



Notice of Meeting and Meeting Agenda Saanich Peninsula Water Commission

Thursday, September 3, 2026

9:35 AM

Meeting Rm. 2, Sidney Community Safety Bldg.
2245 Oakville Ave., Sidney, BC

Budget

Members of the public can view the live meeting via MS Teams: [Click here](#)

R. Novek (Chair), D. Halldorson (Vice Chair), E. Diller, M. Doehnel, C. Graham, P. Jones, J. Martin,
C. McNeil-Smith, S. Shrivastava, R. Windsor

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

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [26-0941](#) Minutes of the Saanich Peninsula Water Commission Meeting of June 4, 2026

Recommendation: That the minutes of the Saanich Peninsula Water Commission meeting of June 4, 2026 be adopted as circulated.

Attachments: [Minutes: June 4, 2026](#)

4. Chair's Remarks

5. Presentations/Delegations

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

Delegations will have the option to participate electronically. Please complete the online application at www.crd.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 Commission at legserv@crd.bc.ca.

6. Consent Agenda

6.1. [26-0936](#) Summary of Recommendations from Other Water Commissions

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

Attachments: [Summary: RWSC - June 17, 2026](#)
[Summary: RWSC - July 15, 2026](#)

6.2. [26-0937](#) Water Watch Report - August 2026

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

Attachments: [Water Watch Report - August 24, 2026](#)

6.3. [26-0921](#) Monthly Drinking Water Quality Dashboard - July 2026

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

Attachments: [Monthly Drinking Water Quality Dashboard - July 2026](#)

7. Commission Business

7.1. [26-0873](#) General Manager's Verbal Update - September 2026

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

7.2. [26-0874](#) Saanich Peninsula Water Service 2027 Capital and Operating Budget

Recommendation: The Saanich Peninsula Water Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2027 Operating and Capital Budget and the Five-Year Capital Plan;
2. Approve the 2027 Saanich Peninsula Water Service wholesale water rate of \$1.4551/m3, and the Agricultural Research Station water rate of \$1.4903/m3, adjusted, if necessary, by any changes in the Regional Water Supply wholesale water rate;
3. Direct staff to balance the 2026 actual revenue and expense on the transfer to capital reserve fund;
4. Direct staff to update carry forward balances in the 2027 capital budget for changes after year end; and
5. Direct staff to amend the Wholesale Water Rates Bylaw accordingly.

Attachments: [Staff Report: SPWS 2027 Capital and Operating Budget](#)
[Appendix A: Draft 2027 SPWS Budget](#)
[Appendix B: 2026-2031 Budget Dashboard](#)
[Appendix C: Agricultural Water Rate Funding Comparisons 2011-2025](#)

7.3. [26-0934](#) Remuneration for Saanich Peninsula Water Commissioners

Recommendation: The Saanich Peninsula Water Commission recommends to the Capital Regional District Board:

1. That effective January 1, 2027, all Commissioners of the Saanich Peninsula Water Commission be eligible to receive per meeting payments pursuant to the CRD Board Remuneration and Travel Expense Reimbursement Policy.
2. That the 2027-2031 Financial Plan be updated to include an annual cost of \$13,992 for per meeting payments to Commissioners.

Attachments: [Staff Report: Remuneration for Saanich Peninsula Water Commissioners](#)
[Appendix A: Staff Report to Board \(June 10, 2026\)](#)

8. Notice(s) of Motion

9. New Business

10. Motion to Close the Meeting

10.1. [26-0942](#) Motion to Close the Meeting

Recommendation: That the meeting be closed for intergovernmental negotiations in accordance with Section 90(2)(b)(iii) of the Community Charter. [1 item]

11. Rise and Report

12. Adjournment

There are no more scheduled meetings for 2026.

Meeting Minutes

Saanich Peninsula Water Commission

Thursday, June 4, 2026

9:30 AM

Meeting Rm. 2, Sidney Community Safety Bldg.
2245 Oakville Ave., Sidney, BC

PRESENT

R. Novek (Chair), D. Halldorson (Vice Chair), E. Diller, M. Doehnel, J. Martin (EP), C. McNeil-Smith

Staff: A. Fraser, General Manager, Infrastructure and Water Services; J. Dales, Senior Manager, Wastewater Infrastructure Operations; J. Marr, Senior Manager, Infrastructure Planning and Engineering; R. Tooke, Senior Manager, Environmental Innovation; L. Ferris, Manager, Resource Recovery and Innovation (EP); J. Kelly, Senior Manager, Regional Water Strategic Program; P. Kickham, Manager, Environmental Regulations (EP); M. Miklea, Deputy Corporate Officer/Manager, Legislative Services; J. Ives, Committee Clerk (recorder)

EP - Electronic Participation

Regrets: Commissioners Graham, Jones, Shrivastava, Windsor

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

1. Territorial Acknowledgement

Chair Novek provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by C. McNeil-Smith, SECONDED by E. Diller,
That the agenda of the Saanich Peninsula Water Commission meeting of June 4,
2026 be approved.
CARRIED

3. Adoption of Minutes

[26-0667](#)

Minutes of the Saanich Peninsula Water Commission Meeting of April 2, 2026

MOVED by C. McNeil Smith, SECONDED by D. Halldorson,
That the minutes of the Saanich Peninsula Water Commission meeting of April 2,
2026 be adopted as circulated.
CARRIED

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

There were no presentations or delegations.

6. Consent Agenda

**MOVED by C. McNeil-Smith, SECONDED by E. Diller,
That consent agenda Items 6.1. through 6.3. be approved.
CARRIED**

6.1. [26-0641](#) Summary of Recommendations from Other Water Commissions

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

6.2. [26-0640](#) Water Watch Report - May 2026

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

6.3. [26-0628](#) Monthly Drinking Water Quality Dashboard - April 2026

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

7. Commission Business

This report was received for information.

7.1. [26-0646](#) General Manager's Verbal Update - June 2026

A. Fraser spoke to Item 7.1. and provided the following information:

- Metro Vancouver's water supply is reliant on snowpack, while the Capital Region's is rain-based, accounting for differences in watering restrictions
- the Capital Region has not moved beyond Stage 1 watering restrictions since 2002 due to capacity in Sooke Lake reservoir
- water capacity is currently trending slightly below the five-year minimum, and staff will continue to monitor

Discussion ensued regarding water consumption patterns and managing peak demand.

7.2. [26-0644](#) Saanich Peninsula Water Service 2026 Mid-Year Capital Projects and Operations Update

A. Fraser presented Item 7.2. for information.

8. Notice(s) of Motion

There were no notices of motion.

9. New Business

There was no new business.

10. Adjournment

**MOVED by C. McNeil-Smith, SECONDED by E. Diller,
That the Saanich Peninsula Water Commission meeting of June 4, 2026 be
adjourned at 9:45 am.
CARRIED**

Chair

Recorder



HOTSHEET AND ACTION LIST

Regional Water Supply Commission

Wednesday, June 17, 2026

1:30 PM

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

6. CONSENT AGENDA

- 6.1. **26-0726** Summary of Recommendations from Other Water Commissions
(A. Fraser)

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

- 6.2. **26-0715** Water Watch Report - June 2026
(A. Fraser)

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

- 6.3. **26-0732** Monthly Drinking Water Quality Dashboard - May 2026
(A. Fraser)

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

7. COMMISSION BUSINESS

- 7.1. **26-0646** General Manager's Verbal Update - June 2026
(A. Fraser)

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

- 7.2. **26-0689** Greater Victoria Drinking Water Quality - 2025 Annual Report
(G. Harris)

Recommendation: The Regional Water Supply Commission recommends to the Capital Regional District Board:

1. That the Greater Victoria Drinking Water Quality 2025 Annual Report be approved; and
2. That the Greater Victoria Water Quality 2025 Annual Report be forwarded to Island Health Authority.
(NWA)

- 7.3. **26-0730** Master Plan Program Implementation Plan
(A. Fraser)

Recommendation: That the Regional Water Supply Commission direct staff to proceed with the recommendations outlined in the Findings Report as the basis for the continued advancement of the Master Plan Program.
(NWA)

7.4. 26-0716 Regional Water Supply Service 2026 Mid-Year Capital Projects and Operations Update

(A. Fraser)

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



HOTSHEET AND ACTION LIST

Regional Water Supply Commission

Wednesday, July 15, 2026

1:30 PM

Electronic

6. CONSENT AGENDA

- 6.1. **26-0824** Water Watch Report - July 2026 (A. Fraser)

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

- 6.2. **26-0706** Monthly Drinking Water Quality Dashboard - June 2026 (A. Fraser)

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

7. ADMINISTRATION REPORTS

- 7.1. **26-0828** General Manager's Verbal Update - July 2026 (A. Fraser)

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

- 7.2. **26-0793** Designation of Watershed Security Officers (A. Constabel)

Recommendation: The Regional Water Supply Commission recommends that the Capital Regional District Board:
Appoint Hugh Slater as Watershed Security Officer, and remove Derek Hall from appointment, for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act, and in accordance with Capital Regional District Bylaw No. 2681.
(NWA)

- 7.3. **26-0794** Environmental Monitoring Access Agreement - WSANEC Leadership Council Society (A. Constabel)

Recommendation: 1. That access to the Greater Victoria Water Supply Area for the WSANEC Leadership Council Society be approved; and
2. That the General Manager Infrastructure & Water Services be authorized to finalize, and the Regional Water Supply Commission Chair be authorized to execute, the Environmental Monitoring Access Agreement with the WSANEC Leadership Council Society, attached as Appendix A.
(WP - All)

CAPITAL REGIONAL DISTRICT - INFRASTRUCTURE & WATER SERVICES**Water Watch**

Issued August 24, 2026

Water Supply System Summary:**1. Useable Volume in Storage:**

Reservoir System	August 31 5 Year Ave	August 31/25	August 23/26	% Existing Full Storage
	ML ¹	ML ¹	ML ¹	
Sooke	67,827	65,214	66,009	71.2%
Goldstream*	7,878	7,773	7,738	78.0%
Total	75,704	72,986	73,747	71.8%

* Goldstream System is the emergency backup water supply for the Greater Victoria Region

¹ML = Million Litres**2. Average Daily Demand:**

For the month of August	208.1 MLD ²
For week ending August 23, 2026	198.9 MLD ²
Max. day August 2026, to date:	236.3 MLD ²

3. Average 5 Year Daily Demand for August

Average (2021 - 2025)	202.5 MLD ²
	² MLD = Million Litres Per Day

4. Rainfall August:

Average (1914 - 2025):	29.1 mm
Actual Rainfall to Date	6.8 mm (23% of monthly average)

5. Rainfall: Sep 1- Aug 23

Average (1914 - 2025):	1,621.2 mm
2025/2026	1,659.2 mm (102% of average)

6. Water Conservation Required Action:

Did you know that the 2024 change to the Water Conservation Bylaw recommends that landowners and residents switch timing of residential irrigation systems from 4:00 am to an expanded window anytime between 12:01 am to 10:00 am on established watering days? Please go to Water Conservation Bylaw Changes | Capital Regional District to get informed and do your part to help protect our regional water supply system.

<https://www.crd.ca/news/water-conservation-bylaw-changes>

For general information regarding water conservation, visit the CRD webpage linked below:

<https://www.crd.ca/environment/water-conservation>

Please note: CRD is planning improvements to modernize the Water Watch Reports.

If you have any questions, comments or concerns, please contact:

Alicia Fraser, P. Eng.
General Manager, CRD - Infrastructure and Water Services
or

Glenn Harris, Ph D., RPBio
Senior Manager - Environmental Protection

CRD Infrastructure & Water Services
479 Island Highway
Victoria, BC V9B 1H7
(250) 474-9600

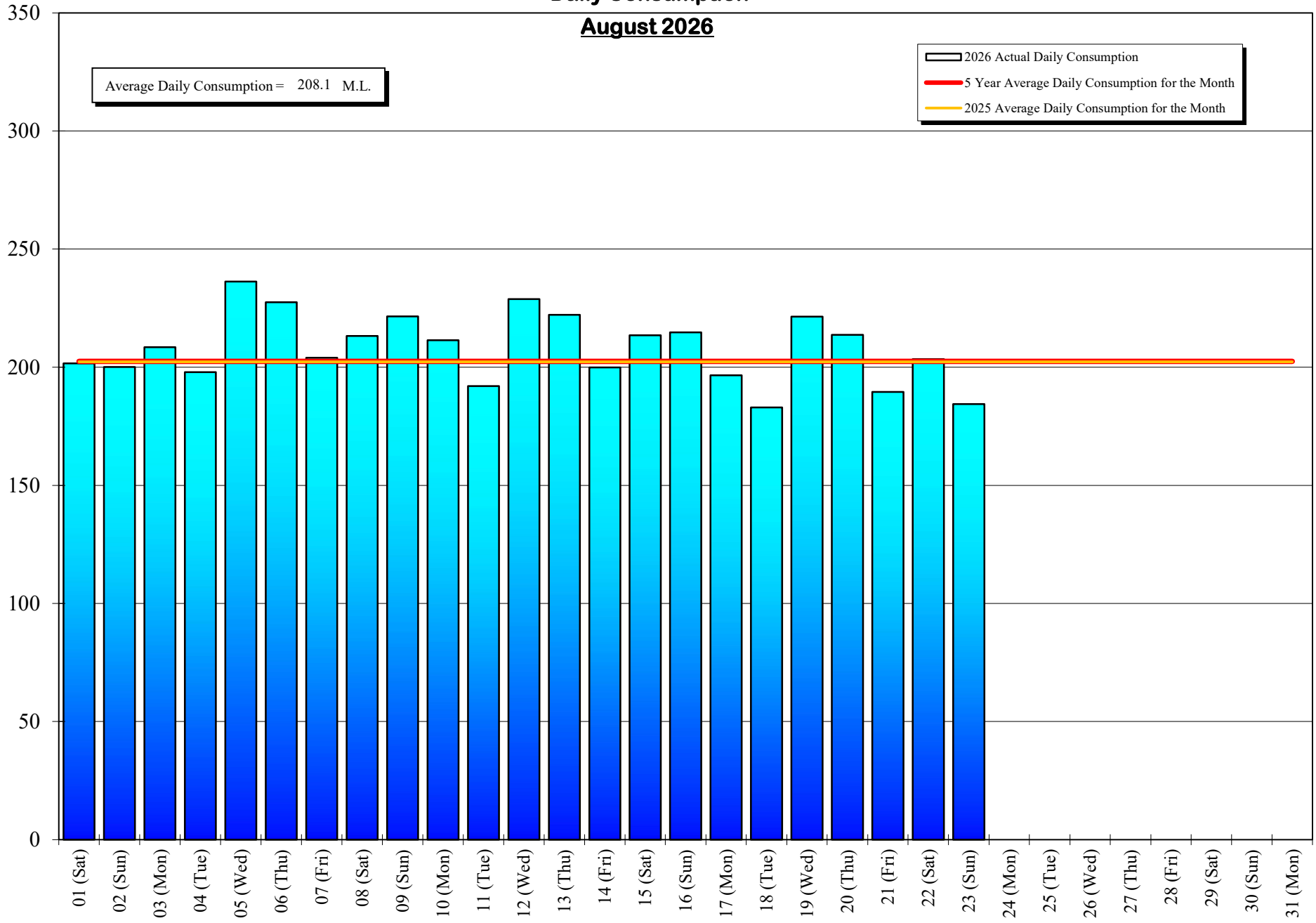
Daily Consumption

August 2026

Average Daily Consumption = 208.1 M.L.

