	-	-	-	840	-	-	17,488	17,488
1.475	Mayne Is. Com. Parks & Rec	106,526	86,336	-	-	-	20,190	106,526	-	-	-	300	-	-	106,226	106,226
1.476	Mayne Is. Comm. Parks (reserve)	11,520	11,520	-	-	-	-	11,520	-	-	-	10,400	1,120	-	-	-
1.478	Mayne Is. Community Rec.	40,220	40,220	-	-	-	-	40,220	-	-	-	60	-	-	40,160	40,160
1.485	North & South Pender Com. Parks	204,338	173,128	-	-	-	31,210	204,338	-	-	-	2,340	-	-	201,998	201,998
1.488	North & South Pender Com. Rec	81,810	81,810	-	-	-	-	81,810	-	-	-	900	-	-	80,910	80,910
1.495	Galiano Parks	163,209	150,629	-	-	-	12,580	163,209	-	-	12,020	29,370	-	-	121,819	121,819
1.498	Galiano Community Recreation	50,760	50,760	-	-	-	-	50,760	-	-	-	30	-	-	50,730	50,730
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	51,505,048	49,924,071	-	-	-	1,580,977	51,505,048	-	-	738,185	18,653,645	32,113,218	-	-	-
1.523	Port Renfrew Refuse Disposal	197,629	174,724	-	-	-	22,905	197,629	-	47,227	-	79,676	-	-	70,726	70,726
1.525	Solid Waste Disposal - Debt	3,354,322	5,300	3,349,022	-	-	-	3,354,322	-	-	-	5,400	3,348,922	-	-	-
1.531	Stormwater Quality Management - Sooke	33,737	30,982	-	-	-	2,755	33,737	-	-	-	154	-	-	33,583	33,583
1.533	Stormwater Quality Management - SGI	45,151	45,151	-	-	-	-	45,151	-	-	-	576	-	-	44,575	44,575
1.535	Stormwater Quality Management - SSI	27,979	27,979	-	-	-	-	27,979	-	-	4,510	122	-	-	23,347	23,347
1.536	LWMP-Stormwater Quality Management-Core	826,700	826,700	-	-	-	-	826,700	-	-	51,816	88,554	-	-	686,330	686,330
1.537	Stormwater Quality Management - Peninsula	135,584	135,584	-	-	-	-	135,583	-	-	10,363	4,508	-	-	120,712	120,712
1.538	Source - Stormwater Quality - Peninsula	66,208	66,208	-	-	-	-	66,208	-	-	2,628	1,594	-	-	61,986	61,986
1.57X	Environmental Services	32,573,546	31,781,852	-	-	-	791,694	32,573,546	-	32,573,546	-	-	-	-	-	-
1.580	EA Utility Operations	1,996,068	1,839,098	-	-	-	156,970	1,996,068	-	1,996,068	-	-	-	-	-	-
1.911	911 Systems	2,694,995	1,631,890	1,011,949	-	-	51,156	2,694,995	-	-	-	1,961,702	106,413	-	626,880	626,880
1.912B	911 Call Answer - Municipalities	-	-	-	-	-	-	-	-	559,118	-	-41,380	-	-	(517,738)	(517,738)
1.913	913 Fire Dispatch	474,680	459,564	-	-	-	15,116	474,680	-	-	-	19,010	-	-	455,670	455,670
1.921	Regional CREST Contribution	2,206,755	2,206,755	-	-	-	-	2,206,755	-	-	-	112,430	-	-	2,094,325	2,094,325
1.923	Emergency Comm - CREST - SGI	204,698	204,698	-	-	-	-	204,698	-	-	-	2,090	-	-	202,608	202,608
1.924	Emergency Comm - CREST - JDF	168,414	168,414	-	-	-	-	168,414	-	-	-	290	-	-	168,124	168,124
1.925	Emergency Comm - CREST - SSI	167,471	167,471	-	-	-	-	167,471	-	-	-	160	-	-	167,311	167,311
2.610	Saanich Peninsula Water Supply	11,614,645	9,737,561	1,277,084	-	-	600,000	11,614,645	-	-	-	530	11,614,115	-	-	-
2.620	SSI Highland Water System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.621	Highland / Fernwood Water - SSI	712,780	469,602	58,683	-	-	184,495	712,780	-	-	-	840	578,730	133,210	-	133,210
2.622	Cedars of Tuam	101,324	46,984	-	-	-	54,340	101,324	-	-	-	90	101,234	-	-	-
2.624	Beddis Water	385,470	240,340	23,520	-	-	121,610	385,470	-	-	20,000	150	242,910	122,410	-	122,410
2.626	Fulford Water	305,030	186,409	19,846	-	-	98,775	305,030	-	-	-	740	219,040	85,250	-	85,250
2.628	Cedar Lane Water (SSI)	134,926	72,290	16,926	-	-	45,710	134,926	-	-	-	160	92,910	41,856	-	41,856
2.630	Magic Lakes Estate Water System	1,360,967	948,779	164,373	-	-	247,815	1,360,967	-	-	25,000	10,850	565,950	759,167	-	759,167
2.640	Saturna Island Water System (Lyall Harbour)	411,872	237,883	92,049	-	-	81,940	411,872	-	-	15,000	900	162,070	233,902	-	233,902
2.642	Skana Water (Mayne)	201,195	84,080	1,334	-	-	115,781	201,195	-	-	10,000	-100	82,440	108,855	-	108,855
2.650	Port Renfrew Water	285,791	179,415	75,111	-	-	31,265	285,791	-	-	13,000	1,221	138,410	133,160	-	133,160
2.660	Fernwood Water	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.665	Sticks Allison Water (Galiano)	118,390	61,970	-	-	-	56,420	118,390	-	-	-	100	109,460	8,830	-	8,830
2.667	Surfside Park Estates (Mayne)	347,910	144,030	-	-	-	203,880	347,910	-	-	12,000	200	157,640	178,070	-	178,070
2.670	Regional Water Supply	60,236,614	25,516,502	9,022,542	-	25,000,000	697,570	60,236,614	-	-	-	1,389,457	58,847,157	-	-	-
2.680	Juan de Fuca Water Distribution	37,071,998	22,296,796	4,265,302	-	9,750,000	759,900	37,071,998	-	-	-	318,647	36,753,351	-	-	-
2.681	Florence Lake Water System Debt	19,108	70	19,038	-	-	-	19,108	-	-	-	107	-	19,001	-	19,001
2.682	Seagirt Water System Debt	144,036	-	144,036	-	-	-	144,036	-	-	-	-	-	144,036	-	144,036
2.691	Wilderness Mountain Water Service	236,791	152,672	54,259	-	-	29,860	236,791	-	-	4,000	181	138,570	94,040	-	94,040
3.700	Septage Disposal	173,581	173,581	-	-	-	-	173,581	-	-	-	173,221	360	-	-	-
3.701	Millstream Remediation Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.705	SSI Liquid Waste Disposal	1,406,376	1,156,642	76,139	-	-	173,595	1,406,376	-	-	-	1,621	947,980	456,775	-	456,775
3.707	LWMP - On Site System Management Program	200,062	200,062	-	-	-	-	200,062	-	-	49,074	12,232	-	138,756	-	138,756
3.71X	Core Area Wastewater Operations	44,694,405	42,694,405	-	-	-	2,000,000	44,694,405	-	1,145,790	95,000	36,018,303	-	-	7,435,312	7,435,312
3.718	Peninsula Wastewater TP	6,156,730	4,745,190	665,830	-	-	745,710	6,156,730	-	144,600	30,000	3,163,259	-	-	2,818,871	2,818,871
3.720	LWMP - (Peninsula) - Implementation	110,946	110,946	-	-	-	-	110,946	-	-	75,908	949	-	-	34,089	34,089
3.750	LWMP - Core and West Shore	656,151	387,751	-	-	-	268,400	656,151	-	-	-	180,615	208,080	-	267,456	267,456
3.751	LWMP - Core and West Shore Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.752	LWMP - Harbour Studies	408,794	408,794	-	-	-	-	408,794	-	-	-	22,777	-	-	386,017	386,017
3.755	Regional Source Control	1,848,588	1,848,588	-	-	-	-	1,848,588	-	55,945	43,086	87,253	66,763	-	1,595,541	1,595,541
3.756	Harbours Environmental Action	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.7XX	Core Area & Legacy Trunk Sewer - Debt	37,877,393	382,110	22,960,859	-	5,529,745	9,004,679	37,877,393	-	-	10,283,553	20,025,837	-	-	7,568,003	7,568,003
3.810	Ganges Sewer	1,807,780	1,127,065	381,465	-	-	299,250	1,807,780	-	-	80,000	3,092	1,639,510	85,178	-	85,178
3.820	Maliview Estates Sewer System	472,178	280,660	169,068	-	-	22,450	472,178	-	-	-	26,410	276,700	169,068	-	169,068
3.830	Magic Lake Estates Sewer System	1,165,909	851,626	73,488	-	-	240,795	1,165,909	-	12,640	-	4,630	386,880	761,759	-	761,759
3.830D	Magic Lake Estates Sewer Debt	232,445	1,760	230,685	-	-	-	232,445	-	-	-	2,961	-	229,484	-	229,484
3.850	Port Renfrew Sewer	170,792	130,997	2,425	-	-	37,370	170,792	-	-	-	1,630	84,570	84,592	-	84,592
21.ALL	Feasibility Study Reserve Fund - All	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21.E.A.	Feasibility Study Reserve Fund - E.A.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Schedule A

CAPITAL REGIONAL DISTRICT 2029 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2029	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2029	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2029
1.010	Legislative & General Government	50,764,887	49,832,086	-	-	578,700	354,101	50,764,887	500,000	31,964,252	-	1,840,251	111,930	-	16,348,454	16,348,454
1.10X	Facilities Management	5,517,807	4,785,737	-	-	-	732,070	5,517,807	-	5,300,349	-	35,982	-	-	181,476	181,476
1.101	G.I.S.	765,481	695,771	-	-	19,710	50,000	765,481	-	567,716	-	6,545	-	-	191,220	191,220
1.103	Elections	42,610	-	-	-	-	42,610	42,610	-	-	-	160	-	-	42,450	42,450
1.104	U.B.C.M.	15,271	15,271	-	-	-	-	15,271	-	-	-	100	-	-	15,171	15,171
1.108	Joint Electoral Area Admin	347,157	347,157	-	-	-	-	347,157	-	-	-	-	-	-	347,157	347,157
1.109	Electoral Area Admin Exp - JDF	95,190	91,030	-	-	-	4,160	95,190	-	-	-	260	-	-	94,930	94,930
1.110	Electoral Area Admin Exp - SGI	494,125	492,915	-	-	-	1,210	494,125	-	-	15,306	17,919	-	-	460,900	460,900
1.111	Electoral Area Admin Exp - SSI	1,694,591	1,594,316	-	-	-	100,275	1,694,591	-	784,820	-	5,931	-	-	903,840	903,840
1.112	Regional Grant in Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.114	Grant-in-Aid - Juan de Fuca	26,604	26,604	-	-	-	-	26,604	-	-	-	330	-	-	26,274	26,274
1.116	Grant-in-Aid - Salt Spring Island	80,729	80,729	-	-	-	-	80,729	-	-	-	140	-	-	80,589	80,589
1.117	Grant-in-Aid - Southern Gulf Islands	127,627	127,627	-	-	-	-	127,627	-	-	-	1,340	-	-	126,287	126,287
1.119	Vancouver Island Regional Library	469,564	469,564	-	-	-	-	469,564	-	-	-	820	-	-	468,744	468,744
1.121	Sooke Regional Museum	326,059	326,059	-	-	-	-	326,059	-	-	-	750	-	-	325,309	325,309
1.123	Prov. Court of B.C. (Family Court)	149,360	-	-	-	-	149,360	149,360	-	-	-	149,360	-	-	-	-
1.124	SSI Economic Development Commission	87,775	79,975	-	-	-	7,800	87,775	-	-	-	650	-	-	87,125	87,125
1.125	SGI Economic Development Commission	141,866	141,866	-	-	-	-	141,866	-	-	-	1,610	-	-	140,256	140,256
1.126	Victoria Family Court Committee	15,803	15,803	-	-	-	-	15,803	-	-	-	803	-	-	15,000	15,000
1.128	Greater Victoria Police Victim Services	356,558	356,558	-	-	-	-	356,558	-	-	-	16,212	-	-	340,346	340,346
1.129	Vancouver Island Regional Library - Debt	340,456	2,190	338,266	-	-	-	340,456	-	-	-	340,456	-	-	-	-
1.133	Langford E.A. - Greater Victoria Public Library	37,475	37,475	-	-	-	-	37,475	-	-	-	100	-	-	37,375	37,375
1.137	Galiano Island Community Use Building	76,940	44,137	-	-	-	32,803	76,940	-	-	-	220	-	-	76,720	76,720
1.138	Southern Gulf Islands Regional Library	283,867	283,867	-	-	-	-	283,867	-	-	-	2,750	-	-	281,117	281,117
1.141	Salt Spring Island Public Library	854,371	766,846	-	-	-	87,525	854,371	-	-	-	1,150	-	-	853,221	853,221
1.15X	Municipalities' Own Debt - M.F.A.	20,650,601	104,927	20,545,674	-	-	-	20,650,601	-	-	-	104,927	-	-	20,545,674	20,545,674
1.170	Gossip Island Electric Power Supply	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.224	Community Health	285,646	285,646	-	-	-	-	285,646	-	-	-	40,913	-	-	244,733	244,733
1.226	Health Facilities - VIHA	1,539,297	636,054	-	-	-	903,243	1,539,297	-	-	-	1,539,297	-	-	-	-
1.227	Saturna Island Medical Clinic	11,645	11,645	-	-	-	-	11,645	-	-	-	1,660	-	-	9,985	9,985
1.228	Galiano Health Service	241,885	241,885	-	-	-	-	241,885	-	-	-	130	-	-	241,755	241,755
1.229	Pender Islands Health Care Centre	348,249	348,249	-	-	-	-	348,249	-	-	-	2,500	-	-	345,749	345,749
1.230	Traffic Safety Commission	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.232	Port Renfrew Street Lighting	10,457	10,457	-	-	-	-	10,457	-	-	-	390	4,660	5,407	-	5,407
1.234	SSI Street Lighting	36,701	36,121	-	-	-	580	36,701	-	-	-	40	-	-	36,661	36,661
1.235	SGI Small Craft Harbour Facilities	587,041	309,983	87,493	-	-	189,565	587,041	-	-	-	8,801	179,060	399,180	-	399,180
1.236	Salt Spring Island Fernwood Dock	40,432	19,332	-	-	-	21,100	40,432	-	-	-	170	-	40,262	-	40,262
1.238A	Community Transit (SSI)	788,960	739,810	-	-	-	49,150	788,960	-	-	-	202,620	-	-	586,340	586,340
1.238B	Community Transportation (SSI)	147,241	56,411	-	-	-	90,830	147,241	-	-	-	420	-	-	146,821	146,821
1.280	Regional Parks	27,272,217	17,481,964	6,116,704	-	223,233	3,450,316	27,272,217	-	6,104,506	-	1,087,475	836,570	-	19,243,666	19,243,666
1.290	Royal Theatre	605,955	115,955	-	-	113,000	377,000	605,955	-	-	-	-	-	-	605,955	605,955
1.295	McPherson Theatre	783,045	350,000	-	-	98,000	335,045	783,045	-	-	-	33,045	-	-	750,000	750,000
1.297	Arts Grants	3,596,072	3,594,962	-	-	-	1,110	3,596,072	-	17,498	52,700	172,779	-	-	3,353,095	3,353,095
1.299	Salt Spring Island Arts	163,933	163,933	-	-	-	-	163,933	-	-	-	190	-	-	163,743	163,743
1.309	Climate Action and Adaptation	2,045,703	1,969,093	-	-	-	76,610	2,045,703	-	-	-	75,874	67,653	-	1,902,176	1,902,176
1.310	Land Banking & Housing	4,561,209	2,199,661	2,357,248	-	-	4,300	4,561,209	-	417,780	-	284,146	2,000	-	3,857,283	3,857,283
1.311	Regional Housing Trust Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.312	Regional Goose Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.313	Animal Care Services	2,244,785	2,149,285	-	-	-	95,500	2,244,785	-	-	-	1,548,890	56,240	-	639,655	639,655
1.314	SGI House Numbering	11,241	11,241	-	-	-	-	11,241	-	-	-	120	-	-	11,121	11,121
1.315	Biodiversity & Environmental Stewardship	244,200	244,200	-	-	-	-	244,200	-	115,694	-	-	-	-	128,506	128,506
1.316	SSI Building Numbering	11,398	11,398	-	-	-	-	11,398	-	-	-	10	-	-	11,388	11,388
1.317	JDF Building Numbering	15,426	15,426	-	-	-	-	15,426	-	-	-	50	-	-	15,376	15,376
1.318	Building Inspection	2,686,639	2,527,244	-	-	14,990	144,405	2,686,639	-	35,660	-	5,500	1,502,920	-	1,142,559	1,142,559
1.319	Soil Deposit Removal	31,411	31,411	-	-	-	-	31,411	-	-	8,801	40	10,610	-	11,960	11,960
1.320	Noise Control	85,532	78,332	-	-	-	7,200	85,532	-	-	-	300	-	-	85,232	85,232
1.322	Nuisances & Unsightly Premises	69,580	68,460	-	-	-	1,120	69,580	-	-	-	320	-	-	69,260	69,260
1.323	By-Law Enforcement	1,261,296	1,215,296	-	-	-	46,000	1,261,296	-	1,206,150	-	55,146	-	-	-	-
1.324	Regional Planning Services	943,817	938,997	-	-	-	4,820	943,817	-	187,960	-	26,442	-	-	729,415	729,415
1.325	Electoral Area Services - Planning	1,109,632	1,033,182	-	-	-	76,450	1,109,632	-	47,330	17,430	2,460	50,060	-	992,352	992,352
1.326	Foodlands	495,190	346,180	-	-	-	149,010	495,190	-	-	-	15,100	-	-	480,090	480,090
1.329	Regional Transportation	9,305,967	8,462,411	-	-	-	843,556	9,305,967	-	-	-	45,598	-	-	9,260,369	9,260,369
1.330	Regional Growth Strategy	328,480	328,480	-	-	-	-	328,480	-	-	-	18,860	-	-	309,620	309,620
1.335	Geo-Spatial Referencing System	201,665	147,165	-	-	10,000	44,500	201,665	-	-	-	8,382	9,640	-	183,643	183,643
1.340	JDF Livestock Injury Compensation	3,167	3,167	-	-	-	-	3,167	-	-	-	47	-	-	3,120	3,120
1.341	SGI Livestock Injury Compensation	3,169	3,169	-	-	-	-	3,169	-	-	-	27	-	-	3,142	3,142
1.342	SSI Livestock Injury Compensation	3,167	3,167	-	-	-	-	3,167	-	-	-	36	-	-	3,131	3,131
1.350	Willis Point Fire Protect & Recreation	245,784	164,654	-	-	7,220	73,910	245,784	-	-	-	37,600	-	-	208,184	208,184
1.352	South Galiano Fire Protection	782,411	518,444	141,027	-	11,340	111,600	782,411	-	44,240	-	1,540	-	141,027	595,604	736,631
1.353	Otter Point Fire Protection	826,727	599,017	-	-	6,540	221,170	826,727	-	-	-	390	-	-	826,337	826,337
1.354	Malahat Fire Protection	75,754	75,754	-	-	-	-	75,754	-	-	-	-	-	-	75,754	75,754
1.355	Durrance Road Fire Protection	3,024	2,724	-	-	-	300	3,024	-	-	-	-	-	3,024	-	3,024
1.356	Pender Fire Protection	1,581,672	1,346,670	-	-	-	235,002	1,581,672	-	-	-	14,520	-	-	1,567,152	1,567,152
1.357	East Sooke Fire Protection	844,130	542,546	178,274	-	-	123,310	844,130	-	-	-	31,990	119,110	-	693,030	693,030
1.358	Port Renfrew Fire Protection	303,263	226,203	-	-	-	77,060	303,263	-	-	-	12,220	116,800	-	174,243	174,243
1.359	North Galiano Fire Protection	390,140	288,601	21,359	-	5,400	74,780	390,140	-	-	-	1,280	-	24,440	364,420	388,860
1.360	Shirley Fire Protection	281,507	175,257	-	-	11,120	95,130	281,507	-	-	-	5,520	-	-	275,987	275,987
1.363	Saturna Island Fire	354,781	354,781	-	-	-	-	354,781	-	-	-	16,570	-	-	338,211	338,211
1.368	Electoral Area Fire Inspection & Investigation	27,850	27,850	-	-	-	-	27,850	-	-	-	-	-	-	27,850	27,850
1.369	Electoral Area Fire Services	589,740	582,795	-	-	2,500	4,445	589,740	-	-	-	120	-	-	589,620	589,620
1.370	Juan de Fuca Emergency Program	122,580	110,700	-	-	-	11,880	122,580	-	-	-	270	-	-	122,310	122,310
1.371	SSI Emergency Program	166,389	150,374	-	-	-	16,015	166,389	-	-	-	200	-	-	166,189	166,189
1.372	Electoral Area Emergency Program	871,360	844,595	-	-	-	26,765	871,360	-	566,980	-	1,120	-	-	303,260	303,260
1.373	SGI Emergency Program	286,102	286,102	-	-	-	-	286,102	-	-	-	2,800	-	-	283,302	283,302
1.374	Regional Emergency Program Support	174,940	174,940	-	-	-	-	174,940	-	-	15,530	8,220	-	-	151,190	151,190
1.375	Hazardous Material Incident Response	570,910	544,680	-	-	-	26,230	570,910	-	-	-	20,640	-	-	550,270	550,270
1.377	JDF Search and Rescue	102,140	98,900	-	-	-	3,240	102,140	-	-	-	24,290	-	-	77,850	77,850
1.378	SSI Search and Rescue	29,818	29,818	-	-	-	-	29,818	-	-	-	100	-	-	29,718	29,718
1.40X	SEAPARC	6,671,416	5,690,840	353,416	-	-	627,160	6,671,416	-	-	-	617,755	1,808,720	-	4,244,941	4,244,941
1.405	JDF EA - Community Parks	432,380	405,955	-	-	-	26,425	432,380	-	-	-	1,080	-	-	431,300	431,300
1.408	JDF EA - Community Recreation	74,402	60,277	-	-	-	14,125	74,402	-	-	-	24,432	-	-	49,970	49,970

Schedule A

CAPITAL REGIONAL DISTRICT 2029 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2029	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2029	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2029
1.44X	Panorama Rec. Center.	15,430,913	11,478,343	2,710,240	-	-	1,242,330	15,430,913	-	-	-	2,748,600	3,757,880	-	8,924,433	8,924,433
1.45X	SSI Parks and Recreation	4,696,897	4,190,150	117,747	-	-	389,000	4,696,897	-	66,070	-	224,294	643,330	-	3,763,203	3,763,203
1.465	Saturna Island Comm. Parks	36,170	30,890	-	-	-	5,280	36,170	-	-	-	1,630	-	-	34,540	34,540
1.468	Saturna Island - Community Rec.	18,708	18,708	-	-	-	-	18,708	-	-	-	860	-	-	17,848	17,848
1.475	Mayne Is. Com. Parks & Rec	108,788	88,198	-	-	-	20,590	108,788	-	-	-	300	-	-	108,488	108,488
1.476	Mayne Is. Comm. Parks (reserve)	11,750	11,750	-	-	-	-	11,750	-	-	-	10,610	1,140	-	-	-
1.478	Mayne Is. Community Rec.	41,020	41,020	-	-	-	-	41,020	-	-	-	60	-	-	40,960	40,960
1.485	North & South Pender Com. Parks	208,480	176,650	-	-	-	31,830	208,480	-	-	-	2,380	-	-	206,100	206,100
1.488	North & South Pender Com. Rec	83,460	83,460	-	-	-	-	83,460	-	-	-	920	-	-	82,540	82,540
1.495	Galiano Parks	166,566	153,736	-	-	-	12,830	166,566	-	-	12,260	29,950	-	-	124,356	124,356
1.498	Galiano Community Recreation	51,770	51,770	-	-	-	-	51,770	-	-	-	30	-	-	51,740	51,740
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	52,239,055	50,618,419	-	-	-	1,620,636	52,239,055	-	-	1,241,809	19,023,915	31,973,331	-	-	-
1.523	Port Renfrew Refuse Disposal	202,053	178,413	-	-	-	23,640	202,053	-	48,644	-	79,695	3,150	-	70,564	70,564
1.525	Solid Waste Disposal - Debt	3,413,919	17,800	3,396,119	-	-	-	3,413,919	-	-	-	5,400	3,408,519	-	-	-
1.531	Stormwater Quality Management - Sooke	34,342	31,511	-	-	-	2,831	34,342	-	-	-	154	-	-	34,188	34,188
1.533	Stormwater Quality Management - SGI	45,953	45,953	-	-	-	-	45,953	-	-	-	576	-	-	45,377	45,377
1.535	Stormwater Quality Management - SSI	28,259	28,259	-	-	-	-	28,259	-	-	3,625	124	-	-	24,510	24,510
1.536	LWMP-Stormwater Quality Management-Core	839,986	839,986	-	-	-	-	839,987	-	-	52,749	88,554	-	-	698,684	698,684
1.537	Stormwater Quality Management - Peninsula	137,943	137,943	-	-	-	-	137,943	-	-	10,550	4,508	-	-	122,885	122,885
1.538	Source - Stormwater Quality - Peninsula	68,001	68,001	-	-	-	-	68,001	-	-	2,691	1,594	-	-	63,716	63,716
1.57X	Environmental Services	32,673,947	31,818,819	-	-	-	855,128	32,673,947	-	32,673,947	-	-	-	-	-	-
1.580	EA Utility Operations	2,036,254	1,877,720	-	-	-	158,534	2,036,254	-	2,036,254	-	-	-	-	-	-
1.911	911 Systems	2,726,662	1,657,200	1,011,949	-	-	57,513	2,726,662	-	-	-	1,945,227	104,285	-	677,150	677,150
1.912B	911 Call Answer - Municipalities	-	-	-	-	-	-	-	-	547,936	-	-42,210	-	-	(505,726)	(505,726)
1.913	913 Fire Dispatch	497,850	491,875	-	-	-	5,975	497,850	-	-	-	19,390	-	-	478,460	478,460
1.921	Regional CREST Contribution	2,250,890	2,250,890	-	-	-	-	2,250,890	-	-	-	114,670	-	-	2,136,220	2,136,220
1.923	Emergency Comm - CREST - SGI	208,798	208,798	-	-	-	-	208,798	-	-	-	2,130	-	-	206,668	206,668
1.924	Emergency Comm - CREST - JDF	171,789	171,789	-	-	-	-	171,789	-	-	-	290	-	-	171,499	171,499
1.925	Emergency Comm - CREST - SSI	170,816	170,816	-	-	-	-	170,816	-	-	-	160	-	-	170,656	170,656
2.610	Saanich Peninsula Water Supply	12,841,698	10,964,614	1,277,084	-	-	600,000	12,841,698	-	-	-	540	12,841,158	-	-	-
2.620	SSI Highland Water System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.621	Highland / Fernwood Water - SSI	786,850	489,793	226,672	-	-	70,385	786,850	-	-	20,000	860	599,480	166,510	-	166,510
2.622	Cedars of Tuam	123,164	67,904	-	-	-	55,260	123,164	-	-	20,000	90	103,074	-	-	-
2.624	Beddis Water	377,610	225,980	24,730	-	-	126,900	377,610	-	-	-	150	249,380	128,080	-	128,080
2.626	Fulford Water	339,270	210,284	19,846	-	-	109,140	339,270	-	-	20,000	760	229,990	88,520	-	88,520
2.628	Cedar Lane Water (SSI)	146,056	73,780	16,926	-	-	55,350	146,056	-	-	-	160	101,050	44,846	-	44,846
2.630	Magic Lakes Estate Water System	1,400,673	938,234	184,184	-	-	278,255	1,400,673	-	-	-	10,390	593,150	797,133	-	797,133
2.640	Saturna Island Water System (Lyall Harbour)	434,377	229,411	116,676	-	-	88,290	434,377	-	-	-	900	170,170	263,307	-	263,307
2.642	Skana Water (Mayne)	200,594	76,375	7,223	-	-	116,996	200,594	-	-	-	100	85,000	115,494	-	115,494
2.650	Port Renfrew Water	327,121	167,217	120,727	-	-	39,177	327,121	-	-	-	1,241	166,090	159,790	-	159,790
2.660	Fernwood Water	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.665	Sticks Allison Water (Galiano)	133,410	71,735	1,820	-	-	59,855	133,410	-	-	7,000	100	113,810	12,500	-	12,500
2.667	Surfside Park Estates (Mayne)	350,080	135,255	1,210	-	-	213,615	350,080	-	-	-	200	165,520	184,360	-	184,360
2.670	Regional Water Supply	68,749,171	25,852,261	15,435,390	-	26,750,000	711,520	68,749,171	-	-	-	1,164,482	67,584,689	-	-	-
2.680	Juan de Fuca Water Distribution	40,247,146	24,303,576	4,673,480	-	10,500,000	770,090	40,247,146	-	-	-	327,912	39,919,234	-	-	-
2.681	Florence Lake Water System Debt	19,108	70	19,038	-	-	-	19,108	-	-	-	107	-	19,001	-	19,001
2.682	Seagirt Water System Debt	144,036	-	144,036	-	-	-	144,036	-	-	-	-	-	144,036	-	144,036
2.691	Wilderness Mountain Water Service	254,291	161,657	54,259	-	-	38,375	254,291	-	-	10,000	51	145,500	98,740	-	98,740
3.700	Septage Disposal	177,062	177,062	-	-	-	-	177,062	-	-	-	176,681	381	-	-	-
3.701	Millstream Remediation Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.705	SSI Liquid Waste Disposal	1,434,130	1,178,660	-	-	-	255,470	1,434,130	-	-	-	1,281	966,940	465,909	-	465,909
3.707	LWMP - On Site System Management Program	205,132	205,132	-	-	-	-	205,131	-	-	50,397	12,232	-	142,502	-	142,502
3.71X	Core Area Wastewater Operations	45,400,618	43,400,618	-	-	-	2,000,000	45,400,618	-	1,164,412	640,000	36,133,852	-	-	7,462,354	7,462,354
3.718	Peninsula Wastewater TP	6,387,776	4,892,920	733,636	-	-	761,220	6,387,776	-	147,490	100,000	3,246,823	-	-	2,893,463	2,893,463
3.720	LWMP - (Peninsula) - Implementation	39,713	39,713	-	-	-	-	39,713	-	-	4,061	949	-	-	34,703	34,703
3.750	LWMP - Core and West Shore	670,007	394,638	-	-	-	275,369	670,007	-	-	-	184,270	212,240	-	273,497	273,497
3.751	LWMP - Core and West Shore Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.752	LWMP - Harbour Studies	420,488	420,488	-	-	-	-	420,488	-	-	-	22,777	-	-	397,711	397,711
3.755	Regional Source Control	1,901,478	1,901,478	-	-	-	-	1,901,478	-	56,392	45,395	87,253	68,098	-	1,644,340	1,644,340
3.756	Harbours Environmental Action	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.7XX	Core Area & Legacy Trunk Sewer - Debt	70,909,390	315,760	54,297,988	-	5,529,745	10,765,897	70,909,390	-	-	41,134,212	21,557,136	-	-	8,218,042	8,218,042
3.810	Ganges Sewer	1,848,543	1,052,528	478,925	-	-	317,090	1,848,543	-	-	-	3,120	1,754,280	91,143	-	91,143
3.820	Maliview Estates Sewer System	482,378	286,300	169,068	-	-	27,010	482,378	-	-	-	26,930	286,380	169,068	-	169,068
3.830	Magic Lake Estates Sewer System	1,188,941	874,100	74,966	-	-	239,875	1,188,941	-	12,890	-	4,440	394,620	776,991	-	776,991
3.830D	Magic Lake Estates Sewer Debt	232,445	1,760	230,685	-	-	-	232,445	-	-	-	2,961	-	229,484	-	229,484
3.850	Port Renfrew Sewer	182,630	134,692	18,438	-	-	29,500	182,630	-	-	-	1,630	90,490	90,510	-	90,510
21.ALL	Feasibility Study Reserve Fund - All	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21.E.A.	Feasibility Study Reserve Fund - E.A.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Schedule A

