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SOUTHERN GULF ISLANDS HARBOURS COMMISSION
Notice of Meeting on **Friday, December 4, 2026 at 9:30 am**
Saanich Peninsula Wastewater Treatment Plant Meeting Room,
9055 Mainwaring Road, North Saanich, BC

Members of the Public can view the live meeting via MS Teams: **Click Here**.
Alternatively, to hear the meeting via telephone: call 1-877-567-6843 and enter the Participant Code 415 978 730#

B. Dearden (Chair), Mayne Island
B. Mabberley (V. Chair), Galiano Island
A. Hol, South Pender Island
M. Davis, Saturna Island
R. Fawcett, Electoral Area Director
R. Fenton, North Pender Island
R. Schnurr, Piers Island/Swartz Bay

AGENDA

1. **TERRITORIAL ACKNOWLEDGEMENT**

2. **APPROVAL OF AGENDA**

3. **ADOPTION OF MINUTES**

   ***Recommendation**: That the minutes of the October 9, 2026 meeting be adopted.*

4. **CHAIR'S REMARKS**

5. **GENERAL MANAGER'S REMARKS**

6. **PRESENTATIONS/DELEGATIONS**

   The public is welcome to attend Commission meetings in-person.

   Delegations will have the option to participate electronically. Please complete the online application for "Addressing the Board" on our website and staff will respond with details.
   Alternatively, you may email your comments on an agenda item to the Southern Gulf Islands Harbours Commission at achambers@crd.bc.ca

   Requests must be received no later than 4:30 pm two calendar days prior to the meeting.

7. **COMMISSION BUSINESS**

   7.1. Staff Report: Anson Road Electrification Project Update ……....[26-1192]
   Page 6

   ***Recommendation:** The Southern Gulf Islands Harbours Commission recommends that staff provide an update to the Mayne Island Parks and Recreation Commission on the Anson Road Electrification project and advance discussion on roles and responsibilities in managing the upland area.*

*To ensure quorum, advise **Allison Chambers, achambers@crd.bc.ca** if you cannot attend.*

7.2. Staff Report: SGI Harbours 2027 Operating and Capital Budget ……....[26-1184]
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Recommendation: *That the Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board: That the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as presented.*

8. NEW BUSINESS

9. ADJOURNMENT

Next Meetings:

- April 16, 2027
- June 4, 2027
- October 8, 2027
- December 3, 2027

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DRAFT MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Friday, October 9, 2026 at 9:30 am, Saanich Peninsula Wastewater Treatment Plant Meeting Room, 9055 Mainwaring Road, North Saanich, BC

PRESENT: **Commissioners:** B. Dearden (Chair), Mayne Island; R. Fenton, North Pender Island (EP); B. Mabberley (Vice Chair), Galiano Island; B. Hol, South Pender Island; Peter Binner, Wharfinger Coordinator (EP), Rob Fawcett, Alternate Electoral Area Director

Staff: Stephen Henderson, General Manager, Electoral Area Services; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Allison Chambers, Administrative Officer, Electoral Area Services (Recorder);

REGRETS: M. Davis, Saturna Island; R. Schnurr, Piers Island/Swartz Bay; P. Brent, Electoral Area Director; Justine Starke, Senior Manager, Southern Gulf Islands Administration

EP = Electronic Participation

The meeting was called to order at 9:37 am.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF AGENDA

MOVED by Commissioner Hol, **SECONDED** by Commissioner Mabberley
That the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Mabberley, **SECONDED** by Commissioner Hol,
That the minutes of the April 24, 2026 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

None

5. GENERAL MANAGER'S REMARKS

The General Manager provided the following remarks:

- The terms of the Commission members expire at the end of 2026. Staff advertised the positions, and the only applications received were from the current incumbents.
- CRD have issued certificates of appreciation to the Southern Gulf Islands Harbours Commission members. Thank you for your commitment to this commission.

6. ELECTION OF CHAIR

Election conducted by the General Manager, Electoral Area Services.

The General Manager called for nominations for the position of Chair of the Southern Gulf Islands Harbours Commission for one-year term ending December 31, 2027.

Commissioner Brian Dearden is nominated by Commissioner Mabberley. Commissioner Dearden accepted the nomination.

The General Manager called for nominations a second time.

The General Manager called for nominations a third and final time.