2026 Actual Daily Consumption
5 Year Average Daily Consumption for the Month
2025 Average Daily Consumption for the Month

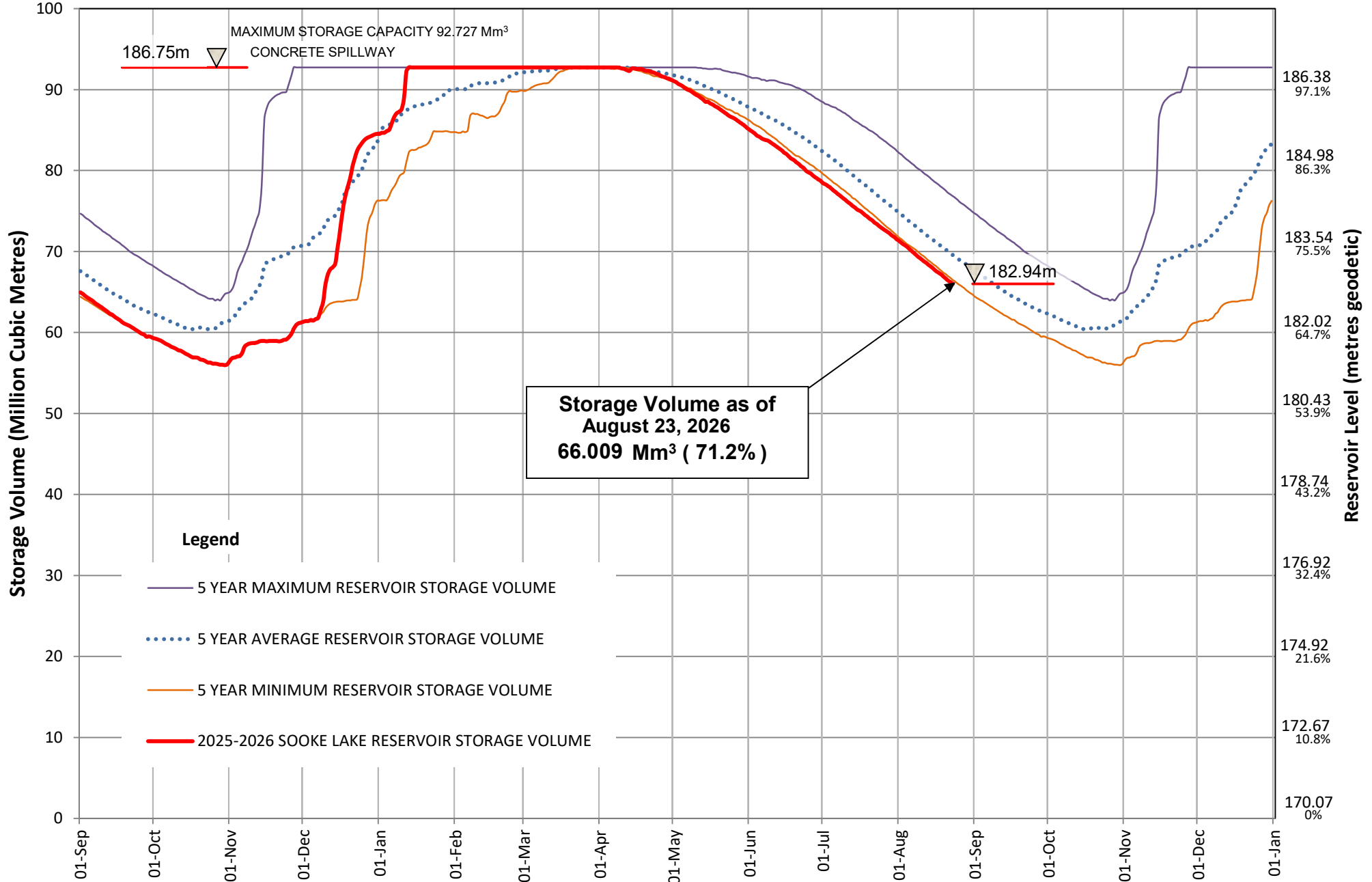
Consumption (Million Litres)



Day

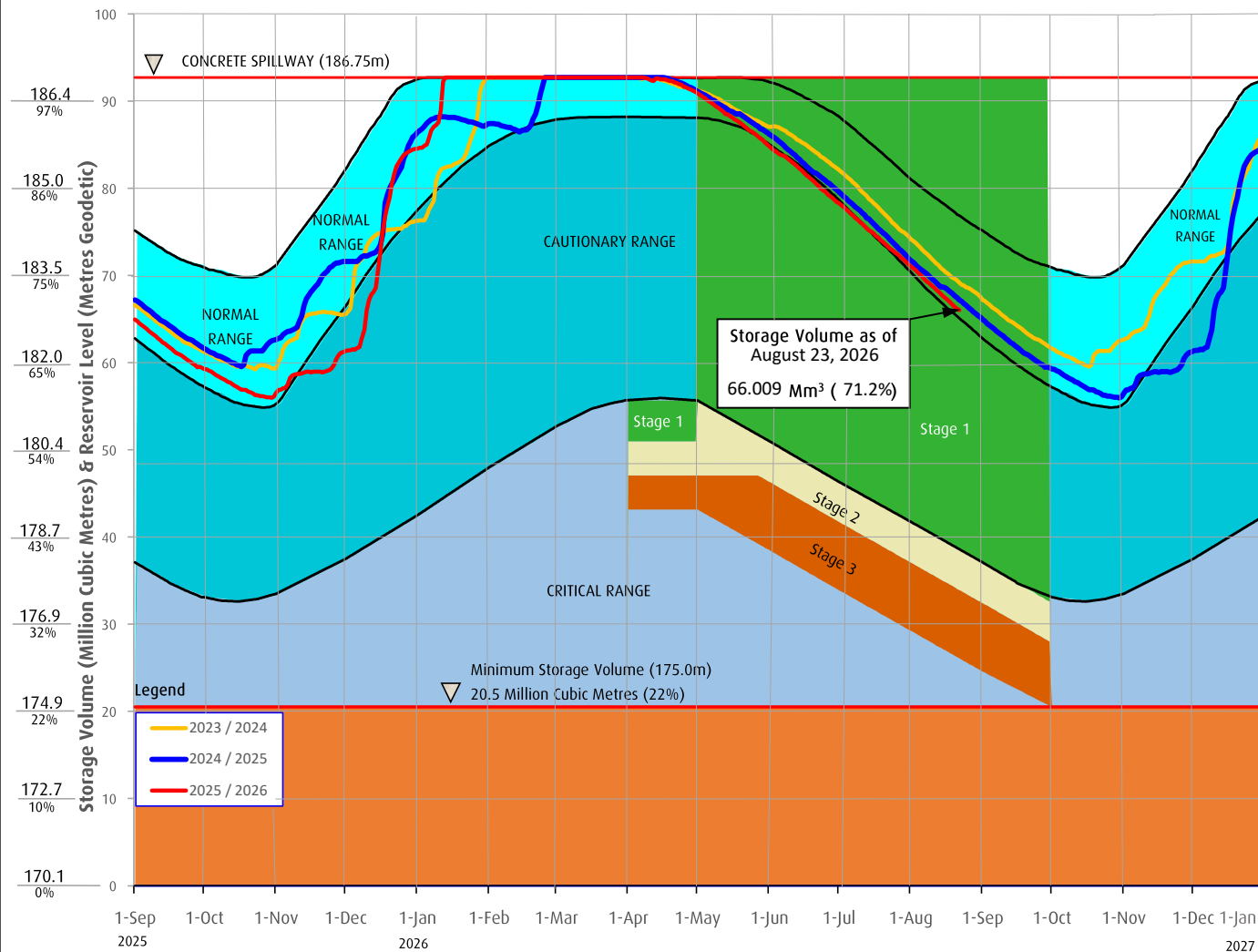
SOOKE LAKE RESERVOIR STORAGE SUMMARY

2025 / 2026



Sooke Lake Reservoir Storage Level

Water Supply Management Plan



FAQs

How are water restriction stages determined?

Several factors are considered when determining water use restriction stages, including,

1. Time of year and typical seasonal water demand trends;
2. Precipitation and temperature conditions and forecasts;
3. Storage levels and storage volumes of water reservoirs (Sooke Lake Reservoir and the Goldstream Reservoirs) and draw down rates;
4. Stream flows and inflows into Sooke Lake Reservoir;
5. Water usage, recent consumption and trends; and customer compliance with restriction;
6. Water supply system performance.

The Regional Water Supply Commission will consider the above factors in making a determination to implement stage 2 or 3 restrictions, under the Water Conservation Bylaw.

At any time of the year and regardless of the water use restriction storage, customers are encouraged to limit discretionary water use in order to maximize the amount of water in the Regional Water Supply System Reservoirs available for nondiscretionary potable water use.

Stage 1 is normally initiated every year from May 1 to September 30 to manage outdoor use during the summer months. During this time, lawn watering is permitted twice a week at different times for even and odd numbered addresses.

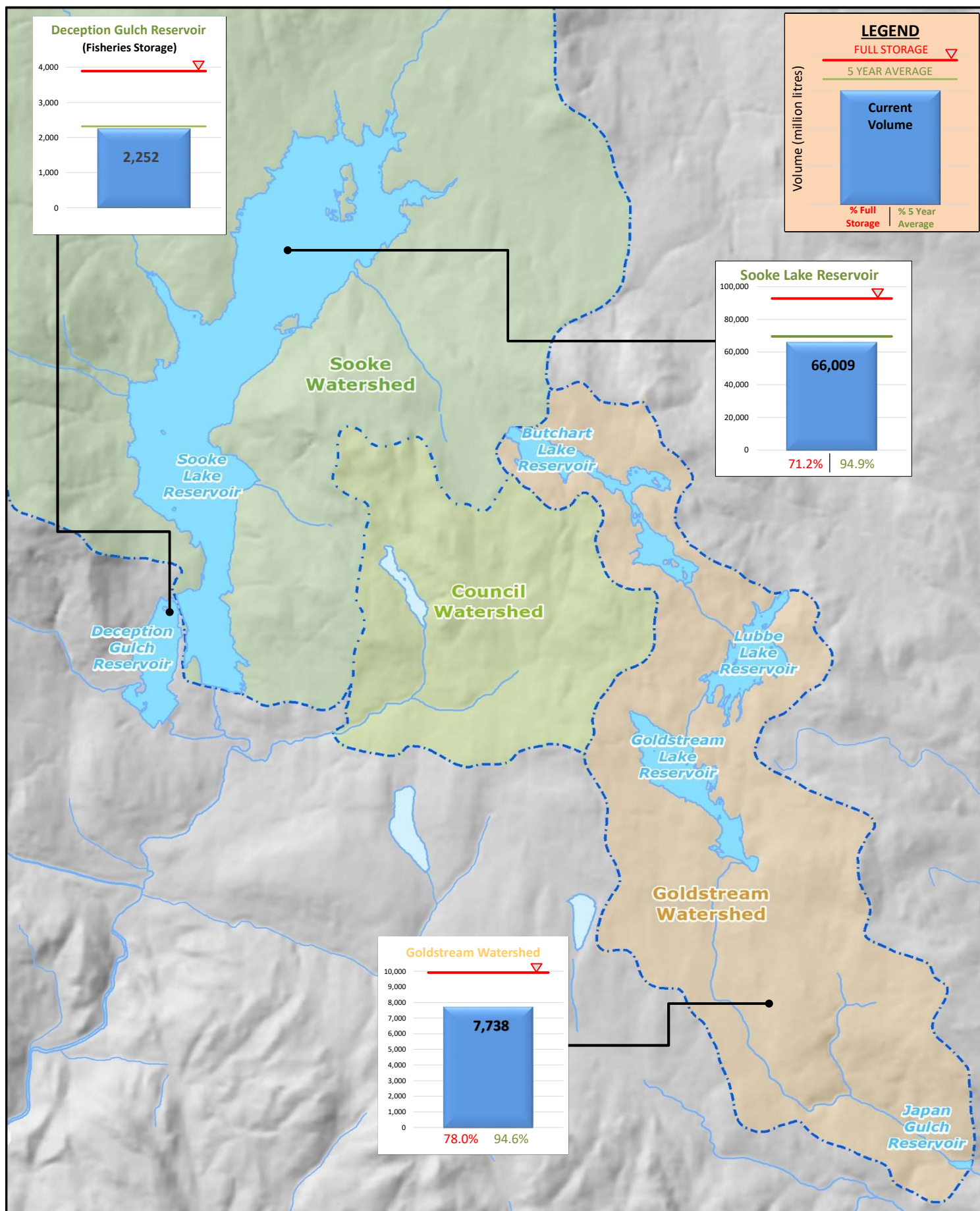
Stage 2 Is initiated when it is determined that there is an acute water supply shortage. During this time, lawn water is permitted once a week at different times for even and odd numbered addresses.

Stage 3 Is initiated when it is determined that there is a severe water supply shortage. During this time, lawn watering is not permitted. Other outdoor water use activities are restricted as well.

For more information, visit www.crd.bc.ca/drinkingwater

CRD
Making a difference...together

Useable Reservoir Volumes in Storage for August 23, 2026



Monthly Drinking Water Quality Dashboard

Water Quality Operations

Capital Regional District | July 2026

1. Treated Water | Monthly Compliance

The following table summarizes the main regulatory parameters across the various transmission and distribution systems in the Greater Victoria Drinking Water System (GVDWS). Drinking water systems in British Columbia are required to comply with the BC Drinking Water Protection Regulation and are expected to operate in accordance with recognized industry standards.

Monthly Water Quality Compliance Results by Municipality								
Municipality	Required Samples	Actual Samples Collected	Percent Total Coliform Samples >1 CFU/100 ml	Total Coliform Samples >10 CFU/100 ml	E.coli Samples >1 CFU/100 mL	Turbidity Samples >1 NTU	Chlorine Residual Median mg/L	Water Temp. Median °C
Central Saanich	17	27	0	0	0	0	1.62	15.0
Saanich	94	103	1.0	0	0	0	1.52	15.6
North Saanich	13	21	0	0	0	0	1.46	15.3
Victoria / Esquimalt	93	100	1.0	0	0	0	1.52	16.4
Oak Bay	20	25	0	0	0	0	1.58	15.9
Sidney	14	17	0	0	0	0	1.59	15.2
Sooke / East Sooke	17	33	0	0	0	0	1.35	15.6
Westshore	82	94	0	0	0	0	1.38	15.4
Transmission Mains	n/a	78	1.3	0	0	0	1.92	13.6
Transmission Reservoirs	n/a	24	0	0	0	0	1.52	14.2
Total	350	522	3.3	0	0	0	1.55	15.2

GREEN – Compliance with industry and/or health standards

YELLOW – Exceedance of operational and/or aesthetic objectives

RED – Exceedance of industry and/or health standards

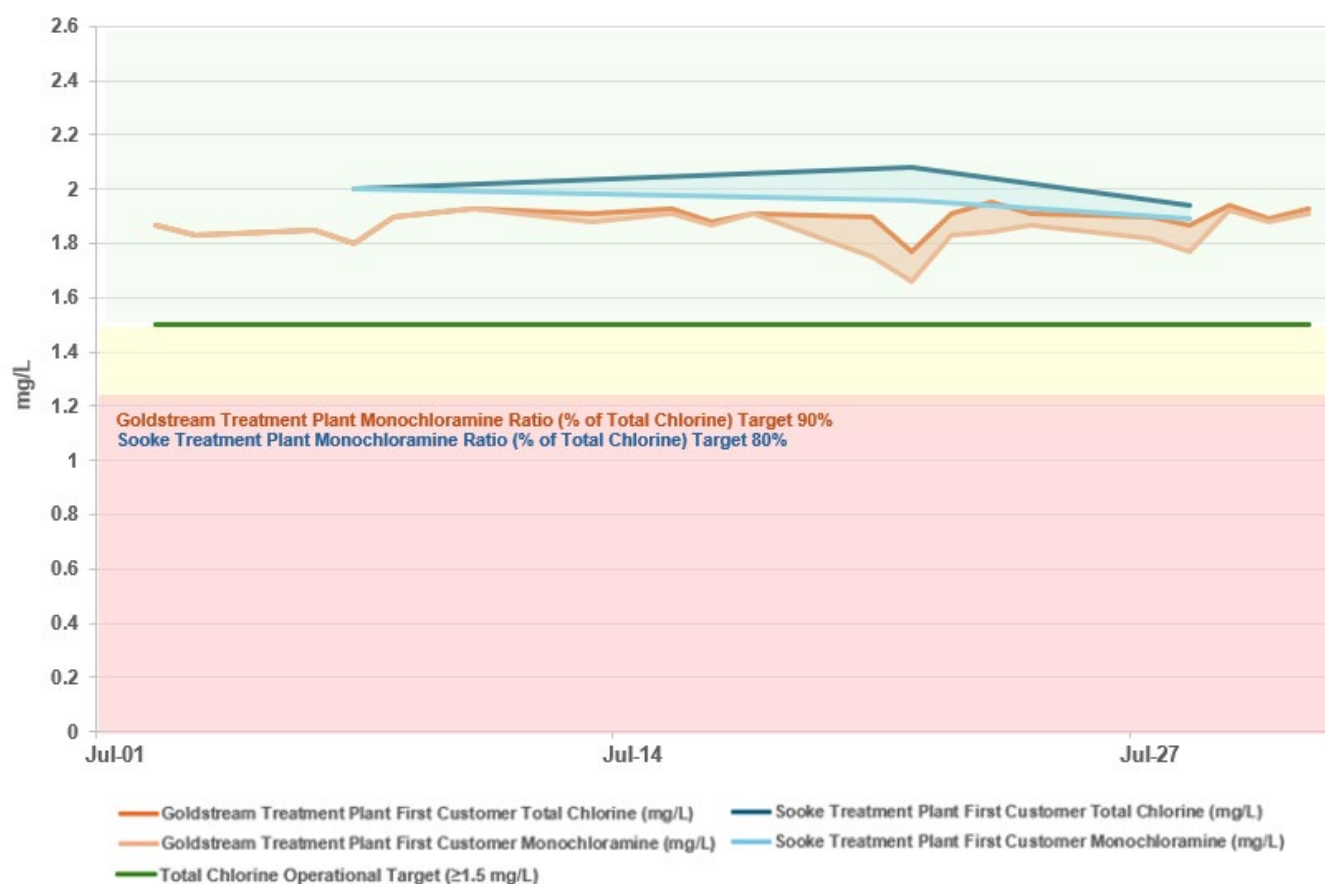
In July 2026, all GVDWS systems met provincial requirements and industry standards with overall excellent water quality throughout.