CAPITAL REGIONAL DISTRICT 2030 FINANCIAL PLAN — Schedule A

		Expenditures						*Revenue*								
		Total 2030	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2030	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2030
1.010	Legislative & General Government	51,787,682	50,839,292	-	-	589,120	359,270	51,787,682	500,000	32,566,710	-	1,851,801	113,370	-	16,755,801	16,755,801
1.10X	Facilities Management	5,621,992	4,888,682	-	-	-	733,310	5,621,992	-	5,399,661	-	36,522	-	-	185,809	185,809
1.101	G.I.S.	784,463	714,363	-	-	20,100	50,000	784,463	-	579,070	-	6,545	-	-	198,848	198,848
1.103	Elections	280,260	280,260	-	-	-	-	280,260	-	-	148,370	88,590	-	-	43,300	43,300
1.104	U.B.C.M.	15,575	15,575	-	-	-	-	15,575	-	-	-	100	-	-	15,475	15,475
1.108	Joint Electoral Area Admin	355,240	355,240	-	-	-	-	355,240	-	-	-	-	-	-	355,240	355,240
1.109	Electoral Area Admin Exp - JDF	97,089	92,849	-	-	-	4,240	97,089	-	-	-	260	-	-	96,829	96,829
1.110	Electoral Area Admin Exp - SGI	504,746	503,516	-	-	-	1,230	504,746	-	-	16,286	18,340	-	-	470,120	470,120
1.111	Electoral Area Admin Exp - SSI	1,804,421	1,705,516	-	-	-	98,905	1,804,421	-	800,550	75,600	5,951	-	-	922,320	922,320
1.112	Regional Grant in Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.114	Grant-in-Aid - Juan de Fuca	26,636	26,636	-	-	-	-	26,636	-	-	-	340	-	-	26,296	26,296
1.116	Grant-in-Aid - Salt Spring Island	82,347	82,347	-	-	-	-	82,347	-	-	-	140	-	-	82,207	82,207
1.117	Grant-in-Aid - Southern Gulf Islands	130,183	130,183	-	-	-	-	130,183	-	-	-	1,360	-	-	128,823	128,823
1.119	Vancouver Island Regional Library	478,955	478,955	-	-	-	-	478,955	-	-	-	840	-	-	478,115	478,115
1.121	Sooke Regional Museum	332,580	332,580	-	-	-	-	332,580	-	-	-	770	-	-	331,810	331,810
1.123	Prov. Court of B.C. (Family Court)	149,360	-	-	-	-	149,360	149,360	-	-	-	149,360	-	-	-	-
1.124	SSI Economic Development Commission	88,336	80,376	-	-	-	7,960	88,336	-	-	-	660	-	-	87,676	87,676
1.125	SGI Economic Development Commission	144,739	144,739	-	-	-	-	144,739	-	-	-	1,640	-	-	143,099	143,099
1.126	Victoria Family Court Committee	15,803	15,803	-	-	-	-	15,803	-	-	-	803	-	-	15,000	15,000
1.128	Greater Victoria Police Victim Services	363,690	363,690	-	-	-	-	363,690	-	-	-	16,212	-	-	347,478	347,478
1.129	Vancouver Island Regional Library - Debt	340,456	2,190	338,266	-	-	-	340,456	-	-	-	340,456	-	-	-	-
1.133	Langford E.A. - Greater Victoria Public Library	38,219	38,219	-	-	-	-	38,219	-	-	-	100	-	-	38,119	38,119
1.137	Galiano Island Community Use Building	78,470	45,106	-	-	-	33,364	78,470	-	-	-	220	-	-	78,250	78,250
1.138	Southern Gulf Islands Regional Library	289,551	289,551	-	-	-	-	289,551	-	-	-	2,800	-	-	286,751	286,751
1.141	Salt Spring Island Public Library	871,459	782,564	-	-	-	88,895	871,459	-	-	-	1,170	-	-	870,289	870,289
1.15X	Municipalities' Own Debt - M.F.A.	20,081,389	102,397	19,978,992	-	-	-	20,081,389	-	-	-	102,397	-	-	19,978,992	19,978,992
1.170	Gossip Island Electric Power Supply	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.224	Community Health	291,231	291,231	-	-	-	-	291,231	-	-	-	40,933	-	-	250,298	250,298
1.226	Health Facilities - VIHA	1,539,297	642,507	-	-	-	896,790	1,539,297	-	-	-	1,539,297	-	-	-	-
1.227	Saturna Island Medical Clinic	11,871	11,871	-	-	-	-	11,871	-	-	-	1,690	-	-	10,181	10,181
1.228	Galiano Health Service	241,885	241,885	-	-	-	-	241,885	-	-	-	130	-	-	241,755	241,755
1.229	Pender Islands Health Care Centre	348,302	348,302	-	-	-	-	348,302	-	-	-	2,550	-	-	345,752	345,752
1.230	Traffic Safety Commission	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.232	Port Renfrew Street Lighting	10,659	10,659	-	-	-	-	10,659	-	-	-	400	4,750	5,509	-	5,509
1.234	SSI Street Lighting	37,436	36,846	-	-	-	590	37,436	-	-	-	40	-	-	37,396	37,396
1.235	SGI Small Craft Harbour Facilities	598,762	318,364	87,493	-	-	192,905	598,762	-	-	-	8,972	182,630	407,160	-	407,160
1.236	Salt Spring Island Fernwood Dock	44,461	19,851	-	-	-	24,610	44,461	-	-	-	170	-	44,291	-	44,291
1.238A	Community Transit (SSI)	822,317	754,617	-	-	-	67,700	822,317	-	-	-	206,660	-	-	615,657	615,657
1.238B	Community Transportation (SSI)	150,187	57,537	-	-	-	92,650	150,187	-	-	-	430	-	-	149,757	149,757
1.280	Regional Parks	29,038,379	17,767,915	7,524,604	-	227,697	3,518,163	29,038,379	-	7,046,944	-	1,091,408	849,983	-	20,050,044	20,050,044
1.290	Royal Theatre	605,955	115,955	-	-	113,000	377,000	605,955	-	-	-	-	-	-	605,955	605,955
1.295	McPherson Theatre	783,045	350,000	-	-	98,000	335,045	783,045	-	-	-	33,045	-	-	750,000	750,000
1.297	Arts Grants	3,661,909	3,660,779	-	-	-	1,130	3,661,909	-	17,916	52,700	172,779	-	-	3,418,514	3,418,514
1.299	Salt Spring Island Arts	167,185	167,185	-	-	-	-	167,185	-	-	-	190	-	-	166,995	166,995
1.309	Climate Action and Adaptation	2,083,867	2,007,257	-	-	-	76,610	2,083,867	-	-	-	75,874	67,653	-	1,940,340	1,940,340
1.310	Land Banking & Housing	4,486,814	2,127,566	2,357,248	-	-	2,000	4,486,814	-	426,897	-	109,122	2,000	-	3,948,795	3,948,795
1.311	Regional Housing Trust Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.312	Regional Goose Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.313	Animal Care Services	2,289,468	2,196,293	-	-	-	93,175	2,289,468	-	-	-	1,579,870	57,360	-	652,238	652,238
1.314	SGI House Numbering	11,462	11,462	-	-	-	-	11,462	-	-	-	120	-	-	11,342	11,342
1.315	Biodiversity & Environmental Stewardship	249,087	249,087	-	-	-	-	249,087	-	119,165	-	-	-	-	129,922	129,922
1.316	SSI Building Numbering	11,629	11,629	-	-	-	-	11,629	-	-	-	10	-	-	11,619	11,619
1.317	JDF Building Numbering	15,741	15,741	-	-	-	-	15,741	-	-	-	50	-	-	15,691	15,691
1.318	Building Inspection	2,831,777	2,582,947	-	-	15,290	233,540	2,831,777	-	36,380	-	5,610	1,532,980	-	1,256,807	1,256,807
1.319	Soil Deposit Removal	32,039	32,039	-	-	-	-	32,039	-	-	8,979	40	10,820	-	12,200	12,200
1.320	Noise Control	87,250	79,895	-	-	-	7,355	87,250	-	-	-	310	-	-	86,940	86,940
1.322	Nuisances & Unsightly Premises	70,964	69,834	-	-	-	1,130	70,964	-	-	-	320	-	-	70,644	70,644
1.323	By-Law Enforcement	1,284,904	1,240,599	-	-	-	44,305	1,284,904	-	1,228,660	-	56,244	-	-	-	-
1.324	Regional Planning Services	964,786	959,876	-	-	-	4,910	964,786	-	192,450	-	26,972	-	-	745,364	745,364
1.325	Electoral Area Services - Planning	1,165,270	1,087,290	-	-	-	77,980	1,165,270	-	48,280	31,369	2,510	51,060	-	1,032,051	1,032,051
1.326	Foodlands	505,089	351,769	-	-	-	153,320	505,089	-	-	-	15,100	-	-	489,989	489,989
1.329	Regional Transportation	10,316,579	9,456,155	-	-	-	860,424	10,316,579	-	-	-	46,508	-	-	10,270,071	10,270,071
1.330	Regional Growth Strategy	335,107	335,107	-	-	-	-	335,107	-	-	-	19,230	-	-	315,877	315,877
1.335	Geo-Spatial Referencing System	204,646	150,146	-	-	10,000	44,500	204,646	-	-	-	8,382	9,830	-	186,434	186,434
1.340	JDF Livestock Injury Compensation	3,171	3,171	-	-	-	-	3,171	-	-	-	51	-	-	3,120	3,120
1.341	SGI Livestock Injury Compensation	3,172	3,172	-	-	-	-	3,172	-	-	-	30	-	-	3,142	3,142
1.342	SSI Livestock Injury Compensation	3,171	3,171	-	-	-	-	3,171	-	-	-	40	-	-	3,131	3,131
1.350	Willis Point Fire Protect & Recreation	250,904	168,154	-	-	7,360	75,390	250,904	-	-	-	38,350	-	-	212,554	212,554
1.352	South Galiano Fire Protection	796,306	529,869	141,027	-	11,570	113,840	796,306	-	45,300	-	1,540	-	141,027	608,439	749,466
1.353	Otter Point Fire Protection	844,757	612,497	-	-	6,670	225,590	844,757	-	-	-	400	-	-	844,357	844,357
1.354	Malahat Fire Protection	77,278	77,278	-	-	-	-	77,278	-	-	-	-	-	-	77,278	77,278
1.355	Durrance Road Fire Protection	3,027	2,727	-	-	-	300	3,027	-	-	-	-	-	3,027	-	3,027
1.356	Pender Fire Protection	1,613,305	1,373,459	-	-	-	239,846	1,613,305	-	-	-	14,810	-	-	1,598,495	1,598,495
1.357	East Sooke Fire Protection	690,610	553,615	11,215	-	-	125,780	690,610	-	-	-	31,970	121,490	-	537,150	537,150
1.358	Port Renfrew Fire Protection	317,955	230,855	-	-	-	87,100	317,955	-	-	-	12,460	122,400	-	183,095	183,095
1.359	North Galiano Fire Protection	372,850	294,895	-	-	5,510	72,445	372,850	-	-	-	1,190	-	-	371,660	371,660
1.360	Shirley Fire Protection	287,268	178,898	-	-	11,340	97,030	287,268	-	-	-	5,630	-	-	281,638	281,638
1.363	Saturna Island Fire	355,111	355,111	-	-	-	-	355,111	-	-	-	16,900	-	-	338,211	338,211
1.368	Electoral Area Fire Inspection & Investigation	28,420	28,420	-	-	-	-	28,420	-	-	-	-	-	-	28,420	28,420
1.369	Electoral Area Fire Services	601,530	595,645	-	-	2,500	3,385	601,530	-	-	-	120	-	-	601,410	601,410
1.370	Juan de Fuca Emergency Program	125,030	113,150	-	-	-	11,880	125,030	-	-	-	270	-	-	124,760	124,760
1.371	SSI Emergency Program	169,707	153,447	-	-	-	16,260	169,707	-	-	-	200	-	-	169,507	169,507
1.372	Electoral Area Emergency Program	891,820	863,945	-	-	-	27,875	891,820	-	578,320	-	1,140	-	-	312,360	312,360
1.373	SGI Emergency Program	291,820	291,820	-	-	-	-	291,820	-	-	-	2,850	-	-	288,970	288,970
1.374	Regional Emergency Program Support	178,908	178,908	-	-	-	-	178,908	-	-	16,308	8,390	-	-	154,210	154,210
1.375	Hazardous Material Incident Response	593,340	555,565	-	-	-	37,775	593,340	-	-	-	21,060	-	-	572,280	572,280
1.377	JDF Search and Rescue	104,181	100,881	-	-	-	3,300	104,181	-	-	-	24,770	-	-	79,411	79,411
1.378	SSI Search and Rescue	30,417	30,417	-	-	-	-	30,417	-	-	-	100	-	-	30,317	30,317
1.40X	SEAPARC	6,807,791	5,814,675	353,416	-	-	639,700	6,807,791	-	-	-	629,885	1,844,900	-	4,333,006	4,333,006
1.405	JDF EA - Community Parks	441,030	413,715	-	-	-	27,315	441,030	-	-	-	1,100	-	-	439,930	439,930
1.408	JDF EA - Community Recreation	77,383	61,443	-	-	-	15,940	77,383	-	-	-	24,913	-	-	52,470	52,470

Schedule A

CAPITAL REGIONAL DISTRICT 2030 FINANCIAL PLAN — **Schedule A**

		Expenditures						*Revenue*								
		Total 2030	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2030	Surplus from Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2030
1.44X	Panorama Rec. Center.	15,708,202	11,730,782	2,710,240	-	-	1,267,180	15,708,202	-	-	-	2,800,160	3,833,030	-	9,075,012	9,075,012
1.45X	SSI Parks and Recreation	4,805,524	4,281,777	117,747	-	-	406,000	4,805,524	-	67,390	-	228,454	656,200	-	3,853,480	3,853,480
1.465	Saturna Island Comm. Parks	36,890	31,500	-	-	-	5,390	36,890	-	-	-	1,660	-	-	35,230	35,230
1.468	Saturna Island - Community Rec.	19,088	19,088	-	-	-	-	19,088	-	-	-	880	-	-	18,208	18,208
1.475	Mayne Is. Com. Parks & Rec	111,090	90,090	-	-	-	21,000	111,090	-	-	-	300	-	-	110,790	110,790
1.476	Mayne Is. Comm. Parks (reserve)	11,980	11,980	-	-	-	-	11,980	-	-	-	10,820	1,160	-	-	-
1.478	Mayne Is. Community Rec.	41,840	41,840	-	-	-	-	41,840	-	-	-	60	-	-	41,780	41,780
1.485	North & South Pender Com. Parks	212,729	180,259	-	-	-	32,470	212,729	-	-	-	2,420	-	-	210,309	210,309
1.488	North & South Pender Com. Rec	85,140	85,140	-	-	-	-	85,140	-	-	-	940	-	-	84,200	84,200
1.495	Galiano Parks	170,005	156,925	-	-	-	13,080	170,005	-	-	12,510	30,550	-	-	126,945	126,945
1.498	Galiano Community Recreation	52,800	52,800	-	-	-	-	52,800	-	-	-	30	-	-	52,770	52,770
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	52,933,404	51,332,915	-	-	-	1,600,489	52,933,404	-	-	1,690,887	19,401,586	31,840,931	-	-	-
1.523	Port Renfrew Refuse Disposal	206,571	182,171	-	-	-	24,400	206,571	-	50,103	-	82,890	-	-	73,578	73,578
1.525	Solid Waste Disposal - Debt	3,417,419	21,300	3,396,119	-	-	-	3,417,419	-	-	-	5,400	3,412,019	-	-	-
1.531	Stormwater Quality Management - Sooke	34,957	32,049	-	-	-	2,908	34,957	-	-	-	154	-	-	34,803	34,803
1.533	Stormwater Quality Management - SGI	46,770	46,770	-	-	-	-	46,770	-	-	-	576	-	-	46,194	46,194
1.535	Stormwater Quality Management - SSI	28,553	28,553	-	-	-	-	28,553	-	-	2,690	123	-	-	25,740	25,740
1.536	LWMP-Stormwater Quality Management-Core	853,512	853,512	-	-	-	-	853,512	-	-	53,698	88,554	-	-	711,260	711,260
1.537	Stormwater Quality Management - Peninsula	140,345	140,345	-	-	-	-	140,345	-	-	10,740	4,508	-	-	125,097	125,097
1.538	Source - Stormwater Quality - Peninsula	69,847	69,847	-	-	-	-	69,847	-	-	2,763	1,594	-	-	65,490	65,490
1.57X	Environmental Services	33,551,168	32,536,822	-	-	-	1,014,346	33,551,168	-	33,551,168	-	-	-	-	-	-
1.580	EA Utility Operations	2,077,273	1,920,148	-	-	-	157,125	2,077,273	-	2,077,273	-	-	-	-	-	-
1.911	911 Systems	2,742,501	1,684,487	1,011,949	-	-	46,065	2,742,501	-	-	-	1,929,182	102,199	-	711,120	711,120
1.912B	911 Call Answer - Municipalities	-	-	-	-	-	-	-	-	536,978	-	-43,060	-	-	-493,918	-493,918
1.913	913 Fire Dispatch	525,780	525,780	-	-	-	-	525,780	-	-	3,610	19,780	-	-	502,390	502,390
1.921	Regional CREST Contribution	2,295,900	2,295,900	-	-	-	-	2,295,900	-	-	-	116,970	-	-	2,178,930	2,178,930
1.923	Emergency Comm - CREST - SGI	212,979	212,979	-	-	-	-	212,979	-	-	-	2,170	-	-	210,809	210,809
1.924	Emergency Comm - CREST - JDF	175,224	175,224	-	-	-	-	175,224	-	-	-	290	-	-	174,934	174,934
1.925	Emergency Comm - CREST - SSI	174,232	174,232	-	-	-	-	174,232	-	-	-	160	-	-	174,072	174,072
2.610	Saanich Peninsula Water Supply	14,272,726	12,395,642	1,277,084	-	-	600,000	14,272,726	-	-	-	550	14,272,176	-	-	-
2.620	SSI Highland Water System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.621	Highland / Fernwood Water - SSI	846,730	474,944	334,927	-	-	36,859	846,730	-	-	-	880	621,060	224,790	-	224,790
2.622	Cedars of Tuam	114,660	53,206	5,274	-	-	56,180	114,660	-	-	-	90	104,946	9,624	-	9,624
2.624	Beddis Water	423,640	245,500	50,080	-	-	128,060	423,640	-	-	-	150	253,210	170,280	-	170,280
2.626	Fulford Water	374,040	212,254	41,671	-	-	120,115	374,040	-	-	-	780	241,490	131,770	-	131,770
2.628	Cedar Lane Water (SSI)	166,445	80,810	23,595	-	-	62,040	166,445	-	-	-	160	107,320	58,965	-	58,965
2.630	Magic Lakes Estate Water System	1,469,099	947,546	246,063	-	-	275,490	1,469,099	-	-	-	10,400	621,709	836,990	-	836,990
2.640	Saturna Island Water System (Lyall Harbour)	471,655	229,060	147,615	-	-	94,980	471,655	-	-	-	900	178,680	292,075	-	292,075
2.642	Skana Water (Mayne)	242,353	86,651	37,941	-	-	117,761	242,353	-	-	-	-200	87,640	154,913	-	154,913
2.650	Port Renfrew Water	392,321	167,091	138,140	-	-	87,090	392,321	-	-	-	1,261	199,310	191,750	-	191,750
2.660	Fernwood Water	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.665	Sticks Allison Water (Galiano)	149,210	69,520	16,220	-	-	63,470	149,210	-	-	-	100	118,340	30,770	-	30,770
2.667	Surfside Park Estates (Mayne)	371,480	142,000	14,620	-	-	214,860	371,480	-	-	-	200	168,830	202,450	-	202,450
2.670	Regional Water Supply	79,792,060	27,279,819	19,786,491	-	32,000,000	725,750	79,792,060	-	1,113,981	-	903,351	77,774,728	-	-	-
2.680	Juan de Fuca Water Distribution	43,669,697	26,543,736	5,145,471	-	11,200,000	780,490	43,669,697	-	-	-	260,745	43,408,952	-	-	-
2.681	Florence Lake Water System Debt	19,108	70	19,038	-	-	-	19,108	-	-	-	107	-	19,001	-	19,001
2.682	Seagirt Water System Debt	144,036	-	144,036	-	-	-	144,036	-	-	-	-	-	144,036	-	144,036
2.691	Wilderness Mountain Water Service	260,510	158,851	54,259	-	-	47,400	260,510	-	-	4,000	50	152,780	103,680	-	103,680
3.700	Septage Disposal	180,590	180,590	-	-	-	-	180,590	-	-	-	180,209	381	-	-	-
3.701	Millstream Remediation Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.705	SSI Liquid Waste Disposal	1,462,801	1,202,116	-	-	-	260,685	1,462,801	-	-	-	1,291	986,280	475,230	-	475,230
3.707	LWMP - On Site System Management Program	210,303	210,303	-	-	-	-	210,303	-	-	51,721	12,232	-	146,350	-	146,350
3.71X	Core Area Wastewater Operations	47,577,337	45,477,337	-	-	-	2,100,000	47,577,337	-	1,183,548	1,225,000	37,408,200	-	-	7,760,589	7,760,589
3.718	Peninsula Wastewater TP	6,463,256	4,930,559	755,853	-	-	776,844	6,463,256	-	150,432	55,000	3,308,926	-	-	2,948,898	2,948,898
3.720	LWMP - (Peninsula) - Implementation	40,870	40,870	-	-	-	-	40,870	-	-	4,594	949	-	-	35,327	35,327
3.750	LWMP - Core and West Shore	684,343	401,699	-	-	-	282,644	684,342	-	-	-	188,074	216,480	-	279,788	279,788
3.751	LWMP - Core and West Shore Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.752	LWMP - Harbour Studies	432,532	432,532	-	-	-	-	432,532	-	-	-	22,777	-	-	409,755	409,755
3.755	Regional Source Control	1,955,927	1,955,927	-	-	-	-	1,955,927	-	58,623	46,646	87,253	69,460	-	1,693,945	1,693,945
3.756	Harbours Environmental Action	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.7XX	Core Area & Legacy Trunk Sewer - Debt	31,593,089	266,760	12,265,215	-	5,529,745	13,531,369	31,593,089	-	-	-	22,833,310	-	-	8,759,779	8,759,779
3.810	Ganges Sewer	1,940,831	1,074,196	478,925	-	-	387,710	1,940,831	-	-	-	3,143	1,841,990	95,698	-	95,698
3.820	Maliview Estates Sewer System	492,928	292,035	169,068	-	-	31,825	492,928	-	-	-	27,460	296,400	169,068	-	169,068
3.830	Magic Lake Estates Sewer System	1,212,649	889,221	167,533	-	-	155,895	1,212,649	-	13,150	-	4,460	402,510	792,529	-	792,529
3.830D	Magic Lake Estates Sewer Debt	232,445	1,760	230,685	-	-	-	232,445	-	-	-	2,961	-	229,484	-	229,484
3.850	Port Renfrew Sewer	195,301	134,421	37,000	-	-	23,880	195,301	-	-	-	1,630	96,821	96,850	-	96,850
21.ALL	Feasibility Study Reserve Fund - All	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21.E.A.	Feasibility Study Reserve Fund - E.A.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Schedule B

Making a difference...together

CAPITAL REGIONAL DISTRICT

CAPITAL EXPENDITURE PLAN SUMMARY - 2026 to 2030

EXPENDITURE / FUNDING SUMMARY (ALL SERVICES)	2026	2027	2028	2029	2030	TOTAL
EXPENDITURE						
Buildings	41,884,737	30,067,500	3,491,000	2,986,500	3,815,500	82,245,237
Equipment	27,762,098	16,261,510	22,987,206	22,252,700	4,616,452	93,879,965
Land	6,060,350	5,295,000	3,795,000	3,045,000	2,695,000	20,890,350
Engineered Structures	191,961,134	120,133,020	166,346,565	117,073,375	107,966,000	703,480,094
Vehicles	8,750,336	3,793,500	4,292,000	2,690,000	785,500	20,311,336
	276,418,655	**175,550,530**	**200,911,771**	**148,047,575**	**119,878,452**	**920,806,983**
SOURCE OF FUNDS						
Capital Funds on Hand	115,729,908	31,540,485	33,785,200	34,971,800	38,050,000	254,077,393
Debenture Debt	80,560,416	102,103,867	130,789,000	94,189,000	68,407,000	476,049,283
ERF	14,642,915	7,363,622	7,947,506	4,981,900	3,899,952	38,835,895
Grants (Federal, Provincia	19,820,258	8,478,657	11,259,000	2,574,781	1,745,000	43,877,696
Reserve Fund	37,079,526	25,833,898	16,751,065	10,580,094	7,776,500	98,021,083
Other	8,585,632	230,000	380,000	750,000	-	9,945,632
	276,418,655	**175,550,530**	**200,911,771**	**148,047,575**	**119,878,452**	**920,806,983**

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
1.011	Board Expenditures	801,000					801,000			801,000				801,000
1.014	CAO &Executive Operations	1,564					1,564			1,564				1,564
1.014B	Corporate Services	14,076					14,076			14,076				14,076
1.015	Real Estate	4,692					4,692			4,692				4,692
1.016	Human Resources	64,293					64,293	59,601		4,692				64,293
1.017	Finance	143,791					143,791	100,000		43,791				143,791
1.018	Health & Capital Planning Strategies	3,128					3,128			3,128				3,128
1.022	Information Technology	6,215,473	120,000	25,500			6,360,973	6,083,560		277,413				6,360,973
1.024	GM - Housing, Planning & Protective Services	2,203					2,203			2,203				2,203
1.025	Corporate Emergency	19,000					19,000			19,000				19,000
1.027	First Nations Relations	1,564					1,564			1,564				1,564
1.105	Facilities Management	35,000	250,000				285,000			285,000				285,000
1.106	Facilities and Risk	120,000		1,184,800			1,304,800	249,800					1,055,000	1,304,800
1.107	Corporate Satellite Facilities			3,057,500			3,057,500						3,057,500	3,057,500
1.109	JDF Admin. Expenditures	2,000					2,000			2,000				2,000
1.110	SGI Admin. Expenditures	2,218					2,218			2,218				2,218
1.111	SSI Admin. Expenditures	40,900	-				40,900			40,900				40,900
1.118	Corporate Communications & Engagement	195,955					195,955			12,919			183,036	195,955
1.123	Family Court Building			1,300,500			1,300,500	65,500				500,000	735,000	1,300,500
1.137	Galiano Island Community Use Building			49,500			49,500	30,000					19,500	49,500
1.141	SSI Public Library			100,000			100,000	25,000			35,000		40,000	100,000
1.226	Health Facilities - VIHA	440,000		2,258,400	75,000		2,773,400	1,563,400					1,210,000	2,773,400
1.235	SGI Small Craft Harbour Facilities				580,000		580,000	50,000			35,000	85,000	410,000	580,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				20,000		20,000						20,000	20,000
1.238A	Community Transit (SSI)				419,500		419,500	159,500			240,000		20,000	419,500
1.238B	Community Transportation (SSI)				1,199,300		1,199,300	157,000			877,300		165,000	1,199,300
1.280	Regional Parks	183,000	2,173,000	916,000	20,310,700	2,000,000	25,582,700	2,184,300	17,000,000	2,356,000	500,000		3,542,400	25,582,700
1.290	Royal Theatre	315,000		1,198,700			1,513,700	195,700			-	375,000	943,000	1,513,700
1.295	McPherson Theatre	318,000		776,500			1,094,500	211,500					883,000	1,094,500
1.297	Arts Grants and Development	3,800					3,800			3,800				3,800
1.309	Climate Action and Adaptation	868,886					868,886	231,706			637,180			868,886
1.310	Land Banking and Housing	5,000		2,679,096			2,684,096		325,000	5,000	2,244,327	109,769		2,684,096
1.313	Animal Care Services	38,000	50,000	28,000			116,000	58,000		58,000				116,000
1.318	Building Inspection	23,000	-				23,000			23,000				23,000
1.323	ByLaw Services	7,000	75,000				82,000			82,000				82,000
1.324	Regional Planning Services	48,000					48,000			48,000				48,000
1.325	Community Planning	65,000			365,000		430,000	15,000		65,000	350,000			430,000
1.326	Foodlands Access	175,000					175,000	175,000					-	175,000
1.329	Regional Transportation	70,000			642,000		712,000			70,000			642,000	712,000
1.335	Geo-Spatial Referencing	260,000					260,000			260,000				260,000
1.350	Willis Point Fire	19,186					19,186	3,186		16,000			-	19,186
1.352	South Galiano Fire	78,500					78,500			43,500			35,000	78,500
1.353	Otter Point Fire	25,000	600,000	60,000			685,000			625,000			60,000	685,000
1.356	Pender Island Fire	155,000		30,000			185,000			155,000			30,000	185,000
1.357	East Sooke Fire	40,660	530,000	8,000			578,660	3,300		551,360			24,000	578,660
1.358	Port Renfrew Fire	115,000					115,000			90,000			25,000	115,000
1.359	North Galiano Fire	10,000		4,556			14,556	4,556		10,000				14,556
1.360	Shirley Fire Department	10,000					10,000			10,000				10,000
1.371	SSI Emergency Program	55,500					55,500			1,000	22,000		32,500	55,500
1.372	Emergency Planning Coordination	2,500	-				2,500			2,500				2,500
1.373	SGI Emergency Program	78,000					78,000	53,000					25,000	78,000
1.375	Hazardous Material Incident Response	85,000	-				85,000			85,000				85,000
1.377	JDF Search and Rescue		120,000				120,000			7,000		113,000		120,000
1.405	JDF EA Community Parks & Recreation	20,000			507,500	275,000	802,500	392,500			320,000		90,000	802,500
1.408	JDF EA Community Recreation			1,100,000	68,000		1,168,000	68,000			1,100,000			1,168,000
1.40X	SEAPARC	638,000		2,852,150	865,750		4,355,900	335,400	2,910,000	434,750	150,000		525,750	4,355,900
1.44x	Panorama Recreation	1,148,109	126,000	4,523,400	512,000		6,309,509	670,400	340,000	669,909	800,000		3,829,200	6,309,509
1.45X	Salt Spring Island Parks & Recreation	135,000	-	3,635,151	1,162,500	335,000	5,267,651	887,340	1,500,000	65,000	1,683,000	427,811	704,500	5,267,651

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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
1.465	Saturna Island Community Parks				63,020		63,020	9,020					54,000	63,020
1.475	Mayne Island Community Parks	41,000		61,984	24,000		126,984	55,984					71,000	126,984
1.485	Pender Island Community Parks				1,475,010	1,000,000	2,475,010	401,658			519,200	1,145,052	409,100	2,475,010
1.495	Galiano Community Parks	7,000			136,013		143,013	49,513		2,000	-		91,500	143,013
1.521	Environmental Resource Management	460,000			25,691,399	-	26,151,399	12,353,125	7,330,000	610,000			5,858,274	26,151,399
1.523	Port Renfrew Refuse Disposal				189,500		189,500	162,000					27,500	189,500
1.574	Environmental Innovation	6,000					6,000			6,000				6,000
1.575	Environmental Administration Services	5,000					5,000			5,000				5,000
1.576	Corporate Capital Project Delivery	40,000	170,000				210,000	-		210,000				210,000
1.577	Wastewater Operations	216,000	1,255,000				1,471,000			1,471,000		-		1,471,000
1.578	Environmental Protection	199,000	270,000				469,000	75,000		394,000				469,000
1.579	Environmental Water Quality	8,400					8,400			8,400				8,400
1.580	EA Utility Operations	7,200	90,000				97,200			97,200				97,200
1.911	911 Call Answer	-					-			-				-
2.610	Saanich Peninsula Water Supply	1,184,000			17,434,500		18,618,500		13,450,000	200,000		100,000	4,868,500	18,618,500
2.620	Highland Water (SSI)				16,000		16,000	16,000						16,000
2.621	Highland & Fernwood Water (SSI)	40,000			1,032,000		1,072,000	89,000	400,000		280,000		303,000	1,072,000
2.622	Cedars of Tuam Water (SSI)	28,000		55,000	73,000		156,000	66,000	-		70,000		20,000	156,000
2.624	Beddis Water (SSI)				532,000		532,000	45,000	320,000		80,000		87,000	532,000
2.626	Fulford Water (SSI)				459,000		459,000	43,000	270,000		80,000		66,000	459,000
2.628	Cedar Lane Water (SSI)				353,000		353,000	28,000	190,000		120,000		15,000	353,000
2.630	Magic Lake Estates Water (Pender)	11,000			426,000		437,000	175,000	-				262,000	437,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	85,000			960,825		1,045,825	260,825	785,000				-	1,045,825
2.642	Skana Water (Mayne)	20,000			30,000		50,000		-		-		50,000	50,000
2.650	Port Renfrew Water	-			95,000		95,000	50,000	-		-		45,000	95,000
2.665	Sticks Allison Water (Galiano)				5,000		5,000		-				5,000	5,000
2.667	Surfside Park Estates (Mayne)	25,500			45,000		70,500	5,500	-		40,000		25,000	70,500
2.670	Regional Water Supply	9,522,000	2,147,336	15,612,500	50,017,000	2,295,000	79,593,836	65,278,753	882,747	1,397,336	6,495,000	5,540,000		79,593,836
2.680	JDF Water Distribution	700,000	774,000	367,500	26,870,000		28,711,500	18,969,831	6,352,669	774,000		190,000	2,425,000	28,711,500
2.691	Wilderness Mountain Water Service	10,000			55,000		65,000	10,000	-		20,000		35,000	65,000
3.701	Millstream Site Remediation					155,350	155,350	155,350						155,350
3.705	SSI Septage / Composting				175,000		175,000	35,000			-		140,000	175,000
3.718	Saanich Peninsula Wastewater	1,210,000			5,915,000		7,125,000		4,885,000	1,120,000	-		1,120,000	7,125,000
3.798C	Debt - Core Area Wastewater Treatment Program	175,000			27,593,000		27,768,000	2,550,000	21,840,000	795,000	200,000		2,383,000	27,768,000
3.810	Ganges Sewer Utility (SSI)	500,000			2,044,461		2,544,461	489,500	-	250,000	1,497,695		307,266	2,544,461
3.820	Maliview Sewer Utility (SSI)				3,299,556		3,299,556	95,000	1,780,000		1,424,556		-	3,299,556
3.830	Magic Lake Sewer Utility (Pender)	160,000			154,600		314,600	179,600	-	50,000			85,000	314,600
3.850	Port Renfrew Sewer				70,000		70,000	50,000	-				20,000	70,000
Total		**27,762,098**	**8,750,336**	**41,884,737**	**191,961,134**	**6,060,350**	**276,418,655**	**115,729,908**	**80,560,416**	**14,642,915**	**19,820,258**	**8,585,632**	**37,079,526**	**276,418,655**