Hearing no further nominations, the General Manager declared Commissioner Dearden Chair of the Southern Gulf Island Harbours Commission for one-year term ending December 31, 2027.

7. ELECTION OF VICE CHAIR

Election conducted by the Chair of the Southern Gulf Islands Harbours Commission.

The Chair called for nominations for the position of Vice-Chair of the Southern Gulf Islands Harbours Commission for one-year term ending December 31, 2027.

Commissioner Ben Mabberley is nominated by Commissioner Hol. Commissioner Mabberley accepted the nomination.

The Chair called for nominations a second time.

The Chair called for nominations a third and final time.

Hearing no further nominations, the Chair declared Commissioner Mabberley Vice-Chair of the Southern Gulf Island Harbours Commission for one-year term ending December 31, 2027.

8. PRESENTATIONS/DELEGATIONS

8.1 Delegation – Avi Bryant; Rising Tide Boat Works: Re: Agenda Item 9.1. *Southern Gulf Islands Harbours Projects and Operations Update October 2026*

Discussion ensued on the following:

- Electric water taxi pilot between islands
- Electrification at Anson Road dock would make water taxis possible
- Electric water taxis are cheaper to operate, quieter and less hassle

9. COMMISSION BUSINESS

9.1. Staff Report: Southern Gulf Islands Harbours Projects and Operations Update – October 2026 [26-1109]

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

10. NEW BUSINESS

11. ADJOURNMENT

MOVED by Commissioner Hol **SECONDED** by Commissioner Fenton
That the October 9, 2026 meeting be adjourned at 10:30 am.

CARRIED

CHAIR **SECRETARY**

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REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION
MEETING OF FRIDAY, DECEMBER 4, 2026

SUBJECT **Anson Road Electrification Project Update**

ISSUE SUMMARY

To provide an update on the Anson Road Dock Electrification Project.

BACKGROUND

The Anson Road Dock is located in Horton Bay on Mayne Island and provides approximately 720 feet of moorage for long-term, transient, dinghy and transportation uses.

At its April 24, 2026 meeting, the Southern Gulf Islands Harbours Commission recommended that the Electoral Areas Committee recommend to the Capital Regional District Board that the 2026–2030 Five-Year Financial Plan for the Southern Gulf Island Small Craft Harbour Facilities Service be amended to establish a $130,000 capital project for electrification of the Anson Road Dock.

The approved project scope included a new BC Hydro service, associated electrical infrastructure, a dock-head distribution panel, 11 marine power receptacles and a dock webcam. The project was intended to improve service for dock users, support increased off-season occupancy and enable improved remote monitoring of the facility.

Staff tendered the Anson Road Dock Electrification Project in fall 2026. The lowest compliant price received through the competitive procurement process exceeded the available project budget. Staff subsequently worked with the lowest-priced proponent to identify potential cost reductions. This included replacing the metal pedestals presented to the Commission in April 2026 with treated timber posts and mounted receptacles, a typical installation approach at docks in the Southern Gulf Islands. This change reduced the estimated construction cost by approximately $41,000. Despite these measures, the revised project cost, including appropriate contingencies, remains above the approved budget.

Table 1: Results of the 2026 Procurement and Revised Project Estimates

Description	Amount
Lowest Compliant Bid	**$142,364**
Negotiated Cost Reductions	($27,290)
Revised Price	**$115,074**
Permits, Project Management and Contingency	$31,100
BC Hydro Design Fees	$25,000
Revised Total Project Cost	**$171,174**
Existing Approved Project Budget	$130,000
Project Funding Shortfall	**($41,174)**

Following the procurement process, staff were contacted by Rising Tide Boat Works, a business owned by a Galiano Island resident. The company plans to operate an inter-island passenger boat service in the Southern Gulf Islands and requested that one receptacle in the transient moorage area be upgraded to a 50 A, 125/250 V marine receptacle to support electric boat operations. A financial donation was offered to enable completion of the dock electrification project, including the requested higher-capacity

receptacle, and it has been acknowledged that a donation can be recognized with a mounted plaque or similar at the site. This would be done to acknowledge all donations that have been received for the project.