Treated water temperature exceeded the aesthetic objective in the *Guidelines for Canadian Drinking Water Quality* in all systems except the transmission system. Temperature can influence a number of physical aspects of drinking water, including taste and odour, and also regrowth of bacteria in the infrastructure. However, it is only one of many parameters that influences water quality. Monitoring for bacteria and ensuring consistent, adequate chlorine residuals throughout the month are two important lines of evidence that confirm there is adequate protection from bacterial growth.

The operational objective of a median chlorine residual level of 1.5mg/L also ensures that adequate levels are maintained throughout the system. The variability observed in July is within an acceptable range of performance.

2. Treated Water | Goldstream Treatment Plant First Customer and Sooke Treatment Plant First Customer, Total Chlorine and Monochloramine

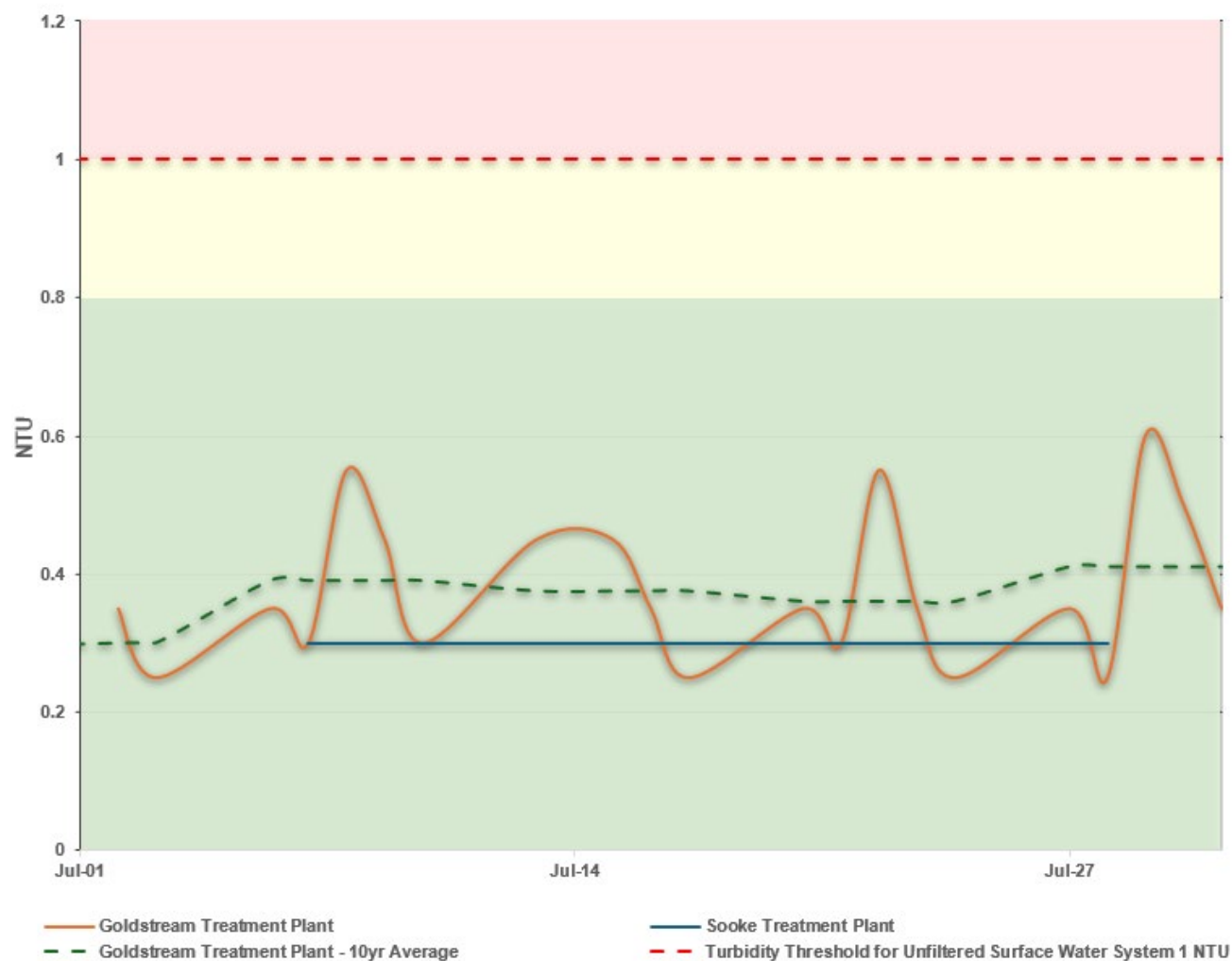
The following graph shows the daily measured total chlorine and monochloramine concentrations at the first treated water sampling stations downstream of the two CRD water treatment plants.



In July 2026, both plants consistently met the target total chlorine concentration of 1.5 mg/L and their respective monochloramine targets providing good secondary disinfection in the distribution systems.

3. Raw Water Turbidity | Goldstream Treatment Plant and Sooke Treatment Plant

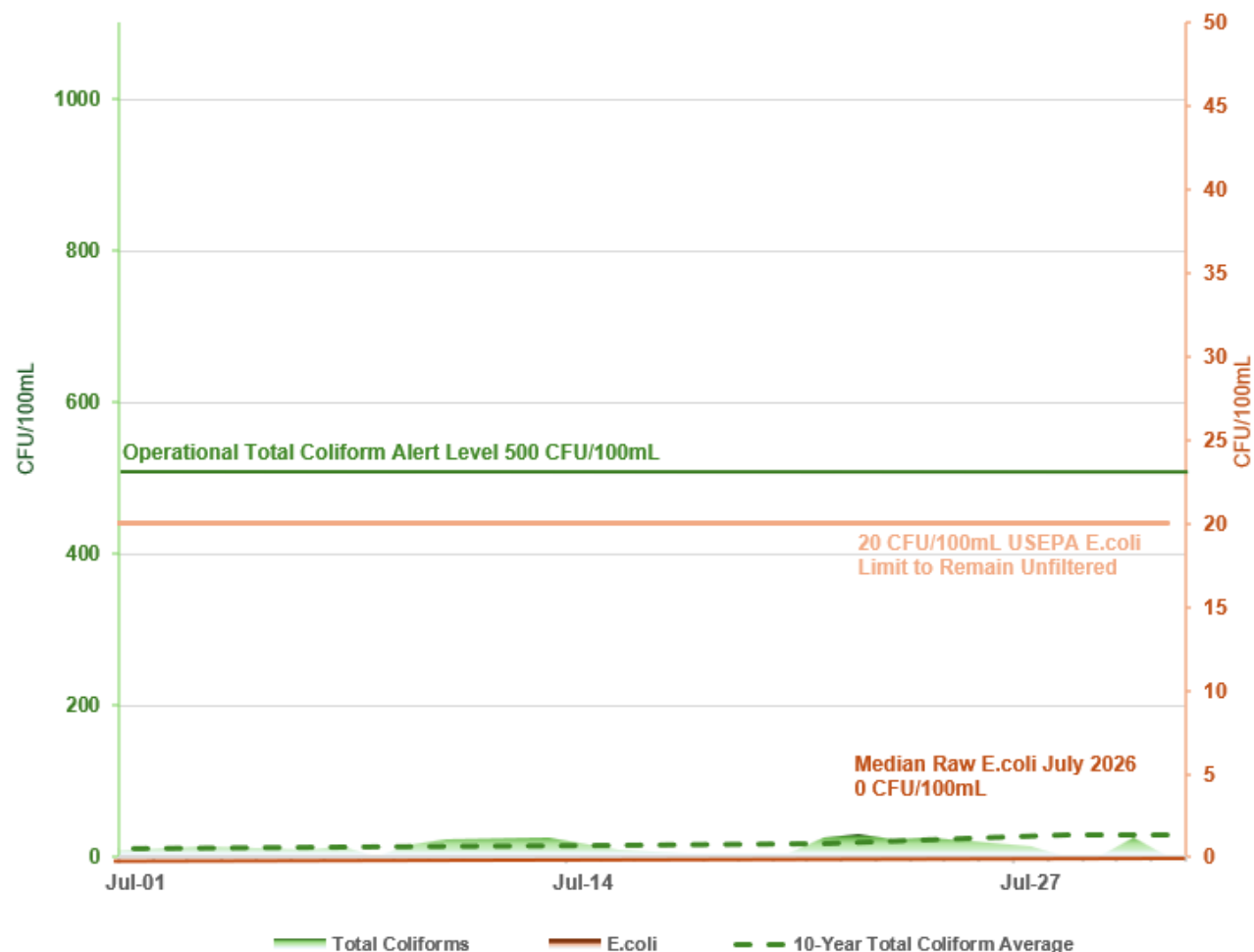
The following graph shows the raw water turbidity measured at both water treatment plants.



The GVDWS, an unfiltered surface water system, must consistently achieve turbidity levels under 1 NTU to meet regulatory standards. Turbidity levels at both treatment plants were consistently within compliance. Short-term minor turbidity spikes were recorded every Wednesday morning at the Goldstream Treatment Plant due to peak flows and watering demands.

4. Raw Water Biological Parameters | Total Coliforms and E. coli at Goldstream Treatment Plant

The following depicts the concentrations of key bacteria in the raw water.



The concentrations of total coliform and E.coli bacteria in the raw water remained below the B.C. Ministry of Health and USEPA limit for unfiltered surface water systems. The highest recorded raw water total coliform concentration during the month of July was 32 CFU/100mL.

REPORT TO SAANICH PENINSULA WATER COMMISSION MEETING OF SEPTEMBER 3, 2026

SUBJECT **Saanich Peninsula Water Service 2027 Capital and Operating Budget**

ISSUE SUMMARY

To provide an overview of the 2027 Saanich Peninsula Water Service operating and capital budget, highlighting the changes from the 2026 budget and the proposed 2027 budget figures. The report generally follows the sequence of information provided in the attached draft budget document (Appendix A).

BACKGROUND

The draft 2027 Saanich Peninsula Water Service (SPWS) budget has been prepared for the Saanich Peninsula Water Commission's (Commission) consideration. The Commission will make budget recommendations to the Capital Regional District (CRD) Board through the Committee of the Whole in September. As in previous years, the draft 2027 budget has been prepared considering the CRD Board's 2027 service planning and financial expectations. These include identifying opportunities to realign or reallocate resources, seeking efficiencies between departments and services, reviewing service levels and regulatory compliance requirements, and undertaking infrastructure improvements to maintain service levels across the service area.

2026 Year-End Financial Projections

Staff forecast a 2026 year-end surplus of \$514,288. The primary drivers of the surplus are lower debt servicing costs, partially offset by higher wholesale water purchase costs.

Operating expenses are projected to be \$25,225 (1.3%) below budget, primarily due to lower operations allocation expenses. Wholesale water purchase costs are projected to be \$93,136 (1.5%) above budget due to higher-than-projected water demand; however, this increase is more than offset by water sales revenue, which is projected to exceed budget by \$135,797 (1.5%). As a result, the net impact is a surplus.

Debt servicing costs are projected to be \$575,402 (100%) below budget due to the partial deferral of the SPW System Upgrade and Expansion project, specifically the Bear Hill Trunk Extension (21-05). The 2026–2030 budget originally forecast \$12.9 million of borrowing in 2026 to fund the project. However, the Regional Water Supply (RWS) is now assuming a portion of the project costs, and project expenditures are occurring more slowly than anticipated in the 2026 Capital Plan. As a result, a portion of the project costs will be carried forward to 2027, eliminating the need for borrowing in 2026 and the associated debt servicing costs.

Other revenue is projected to be \$129,000 (46.1%) below budget, reflecting the deferral of planned borrowing. Other revenue includes user charges, interest income on working capital, and earnings on Municipal Finance Authority (MFA) debt reserve funds.

The year-end surplus will be transferred to the Capital Reserve Fund, increasing the transfer by \$514,288, or 5.6% of total budgeted expenditures (Appendix A, Page 4).

Year-end revenue and expenditure projections are summarized in the following table:

Budget Item	Projected Variance (\$)	Projected Variance (%)
Expense		
Operating Expenditures	(\$25,225)	(1.3%)
Wholesale Water Purchase from Regional Water Service	\$93,136	1.5%
Debt Servicing - Principal and Interest	(\$575,402)	(100%)
Revenue		
Water Sales	\$135,797	1.5%
Other	(\$129,000)	(46.1%)
Surplus	\$514,288	5.6%

2027 Budget

Operating Budget

The 2027 operating budget reflects an increase in non-discretionary expenditures, primarily related to salaries, corporate support service allocations, and operating costs such as electricity. The net increase in the core operating budget is \$118,651 (6.0%) over the 2026 budget (Appendix B, Page 2).

Wholesale Water Expenditure

The SPWS distributes and sells drinking water to municipalities within its service area and purchases treated drinking water from the Regional Water Supply System. The cost of this purchase is based on projected demand within the SPWS service area and the wholesale water rate set by the Regional Water Supply Service.

Water demand within the service area is projected to continue increasing, primarily due to population growth. Consumption for 2026 is estimated at 6,700,000 m³, approximately 100,000 m³ above budget. The recommended 2027 SPWS water rate is based on projected demand of 6,650,000 m³ (Appendix A, Page 5), an increase of 50,000 m³ over the 2026 budget.

Demand forecasts were developed early in the budget process using all available information. Updated summer consumption data indicates that 2026 demand will exceed the original budget estimate and is now projected at 6,700,000 m³. The budget maintains a conservative year-end projection for 2026 and increases the 2027 demand estimate by 50,000 m³ to better reflect observed consumption trends.