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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 &Executive Operations	3,128					3,128			3,128				3,128
1.014B	Corporate Services	7,534					7,534			7,534				7,534
1.015	Real Estate	-					-			-				-
1.016	Human Resources	341,948					341,948	331,000		10,948				341,948
1.017	Finance	65,190					65,190	-		65,190				65,190
1.018	Health & Capital Planning Strategies	1,564					1,564			1,564				1,564
1.022	Information Technology	781,333	-	20,000			801,333	730,000		71,333				801,333
1.024	GM - Housing, Planning & Protective Services	3,128					3,128			3,128				3,128
1.025	Corporate Emergency	-					-			-				-
1.027	First Nations Relations	5,331					5,331			5,331				5,331
1.105	Facilities Management	35,000	75,000				110,000			110,000				110,000
1.106	Facilities and Risk	-		2,540,000			2,540,000	-					2,540,000	2,540,000
1.107	Corporate Satellite Facilities			-			-						-	-
1.109	JDF Admin. Expenditures	-					-			-				-
1.110	SGI Admin. Expenditures	-					-			-				-
1.111	SSI Admin. Expenditures	91,150	-				91,150			91,150				91,150
1.118	Corporate Communications & Engagement	19,989					19,989			19,989			-	19,989
1.123	Family Court Building			-			-	-				-	-	-
1.137	Galiano Island Community Use Building			-			-	-					-	-
1.141	SSI Public Library			35,000			35,000	-			25,000		10,000	35,000
1.226	Health Facilities - VIHA	-		1,607,500	-		1,607,500	-					1,607,500	1,607,500
1.235	SGI Small Craft Harbour Facilities				100,000		100,000	-			-	-	100,000	100,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				20,000		20,000						20,000	20,000
1.238A	Community Transit (SSI)				130,000		130,000	-			115,000		15,000	130,000
1.238B	Community Transportation (SSI)				510,000		510,000	-			450,000		60,000	510,000
1.280	Regional Parks	74,000	650,000	1,250,000	20,123,000	2,000,000	24,097,000	-	18,500,000	724,000	598,000		4,275,000	24,097,000
1.290	Royal Theatre	180,000		235,000			415,000	-			-	-	415,000	415,000
1.295	McPherson Theatre	180,000		825,000			1,005,000	-					1,005,000	1,005,000
1.297	Arts Grants and Development	-					-			-				-
1.309	Climate Action and Adaptation	1,453,138					1,453,138	387,508			1,065,629			1,453,138
1.310	Land Banking and Housing	-		-			-		-	-	-	-		-
1.313	Animal Care Services	13,000	100,000	-			113,000	-		113,000				113,000
1.318	Building Inspection	6,000	92,500				98,500			98,500				98,500
1.323	ByLaw Services	4,000	25,000				29,000			29,000				29,000
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
1.326	Foodlands Access	-					-	-					-	-
1.329	Regional Transportation	20,000			950,000		970,000			20,000			950,000	970,000
1.335	Geo-Spatial Referencing	10,000					10,000			10,000				10,000
1.350	Willis Point Fire	43,250					43,250	15,250		6,000			22,000	43,250
1.352	South Galiano Fire	44,700					44,700			9,700			35,000	44,700
1.353	Otter Point Fire	25,000	-	50,000			75,000			25,000			50,000	75,000
1.356	Pender Island Fire	35,000		-			35,000			35,000			-	35,000
1.357	East Sooke Fire	21,727	-	-			21,727	-		21,727			-	21,727
1.358	Port Renfrew Fire	-					-			-			-	-
1.359	North Galiano Fire	-		-			-	-		-				-
1.360	Shirley Fire Department	10,000					10,000			10,000				10,000
1.371	SSI Emergency Program	10,900					10,900			6,900	4,000		-	10,900
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	-			120,000	-	120,000	-			120,000		-	120,000
1.408	JDF EA Community Recreation			1,000,000	-		1,000,000	-			1,000,000			1,000,000
1.40X	SEAPARC	132,700		275,000	35,000		442,700	-	-	116,700	-		326,000	442,700
1.44x	Panorama Recreation	360,400	-	21,780,000	350,000		22,490,400	-	21,520,000	260,400	-		710,000	22,490,400
1.45X	Salt Spring Island Parks & Recreation	80,000	135,000	250,000	362,500	25,000	852,500	20,000	250,000	105,000	360,000	5,000	112,500	852,500
1.465	Saturna Island Community Parks				7,727		7,727	1,727					6,000	7,727

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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
1.475	Mayne Island Community Parks	-		-	-		-	-					-	-
1.485	Pender Island Community Parks				45,000	-	45,000	-			-	-	45,000	45,000
1.495	Galiano Community Parks	2,000			52,500		54,500	-		2,000	10,000		42,500	54,500
1.521	Environmental Resource Management	385,000			9,680,000	1,000,000	11,065,000	-	1,680,000	535,000			8,850,000	11,065,000
1.523	Port Renfrew Refuse Disposal				-		-	-					-	-
1.574	Environmental Innovation	6,000					6,000			6,000				6,000
1.575	Environmental Administration Services	8,700					8,700			8,700				8,700
1.576	Corporate Capital Project Delivery	40,000	85,000				125,000	-		125,000				125,000
1.577	Wastewater Operations	81,400	606,000				687,400			687,400		-		687,400
1.578	Environmental Protection	388,000	-				388,000	275,000		113,000				388,000
1.579	Environmental Water Quality	8,400					8,400			8,400				8,400
1.580	EA Utility Operations	7,200	-				7,200			7,200				7,200
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			1,679,133		1,979,133		-	200,000		-	1,779,133	1,979,133
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)	-			71,000		71,000	-	-		-		71,000	71,000
2.622	Cedars of Tuam Water (SSI)	-		-	58,000		58,000	5,000	-		25,000		28,000	58,000
2.624	Beddis Water (SSI)				50,000		50,000	-	-		40,000		10,000	50,000
2.626	Fulford Water (SSI)				95,000		95,000	-	-		30,000		65,000	95,000
2.628	Cedar Lane Water (SSI)				75,000		75,000	-	40,000		30,000		5,000	75,000
2.630	Magic Lake Estates Water (Pender)	-			1,080,000		1,080,000	-	925,000				155,000	1,080,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			415,000		415,000	-	415,000				-	415,000
2.642	Skana Water (Mayne)	545,000			-		545,000		-		500,000		45,000	545,000
2.650	Port Renfrew Water	50,000			2,100,000		2,150,000	-	916,667		1,233,333		-	2,150,000
2.665	Sticks Allison Water (Galiano)				30,000		30,000		-				30,000	30,000
2.667	Surfside Park Estates (Mayne)	-			955,000		955,000	-	-		950,000		5,000	955,000
2.670	Regional Water Supply	7,060,000	945,000	100,000	41,905,000	2,270,000	52,280,000	20,975,000	30,225,000	855,000	-	225,000		52,280,000
2.680	JDF Water Distribution	215,000	710,000	100,000	18,621,000		19,646,000	8,800,000	10,029,000	710,000		-	107,000	19,646,000
2.691	Wilderness Mountain Water Service	-			743,200		743,200	-	733,200		-		10,000	743,200
3.701	Millstream Site Remediation					-	-	-						-
3.705	SSI Septage / Composting				40,000		40,000	-			-		40,000	40,000
3.718	Saanich Peninsula Wastewater	1,800,000			2,500,000		4,300,000		3,150,000	200,000	500,000		450,000	4,300,000
3.798C	Debt - Core Area Wastewater Treatment Program	250,000			13,240,000		13,490,000	-	11,415,000	500,000	75,000		1,500,000	13,490,000
3.810	Ganges Sewer Utility (SSI)	-			2,999,960		2,999,960	-	1,575,000	-	1,347,695		77,265	2,999,960
3.820	Maliview Sewer Utility (SSI)				730,000		730,000	-	730,000		-		-	730,000
3.830	Magic Lake Sewer Utility (Pender)	50,000			240,000		290,000	-	-	50,000			240,000	290,000
3.850	Port Renfrew Sewer				20,000		20,000	-	-				20,000	20,000
Total		**16,261,510**	**3,793,500**	**30,067,500**	**120,133,020**	**5,295,000**	**175,550,530**	**31,540,485**	**102,103,867**	**7,363,622**	**8,478,657**	**230,000**	**25,833,898**	**175,550,530**

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 &Executive Operations	15,297					15,297			15,297				15,297
1.014B	Corporate Services	4,692					4,692			4,692				4,692
1.015	Real Estate	3,128					3,128			3,128				3,128
1.016	Human Resources	670,148					670,148	659,200		10,948				670,148
1.017	Finance	20,640					20,640	-		20,640				20,640
1.018	Health & Capital Planning Strategies	-					-			-				-
1.022	Information Technology	560,430	-	-			560,430	495,000		65,430				560,430
1.024	GM - Housing, Planning & Protective Services	-					-			-				-
1.025	Corporate Emergency	5,000					5,000			5,000				5,000
1.027	First Nations Relations	5,331					5,331			5,331				5,331
1.105	Facilities Management	35,000	75,000				110,000			110,000				110,000
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	2,218					2,218			2,218				2,218
1.111	SSI Admin. Expenditures	11,600	-				11,600			11,600				11,600
1.118	Corporate Communications & Engagement	6,663					6,663			6,663			-	6,663
1.123	Family Court Building			-			-	-				-	-	-
1.137	Galiano Island Community Use Building			-			-	-					-	-
1.141	SSI Public Library			50,000			50,000	-			25,000		25,000	50,000
1.226	Health Facilities - VIHA	-		-	-		-	-					-	-
1.235	SGI Small Craft Harbour Facilities				100,000		100,000	-			-	-	100,000	100,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				20,000		20,000						20,000	20,000
1.238A	Community Transit (SSI)				130,000		130,000	-			115,000		15,000	130,000
1.238B	Community Transportation (SSI)				1,160,000		1,160,000	-			1,050,000		110,000	1,160,000
1.280	Regional Parks	92,000	788,000	1,000,000	21,775,000	2,000,000	25,655,000	-	21,450,000	880,000	300,000		3,025,000	25,655,000
1.290	Royal Theatre	116,500		1,130,000			1,246,500	-			380,000	380,000	486,500	1,246,500
1.295	McPherson Theatre	141,500		115,000			256,500	-					256,500	256,500
1.297	Arts Grants and Development	-					-			-				-
1.309	Climate Action and Adaptation	-					-	-			-			-
1.310	Land Banking and Housing	8,000		-			8,000		-	8,000	-	-		8,000
1.313	Animal Care Services	5,000	50,000	-			55,000	-		55,000				55,000
1.318	Building Inspection	6,000	92,500				98,500			98,500				98,500
1.323	ByLaw Services	4,000	75,000				79,000			79,000				79,000
1.324	Regional Planning Services	4,000					4,000			4,000				4,000
1.325	Community Planning	-			-		-	-		-	-			-
1.326	Foodlands Access	300,000					300,000	-					300,000	300,000
1.329	Regional Transportation	-			1,400,000		1,400,000			-			1,400,000	1,400,000
1.335	Geo-Spatial Referencing	10,000					10,000			10,000				10,000
1.350	Willis Point Fire	6,000					6,000	-		6,000			-	6,000
1.352	South Galiano Fire	10,000					10,000			10,000			-	10,000
1.353	Otter Point Fire	25,000	325,000	50,000			400,000			350,000			50,000	400,000
1.356	Pender Island Fire	106,000		10,000			116,000			106,000			10,000	116,000
1.357	East Sooke Fire	22,102	800,000	-			822,102	-		822,102			-	822,102
1.358	Port Renfrew Fire	-					-			-			-	-
1.359	North Galiano Fire	-		-			-	-		-				-
1.360	Shirley Fire Department	160,000					160,000			160,000				160,000
1.371	SSI Emergency Program	14,500					14,500			2,500	2,000		10,000	14,500
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	-			30,000	-	30,000	-			30,000		-	30,000
1.408	JDF EA Community Recreation			-	-		-	-			-			-
1.40X	SEAPARC	188,850		351,000	36,800		576,650	-	45,000	127,350	-		404,300	576,650
1.44x	Panorama Recreation	755,207	-	555,000	-		1,310,207	-	-	715,207	-		595,000	1,310,207
1.45X	Salt Spring Island Parks & Recreation	80,000	100,000	10,000	47,500	-	237,500	-	-	70,000	120,000	-	47,500	237,500
1.465	Saturna Island Community Parks				6,000		6,000	-					6,000	6,000

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
1.475	Mayne Island Community Parks	-		-	5,000		5,000	-					5,000	5,000
1.485	Pender Island Community Parks				80,000	-	80,000	-			-	-	80,000	80,000
1.495	Galiano Community Parks	2,000			3,000		5,000	-		2,000	-		3,000	5,000
1.521	Environmental Resource Management	385,000			5,680,000	-	6,065,000	-	530,000	785,000			4,750,000	6,065,000
1.523	Port Renfrew Refuse Disposal				-		-	-					-	-
1.574	Environmental Innovation	6,000					6,000			6,000				6,000
1.575	Environmental Administration Services	6,000					6,000			6,000				6,000
1.576	Corporate Capital Project Delivery	40,000	85,000				125,000	-		125,000				125,000
1.577	Wastewater Operations	124,800	566,500				691,300			691,300		-		691,300
1.578	Environmental Protection	83,000	-				83,000	-		83,000				83,000
1.579	Environmental Water Quality	2,400					2,400			2,400				2,400
1.580	EA Utility Operations	7,200	-				7,200			7,200				7,200
1.911	911 Call Answer	-					-			-				-
2.610	Saanich Peninsula Water Supply	300,000			2,000,000		2,300,000		-	200,000		-	2,100,000	2,300,000
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)	-			2,510,000		2,510,000	-	2,415,000		40,000		55,000	2,510,000
2.622	Cedars of Tuam Water (SSI)	-		-	235,000		235,000	-	-		200,000		35,000	235,000
2.624	Beddis Water (SSI)				46,000		46,000	31,000	-		-		15,000	46,000
2.626	Fulford Water (SSI)				150,000		150,000	-	-		150,000		-	150,000
2.628	Cedar Lane Water (SSI)				73,000		73,000	-	-		-		73,000	73,000
2.630	Magic Lake Estates Water (Pender)	-			1,460,000		1,460,000	-	1,400,000				60,000	1,460,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			320,000		320,000	-	300,000				20,000	320,000
2.642	Skana Water (Mayne)	500,000			70,000		570,000		55,000		500,000		15,000	570,000
2.650	Port Renfrew Water	200,000			400,000		600,000	-	600,000		-		-	600,000
2.665	Sticks Allison Water (Galiano)				20,000		20,000		-				20,000	20,000
2.667	Surfside Park Estates (Mayne)	-			1,070,000		1,070,000	-	-		1,050,000		20,000	1,070,000
2.670	Regional Water Supply	15,520,500	585,000	40,000	77,712,500	1,795,000	95,653,000	23,000,000	72,158,000	495,000	-	-		95,653,000
2.680	JDF Water Distribution	205,500	750,000	40,000	17,817,500		18,813,000	9,600,000	8,186,000	750,000		-	277,000	18,813,000
2.691	Wilderness Mountain Water Service	-			6,632,000		6,632,000	-	-		6,632,000		-	6,632,000
3.701	Millstream Site Remediation					-	-	-						-
3.705	SSI Septage / Composting				50,000		50,000	-			40,000		10,000	50,000
3.718	Saanich Peninsula Wastewater	1,160,000			2,500,000		3,660,000		2,250,000	380,000	580,000		450,000	3,660,000
3.798C	Debt - Core Area Wastewater Treatment Program	1,000,000			19,925,000		20,925,000	-	18,825,000	600,000	-		1,500,000	20,925,000
3.810	Ganges Sewer Utility (SSI)	-			1,702,265		1,702,265	-	1,575,000	-	-		127,265	1,702,265
3.820	Maliview Sewer Utility (SSI)				55,000		55,000	-	-		45,000		10,000	55,000
3.830	Magic Lake Sewer Utility (Pender)	50,000			925,000		975,000	-	800,000	50,000			125,000	975,000
3.850	Port Renfrew Sewer				200,000		200,000	-	200,000				-	200,000
Total		**22,987,206**	**4,292,000**	**3,491,000**	**166,346,565**	**3,795,000**	**200,911,771**	**33,785,200**	**130,789,000**	**7,947,506**	**11,259,000**	**380,000**	**16,751,065**	**200,911,771**

Making a difference...together

2029 - 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	20,000					20,000			20,000				20,000
1.014	CAO &Executive Operations	-					-			-				-
1.014B	Corporate Services	3,128					3,128			3,128				3,128
1.015	Real Estate	-					-			-				-
1.016	Human Resources	101,800					101,800	101,800		-				101,800
1.017	Finance	15,948					15,948	-		15,948				15,948
1.018	Health & Capital Planning Strategies	-					-			-				-
1.022	Information Technology	80,628	-	-			80,628	40,000		40,628				80,628
1.024	GM - Housing, Planning & Protective Services	-					-			-				-
1.025	Corporate Emergency	-					-			-				-
1.027	First Nations Relations	-					-			-				-
1.105	Facilities Management	35,000	-				35,000			35,000				35,000
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	2,218					2,218			2,218				2,218
1.111	SSI Admin. Expenditures	11,750	65,000				76,750			76,750				76,750
1.118	Corporate Communications & Engagement	5,099					5,099			5,099			-	5,099
1.123	Family Court Building			-			-	-				-	-	-
1.137	Galiano Island Community Use Building			-			-	-					-	-
1.141	SSI Public Library			6,000			6,000	-			-		6,000	6,000
1.226	Health Facilities - VIHA	-		-	-		-	-					-	-
1.235	SGI Small Craft Harbour Facilities				100,000		100,000	-			-	-	100,000	100,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				20,000		20,000						20,000	20,000
1.238A	Community Transit (SSI)				130,000		130,000	-			115,000		15,000	130,000
1.238B	Community Transportation (SSI)				1,810,000		1,810,000	-			1,750,000		60,000	1,810,000
1.280	Regional Parks	466,000	560,000	1,300,000	6,770,000	2,000,000	11,096,000	-	6,500,000	726,000	-		3,870,000	11,096,000
1.290	Royal Theatre	-		620,000			620,000	-			-	-	620,000	620,000
1.295	McPherson Theatre	-		120,000			120,000	-					120,000	120,000
1.297	Arts Grants and Development	4,000					4,000			4,000				4,000
1.309	Climate Action and Adaptation	-					-	-			-			-
1.310	Land Banking and Housing	2,000		-			2,000		-	2,000	-	-		2,000
1.313	Animal Care Services	13,000	50,000	-			63,000	-		63,000				63,000
1.318	Building Inspection	6,000	92,500				98,500			98,500				98,500
1.323	ByLaw Services	4,000	25,000				29,000			29,000				29,000
1.324	Regional Planning Services	-					-			-				-
1.325	Community Planning	-			-		-	-		-	-			-
1.326	Foodlands Access	-					-	-					-	-
1.329	Regional Transportation	-			625,000		625,000			-			625,000	625,000
1.335	Geo-Spatial Referencing	10,000					10,000			10,000				10,000
1.350	Willis Point Fire	10,000					10,000	-		10,000			-	10,000
1.352	South Galiano Fire	10,000					10,000			10,000			-	10,000
1.353	Otter Point Fire	25,000	-	-			25,000			25,000			-	25,000
1.356	Pender Island Fire	155,000		-			155,000			155,000			-	155,000
1.357	East Sooke Fire	19,484	-	-			19,484	-		19,484			-	19,484
1.358	Port Renfrew Fire	-					-			-			-	-
1.359	North Galiano Fire	-		-			-	-		-				-
1.360	Shirley Fire Department	10,000					10,000			10,000				10,000
1.371	SSI Emergency Program	5,800					5,800			1,800	4,000		-	5,800
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	-			-	-	-	-			-		-	-
1.408	JDF EA Community Recreation			-	-		-	-			-			-
1.40X	SEAPARC	533,500		560,500	36,500		1,130,500	-	426,000	107,500	-		597,000	1,130,500
1.44x	Panorama Recreation	706,845	-	150,000	40,000		896,845	-	-	706,845	-		190,000	896,845
1.45X	Salt Spring Island Parks & Recreation	90,000	-	10,000	47,500	-	147,500	-	-	75,000	25,000	-	47,500	147,500
1.465	Saturna Island Community Parks				-		-	-					-	-

Making a difference...together

2029 - 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
1.475	Mayne Island Community Parks	-		-	-		-	-					-	-
1.485	Pender Island Community Parks				5,000	-	5,000	-			-	-	5,000	5,000
1.495	Galiano Community Parks	2,000			3,000		5,000	-		2,000	-		3,000	5,000
1.521	Environmental Resource Management	385,000			1,855,000	-	2,240,000	75,000	1,780,000	385,000			-	2,240,000
1.523	Port Renfrew Refuse Disposal				-		-	-					-	-
1.574	Environmental Innovation	6,000					6,000			6,000				6,000
1.575	Environmental Administration Services	4,500					4,500			4,500				4,500
1.576	Corporate Capital Project Delivery	40,000	-				40,000	-		40,000				40,000
1.577	Wastewater Operations	70,200	1,112,500				1,182,700			632,700		550,000		1,182,700
1.578	Environmental Protection	109,000	-				109,000	-		109,000				109,000
1.579	Environmental Water Quality	8,600					8,600			8,600				8,600
1.580	EA Utility Operations	7,200	180,000				187,200			187,200				187,200
1.911	911 Call Answer	-					-			-				-
2.610	Saanich Peninsula Water Supply	50,000			1,250,000		1,300,000		-	200,000		-	1,100,000	1,300,000
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)	-			1,610,000		1,610,000	-	1,530,000		-		80,000	1,610,000
2.622	Cedars of Tuam Water (SSI)	-		-	30,000		30,000	-	-		-		30,000	30,000
2.624	Beddis Water (SSI)				205,000		205,000	-	100,000		100,000		5,000	205,000
2.626	Fulford Water (SSI)				300,000		300,000	-	-		225,000		75,000	300,000
2.628	Cedar Lane Water (SSI)				101,000		101,000	-	-		-		101,000	101,000
2.630	Magic Lake Estates Water (Pender)	-			1,080,000		1,080,000	-	1,000,000				80,000	1,080,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			500,000		500,000	-	500,000				-	500,000
2.642	Skana Water (Mayne)	-			130,000		130,000		130,000		-		-	130,000
2.650	Port Renfrew Water	-			350,000		350,000	-	350,000		-		-	350,000
2.665	Sticks Allison Water (Galiano)				180,000		180,000		150,000				30,000	180,000
2.667	Surfside Park Estates (Mayne)	-			50,000		50,000	-	50,000		-		-	50,000
2.670	Regional Water Supply	17,719,500	355,000	40,000	58,037,500	1,045,000	77,197,000	25,000,000	51,642,000	355,000	-	200,000		77,197,000
2.680	JDF Water Distribution	204,500	250,000	40,000	18,303,500		18,798,000	9,700,000	8,741,000	250,000		-	107,000	18,798,000
2.691	Wilderness Mountain Water Service	-			-		-	-	-		-		-	-
3.701	Millstream Site Remediation					-	-	-						-
3.705	SSI Septage / Composting				60,000		60,000	-			-		60,000	60,000
3.718	Saanich Peninsula Wastewater	250,000			950,000		1,200,000		250,000	200,000	-		750,000	1,200,000
3.798C	Debt - Core Area Wastewater Treatment Program	1,000,000			20,240,000		21,240,000	-	19,440,000	300,000	-		1,500,000	21,240,000
3.810	Ganges Sewer Utility (SSI)	-			634,375		634,375	55,000	-	-	355,781		223,594	634,375
3.820	Maliview Sewer Utility (SSI)				20,000		20,000	-	-		-		20,000	20,000
3.830	Magic Lake Sewer Utility (Pender)	50,000			1,300,000		1,350,000	-	1,300,000	50,000			-	1,350,000
3.850	Port Renfrew Sewer				300,000		300,000	-	300,000				-	300,000
Total		**22,252,700**	**2,690,000**	**2,986,500**	**117,073,375**	**3,045,000**	**148,047,575**	**34,971,800**	**94,189,000**	**4,981,900**	**2,574,781**	**750,000**	**10,580,094**	**148,047,575**

Making a difference...together

2030 - 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	70,000					70,000			70,000				70,000
1.014	CAO &Executive Operations	-					-			-				-
1.014B	Corporate Services	9,384					9,384			9,384				9,384
1.015	Real Estate	4,692					4,692			4,692				4,692
1.016	Human Resources	7,820					7,820	-		7,820				7,820
1.017	Finance	33,791					33,791	-		33,791				33,791
1.018	Health & Capital Planning Strategies	1,564					1,564			1,564				1,564
1.022	Information Technology	47,059	-	-			47,059	-		47,059				47,059
1.024	GM - Housing, Planning & Protective Services	-					-			-				-
1.025	Corporate Emergency	-					-			-				-
1.027	First Nations Relations	-					-			-				-
1.105	Facilities Management	35,000	-				35,000			35,000				35,000
1.106	Facilities and Risk	-		130,000			130,000	-					130,000	130,000
1.107	Corporate Satellite Facilities			-			-						-	-
1.109	JDF Admin. Expenditures	-					-			-				-
1.110	SGI Admin. Expenditures	-					-			-				-
1.111	SSI Admin. Expenditures	6,000	-				6,000			6,000				6,000
1.118	Corporate Communications & Engagement	13,326					13,326			13,326			-	13,326
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				75,000		75,000	-			-	-	75,000	75,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				20,000		20,000						20,000	20,000
1.238A	Community Transit (SSI)				115,000		115,000	-			115,000		-	115,000
1.238B	Community Transportation (SSI)				150,000		150,000	-			100,000		50,000	150,000
1.280	Regional Parks	-	568,000	-	4,180,000	2,000,000	6,748,000	-	6,000,000	568,000	-		180,000	6,748,000
1.290	Royal Theatre	-		120,000			120,000	-			-	-	120,000	120,000
1.295	McPherson Theatre	-		120,000			120,000	-					120,000	120,000
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	50,000	-			55,000	-		55,000				55,000
1.318	Building Inspection	6,600	92,500				99,100			99,100				99,100
1.323	ByLaw Services	4,000	75,000				79,000			79,000				79,000
1.324	Regional Planning Services	-					-			-				-
1.325	Community Planning	-			-		-	-		-	-			-
1.326	Foodlands Access	-					-	-					-	-
1.329	Regional Transportation	-			900,000		900,000			-			900,000	900,000
1.335	Geo-Spatial Referencing	-					-			-				-
1.350	Willis Point Fire	-					-	-		-			-	-
1.352	South Galiano Fire	-					-			-			-	-
1.353	Otter Point Fire	25,000	-	-			25,000			25,000			-	25,000
1.356	Pender Island Fire	750,000		7,500			757,500			750,000			7,500	757,500
1.357	East Sooke Fire	19,873	-	-			19,873	-		19,873			-	19,873
1.358	Port Renfrew Fire	-					-			-			-	-
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	-			-	-	-	-			-		-	-
1.408	JDF EA Community Recreation			-	-		-	-			-			-
1.40X	SEAPARC	265,430		2,283,000	38,500		2,586,930	-	1,850,000	248,430	-		488,500	2,586,930
1.44x	Panorama Recreation	505,313	-	1,065,000	-		1,570,313	-	-	405,313	-		1,165,000	1,570,313
1.45X	Salt Spring Island Parks & Recreation	90,000	-	10,000	47,500	-	147,500	-	-	75,000	25,000	-	47,500	147,500
1.465	Saturna Island Community Parks				-		-	-					-	-

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2030 - 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
1.475	Mayne Island Community Parks	-		-	-		-	-					-	-
1.485	Pender Island Community Parks				25,000	-	25,000	-			-	-	25,000	25,000
1.495	Galiano Community Parks	2,000			3,000		5,000	-		2,000	-		3,000	5,000
1.521	Environmental Resource Management	385,000			2,980,000	-	3,365,000	850,000	2,130,000	385,000			-	3,365,000
1.523	Port Renfrew Refuse Disposal				-		-	-					-	-
1.574	Environmental Innovation	6,000					6,000			6,000				6,000
1.575	Environmental Administration Services	4,500					4,500			4,500				4,500
1.576	Corporate Capital Project Delivery	40,000	-				40,000	-		40,000				40,000
1.577	Wastewater Operations	70,200	-				70,200			70,200		-		70,200
1.578	Environmental Protection	72,000	-				72,000	-		72,000				72,000
1.579	Environmental Water Quality	9,700					9,700			9,700				9,700
1.580	EA Utility Operations	7,200	-				7,200			7,200				7,200
1.911	911 Call Answer	-					-			-				-
2.610	Saanich Peninsula Water Supply	50,000			1,050,000		1,100,000		-	200,000		-	900,000	1,100,000
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)	-			1,120,000		1,120,000	-	1,120,000		-		-	1,120,000
2.622	Cedars of Tuam Water (SSI)	-		-	435,000		435,000	-	435,000		-		-	435,000
2.624	Beddis Water (SSI)				1,585,000		1,585,000	-	1,580,000		-		5,000	1,585,000
2.626	Fulford Water (SSI)				1,800,000		1,800,000	-	1,800,000		-		-	1,800,000
2.628	Cedar Lane Water (SSI)				565,000		565,000	-	550,000		15,000		-	565,000
2.630	Magic Lake Estates Water (Pender)	-			-		-	-	-				-	-
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			-		-	-	-				-	-
2.642	Skana Water (Mayne)	-			1,000,000		1,000,000		1,000,000		-		-	1,000,000
2.650	Port Renfrew Water	-			-		-	-	-		-		-	-
2.665	Sticks Allison Water (Galiano)				500,000		500,000		500,000				-	500,000
2.667	Surfside Park Estates (Mayne)	-			450,000		450,000	-	450,000		-		-	450,000
2.670	Regional Water Supply	1,767,500	-	40,000	52,525,000	695,000	55,027,500	27,000,000	28,027,500	-	-	-		55,027,500
2.680	JDF Water Distribution	202,500	-	40,000	18,612,000		18,854,500	10,200,000	8,624,500	-		-	30,000	18,854,500
2.691	Wilderness Mountain Water Service	-			-		-	-	-		-		-	-
3.701	Millstream Site Remediation					-	-	-						-
3.705	SSI Septage / Composting				-		-	-			-		-	-
3.718	Saanich Peninsula Wastewater	50,000			1,650,000		1,700,000		50,000	200,000	1,450,000		-	1,700,000
3.798C	Debt - Core Area Wastewater Treatment Program	-			17,090,000		17,090,000	-	13,290,000	300,000	-		3,500,000	17,090,000
3.810	Ganges Sewer Utility (SSI)	-			50,000		50,000	-	-	-	40,000		10,000	50,000
3.820	Maliview Sewer Utility (SSI)				-		-	-	-		-		-	-
3.830	Magic Lake Sewer Utility (Pender)	50,000			1,000,000		1,050,000	-	1,000,000	50,000			-	1,050,000
3.850	Port Renfrew Sewer				-		-	-	-				-	-
Total		**4,616,452**	**785,500**	**3,815,500**	**107,966,000**	**2,695,000**	**119,878,452**	**38,050,000**	**68,407,000**	**3,899,952**	**1,745,000**	**-**	**7,776,500**	**119,878,452**

APPENDIX B

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2026 Staff Establishment Chart PROPOSED