During project planning, staff also identified an opportunity to install two Level 2 (7.2 kW) electric vehicle (EV) charging ports in the parking lot as part of the same construction contract. The dock electrification work requires electrical servicing, trenching and related civil work that could also support the EV charging infrastructure. Installing the EV charging ports concurrently would avoid duplication of mobilization, trenching, restoration, permitting and electrical work that would otherwise be required through a separate project.

The EV charging ports would be installed on the upland property that is jointly operated with the Mayne Island Parks and Recreation Commission. The commission will be consulted on the EV charging ports. The EV charging ports would be delivered under the Capital Regional District's (CRD) Public Electric Vehicle Charging Network project. This project is intended to expand publicly accessible Level 2 and direct-current fast charging across the region, including the Southern Gulf Islands, and is supported by the federal Investing in Canada Infrastructure Program and the provincial CleanBC Communities Fund.

The estimated cost of installing the two Level 2 charging ports is $35,000. A total allocation of up to $40,000 is available for the EV charging component, with 73% provided through the grant and the remaining 27% provided by the Climate Action Service. The difference between the installation estimate and the available allocation would provide flexibility for eligible project contingencies and associated delivery costs. The revised project costs and proposed funding sources are summarized in Table 2.

Table 2: Revised Project Costs

Description		**Amount**
Project Costs	**Lowest Bid with Cost Reductions**	**$115,074**
	Permits, Project Management, Inflation and Contingency	$47,800
	BC Hydro Design Fees	$25,000
	50 A, 125/250 V Receptacle	$7,000
	Two Level 2 Charging Ports and Related Contingency	$40,000
	Total Project Cost (rounded)	**$235,000**
Project Funding Sources	Existing Approved Capital Project Budget (Project 26-03)	$130,000
	Capital Reserve Fund	$10,000
	Donation	$55,000
	CRD Public Electric Vehicle Charging Network Project (CX.193.1601)	$40,000
	Total Funding Available	**$235,000**

ALTERNATIVES

Alternative 1
The Southern Gulf Islands Harbours Commission recommends that staff provide an update to the Mayne Island Parks and Recreation Commission on the Anson Road Electrification project and advance discussion on roles and responsibilities in managing the upland area.

Alternative 2
That staff be requested to provide additional information.

IMPLICATIONS

Alignment with Board & Corporate Priorities
The project aligns with the 2023–2026 CRD Board Priority for Transportation, specifically Initiative 1b to, "support investments, expansion and equitable access to active and low carbon transportation", as well as the Board Priority for Climate Action & Environment to reduce greenhouse gas (GHG) emissions. Installing two public Level 2 EV charging ports on Mayne Island would expand access to low-carbon transportation infrastructure within the Southern Gulf Islands Electoral Area.

Alignment with Existing Plans & Strategies
The project directly supports the CRD Climate Action Strategy 2026–2030, particularly the goal of Low Carbon Mobility and Action 3.6, "Installing regional public electric vehicle charging infrastructure." The strategy identifies expansion of public EV charging as a continuing high-impact action to accelerate EV adoption and contribute to the regional target of reducing GHG emissions by 61% by 2038, relative to 2007 levels.

Climate Implications
On-road transportation is the largest source of GHG emissions in the Southern Gulf Islands, and the two Level 2 EV charging ports would support reduced transportation-related GHG emissions by enabling more electric vehicle use on Mayne Island. The 50 A, 125/250 V marine receptacle may also support lower-emission marine transportation.

Environmental Implications
Installing the EV charging ports concurrently with the dock electrification project would avoid a separate construction mobilization and duplicate trenching and site-restoration work, reducing associated disturbance, construction waste and equipment use.

Financial Implications
The current electrification of Anson Road Dock project (26-03) budget of $130,000 will be increased by $65,000 for a total of $195,000 in 2027 Southern Gulf Islands Harbour Service Financial Plan, funded by a $55,000 donation and $10,000 Capital Reserve Funds.

The CRD Public Electric Vehicle Charging Network project will fund up to $40,000 for two Level 2 charging ports in CRD Climate Action and Adaptation Service Financial Plan. Combining the Level 2 EV chargers with the dock electrification will enable construction cost savings by allowing the two projects to share the BC Hydro connection fees and related electrical infrastructure costs to bring power to the site.