The proposed 2027 CRD Regional Water Supply wholesale water rate is \$0.9954/m³, representing a 6.88% increase over the 2026 rate, subject to approval by the Regional Water Supply Commission (Appendix A, Page 6). This increase is primarily attributable to salary increases, debt servicing costs associated with the capital program (including the Kapoor land

acquisition), enhanced operational support, and an increased transfer to the Water Capital Fund to support future capital investments.

Based on the proposed wholesale rate and the projected 2027 demand, the wholesale water expense is budgeted at \$6,619,723, an increase of \$472,747 (7.7%) over the 2026 budget.

Capital Budget

The 2027 capital plan proposes total investments of \$35,024,000 over the five-year planning period (2027-2031), with \$2,900,000 in 2027 (Appendix A, Page 10). Of the total five-year capital investment, approximately 82% is allocated to four projects:

1. \$25,000,000 – Peninsula Trunk Segment Replacement (28-01)
2. \$1,750,000 – Asset Capital Improvement/Replacement Program (25-05)
3. \$1,100,000 – Annual Provisional Repairs, Replacements, and Decommissioning (24-03)
4. \$1,000,000 – Cloake Hill/Deep Cove Upgrades (27-01)

Staff forecast that the SPW System Upgrade and Expansion (21-05) project will be substantially complete in 2027, with \$500,000 carried forward from 2026 to complete the remaining work.

The capital plan proposes debt financing for the Peninsula Trunk Segment Replacement (28-01) and Dean Park Feedermain Replacement (30-01) projects. Project scope, timing, costs, and financing strategy are preliminary place holders and will be reviewed and refined through future budget cycles to reflect considerations of affordability and available funding. These projects are both priorities to replace aging trunk mains.

The Development Cost Charge (DCC) program includes \$966,593 in eligible projects over the five-year planning period, consistent with the current DCC program update. At 2026 year-end, the DCC Reserve Fund balance is estimated at \$2,277,317 (Appendix A, Page 16).

Capital and Debt Expenditures

The planned transfer to the capital reserve fund in 2027 is \$675,000, an increase of \$275,000 from the 2026 budgeted contribution. At 2026 year-end, the capital reserve fund balance is estimated to be \$6,632,326, which is available to fund major capital projects (Appendix A, Page 18).

Loan Authorization Bylaw No. 4411, in the amount of \$12,900,000, was approved in 2021 to provide partial funding for the five-year capital plan. No borrowing is anticipated in 2026, with \$7,000,000 forecast to be borrowed under the bylaw in 2027 and the remaining borrowing expected in future years as the capital plan progresses. Debt servicing costs are forecast to decrease by \$268,097 (47%) from the 2026 budget (Appendix A, Page 3), reflecting the deferral of borrowing from 2026 to 2027 and the reduction in planned borrowing for the SPW System Upgrade and Expansion project as a result of the cost sharing with RWS.

The planned transfer to the equipment replacement fund in 2027 is \$200,000, an increase of \$50,000 (33%) over the 2026 contribution (Appendix A, Page 3). At 2026 year-end, the equipment replacement fund balance is estimated to be \$2,148,469, which is available to fund minor capital and operational equipment and vehicle replacements (Appendix A, Page 17).

The changes from 2026 to 2027 SPWS expenditures are summarized graphically in Appendix B.

Proposed Agricultural Water Rate

The proposed 2027 agricultural water rate is maintained at the current rate of \$0.2105/m³, subject to the Regional Water Supply Commission's approval. The Regional Water Supply Service funds the difference between municipal retail rates and the CRD agricultural water rate, reflected in the Agricultural Rate Funding budget for the Regional Water Supply Service.

A summary of agricultural water volumes and agricultural water rate payments from 2011 to 2025 is attached as Appendix C.

Proposed 2027 Saanich Peninsula Wholesale Water Rate

The proposed 2027 SPWS wholesale water rate is \$1.4551/m³, a 7.0% increase over the 2026 rate. The increase in annual wholesale water cost for the average household (assuming consumption of 229 m³ per year) would be \$21.92 (Appendix A, Page 7).

The Agricultural Research Station rate has been set at \$1.4903/m³, a 6.9% increase over the 2026 rate. Although both the SPWS and agricultural rates are increasing by \$0.0957/m³ from 2026 to 2027, the percentage increase is lower for the agricultural rate (6.9% vs. 7.0%) because it has a higher 2026 base rate (Appendix A, Page 6).

Water Rate and Wholesale Water Rate History and Projection

The Saanich Peninsula Water rate and Regional Water Supply rate history and projection is included in Appendix B, Page 1. The rates may be adjusted in the future to reflect actual revenue and expenditure circumstances and water demand volumes.

ALTERNATIVES

Alternative 1

The Saanich Peninsula Water Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2027 Operating and Capital Budget and the Five-Year Capital Plan;
2. Approve the 2027 Saanich Peninsula Water Service wholesale water rate of \$1.4551/m³, and the Agricultural Research Station water rate of \$1.4903/m³, adjusted, if necessary, by any changes in the Regional Water Supply wholesale water rate;
3. Direct staff to balance the 2026 actual revenue and expense on the transfer to capital reserve fund;
4. Direct staff to update carry forward balances in the 2027 capital budget for changes after year end; and
5. Direct staff to amend the Wholesale Water Rates Bylaw accordingly.

Alternative 2

The Saanich Peninsula Water Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2027 Operating and Capital Budget and the Five-Year Capital Plan;
2. Approve the 2027 Saanich Peninsula Water Service wholesale water rate, and the Agricultural Research Station water rate as amended (amended rate), adjusted, if necessary, by any changes in the Regional Water Supply wholesale water rate;

3. Direct staff to balance the 2026 actual revenue and expense on the transfer to capital reserve fund;
4. Direct staff to update carry forward balances in the 2027 capital budget for changes after year end; and,
5. Direct staff to amend the Wholesale Water Rates Bylaw accordingly.

IMPLICATIONS

Financial Implications

If the proposed budget is amended, the financial implications will depend on the nature of the amendments and the impact on specific programs, ongoing operations, or the capital work program. The Commission could consider one-time reductions in reserve fund contributions to help mitigate budget and rate increases; however, this may require additional capital financing in the longer term.

CONCLUSION

The draft 2027 Saanich Peninsula Water Service budget has been prepared for the Saanich Peninsula Water Commission's consideration and will inform recommendations to the Capital Regional District Board through the Committee of the Whole in September.

The recommended 2027 wholesale water rate is \$1.4551/m³, a 7.04% increase over the 2026 rate. The increase is primarily driven by the proposed Regional Water Supply wholesale water rate and debt servicing costs to fund Saanich Peninsula trunk main upgrades, which will improve system redundancy and resiliency and reduce the risk of significant water outages in the event of a major break or leak.

RECOMMENDATION

The Saanich Peninsula Water Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2027 Operating and Capital Budget and the Five-Year Capital Plan;
2. Approve the 2027 Saanich Peninsula Water Service wholesale water rate of \$1.4551/m³, and the Agricultural Research Station water rate of \$1.4903/m³, adjusted, if necessary, by any changes in the Regional Water Supply wholesale water rate;
3. Direct staff to balance the 2026 actual revenue and expense on the transfer to capital reserve fund;
4. Direct staff to update carry forward balances in the 2027 capital budget for changes after year end; and
5. Direct staff to amend the Wholesale Water Rates Bylaw accordingly.

Submitted by:	Jason Dales, B.SC., WD IV, Senior Manager, Wastewater Infrastructure Operations
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services

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: Draft 2027 SPWS Budget

Appendix B: 2026-2031 Budget Dashboard

Appendix C: Agricultural Water Rate Funding Comparisons 2011-2025

CAPITAL REGIONAL DISTRICT

2027 BUDGET

Saanich Peninsula Water Supply

COMMISSION REVIEW

Service: 2.610

Saanich Peninsula Water Supply

Committee: Saanich Peninsula Water

DEFINITION:

To purchase water and to acquire, design, construct, reconstruct, purchase, maintain and operate facilities and to acquire property easements, licences and authorities for the supply of water to Central Saanich, North Saanich, and Sidney, for distribution by the municipalities. Letters Patent, December 22, 1976; revised Sept. 27, 1984. Amended SLP April 27, 1978 and March 19, 1986.

SERVICE DESCRIPTION:

This service provides for the purchase of bulk water for supply to Central Saanich, North Saanich, and Sidney, for distribution within their municipalities. Included in the program is the responsibility to provide design, construction, operation and maintenance, licenses, and water quality monitoring to the service area.

PARTICIPATION:

Central Saanich / North Saanich / Sidney

MAXIMUM LEVY:**MAXIMUM CAPITAL DEBT:**

As established by Inspector of Municipalities.

COMMISSION:

Saanich Peninsula Water Commission established by Letters Patent to advise the Board with respect to this function.

FUNDING:

Costs are recovered through the sale of bulk water.

CAPITAL DEBT:

Authorized:	\$12,900,000 2021 - (MFA Bylaw No. 4411 - Saanich Peninsula Water Supply Water Works)
Borrowed:	\$0
Remaining:	\$12,900,000

Change in Budget 2026 to 2027Service: **2.610 Saanich Peninsula Water Supply****Total Expenditure****Comments****2026 Budget****9,251,293****Changes:**

Allocation - Operations	92,280	Increased operating costs
Allocation - Standard Overhead	13,761	Increase in 2026 Operating Costs
Wholesale Water Expenditure	472,747	Increase to wholesale water rate and budgeted demand
Transfer to Capital Reserve Fund	275,000	Contribution to capital plan driven by funding requirements in the capital plan
Transfer to Equipment Replacement Fund	50,000	Contributions reflect size of fleet and estimated replacement cost
Debt Servicing Costs	(268,097)	SPW System Upgrade and Expansion - rephased timing and decreased borrowing requirement
Other Costs	12,610	Includes postage and freight, supplies, & telecomm
Total Other Changes		648,301

2027 Budget**9,899,594**

Summary of % Expense Increase

Wholesale Water Purchase	5.1%
Operations Allocation	1.0%
Debt Servicing Costs	-2.9%
Transfer to Capital Reserve	3.0%
Balance of increase	0.8%
% expense increase from 2026:	7.0%

Overall 2026 Budget Performance

(expected variance to budget and surplus treatment)

Water demand is forecasted slightly higher than budget (\$43k); debt servicing costs are below budget due to deferred borrowing for capital expenditures (\$446k); and operational costs are forecasted below budget due principally to lower operation allocations (\$25k). The forecasted net surplus of \$514k will be transferred to the service's Water Capital Reserve.

Program Group: CRD-Saanich Peninsula Water Supply		2026 BUDGET REQUEST					FUTURE PROJECTIONS			
SUMMARY	2026 BOARD BUDGET	2026 ESTIMATED ACTUAL	2027 CORE BUDGET	2027 ONGOING	2027 ONE-TIME	TOTAL (COL 4, 5 & 6)	2028	2029	2030	2031
1	2	3	4	5	6	7	8	9	10	11
<u>OPERATING EXPENDITURES:</u>										
ALLOCATION - OPERATIONS	1,296,764	1,252,516	1,389,044	-	-	1,389,044	1,416,940	1,445,320	1,474,210	1,503,690
UTILITIES	247,750	247,750	257,030	-	-	257,030	262,180	267,430	272,780	278,240
OPERATING - OTHER COSTS	208,660	227,683	211,990	-	-	211,990	218,419	225,080	231,984	239,160
ALLOCATION - STANDARD OVERHEAD	225,741	225,741	239,502	-	-	239,502	245,578	251,202	256,383	261,471
TOTAL OPERATING EXPENDITURES	1,978,915	1,953,690	2,097,566	-	-	2,097,566	2,143,117	2,189,032	2,235,357	2,282,561
*Percentage increase over prior year board budget			6.00%			6.00%	2.17%	2.14%	2.12%	2.11%
WHOLESALE WATER PURCHASE FROM RWS	6,146,976	6,240,112	6,619,723	-	-	6,619,723	7,271,793	7,991,619	8,782,489	9,650,809
			7.69%			7.69%	9.85%	9.90%	9.90%	9.89%
<u>CAPITAL EXPENDITURES & TRANSFERS</u>										
TRANSFER TO CAPITAL RESERVE FUND	400,000	914,288	675,000	-	-	675,000	500,000	800,000	800,000	200,000
TRANSFER TO EQUIPMENT REPLACEMENT FUND	150,000	150,000	200,000	-	-	200,000	200,000	200,000	200,000	200,000
TOTAL CAPITAL EXPENDITURES & TRANSFERS	550,000	1,064,288	875,000	-	-	875,000	700,000	1,000,000	1,000,000	400,000
<u>DEBT SERVICING</u>										
DEBT-INTEREST & PRINCIPAL	575,402	-	307,305	-	-	307,305	727,545	802,173	1,533,322	2,795,519
TOTAL DEBT EXPENDITURES	575,402	-	307,305	-	-	307,305	727,545	802,173	1,533,322	2,795,519
TOTAL EXPENDITURES	9,251,293	9,258,090	9,899,594	-	-	9,899,594	10,842,455	11,982,824	13,551,168	15,128,889
			7.01%			7.01%	9.52%	10.52%	13.09%	11.64%
<u>SOURCES OF FUNDING-OPERATIONS</u>										
REVENUE -WATER SALES	(8,971,513)	(9,107,310)	(9,676,094)	-	-	(9,676,094)	(10,678,385)	(11,815,624)	(13,238,278)	(14,862,739)
REVENUE -OTHER	(279,780)	(150,780)	(223,500)	-	-	(223,500)	(164,070)	(167,200)	(312,890)	(266,150)
TOTAL SOURCES OF FUNDING FROM OPERATIONS	(9,251,293)	(9,258,090)	(9,899,594)	-	-	(9,899,594)	(10,842,455)	(11,982,824)	(13,551,168)	(15,128,889)
<u>SOURCES OF FUNDING-REQUISITION</u>										
PROPERTY TAX REQUISITION FOR DEBT	-	-	-	-	-	-	-	-	-	-
TOTAL REQUISITION	-	-	-	-	-	-	-	-	-	-
TRANSFER FROM PRIOR YEAR	-	-	-	-	-	-	-	-	-	-
TRANSFER TO FOLLOWING YEAR	-	-	-	-	-	-	-	-	-	-
TOTAL CARRY FORWARD (SURPLUS)/ DEFICIT	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCES OF ALL FUNDING	(9,251,293)	(9,258,090)	(9,899,594)	-	-	(9,899,594)	(10,842,455)	(11,982,824)	(13,551,168)	(15,128,889)
Percentage increase over prior year's board budget			7.01%			7.01%	9.52%	10.52%	13.09%	11.64%
Water Rate \$ per cu. m.	\$ 1.3593					\$ 1.4551	\$ 1.5938	\$ 1.7505	\$ 1.9468	\$ 2.1697
Percentage increase	8.10%					7.04%	9.53%	9.83%	11.22%	11.45%

2026 Demand Estimate**Retail Demand**

<u>Years</u>	<u>Actual Demand cu. metre</u>	<u>Budgeted Demand cu. metre</u>	
2021	7,556,244	6,800,000	
2022	7,239,389	6,900,000	
2023	7,422,128	6,335,000	2
2024	6,863,797	6,400,000	
2025	7,468,816	6,400,000	
2026	6,700,000	6,600,000	1

2027 Demand Estimate

6,650,000

1. *Projected consumption for 2026*

2. *2023 Demand estimate reduction reflects First Nations becoming wholesale customers of Regional Water Supply.*

Summary of Supply Water Rates to Participating Municipalities

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>\$ Change</u>	<u>% Change</u>
Retail (direct) water rate							
Saanich Peninsula Retail cost per cu.m.	\$ 1.1439	\$ 1.1978	\$ 1.2575	\$ 1.3593	\$ 1.4551	\$ 0.0957	7.04%
Agricultural Research Station cost per cu. m.	\$ 1.1791	\$ 1.2330	\$ 1.2927	\$ 1.3945	\$ 1.4903	\$ 0.0957	6.86%

Summary of Wholesale Water Purchase Rates from Regional Water Supply

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>\$ Change</u>	<u>% Change</u>
CRD Wholesale Water purchase cost per cu. m.	\$ 0.7698	\$ 0.8094	\$ 0.8631	\$ 0.9314	\$ 0.9954	\$ 0.0641	6.88%