Includes CRD Evolves FTE redistribution in 2025

REGULAR POSITIONS - ONGOING	Approved		Proposed						
Department/Division	2024	2025	2026	2027	2028	2029	2030	Community Need	IBC Reference
Executive Services									
Executive Services	6.00	7.00	7.00	7.00	7.00	7.00	7.00		
Corporate Communications & Engagement	8.00	16.50	16.50	17.50	17.50	17.50	17.50	Open Government	(2025 Approval) 12c-1.1 Support Division IBC (2027: 1) CRD Evolves (2025: 8.5)
People Safety & Culture	17.00	18.00	18.00	22.00	23.00	23.00	23.00	People	11b-1.6 HRIS Talent Suite (Revised) (2028: 1) 11b-1.4 Corporate Recruiting (2027: 3) (2025 Approval) 11b-3.1 Benefits, Wellness & Abilities Management (2027: 1)
TOTAL EXECUTIVE SERVICES	31.00	41.50	41.50	46.50	47.50	47.50	47.50		
SSI Administration (Executive Svcs)									
SSI Administration	7.00	0.00	0.00	0.00	0.00	0.00	0.00		CRD Evolves (2025: -7)
SSI Parks & Recreation	11.93	0.00	0.00	0.00	0.00	0.00	0.00		CRD Evolves (2025: -11.93)
TOTAL SSI ADMINISTRATION	18.93	0.00	0.00	0.00	0.00	0.00	0.00		
Electoral Area Services									
Electoral Area Services		3.00	3.00	3.00	3.00	3.00	3.00		CRD Evolves (2025: 1)
Salt Spring Island Administration		19.23	19.23	21.43	21.43	21.43	21.43	Local Government	16b-1.5 SSI Admin & Recreation Staffing (2027: 2.2) CRD Evolves (2025: 19.23)
Building Inspection		11.60	11.60	11.60	11.60	11.60	11.60		CRD Evolves (2025: 11.2)
Juan de Fuca Administration		4.30	4.30	5.20	5.20	5.20	5.20	Local Government Local Government	16b-5.1 JdF Parks & Recreation Manager (2027: 0.4) 16f-5.1 JdF Planning Assistant (2027: 0.5) CRD Evolves (2025: 4.3)
Water Wastewater Services Operations		9.50	9.50	9.50	9.50	9.50	9.50		CRD Evolves (2025: 9.5)
TOTAL ELECTORAL AREA SERVICES	0.00	47.63	47.63	50.73	50.73	50.73	50.73		
Corporate Services									
Administration Legal & Risk Management	10.00	7.00	8.00	9.00	9.00	9.00	9.00	Business Systems & Processes Water	(2025 Approval) 13a-1.4 Departmental Administrator - Paralegal & Legal Assistant (2027: 1) 2a-2.3 Master Plan Program (2026: 1) CRD Evolves (2025: -3)
Privacy & Information Services	5.60	6.60	6.60	7.60	8.60	8.60	8.60	Business Systems & Processes	(2025 Approval) 13a-3.1 M365 SharePoint Online Transition to IM (2027: 1, 2028: 1)
Legislative Services	4.00	5.00	6.00	6.00	6.00	6.00	6.00		Reallocation from IWS (2026: 1) CRD Evolves (2025: 1)
First Nations Relations	5.00	6.00	7.00	7.00	7.00	7.00	7.00	Water	2a-2.3 Master Plan Program (2026: 1)
Real Estate & Facilities Management	4.00	14.00	14.00	14.00	14.00	14.00	14.00		CRD Evolves (2025: 10)
TOTAL CORPORATE SERVICES	28.60	38.60	41.60	43.60	44.60	44.60	44.60		
Finance & Technology									
Administration & Corporate Finance	7.50	5.00	5.00	5.00	5.00	5.00	5.00		CRD Evolves (2025: -2.5)
Financial Services	48.50	54.00	55.50	55.50	55.50	55.50	55.50		(2025 Approval) 13d-1.1 Support Division IBC - Financial Services - 2 new 2026 ongoing FTE replaced by repurposing 1.5 vacant term FTE to meet critical requirements (2026: 1.5) CRD Evolves (2025: 1.5)
Technology & Digital Transformation	49.27	54.77	54.77	60.77	61.27	61.27	61.27	Business Systems & Processes	(2025 Approval) 13a-4.1 Data Architect (2027: 1) (2025 Approval) 13a-4.5 Alternate Data Centre (2028: 0.5) 13a-6.4 SAP Developer (2027: 1 Term to Ongoing) 13a-6.5 SAP Analyst (2027: 1 Term to Ongoing) 13a-6.6 Service Desk Staffing (2027: 1) 13a-6.7 TDT Project Management Resource (2027: 1 Term to Ongoing) 13a-6.8 TDT Project Management Resource (2027: 1)
Arts & Culture	3.00	3.00	4.00	4.00	4.00	4.00	4.00	Arts & Recreation	10b-2.2 Scale Up Regional Participation in Performing Arts Facilities (2026: 1)
TOTAL FINANCE & TECHNOLOGY	108.27	116.77	119.27	125.27	125.77	125.77	125.77		
Infrastructure & Water Services									
IWS Administration	9.29	5.29	5.29	5.29	5.29	5.29	5.29		CRD Evolves (2025: -4)
Corporate Asset & Maintenance Management	17.00	26.00	26.00	28.00	29.00	29.00	29.00	Climate Action Water	2b-2.9 Reliability/Operational Performance (2026: 1, 2027: 2) 6b-2.2 Corporate Fleet Mechanic (2028: 1) Reallocation to Corporate Services (2026: -1) CRD Evolves (2025: 7)
Infrastructure Planning & Engineering	28.00	22.00	25.00	28.00	29.00	29.00	29.00	Climate Action Water Wastewater	(2024 Approval) 2b-1.1 Dam Safety Program (2026: 2, 2027: 1) 2a-2.3 Master Plan Program (2026: 1, 2027: 1, 2028: 1) 1b-2.1 Senior Project Manager Wastewater Engineering (2027: 1) CRD Evolves (2025: -9)
Corporate Capital Project Delivery Services		26.00	26.00	27.00	27.00	27.00	27.00	Water	2b-2.7 CCPDS - Contract Support Services (2027: 1) CRD Evolves (2025: 26)
Wastewater Infrastructure Operations	74.50	65.00	65.00	65.00	65.00	65.00	65.00		CRD Evolves (2025: -11.5)
Water Infrastructure Operations	51.00	54.00	57.00	58.00	59.00	59.00	59.00	Water Water Water	2a-2.3 Master Plan Program (2026: 1) 2b-2.6 Operations Coordinator (RWS/JdF) (2026: 1) 2b-2.5 Utility Operator Program (JdF/RWS) (2026: 1, 2027: 1, 2028: 1) CRD Evolves (2025: 1)
Watershed Protection	27.00	28.50	28.50	30.25	32.00	33.60	33.60	Water	2a-5.2 Equipment/Watershed Operator (2027: 1) 2a-5.3 Seasonal Watershed Protection Program (2027: 0.75, 2028: 0.75, 2029: 0.6) 2a-5.4 Forest Management Plan Implementation (2028: 1) 2a-5.5 Forest Hydrology Technician (2029:1)
TOTAL INFRASTRUCTURE & WATER SERVICES	206.79	226.79	232.79	241.54	246.29	247.89	247.89		
Parks Recreation & Environmental Services									
PRES Administration	3.00	3.00	3.00	3.00	3.00	3.00	3.00		
Environmental Innovation	5.00	7.00	7.00	7.00	7.00	7.00	7.00		
Environmental Protection	54.30	52.40	52.40	52.40	52.40	52.40	52.40		CRD Evolves (2025: -3.5)
Environmental Resource Management	28.70	31.70	31.70	32.20	32.20	32.20	32.20	Solid Waste & Recycling	3a-1.5 Port Renfrew Transfer Station Attendant (2027: 0.5)
Facility Management & Engineering	26.00	0.00	0.00	0.00	0.00	0.00	0.00		CRD Evolves (2025: -26)
Panorama Recreation	37.75	38.75	38.75	38.75	38.75	38.75	38.75		CRD Evolves (2025: -1)
Regional Parks	77.00	78.40	76.40	77.40	77.40	77.40	77.40	Regional Parks	7g-1.1 Regional Parks Operations Manager (2027: 1) CRD Evolves (2025: -5) Reallocation to Regional Planning (2025:-1 2026:- 2)
SEAPARC	20.10	20.60	20.60	20.60	20.60	20.60	20.60		
TOTAL PARKS RECREATION & ENVIRONMENTAL SERVICES	251.85	231.85	229.85	231.35	231.35	231.35	231.35		
Housing Planning & Protective Services									
HPPS Administration	3.00	2.00	2.00	2.00	2.00	2.00	2.00		CRD Evolves (2025: -1)
Building Inspection	11.20	0.00	0.00	0.00	0.00	0.00	0.00		CRD Evolves (2025: -11.6)
Health & Capital Planning Strategies	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Juan de Fuca Administration	4.30	0.00	0.00	0.00	0.00	0.00	0.00		CRD Evolves (2025: -4.3)
Protective Services	21.00	24.00	29.20	30.20	31.20	31.20	31.20	Local Government Solid Waste & Recycling Safety & Emergency Management	(2025 Approval) 16g-3.4 Bylaw Enforcement Staffing (2028: 1) 3a-1.3 Hartland 2100 (Revised) (2027: 1) 3a-1.3 Electoral Area Fire Chief Conversion to CRD Staff (2026: 5.2)
Regional Planning & Transportation	8.00	9.00	11.00	12.00	13.00	13.00	13.00	Transportation	4a-1.3 Regional Transportation Service Development (2027: 1, 2028: 1) Reallocation from Regional Parks (2025:1 2026: 2)
Regional Housing	62.00	71.00	71.00	75.00	75.00	75.00	75.00	Housing & Health	(2025 Approval) 5a-1.4 Maintaining CRHC Operations (2027: 4)
TOTAL HOUSING PLANNING & PROTECTIVE SERVICES	111.50	108.00	115.20	121.20	123.20	123.20	123.20		
TOTAL CRD REGULAR POSITIONS (ONGOING)	756.94	811.14	827.84	860.19	869.44	871.04	871.04		

REGULAR POSITIONS - FIXED DURATION	Approved		Proposed						
Department/Division	2024	2025	2026	2027	2028	2029	2030	Community Need	IBC Reference
Executive Services									
Corporate Communications & Engagement		2.00	2.00	1.00	1.00				CRD Evolves (2025: 1)
People Safety & Culture		0.50	0.50	2.00	2.00			People	11b-1.6 HRIS Talent Suite (Revised) (2027: 2)
Finance & Technology									
Financial Services	3.50	4.00	2.50	1.50	1.50	1.00			(2026: 1.5 vacant term FTE repurposed to fund ongoing positions)
Technology & Digital Transformation	4.00	3.00	3.00						(2027: -3 Term to Ongoing)
Parks Recreation & Environmental Services									
Environmental Innovation	1.00	2.00	2.00	1.00	1.00	1.00	1.00	Climate Action	6a-1.1 Implement Climate Action Strategy (Revised) (2026: 1 extended through 2030) (2025: 1 transfer from Environmental Protection)
Environmental Protection	3.50	2.50	2.50						(2025: -1 transfer to Environmental Innovation)
Environmental Resource Management	1.00								
Infrastructure & Water Services									
Corporate Capital Project Delivery Services	1.00	3.00	3.00	3.00	3.00				
Housing Planning & Protective Services									
Health & Capital Planning Strategies	2.00	2.00	2.00	1.00					
Regional Housing	14.00	19.00	18.00	17.00	16.00	8.00	3.00	Housing & Health Housing & Health	(2025 Approval) 5a-1.3 Increasing Housing Supply & Rural Pilot Program (2026: 1 year extension) 5a-1.7 Housing Capital Project Delivery Terms (2026: 3 extended through 2030) CRD Evolves (2025: -1)
Regional Planning & Transportation				0.50	0.50	0.50	0.50	Planning	(2024 Approval) 8b-1.1 Foodlands Access - Service Creation & Activation (2027:0.5)
TOTAL CRD REGULAR POSITIONS (FIXED DURATION)	30.00	38.00	35.50	27.00	25.00	10.50	4.50		
TOTAL CRD REGULAR POSITIONS (ALL)	786.94	849.14	863.34	887.19	894.44	881.54	875.54		

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REPORT TO THE CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **Public Hearing Report on Bylaw No. 4705, "Shirley-Jordan River Official Community Plan Bylaw No. 5., 2018, Amendment Bylaw No. 3, 2025" and Bylaw No. 4706, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 168, 2025"**

ISSUE SUMMARY

To receive the Report of the Public Hearing held March 31, 2026, for proposed Bylaw No. 4705 (Appendix A) and Bylaw No. 4706 (Appendix B), and to consider the bylaws for third reading.

BACKGROUND

At its meeting of March 11, 2026, the Capital Regional District (CRD) Board gave first and second reading to Bylaw No. 4705, "Shirley-Jordan River Official Community Plan Bylaw No. 5., 2018, Amendment Bylaw No. 3, 2025" and Bylaw No. 4706, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 168, 2025". The Board subsequently passed a resolution to delegate authority to the Electoral Area Director to hold a public hearing with respect to the bylaws.

Bylaw No. 4705 will amend the Shirley-Jordan River Official Community Plan (OCP) by redesignating a 0.5 ha portion of the subject property from Coastal Uplands (CU) to Commercial (CO), and a 3.5 ha portion from CU to Pacific Acreage to support the concurrent rezoning of the property.

Bylaw No. 4706 will amend the Juan de Fuca Land Use Bylaw by rezoning a 0.5 ha portion of the subject property from Forestry (AF) to a new Commercial Rural Market (C-2) zone to permit operation of a country market, and a 3.5 ha portion from the AF zone to the Rural Residential 3 (RR-3) zone to permit continued rural residential uses.

A public hearing was held for the bylaws on March 31, 2026. Five members of the public attended the hearing and no written submissions were received in response to the notice of public hearing. The Report of Public Hearing is attached as Appendix C.

ALTERNATIVES

Alternative 1

1. That the minutes that form the Report of Public Hearing for Bylaw No. 4705, "Shirley-Jordan River Official Community Plan Bylaw No. 5., 2018, Amendment Bylaw No. 3, 2025", and Bylaw No. 4706, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 168, 2025", which are certified as a fair and accurate summary of the representations that were made at the public hearing held on March 31, 2026, be received;
2. That Bylaw No. 4705 be read a third time;
3. That Bylaw No. 4705 be adopted;
4. That Bylaw No. 4706 be read a third time; and
5. That prior to the adoption of proposed Bylaw No. 4706, the landowner provide an amenity contribution in the form of a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail; and that staff be directed to ensure that all conditions are satisfied towards completion and registration.

Alternative 2
That the minutes that form the Report of Public Hearing for Bylaw No. 4705 and Bylaw No. 4706 be received.

IMPLICATIONS

Regional Growth Strategy Implications

Section 445 of the *Local Government Act* requires that all bylaws adopted by a regional district board after the board has adopted a Regional Growth Strategy (RGS) be consistent with the RGS.

The bylaws were considered by the CRD Board on March 11, 2026, and found to be consistent with the RGS.

Referral Implications

Bylaw Nos. 4705 and 4706 were referred to external agencies, the Shirley–Jordan River Advisory Planning Commission and to CRD departments in September 2025.

Referral comments were returned to the Land Use Committee, and the CRD Board gave first and second reading to Bylaw Nos. 4705 and 4706 at its meeting on March 11, 2026.

In response to comments received, the applicant agreed to providing a statutory right-of-way in favour of the CRD for a roadside trail prior to adoption of Bylaw No. 4706.

Official Community Plan Implications

The Shirley-Jordan River OCP designates the subject property CU, which supports forestry activities on Private Managed Forest Land (PMFL), as well as low-impact tourism, recreation and agriculture on lands that are no longer PMFL. The average parcel size supported by the CU designation is 4.0 hectares.

The CO land use designation supports small-scale commercial uses, such as those permitted by the proposed C-2 zone, and parcel sizes in the range of 0.4 ha. The Pacific Acreage designation supports residential, agricultural and small-scale neighborhood commercial activities permitted by the RR-3 zone, and parcel sizes in the range of 2.0 ha.

The OCP and the Active Transportation Network Plan (ATNP) for the Juan de Fuca identifies an interest in the development of a local trail network, particularly along West Coast Road. This network is intended to connect residential areas with commercial nodes, local, regional, and provincial parks and trails, and other community-based amenities. The ATNP provides guidance to implement OCP policies that support reducing motor vehicle trips within the community. To that end, the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission recommended that a public trail be established via a statutory right-of-way adjacent to West Coast Road.

Land Use Implications

The application proposes to split-zone the 4.0 ha subject property by rezoning a 0.5 ha portion from AF to a new C-2 zone and the remaining 3.5 ha to RR-3. In accordance with Bylaw No. 2040, the proposed C-2/RR-3 zone boundary will act as a property boundary for the purposes of determining use and density, but not setbacks. The zone boundary could also serve as a potential property line

for a future subdivision that would create two separate parcels.

The proposed C-2 zone permits civic uses, country markets, convenience stores, food and beverage processing, greenhouses and plant nurseries, horticulture, restaurants, and retail stores. It excludes gas bars, gas stations, bulk fuel sales, auto repair, carwashes, and any use requiring a permit under the *Environmental Management Act* in consideration of potential impacts to the underlying aquifer. Accessory uses may include residential, screened storage yards, picnic areas, lounges, and outdoor event spaces.

The remaining 3.5 ha portion of the parcel is proposed to be zoned RR-3, which reduces the minimum parcel size to 2.0 ha and permits one- or two-family dwellings, agriculture, farm buildings, animal hospitals and veterinary clinics. Accessory uses include home-based businesses and either a secondary suite or detached accessory suite.

Staff are of the opinion that the proposed zoning amendments are in keeping with the direction provided by the OCP, and that the proposed OCP amendments are consistent with and supported by the other policies of the Plan.

CONCLUSION

The purpose of Bylaw No. 4705 is to amend the Shirley-Jordan River Official Community Plan by redesignating a 0.5 ha portion of the parcel from Coastal Uplands to Commercial and redesignating the 3.5 ha remainder from Coastal Uplands to Pacific Acreage to support rezoning of the property. The purpose of Bylaw No. 4706 is to amend the Juan de Fuca Land Use Bylaw by rezoning a 0.5 ha portion of the parcel from the Forestry zone to a new Commercial Rural Market zone, and the 3.5 ha remainder from the Forestry zone to the Rural Residential 3 zone. Bylaw No. 4705 and 4706 have been read a second time and a public hearing for the bylaws was held on March 31, 2026.

Staff recommend that the minutes of the public hearing be received and that Bylaw No. 4705 be given third reading and adopted. Staff also recommend that Bylaw No. 4706 be given third reading and that prior to adoption of the bylaw, the landowner register a statutory right-of-way in favour of the CRD for a public trail along West Coast Road.

RECOMMENDATION

1. That the minutes that form the Report of Public Hearing for Bylaw No. 4705, “Shirley-Jordan River Official Community Plan Bylaw No. 5., 2018, Amendment Bylaw No. 3, 2025”, and Bylaw No. 4706, “Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 168, 2025”, which are certified as a fair and accurate summary of the representations that were made at the public hearing held on March 31, 2026, be received;
2. That Bylaw No. 4705 be read a third time;
3. That Bylaw No. 4705 be adopted;
4. That Bylaw No. 4706 be read a third time; and
5. That prior to the adoption of proposed Bylaw No. 4706, the landowner provide an amenity contribution in the form of a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail; and that staff be directed to ensure that all conditions are satisfied towards completion and registration.

Submitted by:	Iain Lawrence, MCIP, RPP, Senior Manager, JdF Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng., B.Sc., General Manager, Electoral Area Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Proposed Bylaw No. 4705
Appendix B: Proposed Bylaw No. 4706
Appendix C: Report of Public Hearing

APPENDIX A

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4705

****

A BYLAW TO AMEND BYLAW NO. 4001, THE "SHIRLEY-JORDAN RIVER OFFICIAL COMMUNITY PLAN, BYLAW NO. 5, 2018"

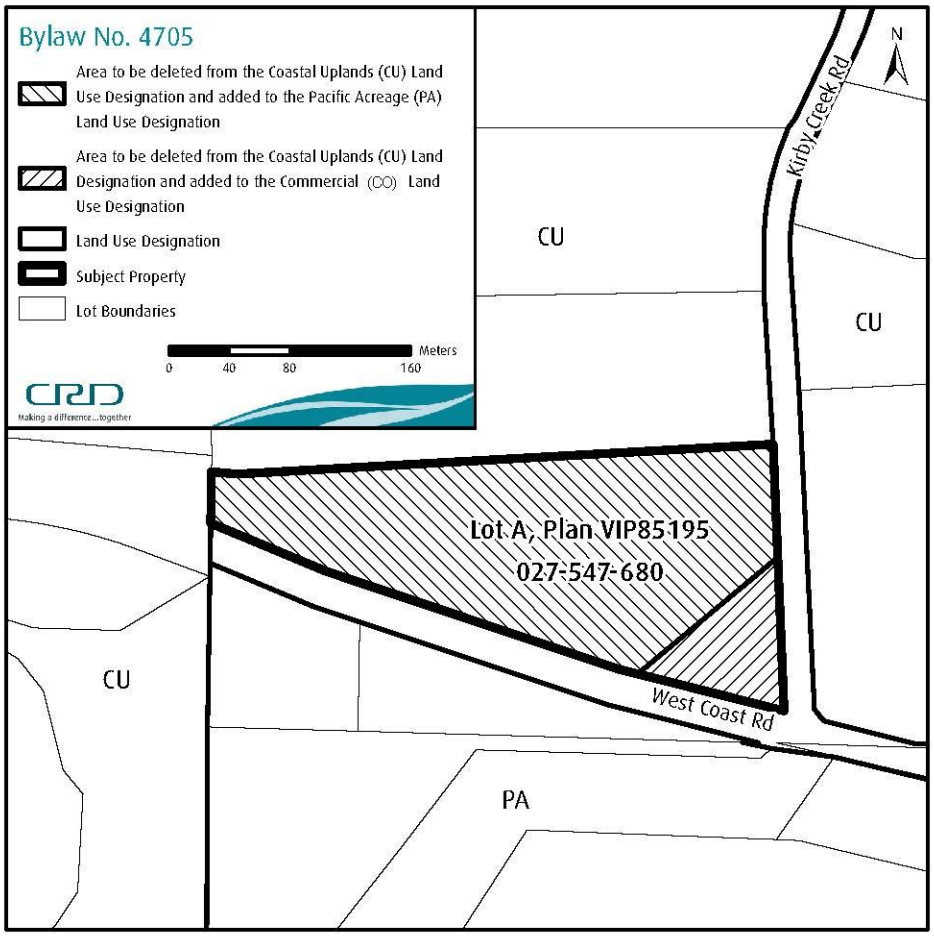
****

1. Bylaw No. 4705 being the "Shirley- Jordan River Official Community Plan, Bylaw No. 5, 2018" is hereby amended:

A. SCHEDULE A – LAND USE DESIGNATIONS

(a) By deleting Lot A, District Lot 87, Renfrew District, Plan VIP85195 from the Coastal Uplands Land Use Designation and adding said lot to the Commercial and Pacific Acreage Land Use Designations as shown on Plan No. 1.

Plan No. 1 of Bylaw 4705, an amendment to Bylaw No. 4001



2. This Bylaw may be cited as "Shirley - Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 3, 2025".

READ A FIRST TIME THIS	day of	, 202X.
READ A SECOND TIME THIS	day of	, 202X.
READ A THIRD TIME THIS	day of	, 202X.
ADOPTED THIS	day of	, 202X.

CHAIR

CORPORATE OFFICER

APPENDIX B

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4706

****

A BYLAW TO AMEND BYLAW NO. 2040, THE "JUAN DE FUCA LAND USE BYLAW, 1992"

****

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

1. Bylaw No. 2040 being the "Juan de Fuca Land Use Bylaw, 1992" is hereby amended as follows:

A. SCHEDULE A, PART 1, SECTION 3.07

(a) By replacing the words "C-2 Village Commercial" with "C-2 Commercial Rural Market".

B. SCHEDULE A, PART 2 - ZONING DISTRICTS

(a) By deleting the section 18.0 Village Commercial Zone – C-2 and replacing it with the new 18.0 Commercial Rural Market Zone – C-2 as follows:

18.0 COMMERCIAL RURAL MARKET – C-2

18.01 <u>Permitted Uses</u>

In addition to the uses permitted by Section 4.15 of Part 1 of this Bylaw, the following uses and no others shall be permitted in the C-2 Zone:

(a) Civic Uses;
(b) Country market;
(c) Convenience store;
(d) Food and beverage processing;
(e) Greenhouses and plant nurseries;
(f) Horticulture;
(g) Restaurant;
(h) Retail Store, excluding gas bars, gas stations, bulk fuel sales, auto repair, carwash, or any use for which a permit is required under the *Environmental Management Act* or *Regulation*.

18.02 <u>Permitted Accessory Uses</u>

In addition to the uses permitted by Section 18.01 of Part 2 of this Bylaw, the following accessory uses in conjunction with a permitted Principal Use and no others shall be permitted in the C-2 Zone:

(a) Buildings or structures;
(b) Office;
(c) Residential;
(d) Storage Yard, Screened.

18.03 <u>Subdivision Provisions</u>

(a) The minimum lot size for subdivision purposes is 0.4 ha.
(b) The minimum frontage required for subdivision purposes is 16.0 m.

18.04 <u>Density Provisions</u>

One dwelling unit per parcel in conjunction with a principal use.

18.05 Maximum size of Principal Buildings

In accordance with Section 18.09 (a) and (b) of Part 2 of this Bylaw the maximum total combined interior floor area of Principal Use buildings and structures is 1,000 m^2; except for the interior floor area dedicated to Greenhouses, plant nurseries, and horticulture Principal Uses.

18.06 Height

All principal buildings and structures must not exceed a height of 6.0 m.

18.07 Lot Coverage

The maximum lot coverage must not exceed 30%.

18.08 Setback Requirements

All principal and accessory buildings and structures must meet the following yard requirements:

(a) Principal buildings and structures are required to be:
- (i) A minimum of 7.5 m from the lot line of a street or public highway;
- (ii) A minimum of 3.0 m from any other lot line; and
- (iii) Notwithstanding Part 2 Section 18.07 (a) (ii) above; a minimum of 9.0 m is required from the lot lines of parcels in Residential, Rural Residential, or Multiple Family Residential zones.

(b) Accessory buildings and structures are required to be:
- (i) A minimum of 7.5 m from the lot line of a street or public highway; and
- (ii) A minimum of 3.0 m from a lot line of a parcel.

(c) All parking spaces are required to be:
- (i) A minimum of 3.0 m from a lot line.

18.09 Definitions

(a) For the purpose of the Commercial Rural Market Zone – C-2, the following definitions apply:

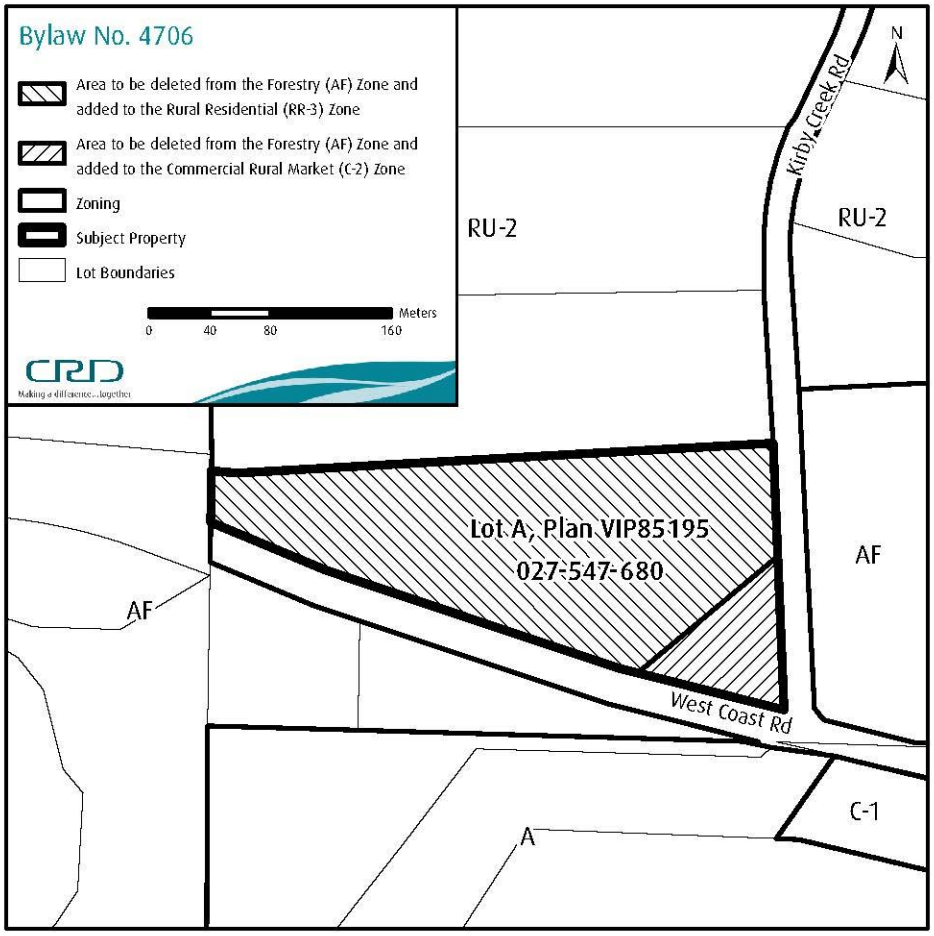
INTERIOR FLOOR AREA means the interior area of a building or structure, measured from the inside surface of the exterior walls and includes the floor area occupied by any interior walls. For structures that are unenclosed and or partially enclosed and or missing one or more exterior walls, the interior floor area is measured from a perimeter established by connecting the center points of outermost supporting columns and includes the area occupied by any walls and or structures within that perimeter.

TOTAL COMBINED MAXIMUM INTERIOR FLOOR AREA means the sum total of all interior floor areas specified in Section 18.09 (a) of Part 2 of this Bylaw.

B. SCHEDULE B, Map No. 3 – SHIRLEY JORDAN RIVER ZONING

(a) By deleting Lot A, District Lot 87, Renfrew District, Plan VIP85195 from the Forestry Zone – AF and those portions to the Commercial Rural Market Zone – C-2 and the Rural Residential 3 zone – RR-3 respectively, as shown on Plan No. 1.

Plan No. 1 of Bylaw No. 4706, an amendment to Bylaw No. 2040



2. This Bylaw may be cited as “"Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 168, 2025".

READ A FIRST TIME THIS	day of	, 202X.
READ A SECOND TIME THIS	day of	, 202X.
READ A THIRD TIME THIS	day of	, 202X.
ADOPTED THIS	day of	, 202X.

CHAIR

CORPORATE OFFICER

APPENDIX C

REPORT OF PUBLIC HEARING
held at the Shirley Community Hall
2795 Sheringham Point Road, Shirley, BC
March 31, 2026, at 7:00 pm

SUBJECT: **BYLAW NO. 4705**, cited as "Shirley-Jordan River Official Community Plan Bylaw No. 5., 2018, Amendment Bylaw No. 2, 2024", and

BYLAW NO. 4706, cited as "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024"

PRESENT: **Director A. Wickheim**, Chair by Resolution of the Capital Regional District Board on Wednesday, March 11, 2026
CRD Staff: D. Lucas, Planner, Juan de Fuca Administration; W. Miller, Recorder

PURPOSE OF THE HEARING:

Bylaw No. 4705 will amend the Shirley-Jordan River Official Community Plan (OCP), Bylaw No. 4001, by redesignating a 0.5 ha portion of Lot A, District Lot 87, Renfrew District, Plan VIP85195 from Coastal Uplands (CU) to Commercial (CO), and a 3.5 ha portion of said lot from CU to Pacific Acreage (PA) to support the concurrent rezoning of the property.

Bylaw No. 4706 will amend the Juan de Fuca Land Use Bylaw, Bylaw No. 2040, by deleting a 0.5 ha portion of Lot A, District Lot 87, Renfrew District, Plan VIP85195 from the Forestry (AF) zone to a new Commercial Rural Market (C-2) zone and a 3.5 ha portion of said lot from the AF zone to the Rural Residential 3 (RR-3) zone to permit operation of a country market and a residence and to facilitate potential future subdivision.

NOTICE: Notice was published on the CRD website, and in the Sooke News Mirror on March 26, 2026.

ATTENDANCE: 5

The Chair provided a Territorial Acknowledgement.

The Chair declared the public hearing open at 7:00 pm.

The guidelines and procedures of the public hearing and the Notice of Public Hearing were read to those present.

No members of the public spoke to the application. No written public hearing submissions were received prior to the close of the public hearing.

The Chair called three times for further discussion on the bylaws and hearing none closed the public hearing on Bylaw No. 4705 and Bylaw No. 4706 at 7:05 pm.

CHAIR, Director A. Wickheim

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REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **Bylaws 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 – Amendment and Adoption**

ISSUE SUMMARY

Proposed Bylaw No. 4435, "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025", has received Ministry of Environment and Parks approval. Its corresponding ticket authorization bylaw, Bylaw No. 4672, "CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 83, 2025", requires minor corrections before adoption.

BACKGROUND

On February 12, 2025, the CRD Board gave Bylaws No. 4435 and Bylaw No. 4672 three readings and referred Bylaw No. 4435 to the Ministry of Environment and Parks for Ministerial approval. Ministerial approval has been received and Bylaw No. 4435 may be adopted by the Board.

In preparation for this meeting's agenda, several citations and typos were identified in Bylaw No. 4672, the accompanying ticket authorization bylaw. As a result, Bylaw No. 4672 must be returned to second reading, revised, then read a third time before adoption. This does not impact Bylaw No. 4435's provincial approval.

ALTERNATIVES

Alternative 1

1. That third reading of Bylaw No. 4672, "CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 83, 2025", be rescinded.
2. That Bylaw No. 4672 be amended:
    a. Under section 1(a), by replacing the words "Juan de Fuca Soil Removal or Deposit Bylaw, 2021, Bylaw No. 4435" with the words "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025, Bylaw No. 4435";
    b. Under section 2, by replacing the word "2024" with "2025";
    c. In Appendix A, by replacing the word "2024" with "2025" in the citation of "Juan de Fuca Soil Removal or Deposit Bylaw No. 2" immediately proceeding the table of offences;
    d. In Appendix A, in the table of offences, item 2, by replacing the word "20,000" with "4,000";
3. That Bylaw No. 4672, be read a third time as amended.
4. That Bylaw No. 4672 be adopted.

Alternative 2
That this report be referred back to staff for additional information.

IMPLICATIONS

Service Delivery Implications

Adoption of an updated ticket information bylaw accords with the February 12, 2025 direction of the Board. A Municipal Ticket Information is a cost-effective way of prosecuting bylaw offences. It is anticipated that EA Administration and Bylaw Enforcement staff will prepare an accompanying amendment to the CRD's Bylaw Notice Enforcement bylaw at a future date.

CONCLUSION

Typos were identified in Bylaw No. 4672, "CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 83, 2025", which should be corrected prior to Board adoption.

RECOMMENDATION

1. That third reading of Bylaw No. 4672, "CRD Ticket Information Authorization Bylaw, 1990, Amendment Bylaw No. 83, 2025", be rescinded.
2. That Bylaw No. 4672 be amended:
    a. Under section 1(a), by replacing the words "Juan de Fuca Soil Removal or Deposit Bylaw, 2021, Bylaw No. 4435" with the words "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025, Bylaw No. 4435";
    b. Under section 2, by replacing the word "2024" with "2025";
    c. In Appendix A, by replacing the word "2024" with "2025" in the citation of "Juan de Fuca Soil Removal or Deposit Bylaw No. 2" immediately proceeding the table of offences;
    d. In Appendix A, in the table of offences, item 2, by replacing the word "20,000" with "4,000";
3. That Bylaw No. 4672, be read a third time as amended.
4. That Bylaw No. 4672 be adopted.

Submitted by:	Steven N. Carey, B.Sc, J.D., Acting General Manager, Corporate Services
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4672 (Redline)
Appendix B: February 12, 2025 Board Report (with attachments)

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4672

****

A BYLAW TO AMEND BYLAW NO. 1857, THE "CAPITAL REGIONAL DISTRICT TICKET INFORMATION AUTHORIZATION BYLAW, 1990"

****

WHEREAS:

A. Under Bylaw No. 4435, “Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025”, the Regional Board replaced Bylaw No. 3941, “Juan de Fuca Soil Removal or Deposit Bylaw, 2015”;

B. The Board wishes to amend Bylaw No. 1857, “Capital Regional District Ticket Information Authorization Bylaw, 1990”, to permit enforcement of certain contraventions of Bylaw No. 4435 by means of a ticket in the form prescribed for the purpose of Division 3 of Part 8 of the *Community Charter* and to establish fine rates;

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

1. Bylaw No. 1857, “Capital Regional District Ticket Information Authorization Bylaw 1990”, is amended as follows:

   (a) In Schedule 1, section 6, by replacing the reference to “Juan de Fuca Soil Removal or Deposit Bylaw, 2015, Bylaw No. 3941” with “Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025~~, 2021~~, Bylaw No. 4435”.

   (b) By replacing Schedule 7 with a new Schedule 7 attached to this Bylaw as Appendix A.