The Climate Action and Adaptation Service will collect user charge revenue and cover the operating costs of the EV vehicle charging ports, while an EV charger ownership framework is being completed; additional information will be provided as part of a future year budget. Users would be charged $1.00 per hour to use the EV charging ports. User fees and any eligible carbon-credit revenue would offset annual network subscription fees, estimated at $150 to $200, as well as electricity and payment-processing costs. Any net revenue would support future maintenance and equipment replacement.

CONCLUSION

The 2026 tender price for the Anson Road Dock Electrification Project exceeded the approved project budget despite identified cost reductions. The project has received additional funds through donations and the CRD's Climate Action Service. This has enabled the project to be re-scoped and expanded to include both a higher-capacity marine receptacle, and land-based EV charging component to expand public charging access on Mayne Island. A revised project scope has been prepared and is ready to be re-tendered.

RECOMMENDATION

The Southern Gulf Islands Harbours Commission recommends that staff provide an update to the Mayne Island Parks and Recreation Commission on the Anson Road Electrification project and advance discussion on roles and responsibilities in managing the upland area.

Submitted by:	Dan Robson, AScT, Manager, Saanich Peninsula & Gulf Island Operations
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services

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REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION
MEETING OF FRIDAY, DECEMBER 4, 2026

SUBJECT **Southern Gulf Islands Harbours Service 2027 Operating and Capital Budget**

ISSUE SUMMARY

To present the 2027 Southern Gulf Islands Harbours Service Operating and Capital Budgets and five-year Financial Plan.

BACKGROUND

The Capital Regional District (CRD) is required, by legislation under the Local Government Act, to prepare an annual Operating and Capital budget and a five-year Financial Plan. CRD staff have prepared the financial plan shown in Appendix A for the Southern Gulf Islands Harbours Service.

The Operating Budget includes the regular annual costs to operate the service. The Capital Expenditure Plan shows the anticipated expenditures for capital projects. These may include purchases of new assets or infrastructure, upgrades or improvements to existing assets or asset review, and study work potentially leading to future capital improvements.

In preparing the Operating Budget, staff considered:
1. Actual expenditures incurred between 2024 and 2026
2. Anticipated changes in level of service (if any)
3. Maximum allowable tax requisition
4. Annual cost per parcel

Factors considered in the preparation of the Capital Expenditure Plan included:
1. Available funds on hand
2. Projects already in progress
3. Condition of existing assets and infrastructure
4. Regulatory, environmental, and health and safety factors

Adjustments for surpluses or deficits from 2026 may be made in January 2027. The CRD Board will give approval to the budget and financial plan in March 2027.

The Financial Plan for the years 2028 – 2031 is forecasted and can be updated in future years.

BUDGET OVERVIEW

Operating Budget

It is projected that operating expenses in 2026 for the Harbours management and dock operations will be approximately $43,681 under budget. This is primarily due to lower repairs and maintenance costs and marginally lower wharfinger compensation and travel costs.

It is projected that the 2026 fee revenue, including moorage revenue and licensing fees, will be approximately $6,330 under budget. It is anticipated that some dock facilities will have higher projected revenue while others are projected to receive lower than budget.

As a result, there is an estimated operating surplus of $37,351 ($43,681 - $6,330). To balance the operating budget at year-end, the actual surplus will be transferred to the Capital Reserve Fund (CRF) and/or Operating Reserve Fund (ORF). Should the service instead incur a deficit that cannot be fully addressed through 2026 reserve transfer options, the remaining deficit must be carried forward and recovered from revenue in the 2027 financial plan as an expenditure, in accordance with the *Local Government Act* Section 374(11).

The 2027 over 2026 harbours management operating budget has been increased by $2,349 (3.1%). The increase is primarily the result of core inflation.

The 2027 over 2026 harbours dock operating expense budget has been increased by $1,921 (0.9%). The marginal increase is due primarily to electricity and utility services forecast for Anson Road.

This results in an overall combined net increase in the 2027 operating budget of approximately $4,270 (1.5%).

Municipal Finance Authority (MFA) Debt

Loan Authorization Bylaw 4408 (LA4408) was approved and adopted in 2021 to borrow up to $1,180,000 for the planning, study, equipment purchase and construction of works related to the provision of small craft harbour facilities. Table 1 below summarizes the detailed information for existing MFA debt related to LA4408.