Summary of Supply Water Rates to Participating Municipalities

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>\$ Change</u>	<u>% Change</u>
Retail (direct) water rate							
Unit cost per cu.m.	\$ 1.1439	\$ 1.1978	\$ 1.2575	\$ 1.3593	\$ 1.4551	\$ 0.0957	7.04%

**Retail Water Rate Increase
Impact on Participating Municipalities' Water Bill**

Average consumption: * 229 cubic meters

<u>Charge for Two Months Consumption</u>	<u>Year</u>	<u>Annual Charge</u>	<u>2027 Annual Change, \$</u>
Average Consumption	2026	\$ 311.28	
	2027	\$ 333.21	\$ 21.92
Half Average Consumption	2026	\$ 155.64	
	2027	\$ 166.60	\$ 10.96
Twice Average Consumption	2026	\$ 622.57	
	2027	\$ 666.41	\$ 43.85

* Average Annual Consumption based on 2.202 people per household, per BC Stats 2027 projection

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2027 to 2031

Service No.	2.610 Sannich Peninsula Water Supply	Carry Forward from 2026	2027	2028	2029	2030	2031	TOTAL
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EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$1,620,000	\$620,000	\$190,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,410,000
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$3,414,000	\$2,280,000	\$1,450,000	\$2,409,000	\$16,625,000	\$10,850,000		\$33,614,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$5,034,000	\$2,900,000	\$1,640,000	\$2,609,000	\$16,825,000	\$11,050,000		\$35,024,000

SOURCE OF FUNDS

Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debenture Debt (New Debt Only)	\$500,000	\$500,000	\$750,000	\$750,000	\$15,000,000	\$10,000,000		\$27,000,000
Equipment Replacement Fund	\$0	\$200,000	\$200,000	\$225,000	\$225,000	\$250,000		\$1,100,000
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Donations / Third Party Funding	\$25,000	\$25,000	\$0	\$0	\$0	\$0		\$25,000
Reserve Fund	\$4,509,000	\$2,175,000	\$690,000	\$1,634,000	\$1,600,000	\$800,000		\$6,899,000
	\$5,034,000	\$2,900,000	\$1,640,000	\$2,609,000	\$16,825,000	\$11,050,000		\$35,024,000

Definitions for the 5-year Capital Plan

Asset Class	Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150. L - Land S - Engineering Structure B - Buildings V - Vehicles E - Equipment Vehicle projects must comply with the CRD Green Fleet Policy. If you have any questions about vehicle costs and procurement schedules, please reach out to the Manager, Corporate Fleet (Michael Sunshine).
Capital Expenditure Type	Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service. Study - Expenditure for feasibility and business case report. New - Expenditure for new asset only Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service Replacement - Expenditure replaces an existing asset
Carryforward	Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.
Funding Source	Debt - Debenture Debt (new debt only) ERF - Equipment Replacement Fund Grant - Grants (Federal, Provincial) Cap - Capital Funds on Hand Other - Donations / Third Party Funding Res - Reserve Fund WU - Water Utility If there is more than one funding source, use additional rows for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2027 - 2031

Service #: 2.610

Service Name: Saanich Peninsula Water Supply

PROJECT DESCRIPTION				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2026	2027	2028	2029	2030	2031	5 - Year Total
SYSTEM UPGRADES AND REPLACEMENTS													
18-04	New	Post Disaster Emergency Water Supply	Identify and procure emergency systems for post disaster preparedness	\$ 1,785,000	S	Res	\$ 200,000	\$ 200,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 500,000
20-02	New	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station	\$ 1,010,867	S	Res	\$ 740,867	\$ -	\$ -	\$ 190,867	\$ 750,000	\$ -	\$ 940,867
21-01	Study	Level of Service Agreement	Determine and develop appropriate level of service agreements with the participating municipalities for water supply	\$ 125,000	S	Res	\$ 75,000	\$ 75,000	\$ -	\$ -		\$ -	\$ 75,000
21-04	Renewal	SCADA Upgrades	SCADA upgrades and planning in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.	\$ 1,450,000	E	Res	\$ 1,270,000	\$ 170,000	\$ 190,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 960,000
21-05	Renewal	SPW System Upgrade and Expansion	Upgrade vulnerable sections of the SPWS system to a more resilient system and increase operational flexibility.	\$ 7,300,000	S	Debt	\$ 500,000	\$ 500,000	\$ -	\$ -		\$ -	\$ 500,000
22-01	Study	Master Plan Update	5-year update of the DCC program and initiate SPWS Master Plan as recommended in last DCC update.	\$ 166,972	S	Res	\$ 100,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
22-02	New	Microwave Radio Upgrades	To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.	\$ 350,000	E	Res	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
23-01	Study	DCC Program Update	5-year update of the DCC program.	\$ 50,500	S	Res	\$ 500	\$ 50,500	\$ -	\$ -	\$ -	\$ -	\$ 50,500
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.	\$ 6,040	S	Res	\$ 6,040	\$ -	\$ -	\$ 6,040	\$ -	\$ -	\$ 6,040
25-02	Study	Asset Management Planning	Asset management planning and related further study	\$ 750,000	S	Res	\$ 300,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
25-03	Study	Operational Optimization Review	Review the SPWS system from an operational perspective to investigate operational efficiencies and improvements.	\$ 200,000	S	Res	\$ 120,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
25-04	Study	Cloake Hill/Deep Cove Hydraulic Assessment	Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update	\$ 100,000	S	Res	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
25-05	Renewal	Asset Capital Improvement/Replacement Program	Ongoing program to continually address multiple, small to mid-scale capital improvements to the Saanich Peninsula Water System.	\$ 2,550,000	S	Res	\$ 300,000	\$ 500,000	\$ 200,000	\$ 50,000	\$ 500,000	\$ 500,000	\$ 1,750,000
25-06	New	SCADA System Cybersecurity	Shared project budget to improve cyber security in the SCADA system.	\$ 100,000	S	Other	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
26-01	Decommission	Decommissioning of Various Sites/Components	Various existing facilities within SPWS have redundant valves and piping that require removal.	\$ 150,000	S	Res	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 150,000
27-01	Replacement	Cloake Hill/Deep Cove Upgrades	Potential Construction Upgrades to be further informed on Hydraulic Assessment	\$ 1,000,000	S	Debt	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,000,000
27-02	Study	Amalgamation Initiative	Review the options for amalgamation of the SPW service with Regional Water Service and/or municipal distribution services	\$ 100,000	S	Res	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
27-03	New	Enterprise Data Historian Management System	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.	\$ 100,000	E	Res	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
28-01	Renewal	Peninsula Trunk Segment Replacement	Replacement of approx. 3.6km segment of AC watermain from McTavish Tank to Mill Road past YYJ Airport	\$ 25,000,000	S	Debt	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 15,000,000	\$ 9,500,000	\$ 25,000,000
30-01	Renewal	Dean Park Feedermain Replacement	Replacement of 1.3km from Dean Lower to Dean Middle Tank	\$ 7,500,000	S	Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000
Sub-Total System Upgrades and Replacements				\$ 49,794,379			\$ 4,067,407	\$ 2,620,500	\$ 1,440,000	\$ 1,496,907	\$ 16,600,000	\$ 10,800,000	\$ 32,957,407
ANNUAL PROVISIONAL ITEMS													
24-03	Renewal	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.	Planned and unplanned infrastructure and equipment renewal.	\$ 1,200,000	S	ERF	\$ -	\$ 200,000	\$ 200,000	\$ 225,000	\$ 225,000	\$ 250,000	\$ 1,100,000
Sub-Total Annual Provisional Items				\$ 1,200,000			\$ -	\$ 200,000	\$ 200,000	\$ 225,000	\$ 225,000	\$ 250,000	\$ 1,100,000
DEVELOPMENT COST CHARGE (DCC) PROGRAM													
20-02	New	Hamsterly Pump Station Backup Power Generator	Addition of a backup power generator at the Hamsterly Pump Station	\$ 289,133	S	Res	\$ 289,133	\$ -	\$ -	\$ 289,133	\$ -	\$ -	\$ 289,133
22-01	Study	Master Plan Update	5-year update of the DCC program and initiate SPWS Master Plan as recommended in last DCC update.	\$ 33,028	S	Res	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
23-01	Study	DCC Program Update	5-year update of the DCC program.	\$ 49,500	S	Res	\$ 49,500	\$ 49,500	\$ -	\$ -	\$ -	\$ -	\$ 49,500
25-01	New	Hamsterly Pump Station Capacity Upgrade	Increase the capacity of the Hamsterly Pump Station to address increased water demand.	\$ 597,960	S	Res	\$ 597,960	\$ -	\$ -	\$ 597,960	\$ -	\$ -	\$ 597,960
Sub-Total Development Cost Charge (DCC) Program				\$ 969,621			\$ 966,593	\$ 79,500	\$ -	\$ 887,093	\$ -	\$ -	\$ 966,593
Grand Total				\$ 51,964,000			\$ 5,034,000	\$ 2,900,000	\$ 1,640,000	\$ 2,609,000	\$ 16,825,000	\$ 11,050,000	\$ 35,024,000

Service: 2.610 Saanich Peninsula Water Supply			
Project Number	18-04	Capital Project Title	Post Disaster Emergency Water Supply
Capital Project Description	Identify and procure emergency systems for post disaster preparedness		
Project Rationale	In the event of a disaster, it is proposed to have in place the ability to source, treat (if required) and distribute drinking water during the initial and sustained response and recovery phases to the public. Initial investigation has highlighted areas, such as having hardened hydrants/standpipes that the CRD should be investing in. Additional funds are required to start implementing these additional works.		
Project Number	20-02	Capital Project Title	Hamsterly Pump Station Backup Power Generator
Capital Project Description	Addition of a backup power generator at the Hamsterly Pump Station		
Project Rationale	Addition of a backup power generator at the Hamsterly Pump Station. Project is temporary being deferred due to market escalation and considerations for combining with future Capacity upgrades.		
Project Number	21-01	Capital Project Title	Level of Service Agreement
Capital Project Description	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.		
Project Rationale	Determine and develop appropriate level of service agreements with the participating municipalities for water supply.		
Project Number	21-04	Capital Project Title	SCADA Upgrades
Capital Project Description	SCADA upgrades and planning in conjunction with the Juan de Fuca Water Distribution, Saanich Peninsula Water and Wastewater, and Core Area Wastewater Services.		
Project Rationale	The existing SCADA system is nearing end of life for equipment. The SCADA system provides vital operational monitoring and control information for the Saanich Peninsula Water System. Additionally, the Juan de Fuca Water Distribution, Saanich Peninsula Wastewater, Regional Water System, and Core Area Wastewater services require similar upgrades and integration. This project will be carried out with the other services so that an fully integrated system can be implemented.		
Project Number	21-05	Capital Project Title	SPW System Upgrade and Expansion
Capital Project Description	Upgrade vulnerable sections of the SPWS system to a more resilient system and increase operational flexibility.		
Project Rationale	This project is for expansion and replacement of watermains and appurtenances within the Saanich Peninsula Water Supply system for infrastructure renewal and improved resiliency. Funds are required for detailed design and construction of the Bear Hill Trunk extension section of transmission main from Mt Newton to the Dean Park Lower tank along East Saanich Road, preliminary design of the transmission main from McTavish Tank to Mills Road, and preliminary design of the Dean Park Feeder Main between Dean Lower and Dean Middle Tanks. Additional funding will be required to complete construction of all three project components but the design delivery and construction of the Bear Hill Trunk component are being delivered in partner with similar projects in the RWS system.		

Service: 2.610 Saanich Peninsula Water Supply				
Project Number	22-01	Capital Project Title	Master Plan Update	Capital Project Description 5-year update of the DCC program and initiate SPWS Master Plan as recommended in last DCC update.
Project Rationale	A water distribution system changes with development demand. A periodic update of the master plan to identify deficiencies and inform future works is periodically required to ensure the level of service.			
Project Number	22-02	Capital Project Title	Microwave Radio Upgrades	Capital Project Description To provide a high bandwidth communications backbone to the SPW/SPWW systems, a microwave communications system will be installed.
Project Rationale	Multiple facilities throughout the CRD RWS system require additional bandwidth to allow for proper monitoring and control. This project will enable the initial design and preliminary installation of a high bandwidth microwave backbone that will be able to be leveraged by multiple CRD operational groups. The installation of this backbone will be coordinated with the other IWS service areas.			
Project Number	23-01	Capital Project Title	DCC Program Update	Capital Project Description 5-year update of the DCC program.
Project Rationale	This project aims to update the DCC Program to support long-term infrastructure planning and ensure that development cost charges (DCCs) reflect future growth needs. It should provide a list of DCC-eligible projects to guide future investment decisions.			
Project Number	25-01	Capital Project Title	Hamsterly Pump Station Capacity Upgrade	Capital Project Description Increase the capacity of the Hamsterly Pump Station to address increased water demand. This is the service's contribution to the DCC project.
Project Rationale	In the 2018 KWL DCC Update report, the Hamsterly Pump Station was identified to require addition of a third pump to meet increased water demand. Increase the capacity of the Hamsterly Pump Station to address increased water demand. This project will be reassessed in the subsequent DCC update prior to progressing.			
Project Number	25-02	Capital Project Title	Asset Management Planning	Capital Project Description Asset management planning and related further study
Project Rationale	Update the strategic asset management plan based upon recent studies such as the DCC Program Update. The update will inform future capital works.			
Project Number	25-03	Capital Project Title	Operational Optimization Review	Capital Project Description Review the SPWS system from an operational perspective to investigate operational efficiencies and improvements.
Project Rationale	Engineering and Operations coordination and assessment of the SPWS system to better document operational procedures and assess opportunities for improvement.			

Service: 2.610 Saanich Peninsula Water Supply			
Project Number	25-04	Capital Project Title	Cloake Hill/Deep Cove Hydraulic Assessment
Capital Project Description	Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update		
Project Rationale	Detailed analysis of Cloake Hill Tank and Deep Cove Pump Station. Driven by the 2021 heat dome event and results of the DCC program and Strategic Plan Update.		
Project Number	25-05	Capital Project Title	Asset Capital Improvement/Replacement Program
Capital Project Description	Ongoing program to continually address multiple, small to mid-scale capital improvements to the Saanich Peninsula Water System.		
Project Rationale	This program will fund items such as replacement of valves (line, air, check, PRV, etc), replacement and addition of instrumentation, decommissioning infrastructure and other mid sized improvements. This program will primarily address items that are more complex than can be delivered under the Annual Provisional account (24-03) but will comprise of smaller projects than those listed in the SPW System Upgrade and Expansion Program (21-05). Budget forecasts will be further influenced by asset management plans and operational coordination.		
Project Number	25-06	Capital Project Title	SCADA System Cybersecurity
Capital Project Description	Shared project budget to improve cyber security in the SCADA system.		
Project Rationale	Project budget to improve cyber security in the SCADA System. CRD IT Department to lead and provide implementation support.		
Project Number	26-01	Capital Project Title	Decommissioning of Various Sites/Components
Capital Project Description	Various existing facilities within SPWS have redundant valves and piping that require removal.		
Project Rationale	Various decommissioning of old assets that are no longer required in the system.		
Project Number	27-01	Capital Project Title	Cloake Hill/Deep Cove Upgrades
Capital Project Description	Potential Construction Upgrades to be further informed on Hydraulic Assessment		
Project Rationale	Potential upgrades to be further scoped following completion of the Assessment in Project #25-04.		
Project Number	27-02	Capital Project Title	Amalgamation Initiative
Capital Project Description	Review the options for amalgamation of the SPW service with Regional Water Service and/or municipal distribution services		
Project Rationale	This project will support the next phase of the Saanich Peninsula Water Commission Amalgamation Study, including further analysis of complete and partial amalgamation scenarios and consultation with municipal partners. This work will provide additional information on governance, operational and financial impacts to support future decision-making.		