2. This Bylaw may be cited for all purposes as “Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 83, ~~2024~~2025”.

READ A FIRST TIME THIS	12th	day of	February,	2025
READ A SECOND TIME THIS	12th	day of	February,	2025
READ A THIRD TIME THIS	~~12th~~	day of	~~February,~~	202~~5~~
ADOPTED THIS		day of		202_

CHAIR

CORPORATE OFFICER

APPENDIX A

SCHEDULE 7 TO BYLAW NO. 1857

JUAN DE FUCA SOIL REMOVAL OR DEPOSIT BYLAW NO. 2, ~~2024~~2025

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	**SECTION**	**FINE if Paid on or before the 30th day from the date on which the ticket is served**	**FINE if Paid after the 30th day from the date on which the ticket is served**
1. Deposit or cause, permit or allow deposit of soil without permit	8 (a)	$550	$750
2. Deposit or cause, permit or allow deposit greater than ~~204~~,000 m^3 of soil	8 (b)	$750	$1,000
3. Deposit or cause, permit or allow deposit of unsuitable material	8 (c)	$750	$1,000
4. Remove/deposit soil in or around a watercourse	8 (d)	$750	$1,000
5. Unlawful removal/deposit of soil on ALR land	8 (e)	$750	$1,000
6. Deposit contrary to a permit	8 (f)	$750	$1,000
7. Remove soil on a holiday	11 (a)(i)	$375	$500
8. Remove soil outside permitted hours	11 (a)(ii) or 11(b)(i)	$375	$500
9. Removal of soil without development permit	11 (c)	$750	$1,000
10. Removal of soil not in compliance with development permit	11 (d)	$550	$750
11. Removal of soil without sediment control	11 (e)	$550	$750
12. Removal of soil without deposit permit	11 (f)	$250	$500
13. Removal of soil without Ministry of Transportation and Transit approval	11 (g)	$125	$250
14. Soil or other material on public highway right-of-way	11 (h)	$125	$250
15. Deposit soil on a holiday	12 (a)(i)	$125	$250
16. Deposit soil outside permitted hours	12 (a)(ii) or 12 (b)(i)	$125	$250
17. Deposit of soil without development permit	12 (c)	$275	$550
18. Deposit of soil not in compliance with development permit	12 (d)	$275	$550
19. Deposit of soil without sediment control	12 (e)	$250	$500
20. Deposit activity obstructs, impairs or impedes drainage facility or watercourse	12 (f)	$750	$1,000

21. Deposit of soil on or to create an over-steepened fill slope	12 (g) or 12 (g)(i)	$250	$500
22. Insufficient drainage	12 (h)	$250	$500
23. Increased drainage over adjacent property	12 (i)	$250	$500
24. Soil deposited over well/water source/sewage disposal system	12 (j)	$550	$750
25. Deposit of soil without Ministry of Transportation and Transit approval	12 (k)	$125	$250
26. Soil or other material within public highway right-of-way	12 (l)	$125	$250
27. Soil deposited over statutory right-of-way	12 (m)	$250	$500
28. Deposit of Soil without Type ‘A’ Permit	21	$250	$500
29. Deposit of Soil without Type ‘B’ Permit	23	$550	$750
30. Deposit of Soil without Type ‘C’ Permit	24	$750	$1,000
31. Deposit of Soil without Type ‘D’ Permit	26	$1,000	$1,250
32. Failure to keep soil deposit logbook	31 (a)	$250	$500
33. Failure to produce soil deposit logbook upon request	31 (b)	$250	$500
34. Incomplete soil deposit logbook	31 (c)	$125	$250
35. Failure to post soil deposit permit/sign	31 (d)	$125	$250
36. Failure to clean road	31 (e)	$125	$250
37. Failure to comply with deposit cessation order	31 (h)	$750	$1,000
38. Failure to produce soil deposit records	39	$125	$250
39. Failure to identify and mark the soil deposit extents	39	$125	$250

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REPORT TO THE ELECTORAL AREA SERVICES COMMITTEE
MEETING OF TUESDAY, FEBRUARY 12, 2025

SUBJECT **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**

ISSUE SUMMARY

To repeal and replace Juan de Fuca Soil Removal or Deposit Bylaw, 2015, Bylaw No. 3941, with proposed Bylaw No. 4435 (Appendix A); and to amend CRD Ticket Information Authorization Bylaw No. 1857, by replacing Schedule 7, "Juan de Fuca Soil Removal or Deposit Bylaw", with an updated Schedule 7 (Appendix B).

BACKGROUND

Soil removal and deposit activity is regulated in the Juan de Fuca Electoral Area (JdF) by Bylaw No. 3941 (Appendix C), which was adopted in 2016. The main intent of Bylaw No. 3941 was to address the fee structure of the previous bylaw in response to concerns raised by commercial aggregate suppliers, and to include additional exemptions for activities that would not require a soil permit.

Since that time, soil related complaints and compliance issues have increased, challenging the effectiveness of the current soil bylaw regulations. The intent of proposed Bylaw No. 4435 is to re-establish a fee structure that reflects the cost of administering and enforcing the bylaw, as well as more closely aligning the CRD's soil removal and deposit regulations with provincial regulations and with development permit area goals and objectives.

Complaints received by CRD Bylaw Enforcement and JdF Community Planning on the issue of soil activity have historically been related to soil deposit. Soil removal is generally associated with excavation for building foundations, road construction under the approval of the Ministry of Transportation and Transit, or from a quarry under a *Mines Act* permit. Therefore, Bylaw No. 4435 proposes to regulate but not require a permit for soil removal activity.

Bylaw No. 4435 has been drafted based on the review of soil bylaws adopted by other municipalities and regional districts, consultation with developers, operators, CRD environmental protection staff, Ministry of Environment and Parks staff, and the experience of JdF Community Planning and CRD Bylaw Enforcement staff administering and regulating soil deposit activity under the current Bylaw.

Bylaw No. 4435 is intended to improve service delivery by establishing Type 'A', 'B', 'C', & 'D' Soil Deposit Permits based on volume, and clearly outlining the information requirements for each application type. The Bylaw includes new regulations for both the deposit and removal of soil to address environmental, geotechnical and nuisance concerns regardless of the requirement for a permit.

ALTERNATIVES

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

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;
2. That Bylaw No. 4435 be forwarded to the Ministry of Environment and Parks for Ministerial approval prior to adoption;

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; and
4. That Bylaw No. 4672 be returned with Bylaw No. 4435 for adoption.

Alternative 2:
That proposed Bylaw No. 4435 and Bylaw No. 4672 not proceed.

IMPLICATIONS

Legislative Implications

Section 327 of the *Local Government Act (LGA)* authorizes a regional district to regulate, by bylaw, the removal and deposit of soil or other material on land in the regional district if the regional district provides a service in relation to the control of the deposit and removal of soil, and specifies that Section 9 (Spheres of Concurrent Authority) of the *Community Charter* ("the *Charter*") applies. The CRD has established a service for the regulation of soil deposit and removal.

Section 9 of the *Charter* applies to bylaws that prohibit soil removal, or that prohibit the deposit of soil or other material, making reference to quality of the soil or material or to contamination. The *Charter* recognizes the provincial interest in these matters and requires that such a bylaw be approved by the minister responsible prior to adoption.

Section 413 of the *LGA* and Section 264 of the *Charter* authorize local government to designate those bylaws for which municipal ticket information may be used as a means of bylaw enforcement. Staff have prepared Bylaw No. 4672 to amend Bylaw No. 1857 by updating Schedule 7 to include the regulations in Bylaw No. 4435.

Environmental & Climate Implications

Environmental concerns related to soil removal and deposit include changes to the stability of existing slopes, changes to drainage patterns, and the introduction of contaminants and invasive species to the land, watercourses and groundwater resources. The proposed Bylaw requires more regular and stringent reporting of soil deposit activity for deposits greater than 4,000 m^3. The Bylaw more closely aligns deposit activity with the *Riparian Areas Protection Regulation* and includes requirements for buffer areas where soil deposit sites are in proximity to streams. A type 'D' soil deposit permit will be required where soil deposit activity for amounts greater than 4,000 m^3 is specifically permitted or authorized by a land use bylaw. The land use authorization process will allow for the review and analysis of the land use implications associated with heavy vehicle traffic and impacts on the surrounding community.

Type 'D' soil deposit permit applications will require a Soil Assessment and Deposit Plan documenting the proposed final state of the land and the procedures for monitoring the origin and composition of soil to be deposited. Type 'D' deposits applications will also require an Environmental Assessment and Protection Plan that is to include measures for controlling soil erosion and sedimentation, and for managing on-site drainage. Measures will also need to be described for protecting riparian areas and ensuring that watercourses, wells and aquifers flowing through or under the parcel will not be negatively impacted.

Intergovernmental Implications

Proposed Bylaw No. 4435 was reviewed by the Ministry of Environment and Parks and the Ministry of Mining and Critical Minerals. The Province has confirmed that ministerial approval is only required from the Minister of Environment and Parks.

Regional Growth Strategy Implications

Section 445 of the *LGA* requires that all bylaws adopted by a regional district board after the board has adopted a Regional Growth Strategy (RGS) be consistent with the RGS. Proposed Bylaw No. 4435 does not affect the growth, density and servicing objectives of the RGS, and helps to achieve Policy 2.1.4 by providing additional tools to identify, protect, enhance and restore healthy ecosystems. Staff are of the opinion that the proposed Bylaw is consistent with the RGS.

Financial Implications

The proposed soil deposit application fees are based on the level of staff resources required to review and evaluate a given soil deposit permit type. The associated soil quantity fee has been estimated to cover the costs of monitoring and enforcement.

The proposed fine amounts included in the amended schedule to the CRD Ticket Information Authorization Bylaw consider the cost of ongoing enforcement and encourage voluntary compliance with the Bylaw. Reduced fine amounts have been added, in accordance with the *Charter*.

Service Delivery Implications

In keeping with current practice, applications for soil deposit permits will be received and processed by JdF Community Planning. The proposed Bylaw provides clearer direction to applicants and staff regarding the information that must be submitted for each soil permit application type, and removes ambiguity related to the purpose of the public consultation process. Permit applications will be referred by JdF Community Planning to CRD Bylaw Enforcement and Building Inspection staff, as well as to the Ministry of Transportation and Transit and the Ministry of Environment and Parks for comment and information. It is anticipated that there will be an increase in the staff time required to review the additional information and deliver this service.

Given the new requirement for landowners to obtain Type 'A' Soil Deposit Permits for quantities under 250 m^3, it is anticipated that the overall number of permit applications will increase. However, staff time is currently required to review information submitted in support of soil permit exemptions. Therefore, no significant changes in the amount of staff time are anticipated in relation to the administration of Type 'A' permits.

The proposed Bylaw includes an increase in the application fees, as well as incremental volumetric fees. These fees will offset the additional staff time required to process applications and monitor and enforce deposit activity.

CONCLUSION

The purpose of Bylaw No. 4435 is to repeal and replace Bylaw No. 3941, JdF Soil or Removal Bylaw, 2015, Bylaw No. 1. Staff have prepared Bylaw No. 4435 based on a review of soil bylaws adopted by other municipalities and regional districts, consultation with developers, operators and provincial staff, as well as experience administering Bylaw No. 3941 and regulating soil deposit activity under the current bylaw. The purpose of Bylaw No. 4672 is to amend Bylaw No. 1857 by replacing Schedule 7 with a new Schedule 7 that reflects the regulations in Bylaw No. 4435. Staff recommend that Bylaw Nos. 4435 and 4672 be read a first, second and third time, and that the Bylaws be returned to the Board for adoption upon Ministerial approval of Bylaw No. 4435.

RECOMMENDATION

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

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.
2. That Bylaw No. 4435 be forwarded to the Ministry of Environment and Parks for Ministerial approval prior to adoption.
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; and
4. That Bylaw No. 4672 be returned with Bylaw No. 4435 for adoption.

Submitted by:	Iain Lawrence, MCIP, RPP, Senior Manager, JdF Local Area Services
Concurrence:	Kevin Lorette, P.Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B.Sc., C.Tech., Chief Administrative Officer

ATTACHMENTS:

Appendix A: Proposed Bylaw No. 4435: JdF Soil Removal or Deposit Bylaw No. 2, 2025
Appendix B: Proposed Bylaw No 4672: Ticket Information Authorization (Schedule 7)
Appendix C: Bylaw No. 3941: JdF Soil Removal or Deposit Bylaw No. 1

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4435

****

A BYLAW TO REGULATE THE REMOVAL OR DEPOSIT OF SOIL ON LANDS WITHIN THE JUAN DE FUCA ELECTORAL AREA

****

WHEREAS:

A. Under the Supplementary Letters Patent issued on February 12, 1973 (Division XI), as amended by the Supplementary Letters Patent dated August 25, 1986, the Capital Regional District (CRD) was granted authority to undertake the function of regulating the *removal* and *deposi*t of *soil*;

B. Subject to Section 9 of the *Community Charter*, Section 327 of the *Local Government Act* authorizes a regional district to regulate or prohibit the *removal* of *soil* from and *deposit* of *soil* and other materials on any land within the regional district or in any area of the regional district, to make different regulations and prohibitions for different areas, and to require permits and impose fees;

C. The *Board* of the Capital Regional District wishes to regulate both the *removal* of *soil* and the *deposit* of *soil* and other materials within the Juan de Fuca Electoral Area of the Capital Regional District;

D. The Capital Regional District recognizes that within areas designated as Agricultural Land Reserve (ALR) under the *Agricultural Land Commission Act* (*ALC Act*) this Bylaw has no force or effect unless the *soil deposit* or extraction is authorized under the *ALC Act* or *Regulations*, or approval from the *Agricultural Land Commission* for *soil deposit* or extraction has been obtained through an application or notification process;

E. The Capital Regional District acknowledges that within areas classified as *private managed forest land*, this Bylaw and any permits issued under this Bylaw must not have the effect of restricting, directly or indirectly, a forest management activity listed under Schedule A of the *Private Managed Forest Land Regulation*.

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

REPEAL AND REPLACEMENT OF BYLAWS

The following bylaw is hereby repealed in its entirety:

(a) Capital Regional District Bylaw No. 3941, cited as the "Juan de Fuca Soil Removal or Deposit Bylaw No. 1, 2015".

and replaced by this Bylaw.

TITLE

1 This Bylaw may be cited for all purposes as the "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025".

DEFINITIONS

2 In this Bylaw, the following definitions apply:

AGENT means a person who has been authorized in writing by an owner to apply for a *permit* or to act on the owner's behalf on matters regulated by this Bylaw or authorized by a *permit*.

AGRICULTURAL LAND COMMISSION (ALC) means the provincial Agricultural Land Commission established under Section 4 of the *ALC Act*.

AGRICULTURAL LAND RESERVE (ALR) means agricultural land designated as an agricultural land reserve under the *ALC Act* and includes an agricultural land reserve under a former *Act*.

APPLICANT means an owner, or their *agent*, who has submitted an *application*.

APPLICATION means an application for a *permit* to *deposit soil*.

AUTHORIZED PERSON has the same meaning as under the *Sewerage System Regulation, B.C. Reg. 326/2004*, as amended or replaced from time to time.

BOARD means the Capital Regional District Board.

BUILDING OFFICIAL means a Registered Building Official employed by the CRD to administer and enforce CRD Building Regulation Bylaw, 2010, Bylaw No. 3741, as amended or replaced from time to time.

BUILDING PERMIT means a permit issued under the authority of CRD Building Regulation Bylaw, 2010, Bylaw No. 3741, as amended or replaced from time to time.

BYLAW ENFORCEMENT OFFICER means a person designated by the *Board* to administer and enforce bylaws within the CRD.

COMPOST means a product which is:

(a) a stabilized earthy matter having the properties and structure of humus;

(b) beneficial to plant growth when used as a *soil* amendment;

(c) produced by composting; and

(d) only derived from organic matter.

CONTAMINATED SITES REGULATION means the Province of British Columbia's *Contaminated Sites Regulation, B.C. Reg. 375/96*, as amended or replaced from time to time.

DEPOSIT means the act of moving *soil* or other material and placing it upon a *parcel* of land where such *soil* or other material did not previously exist or stand.

DRAINAGE COURSE means a well-defined, natural or artificial channel that conveys stormwater, whether it usually contains water or not.

ELECTORAL AREA means the Juan de Fuca Electoral Area of the Capital Regional District.

GENERAL MANAGER means the General Manager responsible for the administration and enforcement of this Bylaw, or a person authorized to act on his or her behalf.

HIGH-VOLUME SITE means a site in relation to which section 55.1 (2) [high volume receiving sites] of the *Environmental Management Act* applies.

HOLIDAY means:

(a) Sunday;

(b) Christmas Day, Good Friday and Easter Monday;

(c) Canada Day, Victoria Day, British Columbia Day, Labour Day, National Day for Truth and Reconciliation, Remembrance Day, Family Day and New Year's Day;

(d) December 26; and

(e) a day set by the Parliament of Canada or by the Legislature, or appointed by proclamation of the Governor General or the Lieutenant Governor, to be observed as a day of general prayer or mourning, a day of public rejoicing or thanksgiving, a day for celebrating the birthday of the reigning Sovereign, or as a public holiday.

LANDSCAPE MATERIAL means gravel, rock, stone, sand, bark mulch, topsoil, *compost* and similar materials used for *landscaping* purposes and obtained from a commercial landscape supplier.

LANDSCAPING means preserving or changing the natural features of a parcel by the application of *landscape material*, but does not include changes in grade, stockpiling and excavation.

LAND USE BYLAW means the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040; the Malahat Land Use Bylaw, 1982, Bylaw No. 980; the Land Use Bylaw for the Rural Resource Lands, 2009, Bylaw No. 3602; the Comprehensive Community Development Plan for Port Renfrew, 2003, Bylaw No. 3109, and the Comprehensive Community Plan for Willis Point, 2002, Bylaw No. 3027;

LAND USE COMMITTEE means the Committee established by the *Board* in accordance with Bylaw No. 3166 to make land use recommendations to the *Board*.

MINE means a mine operating under the authorization of a permit issued under the *Mines Act*.

PARCEL means a lot, block or other area in which real property is held or into which real property is subdivided, and includes a strata lot created under the *Bare Land Strata Regulations* pursuant to the *Strata Property Act*, but specifically excludes any other strata lot created pursuant to the *Strata Property Act* or a highway or portion thereof.

PERMIT means the written authority issued by the *General Manager* for the *deposit* of *soil* on any *parcel*.

PERMIT AREA means the area of land over which the *soil deposit* occurs, or is proposed to occur, within the subject *parcel*.

PRIVATE MANAGED FOREST LAND means private land in respect of which there is a management commitment in accordance with the *Private Managed Forest Land Act* and that is classified as managed forest land under the *Assessment Act*.

PROFESSIONAL REPORT means a report, or reports, prepared by a *qualified professional* in compliance with this Bylaw.

QUALIFIED PROFESSIONAL (QP) may include an engineer, geoscientist, hydrogeologist, agrologist, biologist, soil scientist or land surveyor who is working within their field of expertise and is in good standing with the applicable professional organization.

RECYCLED ASPHALT PAVEMENT means asphalt that has been recovered from a demolition process, and that does not include, or is not combined with metal, plastic, rubber, wood, glass, paper, organic materials or other contaminants.

RECYCLED CONCRETE AGGREGATE means concrete that has been recovered from a demolition process, and that does not include, or is not combined with metal, plastic, rubber, wood, glass, paper, organic materials or other contaminants.

REMOVAL means the act of removing *soil* from any *parcel* on which it exists and includes the removal of *soil* which has been placed into a *stockpile* or storage facility.

RIPARIAN ASSESSMENT AREA means:

(a) for a *stream*, the 30-metre strip on both sides of the *stream*, measured from the *high-water mark*;

(b) for a ravine less than 60 metres wide, a strip on both sides for the *stream* measured from the *high-water mark* to a point that is 30 metres beyond the top of the ravine bank; and

(c) for a ravine 60 metres wide or greater, a strip on both sides of the *stream* measured from the *high-water mark* to a point that is 10 metres beyond the top of the ravine bank.

SECURITY DEPOSIT means a cash deposit, certified cheque or irrevocable letter of credit provided by the *applicant* to ensure all works will be carried out in compliance with the conditions of the Bylaw.

SOIL means unconsolidated mineral or organic material, rock, fill, and sediment that is *deposited* on land, but does not include sewage sludge and *compost* that is applied to land for a beneficial purpose in compliance with the *Organic Matter Recycling Regulation* or an authorization given under the *Environmental Management Act*, manure from animals, or farm *compost* material placed on land as a soil amendment or conditioner; or minerals as defined in the *Mineral Tenure Act* or *Regulation.*

SOIL DEPOSIT LOGBOOK means a record of all *soil deposited* to which an exemption under Section 13 or a permit under Sections 21, 23, 24 or 26 apply and includes the following information:

(a) the date, time and origin of each delivery of *soil*;

(b) the contact information (name and phone number) for each project site or property from which the *soil* originated;

(c) the total *volume soil deposited*;

(d) the company that delivered the *soil*; and

(e) the name of the person entering the *soil deposit logbook* information.

STOCKPILE means an artificial accumulation of *soil* or other material held in reserve for future use, distribution or *removal*.

STREAM means any of the following:

(a) a *watercourse* or body of water, whether or not it usually contains water; and

(b) any of the following that is connected by surface flow to a watercourse or body of water referred to in paragraph (a):

(i) a ditch, whether or not it usually contains water,
(ii) a spring, whether or not it usually contains water; or
(iii) a wetland.

TYPE 'A' SOIL DEPOSIT PERMIT means a *permit* authorizing the *deposit* of *soil* on a *parcel* where the *volume* of *soil* is less than or equal to 250 m^3 per calendar year.

TYPE 'B' SOIL DEPOSIT PERMIT means a *permit* authorizing the *deposit* of *soil* on a *parcel* where the *volume* of *soil* is greater than 250 m^3 and less than or equal to 2,000 m^3 per calendar year.

TYPE 'C' SOIL DEPOSIT PERMIT means a *permit* authorizing the *deposit* of *soil* on a *parcel* where the *volume* of *soil* is greater than 2,000 m^3 and less than or equal to 4,000 m^3 per calendar year.

TYPE 'D' SOIL DEPOSIT PERMIT means a permit authorizing the *deposit* of soil on a *parcel* where the *volume* of *soil* is greater than 4,000 m^3 per calendar year.

UNSUITABLE MATERIAL means:

(a) construction, reconstruction, renovation, building, demolition and road works wastes of any nature, except *recycled asphalt pavement* and *recycled concrete aggregate* in accordance with the requirements of this Bylaw;

(b) *wood waste* derived from any commercial or industrial activity; and

(c) *soil* known to contain species identified under the *Weed Control Act*.

WATERCOURSE means a permanent or non-permanent (containing water at least six months of the year) source of water supply that is natural or man-made, including a pond, lake, river, creek, brook, ditch, spring or wetland that is integral to a *stream*, with well-defined banks and a bed of 0.6 m or more below the surrounding land serving to give direction to or containing a current of water but does not apply to a man-made pond that does not connect to a *stream*.

WOOD WASTE means wood residue in mechanically shredded form and includes sawdust, hog fuel, bark, chips, slabs, shavings, trimmings, edgings, or other such waste that is the result of any manufacturing process involved in the production of lumber or other wood products.

VOLUME means the volume of uncompacted *soil* measured for the purpose of transport to a property before it is *deposited*.

PURPOSE

3 This Bylaw has been enacted for the purpose of regulating the *removal* and *deposit* of *soil* within the Juan de Fuca Electoral Area of the CRD in the general public interest.

4 The purpose of this Bylaw does not extend:

(a) to the protection of owners, occupiers or persons involved in the *removal* or *deposit* of *soil* from economic loss;

(b) to the assumption of the CRD or any officer or employee of the CRD of any responsibility for ensuring compliance by any person involved in the *removal* or *deposit* of *soil* on land under this Bylaw, or any other enactments applicable to the *removal* or *deposit* of *soil* or the development of land;

(c) to providing any person with a warranty that any *deposit* or *removal* of *soil* will not violate this Bylaw, any other enactment or create any nuisance of any type;

(d) to relieving *applicants* from the responsibility for removing any *soil* that has been *deposited* contrary to this Bylaw or a *permit* issued under this Bylaw;

(e) to lands within the ALR except where authorized under the *ALC Act or Regulations* or as approved by the ALC through an application/notification process; or

(f) to forest management activity on lands classified as Managed Forest Land under the *Private Managed Forest Land Act;* and

(g) any liability relating to damaging highways or *depositing* materials on a highway.

BYLAW APPLICATION

5 This Bylaw applies within the *Electoral Area*, except when in conflict with the *ALC Act* or *Regulations* or the *Private Managed Forest Land Act*.

SEVERABILITY

6 If any section, subsection, sentence, paragraph, or schedule forming part of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the section, subsection, paragraph, or schedule may be severed from the Bylaw without affecting the validity of the Bylaw or any portion of the Bylaw or remaining schedules.

INCORPORATION OF SCHEDULES

7 Schedules 'A' and 'B', attached hereto, are hereby made a part of this Bylaw.

GENERAL REGULATIONS

8 No person shall do any of the following anywhere in the *Electoral Area*:

(a) *deposit soil* or cause, permit or allow the *deposit* of *soil* on any *parcel*, unless or until a *permit* allowing the *deposit* has first been obtained or unless the *deposit* does not require a *permit* under Section 13 of this Bylaw;

(b) *deposit* a *volume* of *soil* in excess of 4,000 m^3, except in accordance with Section 13 or where specifically authorized or permitted by a *land use bylaw* and under a *Type 'D' Soil Deposit Permit*;

(c) *deposit unsuitable material* or cause, permit or allow the *deposit* of *unsuitable material* on any *parcel*, unless specifically authorized or permitted by a *land use bylaw*;

(d) *remove* or *deposit soil* in or around a *watercourse* unless in compliance with the provincial *Riparian Areas Protection Regulation*, the *Water Sustainability Act*, or Part 9 of the *Health Safety and Reclamation Code*;

(e) *remove* or *deposit* any *soil* material on land in the ALR unless authorized by the *ALC Act* or *Regulations* or as approved by the ALC; or

(f) *deposit soil* contrary to any *permit* issued under this Bylaw.

9 The owner of land from which *soil* is to be *removed* or on which *soil* is to be *deposited* is responsible for ensuring compliance with the provisions of this Bylaw.

10 The owner of land from which *soil* is to be *removed* or on which *soil* is to be *deposited* is responsible to contact the relevant Provincial and Federal ministries or agencies in order to determine the requirements of those ministries or agencies in relation to any *soil deposit* or *removal* undertaken under the authority of this Bylaw, and the *owner* is responsible to comply with those requirements.

SOIL REMOVAL REGULATIONS

11 The *removal* of *soil* from land in the *Electoral Area* is subject to the following regulations:

(a) No person shall engage in the *removal* of *soil*, or in the excavation or moving of *soil* associated with *soil removal* operations:

(i) on a *holiday*, or

(ii) outside the hours of 7 am to 7 pm.

(b) Despite Section 11(a)(ii), no person shall engage in the *removal* of *soil*, or in the excavation or moving of *soil* associated with *soil removal* operations on a Residential, Rural Residential,

Multiple Family Residential or Community Residential zoned *parcel* as defined in a *land use bylaw*:

(i) outside the hours of 8 am and 5 pm.

(c) Where the *soil removal* is within a development permit area designated by a CRD official community plan bylaw under Section 488(1)(a) (protection of the natural environment) or Section 488(1)(b) (protection of development from hazardous conditions) of the *Local Government Act*, a development permit must be issued prior to the *removal* of any *soil*.

(d) Where the *soil removal* is within an area for which a development permit has been issued, the *soil removal* must comply with the development permit.

(e) Where the *removal* of *soil* is proposed within 5 m of a *riparian assessment area* boundary, no person shall remove soil unless the person has first installed sediment control fencing adjacent to any *riparian assessment area*, unless otherwise authorized in a development permit.

(f) Where both the *soil removal* site and *soil deposit* site are located in the *Electoral Area*, a *permit* must be approved for the *deposit* site prior to any *soil removal*.

(g) Any *soil removal* in excess of 100 m^3 in a calendar year requires approval of the Ministry of Transportation and Transit.

(h) Public highway rights-of-way, including travelled surfaces and roadside ditches, must remain free of *soil*, gravel, rock or other material during *soil removal* operations.

SOIL DEPOSIT REGULATIONS

12 In addition to any conditions specified in a *permit* under this Bylaw, the *deposit* of any *soil* on land in the *Electoral Area* must comply with the following regulations:

(a) No person shall engage in the *deposit* of *soil*, or in the excavation, grading or moving of *soil* associated with *deposit* operations:

(i) on a *holiday*,

(ii) or outside the hours of 7 am to 7 pm,

except as authorized or further restricted in a *permit*.

(b) Despite Section 12(a)(ii), no person shall engage in the *deposit* of *soil*, or in the excavation, grading or moving of *soil* associated with *deposit* operations on a Residential, Rural Residential, Multiple Family Residential or Community Residential zoned *parcel* as defined in a *land use bylaw*:

(i) outside the hours of 8 am and 5 pm,

except as authorized or further restricted in a *permit*.

(c) Where the *soil deposit* is within a development permit area designated by a CRD official community plan bylaw under Section 488(1)(a) (protection of the natural environment) or Section 488(1)(b) (protection of development from hazardous conditions) of the *Local Government Act*, a development permit must be issued prior to the *deposit* of any *soil*.

(d) Where the *soil deposit* is within an area for which a development permit has been issued, the *soil deposit* must comply with the development permit.

(e) Where the *deposit* of *soil* is proposed to be located within 5 m of a *riparian assessment area* boundary, no person shall *deposit* or permit the *deposit* of *soil* unless they have installed sediment control fencing along the boundary of the *riparian assessment area* prior to the commencement of the *soil deposit*, except as otherwise specified in a *permit* under this Bylaw.

(f) A person *depositing soil* shall ensure that all *streams*, *watercourses*, wetlands, and drainage facilities are kept free of silt, clay, sand, debris and other material attributable to the *soil deposit* activity that could obstruct, impair, or impede drainage facilities and *watercourses*, except as authorized by the Province.

(g) A person that has *deposited* or is *depositing soil* shall ensure that the slope of any exposed face of *deposited soil* is greater than the angle of repose necessary for stability of the *deposited* material, except that:

(i) The slope of any exposed face of *deposited soil* within 10 m of a property boundary must not be greater than 4:1 (4 vertical to 1 horizontal) or than the angle of repose necessary for stability of the *deposited* material, whichever is less.

(h) A person that has *deposited* or is *depositing soil* shall ensure that the *soil* is graded so that positive gravity drainage is assured.

(i) A person that has *deposited* or is *depositing soil* shall install and a drainage system of sufficient capacity and extent to ensure that runoff onto adjacent lands will be no greater than prior to commencement of the *soil deposit*.

(j) *Soil* must not be *deposited* over a well or other water source or sewage disposal systems without prior approval by a *qualified professional*.

(k) Any *soil deposit* in excess of 250 m^3 in a calendar year requires approval of the Ministry of Transportation and Transit.

(l) Public highway rights-of-way, including travel surfaces and roadside ditches, shall remain free of *soil*, gravel, rock or other material during *soil deposit* operations, except with written approval of the Ministry of Transportation and Transit.

(m) *Soil* must not be *deposited* over any statutory right-of-way without first obtaining written approval of the authority having jurisdiction over the statutory right-of-way.

(n) Where *soil* is *deposited* under a *permit* required by this Bylaw, the *volume* is the cumulative amount of *soil deposited* over a 5-year period starting from the completion or expiration of the most recent *permit*.

PERMIT EXEMPTIONS

13 Notwithstanding Section 12, a *permit* is not required if at least one of the following conditions is satisfied:

(a) the *deposit* consists of *landscape material* or of aggregate that is sourced from a *mine*, for the sole purpose of *landscaping* a *parcel* where the total *volume deposited* does not exceed 250 m^3 in any calendar year;

(b) all of the *soil* to be *deposited* is necessary for the construction of basements, footings and foundations, or for the installation of works and services including septic fields and driveways in conjunction with the construction of a building or structure under a valid *building permit* while such *building permit* remains in force where the total *volume deposited* under Section 13(b) does not exceed 2,000 m^3;

(c) all of the *soil* to be *deposited* is necessary for the construction of works and services including septic fields and future public highways in conjunction with the subdivision of land under an active application with the Ministry of Transportation and Transit;

(d) all of the *soil* to be *deposited* is, in the written opinion of an *authorized person*, required for the maintenance, repair, or replacement of a sewerage system and associated works where the total *volume deposited* under Section 13(d) does not exceed 2,000 m^3;

(e) the *deposit* is required for the construction or repair of works, roads, highways or services by or on behalf of the CRD, or the Ministry of Transportation and Transit, and the *deposit* is onto a *parcel* owned or leased by one of these authorities;

(f) the *deposit* is to a *parcel* owned or leased by the federal or provincial government provided that this exemption does not apply to the *deposit* on a *parcel* that is leased or licensed by the provincial or federal government to a third party;

(g) the *soil* is being relocated within the boundaries of the *parcel* from which it originates;

(h) the *deposit* of *soil* is on land used for authorized industrial uses or for commercial landscape supply, horticultural use or as a nursery in compliance with a *land use bylaw* and the *ALC Act*, and such *deposit* is necessary to create a *stockpile* for re-sale or is otherwise necessary as part of the routine business operations of a landscape supply, horticultural or nursery operation;

(i) the *deposit* of *soil* is authorized by a permit or other explicit approval under the *Mines Act*;

(j) the *deposit* of *soil* is on land that is designated as *private managed forest land* and the *deposit* is a forest management activity in accordance with the *Private Managed Forest Land Act* and *Regulation*; or

(k) the *deposit* of *soil* is registered as a *high-volume site* by the Province on land located within the Rural Resource Lands Official Community Plan area;

(l) the *deposit* or import of aggregate that is sourced from a *mine* in connection with the operation of farm, horse stable, or other agricultural use, and where the land is within the *Agricultural Land Reserve*, the *deposit* or import is also designated as a farm use under the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*; and

(m) the *deposit* is undertaken to resolve an emergency situation that presents an immediate danger related to flooding, erosion, land slide or other immediate threat to life or property.

14 Where the *Building Official* is of the opinion that *soil* being *deposited*, or to be *deposited*, under Section 13(b) or 13(c) of this Bylaw is not necessary for the construction of basements, footings, and foundations, or for the installation of works and services including septic fields and driveways, the *Building Official*, *Bylaw Enforcement Officer* or *General Manager* may order the immediate cessation of *soil deposit* until a *permit* has been applied for and issued under this Bylaw.

15 Where the *General Manager* is of the opinion that *soil* being *deposited*, or to be *deposited*, under Section 13(m) of this Bylaw is not necessary to resolve an emergency situation that presents an immediate danger related to flooding, erosion, land slide or other immediate threat to life or property, the *General Manager* may order the immediate cessation of *soil deposit* until a *permit* has been applied for and issued under this Bylaw.

16 The onus of demonstrating compliance with Section 13 is at all times on the owner of the land undertaking the *deposit* of *soil*, who must provide to the CRD sufficient documentation, including but not limited to a *soil deposit logbook*, to the satisfaction of the *General Manager* to confirm that the person meets the conditions for granting an exemption under Section 13 and the regulations specified under Section 12.