Table 1 – Existing Debt Summary

MFA Issues	*Term*	*Borrowing Year*	*Retirement Year*	*Refinance Year*	*Interest Rate*	*Principal*	*Principal Payment*	*Interest Payment*	*Total Annual Debt Cost*
LA4408-157	20	2022-Spring	2042	2032	3.36%	$710,000	$27,794	$23,856	$51,650
LA4408-158	20	2022-Fall	2042	2032	4.09%	$470,000	$16,620	$19,223	$35,843
Total						**$1,180,000**	**$44,414**	**$43,079**	**$87,493**

Operating Reserve Fund

An ORF was created through bylaw for this service in 2024. The ORF can be used to fund cyclical maintenance activities, respond to unforeseen events and operating emergencies. Additionally, the ORF can be used to mitigate the variable fee revenue shortfall and stabilize future requisition over time as fee revenue fluctuates based on moorage and licensing fees collected.

It is proposed that the 2027 transfer to the operating reserve be set at $10,380. The ORF balance at the end of 2026 is projected to be approximately $33,754.

Capital Reserve Fund

The CRF transfers planned in the budget are evaluated and influenced by the funding required to support the five-year capital expenditure plan and the emergency response to infrastructure failures, also guided by the CRD Capital Reserve Funding Guidelines endorsed by the CRD Board. The target balance for the service to be maintained is approximately $912,000.

It is proposed that the transfer to CRF be set at $178,440 in 2027. A total of $645,000 will be required from capital reserve over the next five years to support the capital expenditure plan. The balance of the CRF at the end of 2026 is projected to be $601,905.

Capital Expenditure Plan

The five-year 2027 to 2031 capital plan includes $885,000 of expenditures to be funded by a combination of CRF, grant funding, capital funds on hand, and other funds in the form of community donation.

A complete list of the capital projects can be found in Appendix A but some of the most significant capital work planned for 2027 includes:

- Annual Provisional (21-03): $100,000 of funding from capital reserve is being proposed to allow the CRD to access funds to address various deficiencies identified as part of underwater inspections and operational top side inspections.
- Swartz Bay (26-02): Upgrades and renovations to maintain level of service, addressing deficiencies outlined in the 2023-2024 Inspections, or that have subsequently developed. This project is being funded by capital funds on hand.
- Electrification of Anson Road Dock (26-03): Includes electrical upgrades to provide the options for boats to access plug-in electricity and has been re-scoped to include a higher capacity marine receptacle and now includes a partnership with CRD's Climate Action Service to provide two land based EV chargers.
- Asset Management Study (27-01): Is a baseline budget to facilitate high level asset lifecycle assessments and plan for future improvements.
- A Previous project for Hope Bay will be completed with funds in the operating budget.

Capital Projects Fund

As specific capital projects are approved, funding revenues are transferred into the Capital Project Fund from multiple funding sources, including the CRF, grant funding, external contributions, and debt. Any funds remaining upon completion of a project will be transferred back to the reserve funding source(s) for use on future capital projects.

Parcel Tax and Fee Revenue

The service is funded by parcel taxes, moorage and licensing fees. All properties within the local service areas are responsible for the parcel tax. Table 2 below summarizes the 2027 over 2026 changes for parcel tax. In addition to parcel tax, users of the service pay dock moorage and licensing fees.

Table 2 – Parcel Tax Summary

Budget Year	Parcel Tax	Taxable Folios Numbers	Parcel Tax per Folio*
2026	$358,067	6,118	**$61.60**
2027	$365,589	6,106	**$63.02**
Change ($)	$7,522	(12)	**$1.42**
Change (%)	2.10%	(0.20%)	**2.31%**

*Includes the 5.25% admin fee charged by the Ministry of Finance (not CRD revenue)

ALTERNATIVES

Alternative 1
The Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board:
That the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as presented.

Alternative 2
The Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board:
That the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as amended.

RECOMMENDATION

The Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board:
That the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as presented.

Submitted by:	Dan Robson, AScT, Manager, Saanich Peninsula & Gulf Island Operations
Concurrence	Stephen Henderson, MBA, P.G.Dip Eng, BSc, General Manager, Electoral Area Services
Concurrence:	Chris Gilpin, MPA, Acting Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: 2027 Budget Southern Gulf Islands Harbours Service

CAPITAL REGIONAL DISTRICT

2027 Budget

SGI Small Craft Harbour Facilities

Commission Review

DECEMBER 2026

Service:	1.235	SGI Small Craft Harbour Facilities	Committee: Electoral Areas

DEFINITION:

A local service, established by Bylaw No. 2614, October 6, 1998, in the Southern Gulf Islands Electoral Area to establish, acquire and operate a service of small craft harbour facilities.