Service: 2.610 Saanich Peninsula Water Supply			
Project Number	27-03	Capital Project Title	Enterprise Data Historian Management System
Capital Project Description	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.		
Project Rationale	A data historian is required to store large amounts of data that is required for compliance reporting to regulators, operational performance reports, cost allocation, and engineering analysis.		
Project Number	28-01	Capital Project Title	Peninsula Trunk Segment Replacement
Capital Project Description	Replacement of approx. 3.6km segment of AC watermain from McTavish Tank to Mill Road past YYJ Airport		
Project Rationale	This project will expand upon the preliminary design that was originally progressed under the previous program capital budget of #21-05 SPW System Upgrade and Expansion. Further coordination with YYJ Airport is required once their future expansion plans are further developed.		
Project Number	30-01	Capital Project Title	Dean Park Feedermain Replacement
Capital Project Description	Replacement of 1.3km from Dean Lower to Dean Middle Tank		
Project Rationale	This project will expand upon the preliminary design that was originally progressed under the previous program capital budget of #21-05 SPW System Upgrade and Expansion.		
Project Number	24-03	Capital Project Title	Pump Station, Meter Station, Valve Repair, Transmission Main & Storage Tank Repairs, Replacements and decommissioning.
Capital Project Description	Planned and unplanned infrastructure and equipment renewal.		
Project Rationale	Annual Provisional Account to address planned and unplanned infrastructure and equipment renewals.		

2.610 Saanich Peninsula Water
Summary Schedule
2027 - 2031 Financial Plan

Asset Profile

Saanich Peninsula Water

One of the 16 CRD drinking water systems across the region, Saanich Peninsula Water Supply obtains treated drinking water from the Regional Water Supply System and is responsible for the wholesale trunk water supply systems for Central Saanich, Sidney & North Saanich. Assets include land, 46 kilometres of water supply mains, nine balancing reservoirs, nine pumping stations, two pressure reducing stations, nine supply meters and two rechlorination stations.

Reserve/Fund Summary

	Estimate	Budget				
	2026	2027	2028	2029	2030	2031
DCC Reserve Account						
Equipment Replacement Fund	2,277,317	2,197,817	2,197,817	1,310,724	1,310,724	1,310,724
Capital Reserve	2,148,469	2,148,469	2,148,469	2,123,469	2,098,469	2,048,469
	6,632,326	7,307,326	7,117,326	7,170,419	6,370,419	5,770,419
Total	11,058,112	11,653,612	11,463,612	10,604,612	9,779,612	9,129,612

**2.610 Saanich Peninsula Water
Development Cost Charges
2027 - 2031 Financial Plan**

Development Cost Charges Reserve Schedule

Reserve Fund: Saanich Peninsula Water Development Cost Charges (Bylaw # 3208)

Saanich Peninsula Water Development Cost charges (DCC's) was adopted in 2005 for the purpose of providing funds to assist with the capital costs of providing, constructing, altering or expanding the Districts water & wastewater systems that services the Member Municipalities.

Reserve Cash Flow

Fund: 1009, Fund Center: 101353 - DCC Water System only	Estimate	Budget				
	2026	2027	2028	2029	2030	2031
Beginning Balance	2,231,623	2,277,317	2,197,817	2,197,817	1,310,724	1,310,724
Transfers from Reserve based on DCC-capital plan	(15,302)	(79,500)	-	(887,093)	-	-
Interest Income*	60,996					
Ending Balance \$	2,277,317	2,197,817	2,197,817	1,310,724	1,310,724	1,310,724

General Comments:

Saanich Peninsula Water Development Cost Charges (DCC's) was adopted in 2005 for the purpose of providing funds to assist with the capital costs of providing, constructing, altering or expanding the Districts water & wastewater systems that services the Member Municipalities.

The above cash flow only reflects DCC Reserve information for Water System only (Wastewater's information will be provided in the Wastewater budgets). These Reserve funds are received from member municipalities as Development Cost Charges (DCC's) to provide for the capital costs of water capacity system improvements within the service areas.

In December 2018 the bylaw was ammended to remove Develoment Cost Charges on new projects to recognize that the fund's balance exceeded the total of current development projects.

**2.610 Saanich Peninsula Water
Equipment Replacement Reserve Schedule
2027 - 2031 Financial Plan**

Equipment Replacement Reserve Schedule

Reserve Fund: Saanich Peninsula Water-Equipment Replacement Reserve (covered by CRD-ERF Bylaw)

Reserve Cash Flow

Fund: 1022 Fund Center: 101452	Estimate	Budget				
	2026	2027	2028	2029	2030	2031
Beginning Balance	1,982,771	2,148,469	2,148,469	2,148,469	2,123,469	2,098,469
Equipment purchases (Based on Capital Plan)	(15,302)	(200,000)	(200,000)	(225,000)	(225,000)	(250,000)
Transfer from Operating Budget	150,000	200,000	200,000	200,000	200,000	200,000
Interest Income*	31,000					
Ending Balance \$	2,148,469	2,148,469	2,148,469	2,123,469	2,098,469	2,048,469

General Comments: The fund is used to replace water system infrastructure throughout the system as failing components are identified and not funded through operating budgets.

**2.610 Saanich Peninsula Water
Capital Reserve Fund
2027 - 2031 Financial Plan**

Capital Reserve Fund Schedule

Reserve Fund: Saanich Peninsula Water Capital Reserve Fund (Bylaw #1397)

Reserve Cash Flow

Fund: 1009 Fund Center: 102159	Estimate	Budget				
	2026	2027	2028	2029	2030	2031
Beginning Balance	5,603,537	6,632,326	7,307,326	7,117,326	7,170,419	6,370,419
Transfers from Reserve based on capital plan	-	-	(690,000)	(746,907)	(1,600,000)	(800,000)
Transfer from Operating Budget	914,288	675,000	500,000	800,000	800,000	200,000
Interest Income*						
Ending Balance \$	114,506	7,307,326	7,117,326	7,170,419	6,370,419	5,770,419

General Comments:

Saanich Peninsula Water Capital Reserve Fund was adopted in 1985 for the purpose of capital payments including planning, engineering and legal costs for providing, latering or expanding water system infrastructure related to the Saanich Peninsula Water Supply System.

The fund is used for the purpose of funding the Service Capital infrastructure related directly or indirectly to water facilities, (excluding DCC) capital expenditures.

SAANICH PENINSULA WATER SUPPLY (SPWS)

2026-2031 BUDGET DASHBOARD

AT A GLANCE

2026 FORECAST YEAR-END RESULT

\$514k

Surplus

2026 Forecast

2027 WATER REVENUE

\$9.7M

+0.7M (7.9%)

vs. 2026 Budget

2027 FORECAST CONSUMPTION

6.65M m³

+0.05M m³ (0.8%)

vs. 2026 Forecast

2027 WATER RATE

\$1.4551/m³

+\$0.0958/m³ (7.04%)

vs. 2026

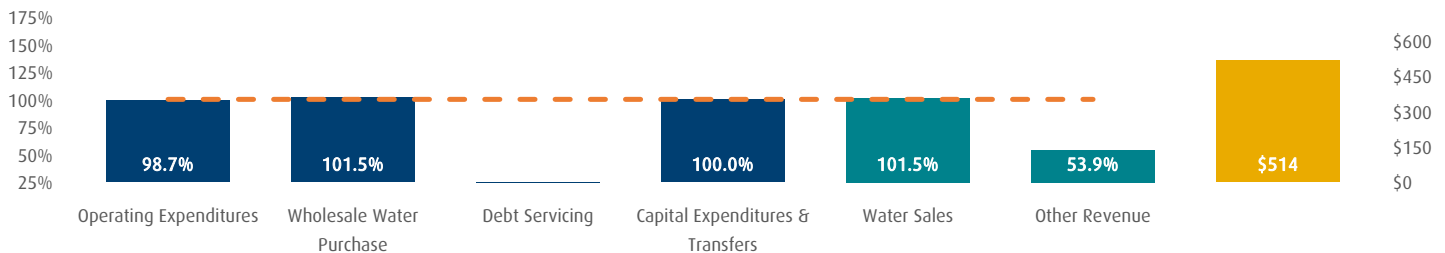
2026

EST. YEAR-END RESULTS

EXPENSE - (% of Budget)

REVENUE - (% of Budget)

SURPLUS - (\$'000)

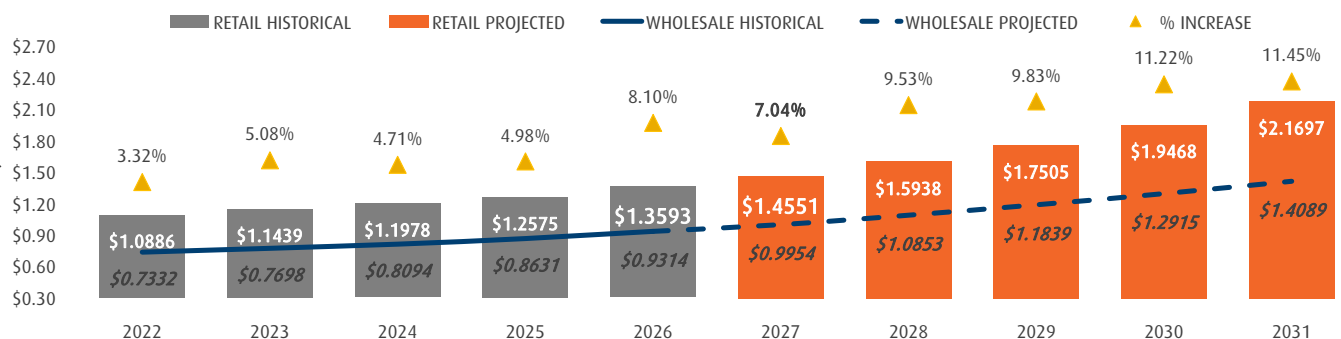


EXPENSE	BUDGET	EST. ACTUALS	VARIANCE, \$	VARIANCE, %	DRIVER OF VARIANCE
Operating Expenditures	\$ 1,978,915	\$ 1,953,690	▲ (\$ 25,225)	-1.3%	Underspend forecasted for operations allocation
Wholesale Water Purchase	\$ 6,146,976	\$ 6,240,112	▼ \$ 93,136	1.5%	Increased water purchase due to higher demand
Debt Servicing	\$ 575,402	\$ 0	▲ (\$ 575,402)	-100.0%	Rephasing of new debt to support capital activity
Capital Expenditures & Transfers	\$ 550,000	\$ 550,000	■ \$ 0	0.0%	No material variance forecasted
REVENUE					
Water Sales	\$ 8,971,513	\$ 9,107,310	▲ \$ 135,797	1.5%	Increased water sales due to higher demand
Other Revenue	\$ 279,780	\$ 150,780	▼ (\$ 129,000)	-46.1%	Service fee revenue and debt reserve fund

2022 - 2031

WATER RATE

HISTORICAL & PROJECTED (\$/m³)

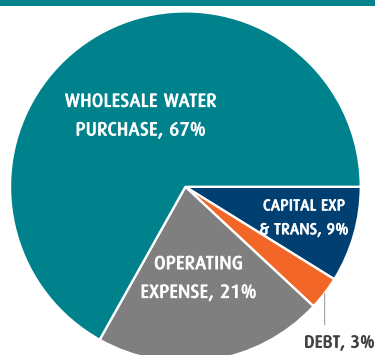


*Projected rates from 2027-2031 reflect increased capital investment to replace aging infrastructure and improve system resilience.

2027

BUDGET BREAKDOWN

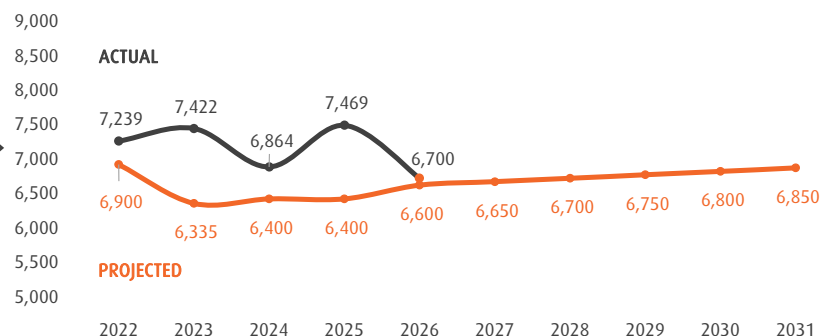
EXPENSE by CATEGORY (% of Total)



2022 - 2031

WATER CONSUMPTION

ACTUAL & PROJECTED ('000 m³)



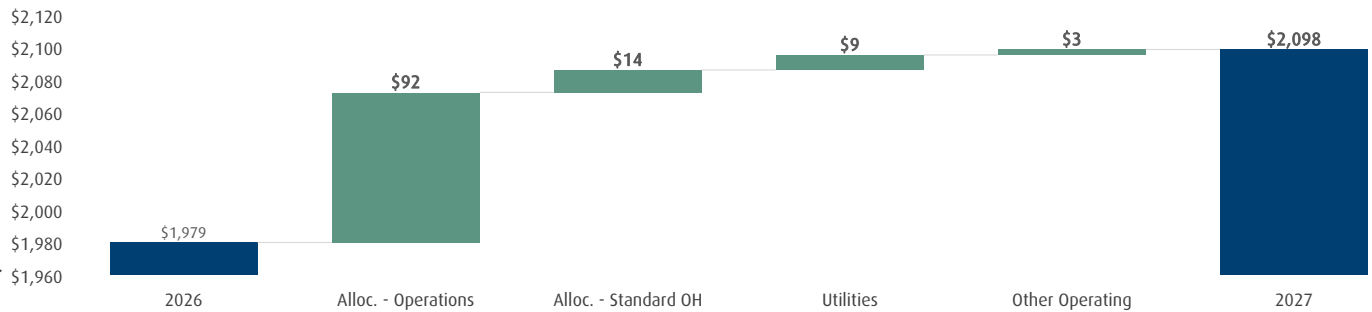
SAANICH PENINSULA WATER SUPPLY (SPWS)

2026-2031 BUDGET DASHBOARD *Cont.*

2026 VS. 2027

OPERATING EXPENSES

OPERATING EXPENSES - (\$'000)

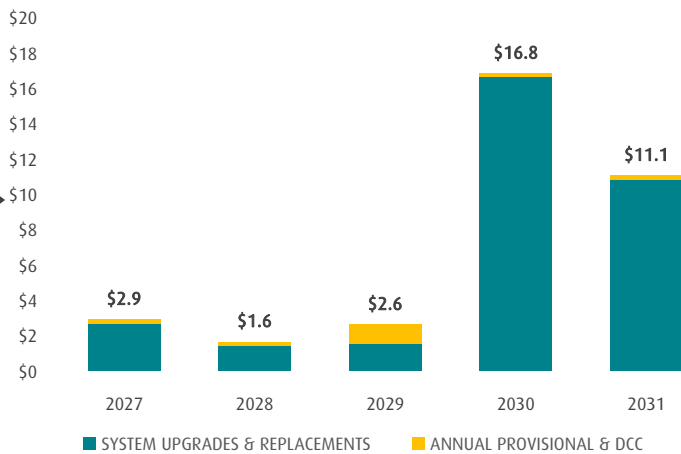


BUDGET CATEGORY	AMOUNT	BUDGET DRIVERS
2026 OPERATING BUDGET	\$ 1,978,915	
Alloc. - Operations	\$ 92,280	Inflationary increase to existing salaries inclusive of collective agreements
Alloc. - Standard OH	\$ 13,761	Overhead allocation based on % of total budget
Utilities	\$ 9,280	Increase to budget for electricity costs
Other Operating	\$ 3,330	Inflationary increases on insurance and other costs
2027 OPERATING BUDGET	\$ 2,097,566	

2027 - 2031

CAPITAL PLAN

CAPITAL PLAN by CATEGORY - (\$M)



NOTABLE CAPITAL INITIATIVES in 2027

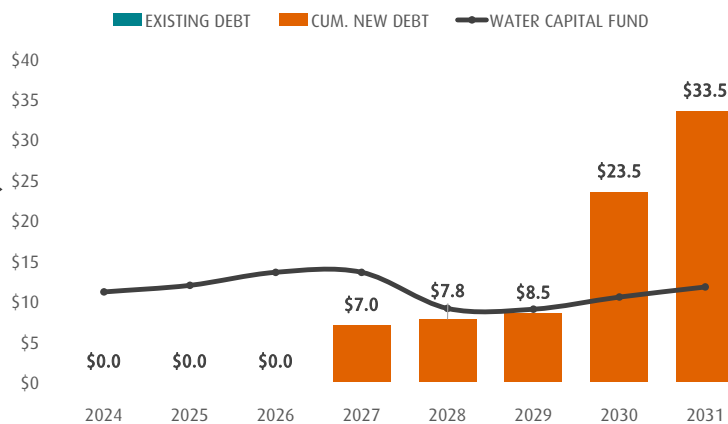
SYSTEM UPGRADES & REPLACEMENTS

21-05 SPW System Upgrade (Bear Hill Trunk)	\$ 500,000
25-05 Asset Capital Improvement/Replacement	\$ 500,000
25-02/22-01 Asset Management & Master Plan Update	\$ 230,000

2024 - 2031

DEBT & CAPITAL

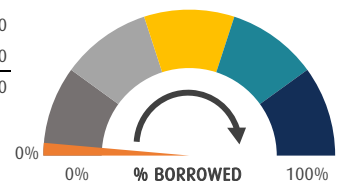
DEBT & WATER CAPITAL FUND BALANCE - (\$M)



BORROWING AUTHORITY

LA BYLAW 4411

AUTHORIZED	\$ 12,900,000
BORROWED	\$ 0
CREDIT REMAINING	\$ 12,900,000



TEMP LA BYLAW 4581

Temporary Borrowing Bylaw No. 4581 was approved by the CRD board on Dec 13, 2023, to enable short-term borrowing under Bylaw No. 4411 to finance capital expenditures.