17 A person who intends to *deposit soil* under Section 13 must submit to the CRD, at least 5 days prior to the proposed *deposit*, a Contaminated Site Waiver (Schedule 'B') or a Site Disclosure Statement, as set out in Schedule 1 of the *Contaminated Sites Regulation* of the *Environmental Management Act* of British Columbia, for the site from which the *soil* originated.

PERMIT APPLICATION REQUIREMENTS

18 Every *application* must be made by the owner of the *parcel* on which the *soil* is to be *deposited*, or by the *agent* of the owner.

19 If the *applicant* is not the owner of the *parcel* of land, the *applicant* must provide a signed owner authorization from all owners of the *parcel* of land authorizing the *applicant* to carry out the works on behalf of the owner.

20 All plans, specifications and *professional reports* forming part of an *application* in respect of which a *permit* is issued forms part of and will be incorporated in the *permit* unless otherwise specified, and without limiting the foregoing, a *permit* issued is limited to the *volume* of *soil* that is to be *deposited*.

APPLICATION REQUIREMENTS – TYPE 'A' SOIL DEPOSIT PERMIT

21 Unless exempt under Section 13, any person intending to *deposit* a *volume* of up to 250 m^3 of *soil* on a *parcel* of land must first obtain a *Type 'A' Soil Deposit Permit*.

22 Every *application* for a *Type 'A' Soil Deposit Permit* must include the following:

(a) a completed *Type 'A' Soil Deposit Permit application* form, including all required signatures and authorizations;

(b) a title search, and copies of all registered encumbrances obtained no more than 30 days prior to the date of submission of the *application*;

(c) the applicable *security deposit* and *permit* fees (Schedule 'A');

(d) a Contaminated Site Waiver (Schedule 'B'), or a Site Disclosure Statement, as set out in Schedule 1 of the *Contaminated Sites Regulation* of the *Environmental Management Act* of British Columbia, completed by the owner, or agent, of the site from which the *soil* originated;

(e) a scaled and dimensioned site plan of the property where the *soil* is to be *deposited* showing:

(i) the location of property boundaries;

(ii) the specific location on the property where the *soil* is to be *deposited*;

(iii) the location of the proposed crest of a fill slope and the proposed toe of a fill slope and their elevations;

(iv) the location of driveway accesses, internal roadways, buildings and structures located on the property;

(v) the location of wells and septic fields; and

(vi) the location of any *stream*, lake, pond, wetland, *drainage course* or the sea on the subject property or within 30 m of the *soil deposit* area.

(g) Where a Steep Slope, as defined by the applicable Official Community Plan Development Permit designation, is created as a result of *soil deposit* activity, a Soil Assessment and Deposit Plan prepared by a *qualified professional*, including:

(i) plans drawn to a scale of not less than 1:1,000, showing the existing contours with contour intervals of not more than 1 m; and the location of buildings or structures; *watercourses*, tree cover, wells, known aquifers; sewage disposal fields, public utilities; the proposed *permit area*; driveways; and ingress and egress points from the proposed *permit area* to a highway;

(ii) the proposed contours of the *parcel* in its final state upon completion of the *permit* activities with contour intervals of not more than 1 m; and

(iii) the proposed total *volume* of *soil* to be *deposited*.

APPLICATION REQUIREMENTS – TYPE 'B' AND TYPE 'C' SOIL DEPOSIT PERMIT

23 Unless exempt under Section 13, any person intending to *deposit* a *volume* of more than 250 m^3 but less than or equal to 2,000 m^3 of *soil* on a *parcel* of land must first obtain a *Type 'B' Soil Deposit Permit*.

24 Unless exempt under Section 13, any person intending to *deposit* a *volume* of more than 2,000 m^3 but less than or equal to 4,000 m^3 of *soil* on a *parcel* of land must first obtain a *Type 'C' Soil Deposit Permit.*

25 Every *application* for a *Type 'B' or Type 'C' Soil Deposit Permit* must include the following:

(a) a completed *Type 'B' and Type 'C' Soil Deposit Permit application* form, including all required signatures and authorizations;

(b) a title search, and copies of all registered encumbrances obtained no more than 30 days prior to the date of submission of the *application*;

(c) the applicable *security deposit* and *permit* fees (Schedule 'A');

(d) a Contaminated Site Waiver (Schedule 'B') or a Site Disclosure Statement, as set out in Schedule 1 of the *Contaminated Sites Regulation* of the *Environmental Management Act* of British Columbia, completed by the owner, or agent, of the site from which the *soil* originated;

(e) a scaled and dimensioned site plan prepared by a *qualified professional* showing the following:

(i) the location of property boundaries;

(ii) the specific location on the property where the *soil* is to be *deposited*;

(iii) the location of the proposed crest of a fill slope and the proposed toe of a fill slope and their elevations;

(iv) the location of driveway accesses, internal roadways, buildings and structures located on the property;

(v) the location of wells and septic fields;

(vi) the location of any *stream*, lake, pond, wetland, *drainage course* or the sea on the subject property or within 30 m of the *soil deposit* area; and

(vii) the proposed contours of the *parcel* in its final state upon completion of the *permit* activities with contour intervals of not more than 1 m.

(f) Where a Steep Slope, as defined by the applicable the Official Community Plan Development Permit designation, is created as a result of *soil deposit* activity, a Soil Assessment and Deposit Plan prepared by a *qualified professional*, including:

(i) plans drawn to a scale of not less than 1:1,000, showing the existing contours with contour intervals of not more than 1 m; and the location of buildings or structures; *watercourses*, tree cover, wells, known aquifers; sewage disposal fields, public utilities; the proposed *permit area*; driveways; and ingress and egress points from the proposed *permit area* to a highway;

(ii) the proposed contours and cross-sections of the *parcel* in its final state upon completion of the *permit* activities with contour intervals of not more than 1 m; and

(iii) the proposed total *volume* of *soil* to be *deposited*, including any pertinent information used to calculate the *soil deposit volume*.

APPLICATION REQUIREMENTS – TYPE 'D' SOIL DEPOSIT PERMIT

26 Any person intending to *deposit* a *volume* of more than 4,000 m^3 of *soil* on a *parcel* of land specifically authorized or permitted by a *land use bylaw,* must first obtain a *Type 'D' Soil Deposit Permit,* unless exempt under Section 13.

27 Every *application* for a *Type 'D' Soil Deposit Permit* must include the following:

(a) a completed *Type 'D' Soil Deposit Permit application* form, including all required signatures and authorizations;

(b) a title search, and copies of all registered encumbrances, including water licenses, obtained no more than 30 days prior to the date of submission of the *application*;

(c) the applicable *security deposit* and *permit* fees (Schedule 'A');

(d) a Site Disclosure Statement, as set out in Schedule 1 of the <u>*Contaminated Sites Regulation*</u> of the <u>*Environmental Management Act*</u> of British Columbia, completed by the owner, or agent of the site from which the *soil* originated;

(e) a Soil Assessment and Deposit Plan prepared by a *qualified professional*, including:

(i) plans drawn to a scale of not less than 1:1,000, showing the existing contours with contour intervals of not more than 1 m; and the location of buildings or structures; *watercourses*, tree cover, wells, known aquifers; sewage disposal fields, public utilities; the proposed *permit area*; driveways; and ingress and egress points from the proposed *permit area* to a highway;

(ii) the proposed contours and cross-sections of the *parcel* in its final state upon completion of the *permit* activities with contour intervals of not more than 1 m;

(iii) the proposed total *volume* of *soil* to be *deposited*, including any pertinent information used to calculate the *soil deposit volume*;

(iv) the estimated schedule and phasing of *soil deposit* activity;

(v) a description of procedures for controlling access to the site; and

(vi) a description of procedures for documenting the origin and composition of *soil* to be *deposited*, including preliminary fill source assessments, *soil* source Site Disclosure Statements, and truck tracking receipts.

(f) an Environmental Assessment and Protection Plan prepared by a *qualified professional*, including:

(i) measures to control *soil* erosion and sedimentation;

(ii) measures for managing on-site drainage and ensuring that adjacent properties will not be negatively impacted by water runoff from the *soil deposit* site;

(iii) measures for protecting *riparian assessment areas* and for ensuring that *watercourses*, wells and aquifers, flowing through or under the *parcel*, will not be negatively impacted by the *soil deposit* activity or by storm water runoff from the *soil deposit* site (this may be combined with a Riparian Areas Protection Regulation Assessment where required);

(iv) measures for controlling noxious weeds and invasive species; and

(v) measures to control: dust, noise, odour, smoke, vibration and visual impacts caused by the *deposit* on adjacent *parcels*, and the tracking of *soil* or other material onto highways.

GENERAL APPLICATION REQUIREMENTS

28 In addition to the *application* requirements under Sections 25 and 27, the *General Manager* may require the following information prior to considering issuance of a *permit*:

(a) a survey of the *parcel*, or in the case of a *parcel* exceeding 1 ha a survey of that part of the *parcel* that is the subject of the *application*, prepared by a British Columbia Land Surveyor (BCLS), including:

(i) the location of property boundaries, and any easements, statutory rights-of-way and covenant areas;

(ii) the specific location on the property where the *soil* is to be *deposited*;

(iii) the location of driveway accesses and internal roadways, buildings and structures located on the property;

(iv) the location of wells and septic fields;

(v) the location of all public infrastructure within 20 m of the property;

(vi) the location of any *stream*, lake, pond, wetland, *drainage course* or the sea on the subject property or within 30 m of the subject property; and

(b) a Site Remediation Plan prepared by a *qualified professional*, including:

(i) reclamation measures to stabilize, landscape and restore the land upon completion of the *soil deposit* activity;

(ii) measures for permanent drainage and storm water management; and

(iii) measures to address noxious weeds and invasive species after completion the of *soil deposit* activity; and

(c) for land that, in the opinion of the *General Manager*, may be susceptible to flooding, a Hydrology Report prepared by a *qualified professional* certifying that adjacent property and infrastructure will not be subject to increased flooding and hydraulic impacts caused by the reduced absorptive capacity of the land, reduced flood capacity, or the blockage or re-direction of flood water flows; and

(d) for land that is located within an aquifer that is highly vulnerable to contamination by surface sources as classified by the Province of British Columbia or a study of the CRD, written authorization from the Ministry responsible.

PERMIT CONDITIONS

29 A *permit* constitutes written authority under this Bylaw to conduct only those activities described in the *permit*. All *deposit* activity must comply with the conditions of the *deposit permit* and this Bylaw.

30 All plans, specifications and *professional reports* forming part of an *application* in respect of which a *permit* is issued forms part of and will be incorporated into the *permit* as conditions unless otherwise specified by the *General Manager* and, without limiting the foregoing, a *permit* issued may specify the maximum *volume* of *soil* that is to be *deposited*.

31 In addition to the conditions specified under Section 30, a *permit* may include one or more conditions pertaining to the regulations of this Bylaw.

(a) Every *permit* holder must keep a daily record of all *soil deposited* on the *permit* site in the form of a *soil deposit logbook*.

(b) Every *permit* holder must, no later than twenty-four hours after a request to review the *soil deposit logbook*, submit the *soil deposit logbook* to the *General Manager* for review and inspection.

(c) Where information in the *soil deposit logbook* is incomplete or determined to be false, the *permit* may be suspended and the *permit* holder or owner must undertake one or more of the following measures, as determined by the *General Manager*, to renew work under the *permit*:

(i) Submit a *soil* quality assessment, including laboratory analysis of contamination for a specified *soil deposit* footprint, completed by a *qualified professional*;

(ii) Complete the *soil deposit logbook*;

(iii) Correct any false *soil deposit logbook* records; and

(iv) Agree to submit monthly *soil deposit logbook* records for all subsequent *soil deposits* under the *permit*.

(d) Prior to the *deposit* of any *soil* under a *Type 'B'*, *Type 'C'* or *Type 'D' Soil Deposit Permit*, the holder must post a copy of the *permit*, or otherwise post a clear and legible sign, in English, indicating the duration and extent of the *soil deposit* at the point of entry to the property from the main road. The sign is to be 1 m x 1 m square and must include the *permit* number on it.

(e) The holder of the *permit* must contact the Ministry of Transportation and Transit and comply with its requirements for road maintenance and cleanup during and after the *soil deposit* works.

(f) The *General Manager* may require a post-*deposit* report prepared by a *qualified professional* confirming compliance with the *permit* conditions and certifying that the land is safe for the use intended.

(g) Where a Site Remediation Plan is required, the *General Manager* may require a post-*deposit* report prepared by a *qualified professional* one year after the date of completion of *soil deposit* activity certifying that any recommendations of the Plan have been satisfied.

(h) Where the *General Manager* has reason to believe that *soil* being *deposited* under this Bylaw is contaminated, the *General Manager* may order the immediate cessation of *soil deposit* until the person *depositing* the *soil* provides satisfactory evidence that the *deposit* is subject to and is in accordance with an authorization, certificate of compliance, order, or exemption under the *Environmental Management Act*.

AUTHORITY TO ISSUE THE PERMIT

32 The *Board* hereby delegates to the *General Manager* the authority to refer an *application* and to issue a *permit*.

33 The *General Manager* or *Board* may refuse to issue a *permit* where the *applicant* has not provided sufficient evidence that the *deposit* of *soil* can be carried out in compliance with this Bylaw and all other statutory, regulatory, bylaw and other requirements, and without creating a hazard to persons or property, damage to the environment, or irreparable damage to highways or other public property.

REFERRAL AND NOTICE

34 The CRD shall refer *applications* for a *Type 'B'*, *Type 'C'* or *Type 'D' Soil Deposit Permit* as follows:

(a) Staff will refer *applications* to the Ministry of Transportation and Transit, the Ministry of Environment and Parks and to any other agency or service provider whose interests the CRD deems may be affected by the *soil deposit* and to relevant CRD departments for comment.

(b) Each agency and department has 20 working days after the referral date to provide comments.

(c) If after 20 working days an agency or department has not provided a response, the agency or department will be considered to have no concerns.

(d) Where an agency or department has advised that additional time will be required to review the *application*, an extension to the referral period may be considered.

35 An *application* for a *Type 'D' Soil Deposit Permit* may be referred by the *General Manager* or *Board* to the *Land Use Committee* for comment and a recommendation to the *General Manager* or *Board* with respect to the terms and conditions of the *permit*.

36 The CRD will provide a notice of intent to issue a *Type 'B' or Type 'C' Soil Deposit Permit* as follows:

(a) The CRD will provide notice in writing by regular mail to the owners and occupiers of land immediately adjacent to the *parcel* subject to the *permit application* a minimum of 10 working days prior to the date that issuance of the *permit* will be considered.

37 The CRD will provide a notice of intent to recommend or issue a *Type 'D' Soil Deposit Permit* as follows:

(a) Where an *application* has been referred to the *Land Use Committee* under Section 35, the CRD will provide notice of the *Land Use Committee* meeting at which a recommendation will be considered, the CRD, by regular mail, to the owners and occupiers of land within 500 m of the *parcel* subject to the *permit application* a minimum of 10 working days prior to the date of the *Land Use Committee* meeting; or

(b) Where the *General Manager* or *Board* has not referred an *application* to the *Land Use Committee*, the CRD will provide notice in writing by regular mail to the owners and occupiers of land within 500 m of the *parcel* subject to the *permit application* a minimum of 10 working days prior to the date that issuance of the *permit* will be considered.

INSPECTION

38 The CRD *Bylaw Enforcement Officer* or *Building Official* is authorized, at all reasonable times, to enter and inspect any property to:

(a) determine if the owner of a property upon which a proposed *deposit* operation is required to obtain a *permit*;

(b) determine if a *deposit* or *removal* has occurred on a property without a valid *permit* or approval, or is being carried out in accordance with the regulations of this Bylaw; and

(c) inspect a *soil deposit logbook*.

39 The owner of any property on which *soil* is *deposited* must maintain sufficient up-to-date records and physically identify and mark on the ground the outermost extents and elevation of the *soil deposit* activity to allow the progress of the *deposit* operation to be monitored by the CRD. Such records must be made available to the *Bylaw Enforcement Officer* or *Building Official* upon request.

TERM OF PERMIT

40 Every *permit* issued under this Bylaw expires upon the earlier of:

(a) the time at which the *deposit* of the total amount of *soil* authorized to be *deposited* by the *permit* has been completed;

(b) for a *Type 'A'* or *'B' Soil Deposit Permit*, one year after the date of *permit* issuance;

(c) for a *Type 'C' Soil Deposit Permit*, two years after the date of *permit* issuance; or

(d) the expiry date expressly stated in the *permit*.

PERMIT RENEWAL

41 If the *deposit* authorized by a *Type 'A', 'B' or 'C' Soil Deposit Permit* is not completed before the *permit* expires under Section 40, the *General Manager* may renew the *permit* provided that:

(a) the *applicant* makes a written request to the *General Manager* for a renewal or extension a minimum of 10 days prior to the expiry date;

(b) the *applicant* has paid the required renewal and security fees;

(c) the *applicant* has submitted a title search and owner authorization, obtained no more than 30 days prior to the date of submission of the renewal;

(d) the *deposit* is being carried out in compliance with the original *permit*, including any conditions of a *professional report* that may apply; and

(e) there is no change in scope from the original *application*.

42 There is no limit on the number of times an *applicant* may apply for renewals, but no *applicant* has a vested right to receive any renewals. The CRD reserves the right to require that the terms and conditions of the *permit* may be revised prior to the renewal of the *permit*.

43 Requests for renewal that include a change in the scope of the original *application* will require a new *deposit application* and fees to be submitted.

44 A *Type 'D' Soil Deposit Permit* may not be renewed. Further *soil deposit* will require a new *application* and *permit*.

FEES AND SECURITY DEPOSITS

45 The *application* and volumetric fee for the *permit* is set out in Schedule 'A' and is based upon the *volume* of material to be *deposited* and, except as otherwise noted on Schedule 'A', must be paid in full before issuance of the *permit*.

46 To ensure the due and proper compliance with all the requirements and conditions of this Bylaw, including but not limited to the non-payment of *soil deposit* fees, the *applicant* must, before receiving a *permit* for the *deposit* of *soil*, provide a *security deposit* in the amount as set out in Schedule 'A'. Where the *security deposit* is provided in the form of an irrevocable letter of credit, such letter of credit must be clean and unconditional, automatically renewing and drawn on a charter bank in Canada.

47 The CRD shall not be required to pay any interest on a *security deposit*.

48 The CRD may draw upon the *security deposit* to remedy any breach of the Bylaw or *permit* conditions, including but not limited to:

(a) failure to adhere to the conditions and plans attached to the *permit*, including but not limited to the submission of reports from a *qualified professional*;

(b) causing or permitting any damage or adverse effect to the environment, public health or safety, or neighbouring properties as a result of *soil deposit* activities; or

(c) failure to complete the *soil deposit* within the specified time or to obtain an extension from the CRD.

49 Where a *security deposit* is required under this Bylaw, the CRD will hold the *security deposit* for a minimum of six (6) months after the *permit* has expired or the works authorized by the *permit* have been completed and certified by a *qualified professional*.

50 Where the CRD undertakes remedial action to remedy any contravention of this Bylaw or the conditions of a *permit*, the full costs will be borne by the *applicant*.

PERMIT SUSPENSION, CANCELLATION AND AMENDMENT

51 If there is a contravention of any term or condition of the *permit*, or the *permit* was issued on the basis of statements made in an *application*, report, declaration or record required under this Bylaw that were false or misleading with respect to a material fact, or that omitted to state a material fact, the omission of which made the statement false or misleading, the *General Manager* may:

(a) suspend in whole or in part the rights of the *applicant* under the *permit*;

(b) expire the *permit*;

(c) amend the *permit*; or

(d) attach new conditions to a *permit* without the consent of the *applicant*.

52 For any proposed material changes to the *permit*, the *General Manager* may require one or more of the following:

(a) the submission of amended information under Section 22, 25, 27 or 28;

(b) referral under Section 34 and 35;

(c) notice under Section 34 and 35; and

(d) the submission of a new *application*, along with applicable fees.

OFFENCES AND PENALTIES

53 An offence is committed against this Bylaw by any person who:

(a) contravenes a regulation or requirement of this Bylaw;

(b) causes, allows or permits a regulation or requirement of this Bylaw to be contravened; or

(c) fails to comply with any term or condition of a *permit*.

54 Any person violating any provision of this Bylaw or any person allowing a violation of this Bylaw is liable on summary conviction to a maximum fine of $50,000.

55 A separate offence shall be deemed to be committed on each day during, or on which, a violation occurs or continues.

56 The penalties imposed under Section 54 are in addition to and not in substitution for any other penalty or remedy imposed by this Bylaw or any other statute, law or regulation.

INDEMNIFICATION

57 The holder of the *permit* is at all times responsible for compliance with the provisions of this Bylaw and any other applicable enactment and for any claim, demand, damage, loss, costs, expense, fees, or fine that may arise from the *deposit* of *soil*.

58 The holder of a *permit* must save harmless, indemnify and keep indemnified the CRD, its officers, employees, contractors, and elected officials from any and all claims, demands, damages, losses, costs, expenses, fees, fines, actions, proceedings whatsoever brought by any person arising from the issuance of a *permit* under this Bylaw with respect to the *deposit* of *soil* authorized under a *permit*.

MINISTERIAL APPROVAL

59 Recognizing the provincial interest in matters related to the *deposit* of *soil* and other material, making reference to the quality of *soil* or material or to contamination, this Bylaw has been reviewed and approved by the minister responsible.

READ A FIRST TIME THIS _____ DAY OF _____ 2025

READ A SECOND TIME THIS _____ DAY OF _____ 2025

READ A THIRD TIME THIS _____ DAY OF _____ 2025

APPROVED this _____ day of _____, 2025.

_____

Ministry of Environment and Parks

ADOPTED THIS _____ DAY OF _____ 2025

_____ _____

CHAIR CORPORATE OFFICER

SCHEDULE "A": FEES AND SECURITY DEPOSIT

PERMIT TYPE	PERMIT VOLUME	APPLICATION AND VOLUMETRIC FEE	SECURITY DEPOSIT	RENEWAL FEE
A	Up to 250 m^3	$25	N/A	$25
B	251 m^3 to 2,000 m^3	$550 *application* fee plus $0.93 per cubic metre of *soil deposited*	$5,000	$550
C	2,001 m^3 to 4,000 m^3	$2,000 *application* fee plus $1.11 per cubic metre of *soil deposited*	$10,000	$2,000
D	Greater than 4,000 m^3	$3,000 *application* fee plus $1.24 per cubic metre of *soil deposited*	$15,000 per hectare, or part thereof, on which *soil* is to be *deposited*	Not Applicable

1. Prior to the issuance of a *Type 'B' or Type 'C' Soil Deposit Permit*, payment of the *application* fee, volumetric fee based on the estimated *volume* of *soil* to be *deposited*, and *security deposit* is required.
2. Prior to the issuance of a *Type 'D' Soil Deposit Permit*, payment of the *application* fee, 50% of the volumetric fee, and the *security deposit* is required. The remaining 50% of the volumetric fee is due upon the *deposit* of 50% of the *volume* of *soil* authorized to be *deposited* by the *permit*, as reported by the *qualified professional* and/or *soil deposit logbook*.

SCHEDULE 'B': CONTAMINATED SITE WAIVER

Making a difference...together

Juan de Fuca Community Planning
3 – 7450 Butler Road
Sooke, BC V9Z 1N1
T: 250.642.1500 | F: 250.642.5274

Date Received

SOIL DEPOSIT | CONTAMINATED SITE WAIVER

PROPERTY INFORMATION

Land from which *soil* is to be removed:

PID: _____ Folio: _____

Legal Description:

Lot: _____ Section: _____ Block: _____ Township: _____ Plan: _____

Land District: _____

Civic Address: _____

Land on which *soil* is to be deposited:

PID: _____ Folio: _____

Legal Description:

Lot: _____ Section: _____ Block: _____ Township: _____ Plan: _____

Land District: _____

Civic Address: _____

OWNER/APPLICANT INFORMATION

Name of Registered Owners:
(If more than two, please list on a separate page.)

1. _____
2. _____

Name of Applicant: _____

Applicant Contact Information:

Mailing Address:

Street: _____ City: _____

Province: _____ Postal Code: _____

Tel (work): _____ Tel (home): _____

Tel (mobile): _____

Email: _____

OWNER DECLARATION

I, the owner of the land described above, hereby represent to the Capital Regional District, that to best of my knowledge, having done due and diligent inquiry, knowing that the Capital Regional District relies on this representation and warranty, the property described above has not been used for any of the industrial or commercial purposes and activities specified in Schedule 2 of the *Contaminated Sites Regulation* of the British Columbia *Environmental Management Act*.

Accordingly, I elect not to complete and submit a Schedule 1 Site Disclosure Statement in accordance with Section 40 (1)(b) of the *Environmental Management Act*.

_____ ___/___/___ _____ ___/___/___

Signature of Owner dd mm yy Signature of Owner dd mm yy

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4672

****

A BYLAW TO AMEND BYLAW NO. 1857, THE "CAPITAL REGIONAL DISTRICT TICKET INFORMATION AUTHORIZATION BYLAW, 1990"

****

WHEREAS:

A. Under Bylaw No. 4435, “Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025”, the Regional Board replaced Bylaw No. 3941, “Juan de Fuca Soil Removal or Deposit Bylaw, 2015”;

B. The Board wishes to amend Bylaw No. 1857, “Capital Regional District Ticket Information Authorization Bylaw, 1990”, to permit enforcement of certain contraventions of Bylaw No. 4435 by means of a ticket in the form prescribed for the purpose of Division 3 of Part 8 of the *Community Charter* and to establish fine rates;

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

1. Bylaw No. 1857, “Capital Regional District Ticket Information Authorization Bylaw 1990”, is amended as follows:

   (a) In Schedule 1, section 6, by replacing the reference to “Juan de Fuca Soil Removal or Deposit Bylaw, 2015, Bylaw No. 3941” with “Juan de Fuca Soil Removal or Deposit Bylaw, 2021, Bylaw No. 4435”.

   (b) By replacing Schedule 7 with a new Schedule 7 attached to this Bylaw as Appendix A.

2. This Bylaw may be cited for all purposes as “Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 83, 2024”.

READ A FIRST TIME THIS	day of	202_
READ A SECOND TIME THIS	day of	202_
READ A THIRD TIME THIS	day of	202_
ADOPTED THIS	day of	202_

CHAIR	CORPORATE OFFICER

APPENDIX A

SCHEDULE 7 TO BYLAW NO. 1857

JUAN DE FUCA SOIL REMOVAL OR DEPOSIT BYLAW NO. 2, 2024

WORDS OR EXPRESSIONS DESIGNATING OFFENCE	**SECTION**	**FINE if Paid on or before the 30th day from the date on which the ticket is served**	**FINE if Paid after the 30th day from the date on which the ticket is served**
1. Deposit or cause, permit or allow deposit of soil without permit	8 (a)	$550	$750
2. Deposit or cause, permit or allow deposit greater than 20,000 m^3 of soil	8 (b)	$750	$1,000
3. Deposit or cause, permit or allow deposit of unsuitable material	8 (c)	$750	$1,000
4. Remove/deposit soil in or around a watercourse	8 (d)	$750	$1,000
5. Unlawful removal/deposit of soil on ALR land	8 (e)	$750	$1,000
6. Deposit contrary to a permit	8 (f)	$750	$1,000
7. Remove soil on a holiday	11 (a)(i)	$375	$500
8. Remove soil outside permitted hours	11 (a)(ii) or 11(b)(i)	$375	$500
9. Removal of soil without development permit	11 (c)	$750	$1,000
10. Removal of soil not in compliance with development permit	11 (d)	$550	$750
11. Removal of soil without sediment control	11 (e)	$550	$750
12. Removal of soil without deposit permit	11 (f)	$250	$500
13. Removal of soil without Ministry of Transportation and Transit approval	11 (g)	$125	$250
14. Soil or other material on public highway right-of-way	11 (h)	$125	$250
15. Deposit soil on a holiday	12 (a)(i)	$125	$250
16. Deposit soil outside permitted hours	12 (a)(ii) or 12 (b)(i)	$125	$250
17. Deposit of soil without development permit	12 (c)	$275	$550
18. Deposit of soil not in compliance with development permit	12 (d)	$275	$550
19. Deposit of soil without sediment control	12 (e)	$250	$500
20. Deposit activity obstructs, impairs or impedes drainage facility or watercourse	12 (f)	$750	$1,000

21. Deposit of soil on or to create an over-steepened fill slope	12 (g) or 12 (g)(i)	$250	$500
22. Insufficient drainage	12 (h)	$250	$500
23. Increased drainage over adjacent property	12 (i)	$250	$500
24. Soil deposited over well/water source/sewage disposal system	12 (j)	$550	$750
25. Deposit of soil without Ministry of Transportation and Transit approval	12 (k)	$125	$250
26. Soil or other material within public highway right-of-way	12 (l)	$125	$250
27. Soil deposited over statutory right-of-way	12 (m)	$250	$500
28. Deposit of Soil without Type ‘A’ Permit	21	$250	$500
29. Deposit of Soil without Type ‘B’ Permit	23	$550	$750
30. Deposit of Soil without Type ‘C’ Permit	24	$750	$1,000
31. Deposit of Soil without Type ‘D’ Permit	26	$1,000	$1,250
32. Failure to keep soil deposit logbook	31 (a)	$250	$500
33. Failure to produce soil deposit logbook upon request	31 (b)	$250	$500
34. Incomplete soil deposit logbook	31 (c)	$125	$250
35. Failure to post soil deposit permit/sign	31 (d)	$125	$250
36. Failure to clean road	31 (e)	$125	$250
37. Failure to comply with deposit cessation order	31 (h)	$750	$1,000
38. Failure to produce soil deposit records	39	$125	$250
39. Failure to identify and mark the soil deposit extents	39	$125	$250

CAPITAL REGIONAL DISTRICT
BYLAW NO. 3941

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A BYLAW TO REGULATE THE REMOVAL OR DEPOSIT OF SOIL ON LANDS WITHIN THE JUAN DE FUCA ELECTORAL AREA

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WHEREAS:

A. Under the Supplementary Letters Patent issued on February 12, 1973 (Division XI), as amended by the Supplementary Letters Patent dated August 25, 1986, the Capital Regional District was given authority to undertake the function of regulating the removal and deposit of soil;

B. Section 723 of the *Local Government Act* authorizes a Regional District to regulate or prohibit the Removal of Soil, including sand, gravel, and rock, and the Deposit of Soil and other materials on any land within the electoral areas, to make different regulations and prohibitions for different areas, and to require permits and impose fees;

C. The Board of the Capital Regional District wishes to regulate both the Removal of Soil and the Deposit of Soil and other materials within the Juan de Fuca Electoral Area of the Capital Regional District;

D. The Capital Regional District recognizes that within areas designated as Agricultural Land Reserve (ALR) under the *Agricultural Land Commission Act* (*ALC Act*) this bylaw has no force or effect unless the soil deposit or extraction is permitted under the *ALC Act or Regulations*, or approval from the Agricultural Land Commission for soil deposit or extraction has been obtained through an application or notification process.

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

1.0 DEFINITIONS

In this bylaw, the following definitions apply:

AGENT means a person who has been authorized in writing by an owner to apply for a permit and to act on the owner's behalf.

AGRICULTURAL LAND COMMISSION (ALC) means the Provincial Agricultural Land Commission established under Section 4 of the *ALC Act.*

AGRICULTURAL LAND RESERVE (ALR) means agricultural land designated as an agricultural land reserve under the *ALC Act* and includes an agricultural land reserve under a former Act.

APPLICANT means an owner, or their agent, who has submitted an application.

APPLICATION means an application for a permit to deposit or remove soil.

BOARD means the Capital Regional District Board.

COMPOST means a product which is:

(a) a stabilized earthy matter having the properties and structure of humus;

(b) beneficial to plant growth when used as a soil amendment;

(c) produced by composting; and

(d) only derived from organic matter.

DEPOSIT means the act of moving soil and placing it upon a parcel of land on which such soil and other material did not previously exist or stand.

ELECTORAL AREA means the Juan de Fuca Electoral Area of the Capital Regional District.

GENERAL MANAGER means the General Manager, Planning and Protective Services, Capital Regional District, or a person authorized to act on his or her behalf.

HOLIDAY means:

(a) Sunday, Christmas Day, Good Friday and Easter Monday;

(b) Canada Day, Victoria Day, British Columbia Day, Labour Day, Remembrance Day, Family Day and New Year's Day;

(c) December 26; and

(d) a day set by the Parliament of Canada or by the Legislature, or appointed by proclamation of the Governor General or the Lieutenant Governor, to be observed as a day of general prayer or mourning, a day of public rejoicing or thanksgiving, a day for celebrating the birthday of the reigning Sovereign, or as a public holiday.

LAND USE BYLAW means the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Malahat Land Use Bylaw, 1982, Bylaw No. 980, Rural Resource Lands, Land Use Bylaw No. 3602, Port Renfrew Comprehensive Community Plan, Bylaw No. 3109 and the Willis Point Comprehensive Community Plan, Bylaw No. 3027.

LAND USE COMMITTEE means the individuals from the Juan de Fuca Electoral Area appointed by Board, to advise the Board on matters associated with Part 26 of the *Local Government Act*.

PARCEL means a lot, block or other area in which real property is held or into which real property is subdivided, and includes a strata lot created under the *Strata Property Act*, with the exception of a strata plan that contains strata lots, all the boundaries of which are coterminous with the walls of a building, with the exception of a balcony or a private exterior space that does not exceed 20% of the total floor area of the strata lot.

PERMIT means the written authority issued by the General Manager for the removal from or deposit of soil to any parcel.

PERMIT AREA means the area of land over which the soil removal or soil deposit occurs, or is proposed to occur, within the subject parcel.

PROFESSIONAL REPORT means a report, or reports, prepared by a Qualified Professional in compliance with this bylaw.

QUALIFIED PROFESSIONAL (QP) may include a landscape architect, qualified environmental professional, a registered professional biologist, a professional geologist or hydro-geologist, a registered professional agrologist or a registered professional engineer, who is working within their field of expertise and is in good standing with the applicable professional organization.

REMOVAL means the act of removing soil from any parcel on which it exists and shall include the removal of soil which has been placed into a stockpile or storage facility.