SERVICE DESCRIPTION:

The SGI Small Craft Harbour Facilities service funds and operates 12 small craft harbour facilities in the Southern Gulf Islands. The docks are located on Mayne, Galiano, North and South Pender, Saturna, Piers and Vancouver Islands. The service was undertaken by the CRD upon the Federal Government of Canada's divestiture of ownership and operation of small craft harbour facilities. The Federal Government provided 1-time funding of $1.6 million to the CRD for dock rehabilitation. The service is administered by the Southern Gulf Islands Harbour Commission.

MAXIMUM LEVY:

Greater of $112,878 or $0.10 / $1,000 of actual assessed value of land and improvements.

MAXIMUM CAPITAL DEBT:

AUTHORIZED: LA Bylaw No. 4408 (adopted in July 2021). Borrowing up to $1,180,000 for 20 years

COMMISSION:

Southern Gulf Islands Harbour Commission as established by Bylaw No. 2972 in 2002.

FUNDING:

Parcel Tax
Moorage Fees

1.235 - SGI Small Craft Harbour Facilities	2026 BOARD BUDGET	2026 ESTIMATED ACTUAL	BUDGET REQUEST 2027 CORE BUDGET	2027 ONGOING	2027 ONE-TIME	2027 TOTAL	FUTURE PROJECTIONS 2028	2029	2030	2031
OPERATING COSTS										
Management Expenditures:										
Contract for Services	11,580	8,000	11,820	-	-	11,820	12,060	12,300	12,550	12,800
Supplies, Advertising	1,240	1,240	1,260	-	-	1,260	1,280	1,300	1,320	1,340
Travel and Training	8,450	2,000	8,630	-	-	8,630	8,800	8,980	9,160	9,350
Allocations	34,281	24,315	35,720	-	-	35,720	36,448	37,180	37,929	38,683
Insurance	18,870	18,870	19,310	-	-	19,310	20,276	21,290	22,354	23,472
Other Operating Expenses	2,010	1,790	2,040	-	-	2,040	2,080	2,130	2,180	2,230
TOTAL MANAGEMENT EXPENDITURES	**76,431**	**56,215**	**78,780**	**-**	**-**	**78,780**	**80,944**	**83,180**	**85,493**	**87,875**
*Percentage Increase over prior year			3.1%			3.1%	2.7%	2.8%	2.8%	2.8%
Dock Expenditures:										
Repairs and Maintenance	67,720	58,620	68,830	-	-	68,830	70,240	71,690	73,170	74,680
Wharfinger Compensation and Travel	84,365	71,650	77,060	-	-	77,060	78,610	80,190	81,790	83,420
Insurance	44,850	44,850	43,476	-	-	43,476	45,648	47,928	50,328	52,848
Electricity	2,080	2,120	11,360	-	-	11,360	11,580	11,800	12,030	12,270
Supplies	5,590	3,900	5,700	-	-	5,700	5,830	5,960	6,090	6,220
Other Operating Expenses	5,070	5,070	5,170	-	-	5,170	5,300	5,430	5,560	5,690
TOTAL DOCK EXPENDITURES	**209,675**	**186,210**	**211,596**	**-**	**-**	**211,596**	**217,208**	**222,998**	**228,968**	**235,128**
*Percentage Increase over prior year			0.9%			0.9%	2.7%	2.7%	2.7%	2.7%
TOTAL OPERATING COSTS	**286,106**	**242,425**	**290,376**	**-**	**-**	**290,376**	**298,152**	**306,178**	**314,461**	**323,003**
*Percentage Increase over prior year			1.5%			1.5%	2.7%	2.7%	2.7%	2.7%
DEBT / RESERVES										
Transfer to Operating Reserve Fund	10,050	10,050	10,380	-	-	10,380	10,590	10,800	11,020	11,240
Transfer to Capital Reserve Fund	151,330	188,681	178,440	-	-	178,440	181,805	185,120	188,405	191,665
MFA Debt Reserve Fund	430	430	380	-	-	380	380	380	380	380
MFA Interest	43,079	43,079	43,079	-	-	43,079	43,079	43,079	43,079	43,079
MFA Principal	44,414	44,414	44,414	-	-	44,414	44,414	44,414	44,414	44,414
TOTAL DEBT / RESERVE	**249,303**	**286,654**	**276,693**	**-**	**-**	**276,693**	**280,268**	**283,793**	**287,298**	**290,778**
TOTAL COSTS	**535,409**	**529,079**	**567,069**	**-**	**-**	**567,069**	**578,420**	**589,971**	**601,759**	**613,781**
*Percentage Increase over prior year			5.9%			5.9%	2.0%	2.0%	2.0%	2.0%
FUNDING SOURCES (REVENUE)										
Revenue- Fees	(168,730)	(162,400)	(192,920)	-	-	(192,920)	(196,790)	(200,710)	(204,720)	(208,800)
Grants in Lieu of Taxes	(7,772)	(7,772)	(7,770)	-	-	(7,770)	(7,930)	(8,090)	(8,250)	(8,420)
Other Income	(840)	(840)	(790)	-	-	(790)	(800)	(810)	(820)	(830)
TOTAL REVENUE	**(177,342)**	**(171,012)**	**(201,480)**	**-**	**-**	**(201,480)**	**(205,520)**	**(209,610)**	**(213,790)**	**(218,050)**
REQUISITION - PARCEL TAX	**(358,067)**	**(358,067)**	**(365,589)**	**-**	**-**	**(365,589)**	**(372,900)**	**(380,361)**	**(387,969)**	**(395,731)**
*Percentage increase over prior year Requisition			2.1%			2.1%	2.0%	2.0%	2.0%	2.0%