REGIONAL WATER SUPPLY COMMISSION
Agricultural Water Rate Funding Comparisons 2011 - 2025

		No. of AR Accounts	No. of AG Accounts	AR Volume m3	AG Volume m3	Avg AR Volume m3 (Vol/Accts)	Avg AG Volume m3	Agri Rate Consumption Costs	Agri Fixed Charge Costs	Total Agri Subsidy Paid out (Cons + Fixed)	Avg Agri Cost \$ (Paid/Accts)	%age of Total Paid out	Rate Differential		
													Municipal Rate m3	Agri Rate m3	Muni-CRD Diff m3
													A	B	A - B
Western Communities & Sooke *															
	2025	84	21	44673	67469	532	3,213	\$ 294,821	\$ -	\$ 294,821	\$ 2,808	11.9%	\$ 2.8395	\$ 0.2105	\$ 2.6290
	2024	85	21	38,614	53,786	454	2,561	\$ 229,355	\$ -	\$ 229,355	\$ 2,164	11.9%	\$ 2.6927	\$ 0.2105	\$ 2.4822
	2023	86	16	46,589	62,912	542	3,932	\$ 255,805	\$ -	\$ 255,805	\$ 2,508	11.6%	\$ 2.5466	\$ 0.2105	\$ 2.3361
	2022	85	17	45,564	37,292	536	2,194	\$ 181,612	\$ -	\$ 181,612	\$ 1,781	10.6%	\$ 2.4024	\$ 0.2105	\$ 2.1919
	2021	84	16	53,773	63,222	640	3,951	\$ 245,409	\$ -	\$ 245,409	\$ 2,454	12.3%	\$ 2.3081	\$ 0.2105	\$ 2.0976
	2020	84	15	42,432	51,118	505	3,408	\$ 187,605	\$ -	\$ 187,605	\$ 1,895	11.9%	\$ 2.2159	\$ 0.2105	\$ 2.0054
	2019	86	14	36,598	50,277	426	3,591	\$ 165,297	\$ -	\$ 165,297	\$ 1,653	11.1%	\$ 2.1132	\$ 0.2105	\$ 1.9027
	2018	95	18	40,657	19,669	428	1,093	\$ 112,411	\$ -	\$ 112,411	\$ 995	7.9%	\$ 2.0739	\$ 0.2105	\$ 1.8634
	2017	81	11	33,458	11,628	413	1,057	\$ 76,754	\$ -	\$ 76,754	\$ 834	5.6%	\$ 1.9129	\$ 0.2105	\$ 1.7024
	2016	80	11	41,248	8,652	516	787	\$ 84,950	\$ -	\$ 84,950	\$ 934	5.9%	\$ 1.9129	\$ 0.2105	\$ 1.7024
	2015	79	11	33,537	7,078	425	643	\$ 64,968	\$ -	\$ 64,968	\$ 722	5.1%	\$ 1.8101	\$ 0.2105	\$ 1.5996
	2014	79	11	29,419	9,074	372	825	\$ 60,769	\$ -	\$ 60,769	\$ 675	5.6%	\$ 1.7892	\$ 0.2105	\$ 1.5787
	2013	80	11	25,532	5,578	319	507	\$ 46,438	\$ -	\$ 46,438	\$ 510	4.7%	\$ 1.7032	\$ 0.2105	\$ 1.4927
	2012	79	13	23,617	5,932	299	456	\$ 40,828	\$ -	\$ 40,828	\$ 444	4.3%	\$ 1.5922	\$ 0.2105	\$ 1.3817
	2011	75	11	27,910	4,893	372	445	\$ 43,641	\$ -	\$ 43,641	\$ 507	5.2%	\$ 1.5409	\$ 0.2126	\$ 1.3283
Central Saanich															
	2025	298	49	591,590	349,902	1,985	7,141	\$ 1,395,652	\$ 6,909	\$ 1,402,561	\$ 4,042	56.6%	\$ 2.0540	\$ 0.2105	\$ 1.8435
	2024	297	49	485,371	234,707	1,634	4,790	\$ 1,086,758	\$ 4,606	\$ 1,091,364	\$ 3,154	56.8%	\$ 1.9460	\$ 0.2105	\$ 1.7355
	2023	266	48	539,888	283,819	2,030	5,913	\$ 1,269,148	\$ 6,674	\$ 1,275,822	\$ 4,063	57.8%	\$ 1.9240	\$ 0.2105	\$ 1.7135
	2022	277	50	398,069	279,385	1,437	5,588	\$ 1,005,694	\$ 7,050	\$ 1,012,744	\$ 3,097	59.3%	\$ 1.8600	\$ 0.2105	\$ 1.6495
	2021	277	50	466,809	307,970	1,685	6,159	\$ 1,150,198	\$ 7,050	\$ 1,157,248	\$ 3,539	57.9%	\$ 1.8600	\$ 0.2105	\$ 1.6495
	2020	278	49	375,646	233,214	1,351	4,759	\$ 873,579	\$ 6,768	\$ 880,347	\$ 2,692	56.0%	\$ 1.8047	\$ 0.2105	\$ 1.5942
	2019	276	47	421,804	210,499	1,528	4,479	\$ 862,430	\$ 2,162	\$ 864,592	\$ 2,677	58.0%	\$ 1.7260	\$ 0.2105	\$ 1.5155
	2018	278	49	378,593	297,433	1,362	6,070	\$ 866,699	\$ 7,003	\$ 873,702	\$ 2,672	61.3%	\$ 1.6350	\$ 0.2105	\$ 1.4245
	2017	296	49	398,087	298,522	1,345	6,092	\$ 792,125	\$ 7,003	\$ 799,128	\$ 2,316	58.7%	\$ 1.5575	\$ 0.2105	\$ 1.3470
	2016	297	51	446,241	303,419	1,502	5,949	\$ 879,396	\$ 7,191	\$ 886,587	\$ 2,548	61.1%	\$ 1.5139	\$ 0.2105	\$ 1.3034
	2015	294	51	412,060	246,292	1,402	4,829	\$ 739,282	\$ 7,144	\$ 746,426	\$ 2,164	58.4%	\$ 1.4582	\$ 0.2105	\$ 1.2477
	2014	294	49	361,801	190,895	1,231	3,896	\$ 596,515	\$ 6,808	\$ 603,323	\$ 1,759	55.7%	\$ 1.4033	\$ 0.2105	\$ 1.1928
	2013	296	45	321,518	194,848	1,086	4,330	\$ 542,837	\$ 4,186	\$ 547,023	\$ 1,604	55.7%	\$ 1.3799	\$ 0.2105	\$ 1.0525
	2012	280	41	325,663	210,906	1,163	5,144	\$ 518,454	\$ 5,658	\$ 524,112	\$ 1,633	55.6%	\$ 1.2841	\$ 0.2105	\$ 0.9662
	2011	210	38	312,702	169,206	1,489	4,453	\$ 462,183	\$ 5,244	\$ 467,427	\$ 1,885	56.1%	\$ 1.2867	\$ 0.2126	\$ 0.9667
North Saanich **															
	2025	103	14	97,137	128,496	943	9,178	\$ 333,845	\$ -	\$ 333,845	\$ 2,853	13.5%	\$ 1.9400	\$ 0.2105	\$ 1.7295
	2024	104	21	83,051	113,138	799	5,388	\$ 269,215	\$ -	\$ 269,215	\$ 2,154	14.0%	\$ 1.8562	\$ 0.2105	\$ 1.6457
	2023	103	20	56,716	119,706	551	5,985	\$ 281,923	\$ -	\$ 281,923	\$ 2,292	12.8%	\$ 1.8085	\$ 0.2105	\$ 1.5980
	2022	107	19	52,167	107,838	488	5,676	\$ 235,367	\$ -	\$ 235,367	\$ 1,868	13.8%	\$ 1.6815	\$ 0.2105	\$ 1.4710
	2021	105	18	62,904	126,579	599	7,032	\$ 265,276	\$ -	\$ 265,276	\$ 2,157	13.3%	\$ 1.6105	\$ 0.2105	\$ 1.4000
	2020	102	16	57,433	108,453	563	6,778	\$ 223,532	\$ -	\$ 223,532	\$ 1,894	14.2%	\$ 1.5580	\$ 0.2105	\$ 1.3475
	2019	94	15	58,278	95,030	620	6,335	\$ 201,370	\$ -	\$ 201,370	\$ 1,847	13.5%	\$ 1.5240	\$ 0.2105	\$ 1.3135
	2018	100	16	97,574	70,726	976	4,420	\$ 220,982	\$ -	\$ 220,982	\$ 1,905	15.5%	\$ 1.5240	\$ 0.2105	\$ 1.3135
	2017	100	13	151,773	53,551	1,518	4,119	\$ 245,456	\$ -	\$ 245,456	\$ 2,172	18.0%	\$ 1.4643	\$ 0.2105	\$ 1.2538
	2016	100	12	148,450	36,774	1,485	3,065	\$ 230,697	\$ -	\$ 230,697	\$ 2,060	15.9%	\$ 1.4560	\$ 0.2105	\$ 1.2455
	2015	106	14	151,656	38,066	1,431	2,719	\$ 230,948	\$ -	\$ 230,948	\$ 1,925	18.1%	\$ 1.4278	\$ 0.2105	\$ 1.2173
	2014	98	14	133,853	30,372	1,366	2,169	\$ 194,919	\$ -	\$ 194,919	\$ 1,740	18.0%	\$ 1.3974	\$ 0.2105	\$ 1.1869
	2013	102	13	141,845	30,647	1,391	2,357	\$ 200,004	\$ -	\$ 200,004	\$ 1,739	20.4%	\$ 1.3700	\$ 0.2105	\$ 1.1595
	2012	99	13	117,497	45,227	1,187	3,479	\$ 188,679	\$ -	\$ 188,679	\$ 1,685	20.0%	\$ 1.3700	\$ 0.2105	\$ 1.1595
	2011	101	13	106,393	34,921	1,053	2,686	\$ 163,558	\$ -	\$ 163,558	\$ 1,435	19.6%	\$ 1.3700	\$ 0.2126	\$ 1.1574
Saanich															
	2025	61	66	38,531	181,602	632	2,752	\$ 418,583	\$ 29,735	\$ 448,318	\$ 3,530	18.1%			
	2024	62	58	42,377	126,972	684	2,189	\$ 322,017	\$ 10,934	\$ 332,952	\$ 2,775	17.3%	\$ 2.1120	\$ 0.2105	\$ 1.9015
	2023	76	54	47,961	168,198	631	3,115	\$ 382,061	\$ 10,230	\$ 392,291	\$ 3,018	17.8%	\$ 1.9780	\$ 0.2105	\$ 1.7675
	2022	66	56	36,146	129,467	548	2,312	\$ 267,879	\$ 11,330	\$ 279,209	\$ 2,289	16.3%	\$ 1.8280	\$ 0.2105	\$ 1.6175
	2021	74	55	49,933	158,309	675	2,878	\$ 318,923	\$ 11,050	\$ 329,973	\$ 2,558	16.5%	\$ 1.7420	\$ 0.2105	\$ 1.5315
	2020	68	53	40,416	144,443	594	2,725	\$ 268,877	\$ 10,867	\$ 279,745	\$ 2,312	17.8%	\$ 1.6650	\$ 0.2105	\$ 1.4545
	2019	68	51	37,086	140,512	545	2,755	\$ 249,436	\$ 10,278	\$ 259,714	\$ 2,182	17.4%	\$ 1.6150	\$ 0.2105	\$ 1.4045
	2018	70	49	37,503	111,896	536	2,284	\$ 208,786	\$ 9,996	\$ 218,782	\$ 1,839	15.3%	\$ 1.5910	\$ 0.2105	\$ 1.3805
	2017	80	50	38,201	132,092	478	2,642	\$ 229,604	\$ 9,719	\$ 239,324	\$ 1,841	17.6%	\$ 1.5600	\$ 0.2105	\$ 1.3495
	2016	71	53	36,409	139,764	513	2,637	\$ 237,745	\$ 10,056	\$ 247,802	\$ 1,998	17.1%	\$ 1.5600	\$ 0.2105	\$ 1.3495
	2015	75	51	74,841	129,225	998	2,534	\$ 228,276	\$ 9,727	\$ 238,003	\$ 1,873	18.5%	\$ 1.5420	\$ 0.2105	\$ 1.3315
	2014	72	53	46,230	177,633	642	3,352	\$ 213,981	\$ 9,883	\$ 223,863	\$ 1,791	20.7%	\$ 1.4560	\$ 0.2105	\$ 1.2455
	2013	65	50	35,745	122,456	550	2,449	\$ 179,004	\$ 9,655	\$ 188,659	\$ 1,641	19.2%	\$ 1.3420	\$ 0.2105	\$ 1.1315
	2012	68	47	38,212	138,455	562	2,946	\$ 180,466	\$ 9,235	\$ 189,701	\$ 1,650	20.1%	\$ 1.2320	\$ 0.2105	\$ 1.0215
	2011	71	46	101,235	121,896	1,426	2,650	\$ 149,584	\$ 9,118	\$ 158,703	\$ 1,356	19.0%	\$ 1.1530	\$ 0.2126	\$ 0.9404
Totals															
	2025	298	49	591,590	349,902	1,985	7,141	\$ 2,442,901	\$ 36,644	\$ 2,479,545	\$ 7,146	100%			
	2024	548	149	649,413	528,603	1,185	3,548	\$ 1,907,345	\$ 15,540	\$ 1,922,885	\$ 2,759	100%			
	2023	531	138	691,154	634,635	1,302	4,599	\$ 2,188,937	\$ 16,904	\$ 2,205,842	\$ 3,297	100%			
	2022	535	142	531,946	553,982	994	3,901	\$ 1,690,553	\$ 18,380	\$ 1,708,933	\$ 2,524	100%			
	2021	540	139	633,419	656,080	1,173	4,720	\$ 1,979,806	\$ 18,100	\$ 1,997,906	\$ 2,942	100%			
	2020	532	133	515,927	537,228	970	4,039	\$ 1,553,594	\$ 17,635	\$ 1,571,229	\$ 2,363	1			

**REPORT TO SAANICH PENINSULA WATER COMMISSION
MEETING OF THURSDAY, SEPTEMBER 3, 2026**

SUBJECT **Remuneration for Saanich Peninsula Water Commissioners**

ISSUE SUMMARY

The Capital Regional District Board recently updated its remuneration policy for members of CRD Boards and Commissions. Pursuant to the new policy provisions, the Saanich Peninsula Water Commission (SPWC) must consider whether it wishes to remunerate Commissioners by providing per meeting payments.