SECURITY DEPOSIT means a cash deposit, certified cheque or irrevocable letter of credit provided by the applicant to ensure all works will be carried out in compliance with the conditions of the bylaw.

SOIL means topsoil, sand, gravel, rock and other substances of which land is composed, or any other combination of these substances, but does not include minerals as defined in the *Mineral Tenure Act or Regulation;* or manure from animals, or household or farm compost material placed on land as a soil amendment or conditioner.

UNSUITABLE MATERIAL means any rubbish, derelict vehicle, metals, demolition wastes, garbage or waste materials, including containers, packages, bottles, cans or parts thereof; or any abandoned or discarded article, product or goods of manufacture.

WATERCOURSE means a permanent or non-permanent (containing water at least six months of the year) source of water supply that is natural or man-made, including a pond, lake, river, creek, brook, ditch, spring or wetland that is integral to a stream, with well-defined banks and a bed of 0.6 m or more below the surrounding land serving to give direction to or containing a current of water but does not apply to a man-made pond that does not connect to a stream.

2.0 PURPOSE

This bylaw has been enacted for the purpose of regulating the removal and deposit of soil within the Juan de Fuca Electoral Area of the Capital Regional District in the general public interest. The purpose of this bylaw does not extend:

(a) to the protection of owners, occupiers or persons involved in the removal or deposit of soil from economic loss;

(b) to the assumption of the Capital Regional District or any officer or employee of the Capital Regional District of any responsibility for ensuring compliance by a person involved in the removal or deposit of soil on land, his or her representatives, or any employees, contractors, or agents with this bylaw, or any other enactments applicable to the removal or deposit of soil or the development of land;

(c) to providing any person with a warranty that any deposit or removal of soil will not violate this bylaw, any other enactment or create any nuisance of any type;

(d) to relieving applicants from any liability relating to damaging highways or depositing materials on highways; or

(e) to lands within the ALR except where allowed under the *ALC Act or Regulations* or as approved by the ALC through an application/notification process.

3.0 BYLAW APPLICATION

This bylaw applies within the Juan de Fuca Electoral Area except when in conflict with the *ALC Act or Regulations.*

4.0 SEVERABILITY

If any section, subsection, sentence, paragraph, or schedule forming part of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the section, subsection, paragraph, or schedule may be severed from the bylaw without affecting the validity of the bylaw or any portion of the bylaw or remaining schedules.

5.0 INCORPORATION OF SCHEDULES

Schedule "A", attached hereto is hereby made a part of this bylaw.

6.0 REPEAL AND REPLACEMENT OF BYLAWS

The following bylaw is hereby repealed in its entirety:

(a) Capital Regional District Bylaw No. 3297, cited as the "Juan de Fuca Electoral Area Soil Removal and Deposit Bylaw No. 1, 2006".

and replaced by this bylaw.

7.0 PROHIBITIONS

No person shall do any of the following anywhere in the Electoral Area:

(a) cause or permit the removal of soil from any parcel, unless or until a permit allowing the removal has first been obtained or unless the removal does not require a permit as set out in Section 8.0;

(b) cause or permit the deposit of soil on any parcel, unless or until a permit allowing the deposit has first been obtained or unless the deposit does not require a permit as set out in Section 8.0;

(c) cause or permit the deposit of unsuitable material or soil contaminated with invasive species on any parcel;

(d) remove or deposit soil in or around a watercourse unless in compliance with the provincial *Riparian Area Regulation* and the *Water Act*, or Part 9 of the *Health Safety and Reclamation Code*; or

(e) remove or deposit any soil material on land in the ALR unless permitted by the *ALC Act or Regulations* or as approved by the ALC through an application/notification process.

8.0 PERMIT EXEMPTIONS

8.1 Subject to meeting the requirements set out in Sections 8.2 and 8.3, a person may remove soil from a parcel or deposit soil onto a parcel without a permit provided the parcel is located outside of the ALR, and that at least one of the following conditions is satisfied:

(a) on a parcel less than 0.4 ha (1 acre) in area, where the total quantity of soil removed or deposited does not exceed 60 m^3 in any calendar year;

(b) on a parcel 0.4 ha (1 acre) or greater in area, where the total quantity of soil removed or deposited does not exceed 250 m^3 in any calendar year;

(c) the removal or deposit is required for the construction or repair of works, roads, highways or services by or on behalf of the Capital Regional District, or the Ministry of Transportation and Infrastructure, and the removal is from or the deposit is onto a parcel owned or leased by one of these authorities;

(d) the removal is from a parcel owned or leased by the federal or provincial government provided that this exemption does not apply to the removal of soil on a parcel that is leased or licensed by the provincial or federal government to a third party;

(e) the deposit is to a parcel owned or leased by the federal or provincial government provided that this exemption does not apply to the deposit on a parcel that is leased or licensed by the provincial or federal government to a third party;

(f) the removal or deposit of soil is necessary for the construction of basements and foundations or installation of works and services including septic fields and driveways associated with the construction of a building under a valid building permit;

(g) the soil is being relocated within the boundaries of the parcel from which it originates;

(h) the removal or deposit of soil is on land used for commercial landscape supply, horticultural use or as a nursery in compliance with the Land Use Bylaw and the *ALC Act*, and such deposit or removal is necessary as part of the landscape supply, horticultural or nursery operation.

8.2 The onus of demonstrating compliance with Section 8.1 shall be at all times on the person undertaking the removal and/or deposit of soil, who shall provide to the Capital Regional District sufficient documentation to confirm that the person meets the conditions for granting an exemption. Such documentation must be received by the CRD at least 10 days prior to the commencement of the deposit or removal.

8.3 A person who intends to deposit soil under Section 8.1 must submit to the CRD, at least 10 days before the proposed deposit, a site profile, as set out in Schedule 1 of the Contaminated Sites Regulation of the *Environmental Management Act* of British Columbia, of the site from which the soil originated.

9.0 PERMIT APPLICATION REQUIREMENTS

9.1 Every applicant for a permit must file with their application the following information about the parcel on which the permit area is located, as follows:

(a) the street address;

(b) the legal description;

(c) a title search, and copies of all registered encumbrances, including water licenses obtained within 30 days of application;

(d) the name of the registered owner;

(e) the signature of the applicant and the owner if the owner is not the applicant;

(f) the applicable security deposit and permit fees (see Schedule "A");

(g) a plan of the property showing the location of any structures, the area where soil is to be removed or deposited, and the access points to and from the property;

(h) the volume of soil to be removed or deposited;

(i) the proposed completion dates for stages of soil deposit or removal, if applicable;

(j) for soil deposit, a site profile, as set out in Schedule 1 of the Contaminated Sites Regulation of the *Environmental Management Act* of British Columbia, of the site from which the soil originated; and

(k) for soil removal, except soil removal related to a *Mines Act* Permit, the location (address and/or legal description) where the soil is to be deposited.

9.2 Subject to Section 10.3 for soil volumes that are 500 m^3 or more in a calendar year, every applicant shall provide with their application a Professional Report and site remediation plan, which address the following:

(a) plans, drawn to a scale of not less than 1:1,000, showing the existing contours with contour intervals of not more than 2 m; and the location of buildings or structures; watercourses, tree cover, wells, known aquifers; sewage disposal fields, public utilities; the proposed permit area; driveways; and ingress and egress points from the proposed permit area to a highway.

(b) the applicant is to provide certification by a British Columbia Land Surveyor, if in the opinion of the General Manager, the nature or type of deposit or removal requires accurate topographic information or the determination of the location of natural features, structures, services and property lines;

(c) the proposed contours of the parcel in its final state upon completion of the permit activities with contour intervals of not more than 2 m;

(d) the proposed slopes, which will be maintained upon completion of the removal or deposit;

(e) the method proposed to control the erosion of the banks of the soil;

(f) the proposed completion dates for stages of deposit or removal, if applicable;

(g) the proposed methods to control: dust, noise, odour, smoke, vibration and visual impacts caused by the deposit or removal on adjacent parcels, and the tracking of soil or other material onto highways;

(h) plans to ensure that no silt seeps or flows into any watercourse, well or aquifer on, under or flowing through the parcel;

(i) the proposed methods of drainage control and protection of connecting or nearby watercourses, wells or aquifers during the proposed deposit or removal; and

(j) methods to stabilize the slopes of the soil, including any revegetation upon completion of the removal or deposit.

9.3 If the applicant is not the owner of the parcel of land, the applicant must include with his application a signed letter from the owner of the parcel of land authorizing the applicant to carry out the works on behalf of the owner.

9.4 Subject to Section 14.2, an applicant may provide the reports, plans and documents submitted in support of a *Mines Act* Permit for a parcel in satisfaction of the requirements set out in Section 9.2.

10.0 AUTHORITY TO ISSUE THE PERMIT

10.1 The Board hereby delegates to the General Manager, Planning and Protective Services the authority to issue a soil deposit or removal permit.

10.2 The General Manager may require the application be referred to the Juan de Fuca Land Use Committee for consideration and recommendation to the Board.

10.3 The General Manager may request that the applicant provide a Professional Report, which shall certify at the applicant's expense that:

(a) the plans, specifications and reports for the proposed soil removal or deposit have been prepared in compliance with good engineering practices; and

(b) upon completion of the soil removal or deposit, the works substantially comply with the terms of the permit and the conditions specified in the plans, specifications and the Professional Report prepared by the Qualified Professional; and

(c) the land within the permit area after the soil removal or deposit is completed is safe for the intended use, and has been suitably stabilized to mitigate impacts of erosion, sloughing and instability.

10.4 The General Manager or the Board, where a permit has been referred to the Board, may refuse to issue a permit where the applicant has not provided to the Capital Regional District sufficient evidence that the deposit or removal of soil can be carried out without creating a hazard to persons or property, damage to the environment, or irreparable damage to highways or other public property.

11.0 CONSULTATION

11.1 Staff will provide notice in writing, by regular mail, to the owner of a parcel that abuts a parcel with a pending soil removal/deposit application a minimum of 10 working days prior to a decision on the permit application.

11.2 Except for a pending soil removal/deposit application related to an existing *Mines Act* Permit, staff will refer applications for amounts greater than 250 m^3 to the Ministry of Transportation and Infrastructure, the provincial Archaeological Branch and the Ministry of Environment for comment. Each agency has 20 working days after the application has been referred to them, to provide any comments. If after 20 working days the agency has not notified the Regional District in writing about their concerns, the agency, will be considered to have no concerns.

11.3 The General Manager may call for or receive public comment upon any permit or renewal application. If the General Manager decides that the community should have an opportunity to comment, then the General Manager may:

(a) refer the application to the Juan de Fuca Land Use Committee for its consideration and recommendation to the Board; and/or

(b) require notice to be placed in two consecutive local newspaper publications, paid for at the applicant's expense.

11.4 The CRD will provide notice in writing, by regular mail, to the owner of a parcel that abuts a parcel subject to a soil permit, when the CRD receives a request for a renewal of a soil removal /deposit permit a minimum of 10 working days prior to a decision on the permit renewal.

11.5 The General Manager may make a decision regarding the renewal of a permit if he or she is satisfied that the CRD made reasonable efforts to provide notice in accordance with Section 11.3.

12.0 PERMIT CONDITIONS

12.1 The permit may include one or more conditions pertaining to Subsections 9.1(g) to (k) of this bylaw.

12.2 No person shall engage in the removal or deposit of soil:

(a) on any Sunday or Holiday; or

(b) between 7 o'clock p.m. and 7 o'clock a.m. on any day not referred to in Subsection 12.2 (a).

12.3 A permit constitutes written authority under this bylaw to conduct only those activities described in the permit.

12.4 All plans, specifications and Professional Reports forming part of an application in respect of which a permit is issued shall form part of and be incorporated in the permit unless otherwise specified by the General Manager and, without limiting the foregoing, a permit issued shall be limited to the volume of soil that is to be deposited or removed.

12.5 The holder of the permit shall post a copy of the permit, or otherwise shall post a clear and legible sign, in English, indicating the duration and extent of the soil removal/deposit at the point of entry to the property from the main road. The sign is to be 1 m x 1 m square and must include the permit number on it.

12.6 The holder of the permit shall contact the Ministry of Transportation and Infrastructure and comply with its requirements for road maintenance and cleanup during and after the works.

12.7 The General Manager may require a report prepared by a Qualified Professional indicating compliance with the permit conditions.

12.8 The holder will comply with the provisions of the *Heritage Conservation Act*, if and when archeological evidence is uncovered.

13.0 ADMINISTRATION

13.1 Every permit issued under this bylaw, with the exception of permits noted in 13.2, expires upon the earlier of:

(a) the removal or deposit of the total amount of soil authorized to be removed or deposited by the permit has occurred; or

(b) the expiry date expressly stated in the permit; or

(c) one year after the date of permit issuance.

13.2 In the case of a soil permit for a parcel which has an active *Mines Act* Permit, the soil permit under this bylaw will only be renewed in accordance with renewals to the *Mines Act* Permit.

13.3 If the removal or deposit authorized in a permit is not completed before the permit expires under Section 13.1, the General Manager may renew the permit provided that:

(a) the applicant makes a written request to the General Manager for a renewal or extension a minimum of one month prior to the expiry date;

(b) the applicant has paid the required renewal and security fees;

(c) the removal or deposit is being carried out in compliance with the original permit, including any conditions of a Professional Report which may apply;

(d) there is no change in scope from the original application; and

(e) adjacent land owners are notified as outlined in Subsection 11.3.

13.4 There is no limit on the number of times an applicant may apply for renewals, but no applicant has a vested right to receive any renewals. The terms and conditions that come into being at renewal time of the permit shall be those that are current at that time; there shall be no grandfathering of terms and conditions.

13.5 Requests for renewal which include a change in the scope of the original application will require a new removal or deposit application and fees to be submitted.

14.0 PERMIT SUSPENSION, CANCELLATION AND AMENDMENT

14.1 If there is a contravention of any term or condition of the permit, or the permit was issued on the basis of statements made in an application for a permit, report, declaration or record required under this bylaw that were false or misleading with respect to a material fact, or that omitted to state a material fact, the omission of which made the statement false or misleading, the General Manager may:

(a) suspend in whole or in part the rights of the applicant under the permit;

(b) expire the permit;

(c) amend the permit; or

(d) attach new conditions to a permit without the consent of the applicant.

14.2 For any proposed material changes to the permit, the General Manager may require:

(a) the submission of further, amended, or new information referred to in Section 9.1 or 9.2;

(b) further community consultation as outlined in Section 11.0; and

(c) the submission of a new application for a permit, along with applicable fees.

15.0 FEES AND SECURITY DEPOSITS

15.1 The fee for the permit shall be as set out in Schedule "A", based upon the quantity of material to be deposited or removed, and shall be paid in full before issuance of the permit.

15.2 As security deposit for the due and proper compliance with all the requirements and conditions of this bylaw, the applicant shall, before receiving a permit for the removal or deposit of soil, provide a cash deposit, certified cheque, or irrevocable letter of credit drawn upon a chartered bank, in the amount as set out in Schedule "A", based upon the permit area within the subject parcel designated for soil deposit or removal. The security provided under this section must remain valid from the date of issuance of a permit to a date that is not less than six months after expiration date of the permit with confirmation of compliance with the permit conditions.

15.3 Should an applicant not comply with the Professional Report provided in the permit, the Capital Regional District may undertake the necessary remedial actions and the full costs shall be borne by the applicant.

15.4 In the case of an application for a permit for a parcel in respect of which a permit issued under the *Mines Act* has also been issued, where a security deposit has been provided to the Ministry of Energy and Mines for the purpose of site reclamation, Section 15.3 shall not apply.

16.0 VIOLATIONS AND PENALTIES

16.1 An offence is committed against this bylaw by a person who:

(a) contravenes a provision of this bylaw;

(b) allows or permits a contravention of this bylaw; or

(c) fails to comply with any terms or conditions of a permit.

16.2 Every person guilty of an offence is liable, on summary conviction, to a fine of not less than $2,000.

16.3 A separate offence shall be deemed to be committed upon each day during and in which the contravention occurs or continues.

16.4 The penalties imposed under Subsection 16.2 hereof shall be in addition to and not in substitution for any other penalty or remedy imposed by this bylaw or any other statute, law or regulation.

17.0 INDEMNIFICATION

17.1 The holder of the permit is at all times responsible for compliance with the provisions of this bylaw and any other applicable enactment and for any claim, demand, damage, loss, costs, expense, fees, or fine that may arise from a removal or deposit of soil.

17.2 The holder of a permit shall save harmless, indemnify and keep indemnified the Capital Regional District, its officers, employees, contractors, and elected officials from any and all claims, demands, damages, losses, costs, expenses, fees, fines, actions, proceedings whatsoever brought by any person arising from the issuance of a permit under this bylaw with respect to the removal or deposit of soil authorized under a permit.

18.0 TITLE

This bylaw may be cited for all purposes as the "Juan de Fuca Soil Removal or Deposit Bylaw No. 1, 2015".

READ A FIRST TIME	THIS	12th	DAY OF	August	2015
READ A SECOND TIME	THIS	12th	DAY OF	August	2015
READ A THIRD TIME	THIS	14th	DAY OF	October	2015
ADOPTED	THIS	14th	DAY OF	October	2015

CHAIR

CORPORATE OFFICER

SCHEDULE "A": FEES AND SECURITY DEPOSIT

PERMIT QUANTITY	PERMIT FEE	SECURITY DEPOSIT	RENEWAL FEE
Greater than 60 m^3 but less than 250 m^3	$250	$2,000 per hectare, or part of, in Permit Area to have soil removed from or deposited to	$100
250 m^3 or greater but less than 500 m^3	$550 Plus advertising costs, if required	$3,000 per hectare, or part of, in Permit Area to have soil removed from or deposited to	$200
500 m^3 or greater	$1,000 plus advertising costs, if required	$5,000 per hectare, or part of, in Permit Area to have soil removed from or deposited to	$500

CAPITAL REGIONAL DISTRICT
BYLAW NO. 4435

****

A BYLAW TO REGULATE THE REMOVAL OR DEPOSIT OF SOIL ON LANDS WITHIN THE JUAN DE FUCA ELECTORAL AREA

****

WHEREAS:

A. Under the Supplementary Letters Patent issued on February 12, 1973 (Division XI), as amended by the Supplementary Letters Patent dated August 25, 1986, the Capital Regional District (CRD) was granted authority to undertake the function of regulating the *removal* and *deposi*t of *soil*;

B. Subject to Section 9 of the *Community Charter*, Section 327 of the *Local Government Act* authorizes a regional district to regulate or prohibit the *removal* of *soil* from and *deposit* of *soil* and other materials on any land within the regional district or in any area of the regional district, to make different regulations and prohibitions for different areas, and to require permits and impose fees;

C. The *Board* of the Capital Regional District wishes to regulate both the *removal* of *soil* and the *deposit* of *soil* and other materials within the Juan de Fuca Electoral Area of the Capital Regional District;

D. The Capital Regional District recognizes that within areas designated as Agricultural Land Reserve (ALR) under the *Agricultural Land Commission Act* (*ALC Act*) this Bylaw has no force or effect unless the *soil deposit* or extraction is authorized under the *ALC Act* or *Regulations*, or approval from the *Agricultural Land Commission* for *soil deposit* or extraction has been obtained through an application or notification process;

E. The Capital Regional District acknowledges that within areas classified as *private managed forest land*, this Bylaw and any permits issued under this Bylaw must not have the effect of restricting, directly or indirectly, a forest management activity listed under Schedule A of the *Private Managed Forest Land Regulation*.

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

REPEAL AND REPLACEMENT OF BYLAWS

The following bylaw is hereby repealed in its entirety:

(a) Capital Regional District Bylaw No. 3941, cited as the "Juan de Fuca Soil Removal or Deposit Bylaw No. 1, 2015".

and replaced by this Bylaw.

TITLE

1 This Bylaw may be cited for all purposes as the "Juan de Fuca Soil Removal or Deposit Bylaw No. 2, 2025".

DEFINITIONS

2 In this Bylaw, the following definitions apply:

AGENT means a person who has been authorized in writing by an owner to apply for a *permit* or to act on the owner's behalf on matters regulated by this Bylaw or authorized by a *permit*.

AGRICULTURAL LAND COMMISSION (ALC) means the provincial Agricultural Land Commission established under Section 4 of the *ALC Act*.

AGRICULTURAL LAND RESERVE (ALR) means agricultural land designated as an agricultural land reserve under the *ALC Act* and includes an agricultural land reserve under a former *Act*.

APPLICANT means an owner, or their *agent*, who has submitted an *application*.

APPLICATION means an application for a *permit* to *deposit soil*.

AUTHORIZED PERSON has the same meaning as under the *Sewerage System Regulation, B.C. Reg. 326/2004*, as amended or replaced from time to time.

BOARD means the Capital Regional District Board.

BUILDING OFFICIAL means a Registered Building Official employed by the CRD to administer and enforce CRD Building Regulation Bylaw, 2010, Bylaw No. 3741, as amended or replaced from time to time.

BUILDING PERMIT means a permit issued under the authority of CRD Building Regulation Bylaw, 2010, Bylaw No. 3741, as amended or replaced from time to time.

BYLAW ENFORCEMENT OFFICER means a person designated by the *Board* to administer and enforce bylaws within the CRD.

COMPOST means a product which is:

(a) a stabilized earthy matter having the properties and structure of humus;

(b) beneficial to plant growth when used as a *soil* amendment;

(c) produced by composting; and

(d) only derived from organic matter.

CONTAMINATED SITES REGULATION means the Province of British Columbia's *Contaminated Sites Regulation, B.C. Reg. 375/96*, as amended or replaced from time to time.

DEPOSIT means the act of moving *soil* or other material and placing it upon a *parcel* of land where such *soil* or other material did not previously exist or stand.

DRAINAGE COURSE means a well-defined, natural or artificial channel that conveys stormwater, whether it usually contains water or not.

ELECTORAL AREA means the Juan de Fuca Electoral Area of the Capital Regional District.

GENERAL MANAGER means the General Manager responsible for the administration and enforcement of this Bylaw, or a person authorized to act on his or her behalf.

HIGH-VOLUME SITE means a site in relation to which section 55.1 (2) [high volume receiving sites] of the *Environmental Management Act* applies.

HOLIDAY means:

(a) Sunday;

(b) Christmas Day, Good Friday and Easter Monday;

(c) Canada Day, Victoria Day, British Columbia Day, Labour Day, National Day for Truth and Reconciliation, Remembrance Day, Family Day and New Year's Day;

(d) December 26; and

(e) a day set by the Parliament of Canada or by the Legislature, or appointed by proclamation of the Governor General or the Lieutenant Governor, to be observed as a day of general prayer or mourning, a day of public rejoicing or thanksgiving, a day for celebrating the birthday of the reigning Sovereign, or as a public holiday.

LANDSCAPE MATERIAL means gravel, rock, stone, sand, bark mulch, topsoil, *compost* and similar materials used for *landscaping* purposes and obtained from a commercial landscape supplier.

LANDSCAPING means preserving or changing the natural features of a parcel by the application of *landscape material*, but does not include changes in grade, stockpiling and excavation.

LAND USE BYLAW means the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040; the Malahat Land Use Bylaw, 1982, Bylaw No. 980; the Land Use Bylaw for the Rural Resource Lands, 2009, Bylaw No. 3602; the Comprehensive Community Development Plan for Port Renfrew, 2003, Bylaw No. 3109, and the Comprehensive Community Plan for Willis Point, 2002, Bylaw No. 3027;

LAND USE COMMITTEE means the Committee established by the *Board* in accordance with Bylaw No. 3166 to make land use recommendations to the *Board*.

MINE means a mine operating under the authorization of a permit issued under the *Mines Act*.

PARCEL means a lot, block or other area in which real property is held or into which real property is subdivided, and includes a strata lot created under the *Bare Land Strata Regulations* pursuant to the *Strata Property Act*, but specifically excludes any other strata lot created pursuant to the *Strata Property Act* or a highway or portion thereof.

PERMIT means the written authority issued by the *General Manager* for the *deposit* of *soil* on any *parcel*.

PERMIT AREA means the area of land over which the *soil deposit* occurs, or is proposed to occur, within the subject *parcel*.

PRIVATE MANAGED FOREST LAND means private land in respect of which there is a management commitment in accordance with the *Private Managed Forest Land Act* and that is classified as managed forest land under the *Assessment Act*.

PROFESSIONAL REPORT means a report, or reports, prepared by a *qualified professional* in compliance with this Bylaw.

QUALIFIED PROFESSIONAL (QP) may include an engineer, geoscientist, hydrogeologist, agrologist, biologist, soil scientist or land surveyor who is working within their field of expertise and is in good standing with the applicable professional organization.

RECYCLED ASPHALT PAVEMENT means asphalt that has been recovered from a demolition process, and that does not include, or is not combined with metal, plastic, rubber, wood, glass, paper, organic materials or other contaminants.

RECYCLED CONCRETE AGGREGATE means concrete that has been recovered from a demolition process, and that does not include, or is not combined with metal, plastic, rubber, wood, glass, paper, organic materials or other contaminants.

REMOVAL means the act of removing *soil* from any *parcel* on which it exists and includes the removal of *soil* which has been placed into a *stockpile* or storage facility.

RIPARIAN ASSESSMENT AREA means:

(a) for a *stream*, the 30-metre strip on both sides of the *stream*, measured from the *high-water mark*;

(b) for a ravine less than 60 metres wide, a strip on both sides for the *stream* measured from the *high-water mark* to a point that is 30 metres beyond the top of the ravine bank; and

(c) for a ravine 60 metres wide or greater, a strip on both sides of the *stream* measured from the *high-water mark* to a point that is 10 metres beyond the top of the ravine bank.

SECURITY DEPOSIT means a cash deposit, certified cheque or irrevocable letter of credit provided by the *applicant* to ensure all works will be carried out in compliance with the conditions of the Bylaw.

SOIL means unconsolidated mineral or organic material, rock, fill, and sediment that is *deposited* on land, but does not include sewage sludge and *compost* that is applied to land for a beneficial purpose in compliance with the *Organic Matter Recycling Regulation* or an authorization given under the *Environmental Management Act*, manure from animals, or farm *compost* material placed on land as a soil amendment or conditioner; or minerals as defined in the *Mineral Tenure Act* or *Regulation.*

SOIL DEPOSIT LOGBOOK means a record of all *soil deposited* to which an exemption under Section 13 or a permit under Sections 21, 23, 24 or 26 apply and includes the following information:

(a) the date, time and origin of each delivery of *soil*;

(b) the contact information (name and phone number) for each project site or property from which the *soil* originated;

(c) the total *volume soil deposited*;

(d) the company that delivered the *soil*; and

(e) the name of the person entering the *soil deposit logbook* information.

STOCKPILE means an artificial accumulation of *soil* or other material held in reserve for future use, distribution or *removal*.

STREAM means any of the following:

(a) a *watercourse* or body of water, whether or not it usually contains water; and

(b) any of the following that is connected by surface flow to a watercourse or body of water referred to in paragraph (a):

(i) a ditch, whether or not it usually contains water,
(ii) a spring, whether or not it usually contains water; or
(iii) a wetland.

TYPE 'A' SOIL DEPOSIT PERMIT means a *permit* authorizing the *deposit* of *soil* on a *parcel* where the *volume* of *soil* is less than or equal to 250 m^3 per calendar year.

TYPE 'B' SOIL DEPOSIT PERMIT means a *permit* authorizing the *deposit* of *soil* on a *parcel* where the *volume* of *soil* is greater than 250 m^3 and less than or equal to 2,000 m^3 per calendar year.

TYPE 'C' SOIL DEPOSIT PERMIT means a *permit* authorizing the *deposit* of *soil* on a *parcel* where the *volume* of *soil* is greater than 2,000 m^3 and less than or equal to 4,000 m^3 per calendar year.

TYPE 'D' SOIL DEPOSIT PERMIT means a permit authorizing the *deposit* of soil on a *parcel* where the *volume* of *soil* is greater than 4,000 m^3 per calendar year.

UNSUITABLE MATERIAL means:

(a) construction, reconstruction, renovation, building, demolition and road works wastes of any nature, except *recycled asphalt pavement* and *recycled concrete aggregate* in accordance with the requirements of this Bylaw;

(b) *wood waste* derived from any commercial or industrial activity; and

(c) *soil* known to contain species identified under the *Weed Control Act*.

WATERCOURSE means a permanent or non-permanent (containing water at least six months of the year) source of water supply that is natural or man-made, including a pond, lake, river, creek, brook, ditch, spring or wetland that is integral to a *stream*, with well-defined banks and a bed of 0.6 m or more below the surrounding land serving to give direction to or containing a current of water but does not apply to a man-made pond that does not connect to a *stream*.

WOOD WASTE means wood residue in mechanically shredded form and includes sawdust, hog fuel, bark, chips, slabs, shavings, trimmings, edgings, or other such waste that is the result of any manufacturing process involved in the production of lumber or other wood products.

VOLUME means the volume of uncompacted *soil* measured for the purpose of transport to a property before it is *deposited*.

PURPOSE

3 This Bylaw has been enacted for the purpose of regulating the *removal* and *deposit* of *soil* within the Juan de Fuca Electoral Area of the CRD in the general public interest.

4 The purpose of this Bylaw does not extend:

(a) to the protection of owners, occupiers or persons involved in the *removal* or *deposit* of *soil* from economic loss;

(b) to the assumption of the CRD or any officer or employee of the CRD of any responsibility for ensuring compliance by any person involved in the *removal* or *deposit* of *soil* on land under this Bylaw, or any other enactments applicable to the *removal* or *deposit* of *soil* or the development of land;

(c) to providing any person with a warranty that any *deposit* or *removal* of *soil* will not violate this Bylaw, any other enactment or create any nuisance of any type;

(d) to relieving *applicants* from the responsibility for removing any *soil* that has been *deposited* contrary to this Bylaw or a *permit* issued under this Bylaw;

(e) to lands within the ALR except where authorized under the *ALC Act or Regulations* or as approved by the ALC through an application/notification process; or

(f) to forest management activity on lands classified as Managed Forest Land under the *Private Managed Forest Land Act;* and

(g) any liability relating to damaging highways or *depositing* materials on a highway.

BYLAW APPLICATION

5 This Bylaw applies within the *Electoral Area*, except when in conflict with the *ALC Act* or *Regulations* or the *Private Managed Forest Land Act*.

SEVERABILITY

6 If any section, subsection, sentence, paragraph, or schedule forming part of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the section, subsection, paragraph, or schedule may be severed from the Bylaw without affecting the validity of the Bylaw or any portion of the Bylaw or remaining schedules.

INCORPORATION OF SCHEDULES

7 Schedules 'A' and 'B', attached hereto, are hereby made a part of this Bylaw.

GENERAL REGULATIONS

8 No person shall do any of the following anywhere in the *Electoral Area*:

(a) *deposit soil* or cause, permit or allow the *deposit* of *soil* on any *parcel*, unless or until a *permit* allowing the *deposit* has first been obtained or unless the *deposit* does not require a *permit* under Section 13 of this Bylaw;

(b) *deposit* a *volume* of *soil* in excess of 4,000 m^3, except in accordance with Section 13 or where specifically authorized or permitted by a *land use bylaw* and under a *Type 'D' Soil Deposit Permit*;

(c) *deposit unsuitable material* or cause, permit or allow the *deposit* of *unsuitable material* on any *parcel*, unless specifically authorized or permitted by a *land use bylaw*;

(d) *remove* or *deposit soil* in or around a *watercourse* unless in compliance with the provincial *Riparian Areas Protection Regulation*, the *Water Sustainability Act*, or Part 9 of the *Health Safety and Reclamation Code*;

(e) *remove* or *deposit* any *soil* material on land in the ALR unless authorized by the *ALC Act* or *Regulations* or as approved by the ALC; or

(f) *deposit soil* contrary to any *permit* issued under this Bylaw.

9 The owner of land from which *soil* is to be *removed* or on which *soil* is to be *deposited* is responsible for ensuring compliance with the provisions of this Bylaw.

10 The owner of land from which *soil* is to be *removed* or on which *soil* is to be *deposited* is responsible to contact the relevant Provincial and Federal ministries or agencies in order to determine the requirements of those ministries or agencies in relation to any *soil deposit* or *removal* undertaken under the authority of this Bylaw, and the *owner* is responsible to comply with those requirements.

SOIL REMOVAL REGULATIONS

11 The *removal* of *soil* from land in the *Electoral Area* is subject to the following regulations:

(a) No person shall engage in the *removal* of *soil*, or in the excavation or moving of *soil* associated with *soil removal* operations:

(i) on a *holiday*, or

(ii) outside the hours of 7 am to 7 pm.

(b) Despite Section 11(a)(ii), no person shall engage in the *removal* of *soil*, or in the excavation or moving of *soil* associated with *soil removal* operations on a Residential, Rural Residential,

Multiple Family Residential or Community Residential zoned *parcel* as defined in a *land use bylaw*:

(i) outside the hours of 8 am and 5 pm.

(c) Where the *soil removal* is within a development permit area designated by a CRD official community plan bylaw under Section 488(1)(a) (protection of the natural environment) or Section 488(1)(b) (protection of development from hazardous conditions) of the *Local Government Act*, a development permit must be issued prior to the *removal* of any *soil*.

(d) Where the *soil removal* is within an area for which a development permit has been issued, the *soil removal* must comply with the development permit.

(e) Where the *removal* of *soil* is proposed within 5 m of a *riparian assessment area* boundary, no person shall remove soil unless the person has first installed sediment control fencing adjacent to any *riparian assessment area*, unless otherwise authorized in a development permit.

(f) Where both the *soil removal* site and *soil deposit* site are located in the *Electoral Area*, a *permit* must be approved for the *deposit* site prior to any *soil removal*.

(g) Any *soil removal* in excess of 100 m^3 in a calendar year requires approval of the Ministry of Transportation and Transit.

(h) Public highway rights-of-way, including travelled surfaces and roadside ditches, must remain free of *soil*, gravel, rock or other material during *soil removal* operations.

SOIL DEPOSIT REGULATIONS

12 In addition to any conditions specified in a *permit* under this Bylaw, the *deposit* of any *soil* on land in the *Electoral Area* must comply with the following regulations:

(a) No person shall engage in the *deposit* of *soil*, or in the excavation, grading or moving of *soil* associated with *deposit* operations:

(i) on a *holiday*,

(ii) or outside the hours of 7 am to 7 pm,

except as authorized or further restricted in a *permit*.

(b) Despite Section 12(a)(ii), no person shall engage in the *deposit* of *soil*, or in the excavation, grading or moving of *soil* associated with *deposit* operations on a Residential, Rural Residential, Multiple Family Residential or Community Residential zoned *parcel* as defined in a *land use bylaw*:

(i) outside the hours of 8 am and 5 pm,

except as authorized or further restricted in a *permit*.

(c) Where the *soil deposit* is within a development permit area designated by a CRD official community plan bylaw under Section 488(1)(a) (protection of the natural environment) or Section 488(1)(b) (protection of development from hazardous conditions) of the *Local Government Act*, a development permit must be issued prior to the *deposit* of any *soil*.

(d) Where the *soil deposit* is within an area for which a development permit has been issued, the *soil deposit* must comply with the development permit.

(e) Where the *deposit* of *soil* is proposed to be located within 5 m of a *riparian assessment area* boundary, no person shall *deposit* or permit the *deposit* of *soil* unless they have installed sediment control fencing along the boundary of the *riparian assessment area* prior to the commencement of the *soil deposit*, except as otherwise specified in a *permit* under this Bylaw.

(f) A person *depositing soil* shall ensure that all *streams*, *watercourses*, wetlands, and drainage facilities are kept free of silt, clay, sand, debris and other material attributable to the *soil deposit* activity that could obstruct, impair, or impede drainage facilities and *watercourses*, except as authorized by the Province.

(g) A person that has *deposited* or is *depositing soil* shall ensure that the slope of any exposed face of *deposited soil* is greater than the angle of repose necessary for stability of the *deposited* material, except that:

(i) The slope of any exposed face of *deposited soil* within 10 m of a property boundary must not be greater than 4:1 (4 vertical to 1 horizontal) or than the angle of repose necessary for stability of the *deposited* material, whichever is less.

(h) A person that has *deposited* or is *depositing soil* shall ensure that the *soil* is graded so that positive gravity drainage is assured.

(i) A person that has *deposited* or is *depositing soil* shall install and a drainage system of sufficient capacity and extent to ensure that runoff onto adjacent lands will be no greater than prior to commencement of the *soil deposit*.

(j) *Soil* must not be *deposited* over a well or other water source or sewage disposal systems without prior approval by a *qualified professional*.

(k) Any *soil deposit* in excess of 250 m^3 in a calendar year requires approval of the Ministry of Transportation and Transit.

(l) Public highway rights-of-way, including travel surfaces and roadside ditches, shall remain free of *soil*, gravel, rock or other material during *soil deposit* operations, except with written approval of the Ministry of Transportation and Transit.

(m) *Soil* must not be *deposited* over any statutory right-of-way without first obtaining written approval of the authority having jurisdiction over the statutory right-of-way.

(n) Where *soil* is *deposited* under a *permit* required by this Bylaw, the *volume* is the cumulative amount of *soil deposited* over a 5-year period starting from the completion or expiration of the most recent *permit*.

PERMIT EXEMPTIONS

13 Notwithstanding Section 12, a *permit* is not required if at least one of the following conditions is satisfied:

(a) the *deposit* consists of *landscape material* or of aggregate that is sourced from a *mine*, for the sole purpose of *landscaping* a *parcel* where the total *volume deposited* does not exceed 250 m^3 in any calendar year;

(b) all of the *soil* to be *deposited* is necessary for the construction of basements, footings and foundations, or for the installation of works and services including septic fields and driveways in conjunction with the construction of a building or structure under a valid *building permit* while such *building permit* remains in force where the total *volume deposited* under Section 13(b) does not exceed 2,000 m^3;

(c) all of the *soil* to be *deposited* is necessary for the construction of works and services including septic fields and future public highways in conjunction with the subdivision of land under an active application with the Ministry of Transportation and Transit;

(d) all of the *soil* to be *deposited* is, in the written opinion of an *authorized person*, required for the maintenance, repair, or replacement of a sewerage system and associated works where the total *volume deposited* under Section 13(d) does not exceed 2,000 m^3;

(e) the *deposit* is required for the construction or repair of works, roads, highways or services by or on behalf of the CRD, or the Ministry of Transportation and Transit, and the *deposit* is onto a *parcel* owned or leased by one of these authorities;

(f) the *deposit* is to a *parcel* owned or leased by the federal or provincial government provided that this exemption does not apply to the *deposit* on a *parcel* that is leased or licensed by the provincial or federal government to a third party;

(g) the *soil* is being relocated within the boundaries of the *parcel* from which it originates;

(h) the *deposit* of *soil* is on land used for authorized industrial uses or for commercial landscape supply, horticultural use or as a nursery in compliance with a *land use bylaw* and the *ALC Act*, and such *deposit* is necessary to create a *stockpile* for re-sale or is otherwise necessary as part of the routine business operations of a landscape supply, horticultural or nursery operation;

(i) the *deposit* of *soil* is authorized by a permit or other explicit approval under the *Mines Act*;

(j) the *deposit* of *soil* is on land that is designated as *private managed forest land* and the *deposit* is a forest management activity in accordance with the *Private Managed Forest Land Act* and *Regulation*; or

(k) the *deposit* of *soil* is registered as a *high-volume site* by the Province on land located within the Rural Resource Lands Official Community Plan area;

(l) the *deposit* or import of aggregate that is sourced from a *mine* in connection with the operation of farm, horse stable, or other agricultural use, and where the land is within the *Agricultural Land Reserve*, the *deposit* or import is also designated as a farm use under the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*; and

(m) the *deposit* is undertaken to resolve an emergency situation that presents an immediate danger related to flooding, erosion, land slide or other immediate threat to life or property.

14 Where the *Building Official* is of the opinion that *soil* being *deposited*, or to be *deposited*, under Section 13(b) or 13(c) of this Bylaw is not necessary for the construction of basements, footings, and foundations, or for the installation of works and services including septic fields and driveways, the *Building Official*, *Bylaw Enforcement Officer* or *General Manager* may order the immediate cessation of *soil deposit* until a *permit* has been applied for and issued under this Bylaw.

15 Where the *General Manager* is of the opinion that *soil* being *deposited*, or to be *deposited*, under Section 13(m) of this Bylaw is not necessary to resolve an emergency situation that presents an immediate danger related to flooding, erosion, land slide or other immediate threat to life or property, the *General Manager* may order the immediate cessation of *soil deposit* until a *permit* has been applied for and issued under this Bylaw.

16 The onus of demonstrating compliance with Section 13 is at all times on the owner of the land undertaking the *deposit* of *soil*, who must provide to the CRD sufficient documentation, including but not limited to a *soil deposit logbook*, to the satisfaction of the *General Manager* to confirm that the person meets the conditions for granting an exemption under Section 13 and the regulations specified under Section 12.

17 A person who intends to *deposit soil* under Section 13 must submit to the CRD, at least 5 days prior to the proposed *deposit*, a Contaminated Site Waiver (Schedule 'B') or a Site Disclosure Statement, as set out in Schedule 1 of the *Contaminated Sites Regulation* of the *Environmental Management Act* of British Columbia, for the site from which the *soil* originated.

PERMIT APPLICATION REQUIREMENTS

18 Every *application* must be made by the owner of the *parcel* on which the *soil* is to be *deposited*, or by the *agent* of the owner.

19 If the *applicant* is not the owner of the *parcel* of land, the *applicant* must provide a signed owner authorization from all owners of the *parcel* of land authorizing the *applicant* to carry out the works on behalf of the owner.

20 All plans, specifications and *professional reports* forming part of an *application* in respect of which a *permit* is issued forms part of and will be incorporated in the *permit* unless otherwise specified, and without limiting the foregoing, a *permit* issued is limited to the *volume* of *soil* that is to be *deposited*.

APPLICATION REQUIREMENTS – TYPE 'A' SOIL DEPOSIT PERMIT

21 Unless exempt under Section 13, any person intending to *deposit* a *volume* of up to 250 m^3 of *soil* on a *parcel* of land must first obtain a *Type 'A' Soil Deposit Permit*.

22 Every *application* for a *Type 'A' Soil Deposit Permit* must include the following:

(a) a completed *Type 'A' Soil Deposit Permit application* form, including all required signatures and authorizations;

(b) a title search, and copies of all registered encumbrances obtained no more than 30 days prior to the date of submission of the *application*;

(c) the applicable *security deposit* and *permit* fees (Schedule 'A');

(d) a Contaminated Site Waiver (Schedule 'B'), or a Site Disclosure Statement, as set out in Schedule 1 of the *Contaminated Sites Regulation* of the *Environmental Management Act* of British Columbia, completed by the owner, or agent, of the site from which the *soil* originated;

(e) a scaled and dimensioned site plan of the property where the *soil* is to be *deposited* showing:

(i) the location of property boundaries;

(ii) the specific location on the property where the *soil* is to be *deposited*;

(iii) the location of the proposed crest of a fill slope and the proposed toe of a fill slope and their elevations;

(iv) the location of driveway accesses, internal roadways, buildings and structures located on the property;

(v) the location of wells and septic fields; and

(vi) the location of any *stream*, lake, pond, wetland, *drainage course* or the sea on the subject property or within 30 m of the *soil deposit* area.

(g) Where a Steep Slope, as defined by the applicable Official Community Plan Development Permit designation, is created as a result of *soil deposit* activity, a Soil Assessment and Deposit Plan prepared by a *qualified professional*, including:

(i) plans drawn to a scale of not less than 1:1,000, showing the existing contours with contour intervals of not more than 1 m; and the location of buildings or structures; *watercourses*, tree cover, wells, known aquifers; sewage disposal fields, public utilities; the proposed *permit area*; driveways; and ingress and egress points from the proposed *permit area* to a highway;

(ii) the proposed contours of the *parcel* in its final state upon completion of the *permit* activities with contour intervals of not more than 1 m; and

(iii) the proposed total *volume* of *soil* to be *deposited*.

APPLICATION REQUIREMENTS – TYPE 'B' AND TYPE 'C' SOIL DEPOSIT PERMIT

23 Unless exempt under Section 13, any person intending to *deposit* a *volume* of more than 250 m^3 but less than or equal to 2,000 m^3 of *soil* on a *parcel* of land must first obtain a *Type 'B' Soil Deposit Permit*.

24 Unless exempt under Section 13, any person intending to *deposit* a *volume* of more than 2,000 m^3 but less than or equal to 4,000 m^3 of *soil* on a *parcel* of land must first obtain a *Type 'C' Soil Deposit Permit.*

25 Every *application* for a *Type 'B' or Type 'C' Soil Deposit Permit* must include the following:

(a) a completed *Type 'B' and Type 'C' Soil Deposit Permit application* form, including all required signatures and authorizations;

(b) a title search, and copies of all registered encumbrances obtained no more than 30 days prior to the date of submission of the *application*;

(c) the applicable *security deposit* and *permit* fees (Schedule 'A');

(d) a Contaminated Site Waiver (Schedule 'B') or a Site Disclosure Statement, as set out in Schedule 1 of the *Contaminated Sites Regulation* of the *Environmental Management Act* of British Columbia, completed by the owner, or agent, of the site from which the *soil* originated;

(e) a scaled and dimensioned site plan prepared by a *qualified professional* showing the following:

(i) the location of property boundaries;

(ii) the specific location on the property where the *soil* is to be *deposited*;

(iii) the location of the proposed crest of a fill slope and the proposed toe of a fill slope and their elevations;

(iv) the location of driveway accesses, internal roadways, buildings and structures located on the property;

(v) the location of wells and septic fields;

(vi) the location of any *stream*, lake, pond, wetland, *drainage course* or the sea on the subject property or within 30 m of the *soil deposit* area; and

(vii) the proposed contours of the *parcel* in its final state upon completion of the *permit* activities with contour intervals of not more than 1 m.

(f) Where a Steep Slope, as defined by the applicable the Official Community Plan Development Permit designation, is created as a result of *soil deposit* activity, a Soil Assessment and Deposit Plan prepared by a *qualified professional*, including:

(i) plans drawn to a scale of not less than 1:1,000, showing the existing contours with contour intervals of not more than 1 m; and the location of buildings or structures; *watercourses*, tree cover, wells, known aquifers; sewage disposal fields, public utilities; the proposed *permit area*; driveways; and ingress and egress points from the proposed *permit area* to a highway;

(ii) the proposed contours and cross-sections of the *parcel* in its final state upon completion of the *permit* activities with contour intervals of not more than 1 m; and

(iii) the proposed total *volume* of *soil* to be *deposited*, including any pertinent information used to calculate the *soil deposit volume*.

APPLICATION REQUIREMENTS – TYPE 'D' SOIL DEPOSIT PERMIT

26 Any person intending to *deposit* a *volume* of more than 4,000 m^3 of *soil* on a *parcel* of land specifically authorized or permitted by a *land use bylaw,* must first obtain a *Type 'D' Soil Deposit Permit,* unless exempt under Section 13.

27 Every *application* for a *Type 'D' Soil Deposit Permit* must include the following:

(a) a completed *Type 'D' Soil Deposit Permit application* form, including all required signatures and authorizations;

(b) a title search, and copies of all registered encumbrances, including water licenses, obtained no more than 30 days prior to the date of submission of the *application*;

(c) the applicable *security deposit* and *permit* fees (Schedule 'A');

(d) a Site Disclosure Statement, as set out in Schedule 1 of the <u>*Contaminated Sites Regulation*</u> of the <u>*Environmental Management Act*</u> of British Columbia, completed by the owner, or agent of the site from which the *soil* originated;

(e) a Soil Assessment and Deposit Plan prepared by a *qualified professional*, including:

(i) plans drawn to a scale of not less than 1:1,000, showing the existing contours with contour intervals of not more than 1 m; and the location of buildings or structures; *watercourses*, tree cover, wells, known aquifers; sewage disposal fields, public utilities; the proposed *permit area*; driveways; and ingress and egress points from the proposed *permit area* to a highway;

(ii) the proposed contours and cross-sections of the *parcel* in its final state upon completion of the *permit* activities with contour intervals of not more than 1 m;

(iii) the proposed total *volume* of *soil* to be *deposited*, including any pertinent information used to calculate the *soil deposit volume*;

(iv) the estimated schedule and phasing of *soil deposit* activity;

(v) a description of procedures for controlling access to the site; and

(vi) a description of procedures for documenting the origin and composition of *soil* to be *deposited*, including preliminary fill source assessments, *soil* source Site Disclosure Statements, and truck tracking receipts.

(f) an Environmental Assessment and Protection Plan prepared by a *qualified professional*, including:

(i) measures to control *soil* erosion and sedimentation;

(ii) measures for managing on-site drainage and ensuring that adjacent properties will not be negatively impacted by water runoff from the *soil deposit* site;

(iii) measures for protecting *riparian assessment areas* and for ensuring that *watercourses*, wells and aquifers, flowing through or under the *parcel*, will not be negatively impacted by the *soil deposit* activity or by storm water runoff from the *soil deposit* site (this may be combined with a Riparian Areas Protection Regulation Assessment where required);

(iv) measures for controlling noxious weeds and invasive species; and

(v) measures to control: dust, noise, odour, smoke, vibration and visual impacts caused by the *deposit* on adjacent *parcels*, and the tracking of *soil* or other material onto highways.

GENERAL APPLICATION REQUIREMENTS

28 In addition to the *application* requirements under Sections 25 and 27, the *General Manager* may require the following information prior to considering issuance of a *permit*:

(a) a survey of the *parcel*, or in the case of a *parcel* exceeding 1 ha a survey of that part of the *parcel* that is the subject of the *application*, prepared by a British Columbia Land Surveyor (BCLS), including:

(i) the location of property boundaries, and any easements, statutory rights-of-way and covenant areas;

(ii) the specific location on the property where the *soil* is to be *deposited*;

(iii) the location of driveway accesses and internal roadways, buildings and structures located on the property;

(iv) the location of wells and septic fields;

(v) the location of all public infrastructure within 20 m of the property;

(vi) the location of any *stream*, lake, pond, wetland, *drainage course* or the sea on the subject property or within 30 m of the subject property; and

(b) a Site Remediation Plan prepared by a *qualified professional*, including:

(i) reclamation measures to stabilize, landscape and restore the land upon completion of the *soil deposit* activity;

(ii) measures for permanent drainage and storm water management; and

(iii) measures to address noxious weeds and invasive species after completion the of *soil deposit* activity; and

(c) for land that, in the opinion of the *General Manager*, may be susceptible to flooding, a Hydrology Report prepared by a *qualified professional* certifying that adjacent property and infrastructure will not be subject to increased flooding and hydraulic impacts caused by the reduced absorptive capacity of the land, reduced flood capacity, or the blockage or re-direction of flood water flows; and

(d) for land that is located within an aquifer that is highly vulnerable to contamination by surface sources as classified by the Province of British Columbia or a study of the CRD, written authorization from the Ministry responsible.

PERMIT CONDITIONS

29 A *permit* constitutes written authority under this Bylaw to conduct only those activities described in the *permit*. All *deposit* activity must comply with the conditions of the *deposit permit* and this Bylaw.

30 All plans, specifications and *professional reports* forming part of an *application* in respect of which a *permit* is issued forms part of and will be incorporated into the *permit* as conditions unless otherwise specified by the *General Manager* and, without limiting the foregoing, a *permit* issued may specify the maximum *volume* of *soil* that is to be *deposited*.

31 In addition to the conditions specified under Section 30, a *permit* may include one or more conditions pertaining to the regulations of this Bylaw.

(a) Every *permit* holder must keep a daily record of all *soil deposited* on the *permit* site in the form of a *soil deposit logbook*.

(b) Every *permit* holder must, no later than twenty-four hours after a request to review the *soil deposit logbook*, submit the *soil deposit logbook* to the *General Manager* for review and inspection.

(c) Where information in the *soil deposit logbook* is incomplete or determined to be false, the *permit* may be suspended and the *permit* holder or owner must undertake one or more of the following measures, as determined by the *General Manager*, to renew work under the *permit*:

(i) Submit a *soil* quality assessment, including laboratory analysis of contamination for a specified *soil deposit* footprint, completed by a *qualified professional*;

(ii) Complete the *soil deposit logbook*;

(iii) Correct any false *soil deposit logbook* records; and

(iv) Agree to submit monthly *soil deposit logbook* records for all subsequent *soil deposits* under the *permit*.

(d) Prior to the *deposit* of any *soil* under a *Type 'B'*, *Type 'C'* or *Type 'D' Soil Deposit Permit*, the holder must post a copy of the *permit*, or otherwise post a clear and legible sign, in English, indicating the duration and extent of the *soil deposit* at the point of entry to the property from the main road. The sign is to be 1 m x 1 m square and must include the *permit* number on it.

(e) The holder of the *permit* must contact the Ministry of Transportation and Transit and comply with its requirements for road maintenance and cleanup during and after the *soil deposit* works.

(f) The *General Manager* may require a post-*deposit* report prepared by a *qualified professional* confirming compliance with the *permit* conditions and certifying that the land is safe for the use intended.

(g) Where a Site Remediation Plan is required, the *General Manager* may require a post-*deposit* report prepared by a *qualified professional* one year after the date of completion of *soil deposit* activity certifying that any recommendations of the Plan have been satisfied.

(h) Where the *General Manager* has reason to believe that *soil* being *deposited* under this Bylaw is contaminated, the *General Manager* may order the immediate cessation of *soil deposit* until the person *depositing* the *soil* provides satisfactory evidence that the *deposit* is subject to and is in accordance with an authorization, certificate of compliance, order, or exemption under the *Environmental Management Act*.

AUTHORITY TO ISSUE THE PERMIT

32 The *Board* hereby delegates to the *General Manager* the authority to refer an *application* and to issue a *permit*.

33 The *General Manager* or *Board* may refuse to issue a *permit* where the *applicant* has not provided sufficient evidence that the *deposit* of *soil* can be carried out in compliance with this Bylaw and all other statutory, regulatory, bylaw and other requirements, and without creating a hazard to persons or property, damage to the environment, or irreparable damage to highways or other public property.

REFERRAL AND NOTICE

34 The CRD shall refer *applications* for a *Type 'B'*, *Type 'C'* or *Type 'D' Soil Deposit Permit* as follows:

(a) Staff will refer *applications* to the Ministry of Transportation and Transit, the Ministry of Environment and Parks and to any other agency or service provider whose interests the CRD deems may be affected by the *soil deposit* and to relevant CRD departments for comment.

(b) Each agency and department has 20 working days after the referral date to provide comments.

(c) If after 20 working days an agency or department has not provided a response, the agency or department will be considered to have no concerns.

(d) Where an agency or department has advised that additional time will be required to review the *application*, an extension to the referral period may be considered.

35 An *application* for a *Type 'D' Soil Deposit Permit* may be referred by the *General Manager* or *Board* to the *Land Use Committee* for comment and a recommendation to the *General Manager* or *Board* with respect to the terms and conditions of the *permit*.

36 The CRD will provide a notice of intent to issue a *Type 'B' or Type 'C' Soil Deposit Permit* as follows:

(a) The CRD will provide notice in writing by regular mail to the owners and occupiers of land immediately adjacent to the *parcel* subject to the *permit application* a minimum of 10 working days prior to the date that issuance of the *permit* will be considered.

37 The CRD will provide a notice of intent to recommend or issue a *Type 'D' Soil Deposit Permit* as follows:

(a) Where an *application* has been referred to the *Land Use Committee* under Section 35, the CRD will provide notice of the *Land Use Committee* meeting at which a recommendation will be considered, the CRD, by regular mail, to the owners and occupiers of land within 500 m of the *parcel* subject to the *permit application* a minimum of 10 working days prior to the date of the *Land Use Committee* meeting; or

(b) Where the *General Manager* or *Board* has not referred an *application* to the *Land Use Committee*, the CRD will provide notice in writing by regular mail to the owners and occupiers of land within 500 m of the *parcel* subject to the *permit application* a minimum of 10 working days prior to the date that issuance of the *permit* will be considered.

INSPECTION

38 The CRD *Bylaw Enforcement Officer* or *Building Official* is authorized, at all reasonable times, to enter and inspect any property to:

(a) determine if the owner of a property upon which a proposed *deposit* operation is required to obtain a *permit*;

(b) determine if a *deposit* or *removal* has occurred on a property without a valid *permit* or approval, or is being carried out in accordance with the regulations of this Bylaw; and

(c) inspect a *soil deposit logbook*.

39 The owner of any property on which *soil* is *deposited* must maintain sufficient up-to-date records and physically identify and mark on the ground the outermost extents and elevation of the *soil deposit* activity to allow the progress of the *deposit* operation to be monitored by the CRD. Such records must be made available to the *Bylaw Enforcement Officer* or *Building Official* upon request.

TERM OF PERMIT

40 Every *permit* issued under this Bylaw expires upon the earlier of:

(a) the time at which the *deposit* of the total amount of *soil* authorized to be *deposited* by the *permit* has been completed;

(b) for a *Type 'A'* or *'B' Soil Deposit Permit*, one year after the date of *permit* issuance;

(c) for a *Type 'C' Soil Deposit Permit*, two years after the date of *permit* issuance; or

(d) the expiry date expressly stated in the *permit*.

PERMIT RENEWAL

41 If the *deposit* authorized by a *Type 'A', 'B' or 'C' Soil Deposit Permit* is not completed before the *permit* expires under Section 40, the *General Manager* may renew the *permit* provided that:

(a) the *applicant* makes a written request to the *General Manager* for a renewal or extension a minimum of 10 days prior to the expiry date;

(b) the *applicant* has paid the required renewal and security fees;

(c) the *applicant* has submitted a title search and owner authorization, obtained no more than 30 days prior to the date of submission of the renewal;

(d) the *deposit* is being carried out in compliance with the original *permit*, including any conditions of a *professional report* that may apply; and

(e) there is no change in scope from the original *application*.

42 There is no limit on the number of times an *applicant* may apply for renewals, but no *applicant* has a vested right to receive any renewals. The CRD reserves the right to require that the terms and conditions of the *permit* may be revised prior to the renewal of the *permit*.

43 Requests for renewal that include a change in the scope of the original *application* will require a new *deposit application* and fees to be submitted.

44 A *Type 'D' Soil Deposit Permit* may not be renewed. Further *soil deposit* will require a new *application* and *permit*.

FEES AND SECURITY DEPOSITS

45 The *application* and volumetric fee for the *permit* is set out in Schedule 'A' and is based upon the *volume* of material to be *deposited* and, except as otherwise noted on Schedule 'A', must be paid in full before issuance of the *permit*.

46 To ensure the due and proper compliance with all the requirements and conditions of this Bylaw, including but not limited to the non-payment of *soil deposit* fees, the *applicant* must, before receiving a *permit* for the *deposit* of *soil*, provide a *security deposit* in the amount as set out in Schedule 'A'. Where the *security deposit* is provided in the form of an irrevocable letter of credit, such letter of credit must be clean and unconditional, automatically renewing and drawn on a charter bank in Canada.

47 The CRD shall not be required to pay any interest on a *security deposit*.

48 The CRD may draw upon the *security deposit* to remedy any breach of the Bylaw or *permit* conditions, including but not limited to:

(a) failure to adhere to the conditions and plans attached to the *permit*, including but not limited to the submission of reports from a *qualified professional*;

(b) causing or permitting any damage or adverse effect to the environment, public health or safety, or neighbouring properties as a result of *soil deposit* activities; or

(c) failure to complete the *soil deposit* within the specified time or to obtain an extension from the CRD.

49 Where a *security deposit* is required under this Bylaw, the CRD will hold the *security deposit* for a minimum of six (6) months after the *permit* has expired or the works authorized by the *permit* have been completed and certified by a *qualified professional*.

50 Where the CRD undertakes remedial action to remedy any contravention of this Bylaw or the conditions of a *permit*, the full costs will be borne by the *applicant*.

PERMIT SUSPENSION, CANCELLATION AND AMENDMENT

51 If there is a contravention of any term or condition of the *permit*, or the *permit* was issued on the basis of statements made in an *application*, report, declaration or record required under this Bylaw that were false or misleading with respect to a material fact, or that omitted to state a material fact, the omission of which made the statement false or misleading, the *General Manager* may:

(a) suspend in whole or in part the rights of the *applicant* under the *permit*;

(b) expire the *permit*;

(c) amend the *permit*; or

(d) attach new conditions to a *permit* without the consent of the *applicant*.

52 For any proposed material changes to the *permit*, the *General Manager* may require one or more of the following:

(a) the submission of amended information under Section 22, 25, 27 or 28;

(b) referral under Section 34 and 35;

(c) notice under Section 34 and 35; and

(d) the submission of a new *application*, along with applicable fees.

OFFENCES AND PENALTIES

53 An offence is committed against this Bylaw by any person who:

(a) contravenes a regulation or requirement of this Bylaw;

(b) causes, allows or permits a regulation or requirement of this Bylaw to be contravened; or

(c) fails to comply with any term or condition of a *permit*.

54 Any person violating any provision of this Bylaw or any person allowing a violation of this Bylaw is liable on summary conviction to a maximum fine of $50,000.

55 A separate offence shall be deemed to be committed on each day during, or on which, a violation occurs or continues.

56 The penalties imposed under Section 54 are in addition to and not in substitution for any other penalty or remedy imposed by this Bylaw or any other statute, law or regulation.

INDEMNIFICATION

57 The holder of the *permit* is at all times responsible for compliance with the provisions of this Bylaw and any other applicable enactment and for any claim, demand, damage, loss, costs, expense, fees, or fine that may arise from the *deposit* of *soil*.

58 The holder of a *permit* must save harmless, indemnify and keep indemnified the CRD, its officers, employees, contractors, and elected officials from any and all claims, demands, damages, losses, costs, expenses, fees, fines, actions, proceedings whatsoever brought by any person arising from the issuance of a *permit* under this Bylaw with respect to the *deposit* of *soil* authorized under a *permit*.

MINISTERIAL APPROVAL

59 Recognizing the provincial interest in matters related to the *deposit* of *soil* and other material, making reference to the quality of *soil* or material or to contamination, this Bylaw has been reviewed and approved by the minister responsible.

READ A FIRST TIME	THIS	12th	DAY OF	February,	2025
READ A SECOND TIME	THIS	12th	DAY OF	February,	2025
READ A THIRD TIME	THIS	12th	DAY OF	February,	2025
APPROVED BY THE MINISTRY OF ENVIRONMENT AND PARKS	THIS	9th	DAY OF	December,	2025
ADOPTED	THIS		DAY OF	,	2026

CHAIR

CORPORATE OFFICER

SCHEDULE "A": FEES AND SECURITY DEPOSIT

PERMIT TYPE	PERMIT VOLUME	APPLICATION AND VOLUMETRIC FEE	SECURITY DEPOSIT	RENEWAL FEE
A	Up to 250 m^3	$25	N/A	$25
B	251 m^3 to 2,000 m^3	$550 *application* fee plus $0.93 per cubic metre of *soil deposited*	$5,000	$550
C	2,001 m^3 to 4,000 m^3	$2,000 *application* fee plus $1.11 per cubic metre of *soil deposited*	$10,000	$2,000
D	Greater than 4,000 m^3	$3,000 *application* fee plus $1.24 per cubic metre of *soil deposited*	$15,000 per hectare, or part thereof, on which *soil* is to be *deposited*	Not Applicable

1. Prior to the issuance of a *Type 'B' or Type 'C' Soil Deposit Permit*, payment of the *application* fee, volumetric fee based on the estimated *volume* of *soil* to be *deposited*, and *security deposit* is required.
2. Prior to the issuance of a *Type 'D' Soil Deposit Permit*, payment of the *application* fee, 50% of the volumetric fee, and the *security deposit* is required. The remaining 50% of the volumetric fee is due upon the *deposit* of 50% of the *volume* of *soil* authorized to be *deposited* by the *permit*, as reported by the *qualified professional* and/or *soil deposit logbook*.

SCHEDULE 'B': CONTAMINATED SITE WAIVER

Making a difference...together

Juan de Fuca Community Planning
3 – 7450 Butler Road
Sooke, BC V9Z 1N1
T: 250.642.1500 | F: 250.642.5274

Date Received

SOIL DEPOSIT | CONTAMINATED SITE WAIVER

PROPERTY INFORMATION

Land from which *soil* is to be removed:

PID: _____ Folio: _____

Legal Description:

Lot: _____ Section: _____ Block: _____ Township: _____ Plan: _____

Land District: _____

Civic Address: _____

Land on which *soil* is to be deposited:

PID: _____ Folio: _____

Legal Description:

Lot: _____ Section: _____ Block: _____ Township: _____ Plan: _____

Land District: _____

Civic Address: _____

OWNER/APPLICANT INFORMATION

Name of Registered Owners:
(If more than two, please list on a separate page.)

1. _____
2. _____

Name of Applicant: _____

Applicant Contact Information:

Mailing Address:

Street: _____ City: _____

Province: _____ Postal Code: _____

Tel (work): _____ Tel (home): _____

Tel (mobile): _____

Email: _____

OWNER DECLARATION

I, the owner of the land described above, hereby represent to the Capital Regional District, that to best of my knowledge, having done due and diligent inquiry, knowing that the Capital Regional District relies on this representation and warranty, the property described above has not been used for any of the industrial or commercial purposes and activities specified in Schedule 2 of the *Contaminated Sites Regulation* of the British Columbia *Environmental Management Act*.

Accordingly, I elect not to complete and submit a Schedule 1 Site Disclosure Statement in accordance with Section 40 (1)(b) of the *Environmental Management Act*.

_____ ___/___/___ _____ ___/___/___

Signature of Owner dd mm yy Signature of Owner dd mm yy

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4678

****

A BYLAW TO AUTHORIZE THE BORROWING OF TWO MILLION DOLLARS ($2,000,000) FOR INFRASTRUCTURE UPGRADES IN THE LYALL HARBOUR / BOOT COVE WATER SYSTEM LOCAL SERVICE AREA

****

WHEREAS:

A. Under Bylaw No. 2920, "Lyall Harbour/Boot Cove Water Service Establishment Bylaw No. 1, 2001", the Board of the Regional District established a local service for the operation of a service for the supply, treatment, conveyance, storage and distribution of water;

B. The Lyall Harbour/Boot Cove Water Service system requires essential capital renewal and infrastructure upgrades. This will involve planning, studies, project administration, communications, capital construction, and staff time required for design and construction of the infrastructure. Key components include equipment and material purchases, dam improvements, storage tank repairs and a future ground well suitability study.

C. The estimated cost of the works, facilities, and equipment, including expenses incidental thereto to be funded from debt servicing, is the sum of Two Million Dollars ($2,000,000); which is the amount of debt intended to be authorized by this bylaw.

D. Pursuant to sections 347 and 407 of the *Local Government Act*, participating area approval is required for this borrowing and shall be obtained by a petition of the property owners in the Lyall Harbour/Boot Cove Water Service area under section 408 of the *Local Government Act;*

E. The approval of the Inspector of Municipalities is required under Section 403 of the *Local Government Act*; and

F. Financing is proposed to be undertaken by the Municipal Finance Authority of British Columbia pursuant to agreements between it and the Capital Regional District.

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

1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the capital renewal and upgrade of the Lyall Harbour/Boot Cove Water Service (the "Project"), which will involve the planning, study, project administration, communications, capital construction, and staff time required for design and construction of infrastructure including equipment and material purchases, dam improvements, storage tank repairs and a future ground well suitability study; and to do all things necessary in connection with the Project and without limiting the generality of the foregoing:

   a. to borrow upon the credit of the Capital Regional District a sum not exceeding Two Million Dollars ($2,000,000);

b. to acquire all such real property, easements, rights-of-way, leases, licenses, rights or authorities as may be requisite or desirable for or in connection with the Project.

2. The maximum term for which debentures may be issued to secure the debt intended to be created by this bylaw is twenty-five (25) years.

3. This Bylaw may be cited for all purposes as “Lyall Harbour/Boot Cove Water Loan Authorization Bylaw No. 1, 2025”.

READ A FIRST TIME THIS	14th	day of	January	2026
READ A SECOND TIME THIS	14th	day of	January	2026
READ A THIRD TIME THIS	14th	day of	January	2026
APPROVED BY THE ELECTORAL AREA DIRECTOR THIS	4th	day of	March	2026
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	24th	day of	April	2026
ADOPTED THIS	th	day of		2026

CHAIR

CORPORATE OFFICER