BACKGROUND

The Capital Regional District (CRD) Board Remuneration and Travel Expense Reimbursement Policy (Policy) was reviewed earlier this year using the external consulting firm of Western Compensation and Benefits Consultants, and changes to the Policy were adopted for implementation on January 1, 2027.

Under the new provisions of the Policy, remuneration is provided to all CRD Board Directors, Commissioners of the Regional Water Supply Commission and Commissioners of the Salt Spring Island Local Community Commission. Commissioners of delegated Commissions are eligible for per meeting remuneration payments, at a prescribed rate established in the policy, where approved by the Commission and Regional Board.

On June 10, 2026, the CRD Board resolved the following:

1. *That the CRD Board remuneration philosophy be revised to remove the per meeting payments to CRD Directors appointed to local and sub-regional Commissions; and*
2. *That that the CRD Board remuneration philosophy be revised to authorize CRD Commissions to provide per meeting payments for all Commissioners as may be approved by the Commission and the CRD Board and paid at the per meeting rate from the Commission's service budget; and*
3. *That the CRD Board Remuneration and Travel Expense Policy be approved effective January 1, 2027, as attached.*
4. *That the review occurs in the final year of each Board term to take effect for the following Board term.*

As a result, the CRD Board is requesting that each delegated CRD Commission approve by resolution whether Commissioners receive per meeting payments, at the Board-approved per meeting rate of two hundred twelve dollars (\$212.00) per meeting, to be paid from the Commission's service budget.

ALTERNATIVES

Alternative 1

The Saanich Peninsula Water Commission recommends to the Capital Regional District Board:

1. That effective January 1, 2027, all Commissioners of the Saanich Peninsula Water

Commission be eligible to receive per meeting payments pursuant to the CRD Board Remuneration and Travel Expense Reimbursement Policy.

2. That the 2027-2031 Financial Plan be updated to include an annual cost of \$13,992 for per meeting payments to Commissioners.

Alternative 2

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

IMPLICATIONS

Alignment with Existing Plans & Strategies

Several CRD Commissions have expressed interest in providing a per meeting payment in recognition of the significant time commitment and expectations of Commissioners. Currently, per meeting payments for the SPWC are limited to Commissioners who are Directors of the Regional Board. Effective January 1, 2027, Directors will no longer be eligible for per meeting payments under the updated Policy unless a resolution is passed to remunerate all Commissioners.

The Policy's amended Schedule 1 contains a new Section 15, for Commissioners where approved by the Board and Commission, to be eligible for per meeting payments of \$212 consisting of:

1. \$142 per meeting remuneration for attendance; and
2. Up to \$70 reimbursement per meeting for eligible expenses.

Financial Implications

The SPWC has six regularly scheduled meetings annually, with eleven appointed Commissioners. Assuming full attendance, the Commission would require \$2,332 per meeting, up to a maximum of \$13,992 annually from its service budget. Special meetings would be in addition to this amount. The financial impact to the service budget is not expected to be significant, as the maximum annual cost of \$13,992 for regularly scheduled meetings is relatively low compared to overall service expenditures.

CONCLUSION

The Capital Regional District Board has requested that delegated Commissions, including the Saanich Peninsula Water Commission, consider the updated provisions in the CRD Board Remuneration and Travel Expense Reimbursement Policy and confirm whether all Commissioners of the SPWC be eligible to receive per meeting payments as remuneration for their attendance at Commission meetings.

RECOMMENDATION

The Saanich Peninsula Water Commission recommends to the Capital Regional District Board:

1. That effective January 1, 2027, all Commissioners of the Saanich Peninsula Water Commission be eligible to receive per meeting payments pursuant to the CRD Board Remuneration and Travel Expense Reimbursement Policy.
2. That the 2027-2031 Financial Plan be updated to include an annual cost of \$13,992 for per meeting payments to Commissioners.

Submitted by:	Marlene Lagoa, MPA, Senior Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water 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(S)

Appendix A: Staff Report to Board (June 10, 2026) – 2027-2030 CRD Board Remuneration and Travel Expense Reimbursement Policy Update

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, JUNE 10, 2026**

SUBJECT **2027-2030 CRD Board Remuneration and Travel Expense Reimbursement Policy Update**

ISSUE SUMMARY

To provide the updated CRD Board Remuneration and Travel Expense Reimbursement Policy, effective the 2027-2030 CRD Board term.

BACKGROUND

The CRD Board has approved a CRD Board Remuneration and Travel Expense Reimbursement Policy ("Policy"). This Policy applies to CRD Board Directors, Commission members, First Nations Members, and certain Board appointees to external Boards. The Policy was initially 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. As a foundation of the Policy, the remuneration philosophy established by the CRD Board is as follows:

1. 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;
2. 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;
3. 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;
4. 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;
5. 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
6. 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.

Capital Regional District Board – June 10, 2026

2027-2030 CRD Board Remuneration and Travel Expense Reimbursement Policy Update 2

The regular review of the Policy was undertaken in early 2026 and the results of that review were presented to the CRD Board on May 13, 2026 (Appendix B). At that Board meeting, the Board moved:

That 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.

Staff have updated the Policy with the information from the consultants to be effective starting the 2027-2030 CRD Board term (Appendix A).

In the Policy update starting in January 2027, staff are recommending that the remuneration philosophy be amended to remove the additional stipend paid the CRD Directors appointed to local and sub-regional Commissions, and rather enable Commissions to consider payment to all Commissioners from service budgets at the per meeting rate should they elect to do so and where approved by the CRD Board.

ALTERNATIVES

Alternative 1

1. That the CRD Board remuneration philosophy be revised to remove the per meeting payments to CRD Directors appointed to local and sub-regional Commissions; and
2. That that the CRD Board remuneration philosophy be revised to authorize CRD Commissions to provide per meeting payments for all Commissioners as may be approved by the Commission and the CRD Board and paid at the per meeting rate from the Commission's service budget; and
3. That the CRD Board Remuneration and Travel Expense Policy be approved effective January 1, 2027, as attached.

Alternative 2

1. That that the CRD Board remuneration philosophy be revised to authorize CRD Commissions to provide per meeting payments for all Commissioners as may be approved by the Commission and the CRD Board and paid at the per meeting rate from the Commission's service budget; and
2. That the CRD Board Remuneration and Travel Expense Policy be approved effective January 1, 2027, as attached, amended to continue to include 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.

Alternative 3

The Capital Regional District Board approve that the CRD Board Remuneration and Travel Expense Policy be approved effective January 1, 2027, as attached, amended to continue to include 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.

Alternative 4

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

IMPLICATIONS

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. On May 13, 2026 the CRD Board approved the consultant's recommendations for remuneration effective January 1, 2027, requiring updates to the Policy.

Since the Policy was implemented, several CRD Commissions have expressed desire in considering per meeting payments recognizing the significant commitment and expectations of many Commissioners. Currently payments to commissions are permitted as follows: the Regional Water Supply Commissioners receive per meeting payments; CRD Board Directors appointed to a local or sub-regional Commission are eligible for per meeting payments; and the elected Salt Spring Island Local Community Commissioners receive annual stipends. Concern from some Commissions have been raised that this model of payment has created inconsistency.

Financial Implications

The approved implementation date for remuneration adjustments would be for the new Board term 2027-2030, starting in January 2027. Based on current level of effort, total 2027 remuneration aligned with Policy would be adjusted by approximately: \$140,000 for the Board expenditure service; \$50,000 for Electoral Areas; and \$25,000 for the Regional Water Supply. Remuneration for the calendar years 2028-2030 would be adjusted based on the year end Victoria Consumer Price Index in accordance with Policy. Mileage and related allowances are updated annually and will continue to be incorporated into the Policy once these are determined by the Government of Canada.

Should meeting payments for Commissioners be approved, the per meeting costs at the per meeting rate would be budgeted within service budgets, with actual costs subject to the numbers of Commissioners, the number of annual meetings, and attendance.

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. Staff have updated the Policy based on the direction of the CRD Board.

RECOMMENDATION

1. That the CRD Board remuneration philosophy be revised to remove the per meeting payments to CRD Directors appointed to local and sub-regional Commissions; and
2. That that the CRD Board remuneration philosophy be revised to authorize CRD Commissions to provide per meeting payments for all Commissioners as may be approved by the Commission and the CRD Board and paid at the per meeting rate from the Commission's service budget; and
3. That the CRD Board Remuneration and Travel Expense Policy be approved effective January 1, 2027, as attached.

Capital Regional District Board – June 10, 2026
2027-2030 CRD Board Remuneration and Travel Expense Reimbursement Policy Update 4

Submitted by:	Chris Neilson, MBA, CPHR, Senior Manager, People, Safety and Culture
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: CRD Board Remuneration and Travel Expense Reimbursement Policy (effective January 1, 2027) (redlined)

Appendix B: CRD Board Remuneration and Travel Expense Report, Western Compensation and Benefits Consultants, April 23, 2026



CAPITAL REGIONAL DISTRICT BOARD POLICY

Policy Type	<i>Board</i>		
Section	<i>Executive Services, People, Safety & Culture (PS&C)</i>		
Title	BOARD REMUNERATION AND TRAVEL EXPENSE REIMBURSEMENT		
Adoption Date	September 9, 2015	Policy Number	BRD03
Last Amended	January 20 <u>TBD</u> , 2026	Amended By	<u>PS&C Board</u>
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)	<i>Approved by the Board</i>
April 12, 2017 (eff. January 1, 2017)	<i>Amendment 1, approved by the Board</i>
May 9, 2018 (eff. January 1, 2019)	<i>Amendment 2, approved by the Board</i>
February 10, 2020 (Schedule 1 and 2 updates)	<i>Amendment 3, approved by Human Resources (eff Jan.2020 Schedule 1; Dec.2019 Schedule 2)</i>
January 13, 2021 (Schedule 2 update)	<i>Amendment 4, approved by the Board</i>
February 2, 2021 (Schedule 1 update)	<i>Amendment 5, approved by Human Resources (eff. Jan.2021)</i>
January 24, 2022 (Schedule 1 update)	<i>Amendment 6, approved by Human Resources (eff. Jan.2022)</i>
January 20, 2023 (Schedule 1 update)	<i>Amendment 7, approved by Human Resources (eff. Jan.2023)</i>
June 2023	<i>Amendment 8, approved by the Board (eff. June 2023)</i>
January 19, 2024 (Schedule 1 update)	<i>Amendment 9, approved by Human Resources (eff. Jan.2024)</i>
December 11, 2024	<i>Amendment 10, approved by the Board (eff. Jan.1, 2025 - Schedule 1: SSI Electoral Area Director, Local Community Commission Commissioner)</i>
January 22, 2025 (Schedule 1 update)	<i>Amendment 11, approved by Human Resources (eff.Jan. 2025)</i>

January 20, 2026 (Schedule 1 update)	<i>Amendment 12, approved by People, Safety & Culture (eff. Jan. 2026)</i>
<u>TBD, 2026</u> <u>(Schedule 1 update;</u> <u>Schedule 2 update;</u> <u>Schedule 3 update)</u>	<u><i>Amendment 13, approved the the Board (eff. Jan. 2027)</i></u>

8. REVIEWS:

Review Date	Description:
Annually	<i>Review annually for schedule(s) update</i>

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 <i>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</i>	16,347 <u>18,845</u>	8,174 <u>9,105</u>	24,521 <u>27,590</u>
2	Electoral Area Directors (additional)			
	- JDF Electoral Area; SGI Electoral Area	31,512 <u>39,729</u>	15,756 <u>19,567</u>	47,268 <u>59,295</u>
	- SSI Electoral Area	24,692 <u>32,874</u>	12,346 <u>16,191</u>	37,038 <u>49,065</u>
3	CRD Board Chair (additional)	24,042 <u>21,120</u>	12,021 <u>11,880</u>	36,063 <u>36,000</u>
4	CRD Board Vice-Chair (additional)	4,807 <u>5,113</u>	2,404 <u>2,518</u>	7,211 <u>7,631</u>
5	CRHD Board Chair (additional) <i>(Not paid if the CRHD Board Chair is also the CRD Board Vice-Chair)</i>	5,113 <u>4,807</u>	2,518 <u>2,404</u>	7,631 <u>7,211</u>
6	Board Standing Committee Chair, CRD Arts Commission Chair & Solid Waste Advisory Commission Chair (additional) (when appointed by CRD Board Chair)	2,405 <u>2,773</u>	1,202 <u>1,366</u>	3,607 <u>4,139</u>
7	Additional Board Standing Committee(s) (additional) <i>(Payable if Standing Committee Membership exceeds the two remunerated in Section 1)</i>	5,113 <u>4,807</u>	2,518 <u>2,404</u>	7,631 <u>7,211</u>
8	Salt Spring Island Local Community Commissioner <i>(Payable to all elected LCC commissioners, except the Electoral Area Director)</i>	8,954 <u>10,167</u>	4,477 <u>5,008</u>	13,431 <u>15,175</u>
	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 <u>142</u>	37 <u>70</u>	110 <u>212</u>
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 10	First Nation Member appointees to eligible CRD Committee	14273	7037	110212
12 11	CRD Board Directors – appointed by CRD to External Board	14273	7037	110212
	Does not apply when:			
	i. External Board falls within the responsibilities of the Electoral Area Director			
	ii. Remuneration is already paid by the External Board			
	iii. The External Board is not eligible for payment by Act, Regulation, Bylaw or other			
13 12	CRD Municipal Directors who vote on Part 26 Decisions of Juan de Fuca Electoral Area	14273	7037	110212
	Applies only when:			
	a. Attendance at a JDFA land use committee meeting of which the director is a member			
	b. Attendance at any land use public hearing of the JDFA regarding an area where the director is eligible to vote on decisions at the CRD Board			
	Does not apply to the Electoral Area Director			
14 13	Alternate CRD Electoral Area Director attending formal Local and Sub-Regional Commission meetings in place of the Electoral Area Director	14273	7037	110212
15 14	All Commissioners - Regional Water Supply Commission	14273	7037	110212
15 15	<u>Commissioners – where approved by the Board and Commission</u>	142	70	212
16 16	Forum of Councils – First Nations, Municipal Councilors and Directors	14273	7037	110212

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
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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
<u>FOOTNOTES</u>			
(1) Meal payments will be paid as follows:			
	If Departure Prior to:	7:00am	Breakfast, Lunch, Dinner
		12:00noon	Lunch, Dinner
		6:00pm	Dinner
	If Return After:	12:30pm	Breakfast, Lunch
		6:00pm	Breakfast, Lunch, Dinner

(2) 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	4,6
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	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	36
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	36
Saanich Peninsula Water Commission	36
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	3,4,6
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	6
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	3,5
Greater Victoria Labour Relations Association	3
ICET – Island Costal Economic Trust Central South Island Regional Advisory Committee	6
Island Corridor Foundation Board	5
Municipal Finance Authority	5
Pender Islands' Fire Protection Society	4
South Island Reconciliation Advisory Committee	3
Royal and McPherson Theatres Society Advisory Committee	7
Royal and McPherson Theatres Society Board	3
Sooke Historical Society	4
Vancouver Island and Costal Communities Climate Leadership Plan Steering Committee	6
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~~2027)

- 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
- an annual stipend to Commissioners of the Salt Spring Island Local Community Commission as a percentage of the base CRD Director annual stipend and which recognizes all responsibilities of a Commissioner; 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.

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 D. Cook



Linda M. Reid