SGI Small Craft Harbour Facilities
Summary Schedule
2027 - 2031 Financial Plan

Reserve/Fund Summary

	Estimated	Budget				
	2026	2027	2028	2029	2030	2031
Operating Reserve Fund	33,754	44,134	54,724	65,524	76,544	87,784
Capital Reserve Fund	601,905	660,345	567,150	652,270	765,675	882,340
Total	**635,659**	**704,479**	**621,874**	**717,794**	**842,219**	**970,124**

Reserve Schedule

Reserve Fund: 1.235 SGI Harbour Facilities - Operating Reserve Fund

Created in 2024
The operating reserve for Southern Gulf Islands Small Craft Harbour Facilities service will be used to stabilize future requisition over time as revenue fluctuates based on moorage fees collected.

Reserve Cash Flow

Fund: 1500 / Fund Centre: 105564	Estimated	Budget				
	2026	2027	2028	2029	2030	2031
Beginning Balance	22,968	33,754	44,134	54,724	65,524	76,544
Transfer from Ops Budget	10,050	10,380	10,590	10,800	11,020	11,240
Transfer to Ops Budget	-	-	-	-	-	-
Interest Income*	736					
Ending Balance $	**33,754**	**44,134**	**54,724**	**65,524**	**76,544**	**87,784**

Assumptions/Background:
* Interest in planning years nets against inflation which is not included.

Reserve Schedule (Revised)

Reserve Fund: 1.235 SGI Harbour Facilities - Capital Reserve Fund - Bylaw 2719

Surplus money from the operation of small craft harbour facilities services may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: 1054 Fund Centre: 101467	Estimated	Budget				
	2026	2027	2028	2029	2030	2031
Beginning Balance	595,985	601,905	660,345	567,150	652,270	765,675
Transfer from Ops Budget	151,330	178,440	181,805	185,120	188,405	191,665
Transfer from Cap Fund	240,000					
Transfer to Cap Fund	(410,000)	(120,000)	(275,000)	(100,000)	(75,000)	(75,000)
Interest Income*	24,590					
Ending Balance $	**601,905**	**660,345**	**567,150**	**652,270**	**765,675**	**882,340**

Assumptions/Background:

* Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2027 to 2031

Service No. 1.235 SGI Small Craft Harbour Facilities	Carry Forward from 2026	2027	2028	2029	2030	2031	TOTAL
EXPENDITURE							
Buildings	$0	$0	$0	$0	$0	$0	$0
Equipment	$0	$0	$0	$0	$0	$0	$0
Land	$0	$0	$0	$0	$0	$0	$0
Engineered Structures	$185,000	$360,000	$275,000	$100,000	$75,000	$75,000	$885,000
Vehicles	$0	$0	$0	$0	$0	$0	$0
	$185,000	**$360,000**	**$275,000**	**$100,000**	**$75,000**	**$75,000**	**$885,000**
SOURCE OF FUNDS							
Capital Funds on Hand	$185,000	$185,000	$0	$0	$0	$0	$185,000
Debenture Debt (New Debt Only)	$0	$0	$0	$0	$0	$0	$0
Equipment Replacement Fund	$0	$0	$0	$0	$0	$0	$0
Grants (Federal, Provincial)	$0	$0	$0	$0	$0	$0	$0
Donations / Third Party Funding	$0	$55,000	$0	$0	$0	$0	$55,000
Reserve Fund	$0	$120,000	$275,000	$100,000	$75,000	$75,000	$645,000
	$185,000	**$360,000**	**$275,000**	**$100,000**	**$75,000**	**$75,000**	**$885,000**

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
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, additional rows are shown for the project.

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2027 - 2031

Service #: 1.235

Service Name: SGI Small Craft Harbour Facilities

				PROJECT BUDGET & SCHEDULE										
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2027	2028	2029	2030	2031	5 - Year Total
21-03	Renewal	ANNUAL PROVISIONAL: Dock Improvements	An annual provisional fund is required to address unplanned dock safety issues.	$ 450,000	S	Res	$ -	$ 100,000	$ 100,000	$ 100,000	$ 75,000	$ 75,000	$ 450,000
26-02	Renewal	Swartz Bay Improvements & Dock Replacement	Dock improvements	$ 75,000	S	Cap	$ 75,000	$ 75,000	$ -	$ -	$ -	$ -	$ 75,000
26-03	New	Electrification of the Anson Road dock	Electrification of the Anson Road dock	$ 195,000	S	Cap	$ 110,000	$ 110,000	$ -	$ -	$ -	$ -	$ 110,000
26-03	New	Electrification of the Anson Road dock			S	Other	$ -	$ 55,000	$ -	$ -	$ -	$ -	$ 55,000
26-03	New	Electrification of the Anson Road dock			S	Res	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ 10,000
27-01	Study	Asset Management Study	Budget for asset management and dock inpsection	$ 10,000	S	Res	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ 10,000
27-02	New	Sturdies Bay improvement	Completing improvements consistent with 2026 inspections	$ 175,000	S	Res	$ -	$ -	$ 175,000	$ -	$ -	$ -	$ 175,000
													$ -
			Grand Total	**$ 905,000**			**$ 185,000**	**$ 360,000**	**$ 275,000**	**$ 100,000**	**$ 75,000**	**$ 75,000**	**$ 885,000**

Service:	1.235	SGI Small Craft Harbour Facilities

Project Number	Capital Project Title	Capital Project Description
21-03	ANNUAL PROVISIONAL: Dock Improvements	An annual provisional fund is required to address unplanned dock safety issues.

Project Rationale These funds are not allocated to any specific dock. They are required to completed unplanned repairs and replacement to the facilities to address unplanned dock safety and operational issues.

Project Number	Capital Project Title	Capital Project Description
26-02	Swartz Bay Improvements & Dock Replacement	Dock improvements

Project Rationale Funds are required for staff to retain a contractor to carry out the works identified during the 2023 dock inspections, or that have subsquently developed.

Project Number	Capital Project Title	Capital Project Description
26-03	Electrification of the Anson Road dock	Electrification of the Anson Road dock

Project Rationale This Project is the electrification of the dock to enable boats to be able to plug into electricity

Project Number	Capital Project Title	Capital Project Description
27-01	Asset Management Study	Budget for asset management and dock inpsection

Project Rationale Asset Management Planning necessary to effectively manage asset life cycles and plan for future improvement works.

Project Number	Capital Project Title	Capital Project Description
27-02	Sturdies Bay improvement	Completing improvements consistent with 2026 inspections

Project Rationale The project may include dock improvements to the floating and fixed infrastructure. The project is meant to coincide and align with future BC Ferries terminal works.

1.235 - SGI Small Craft Harbour Facilities

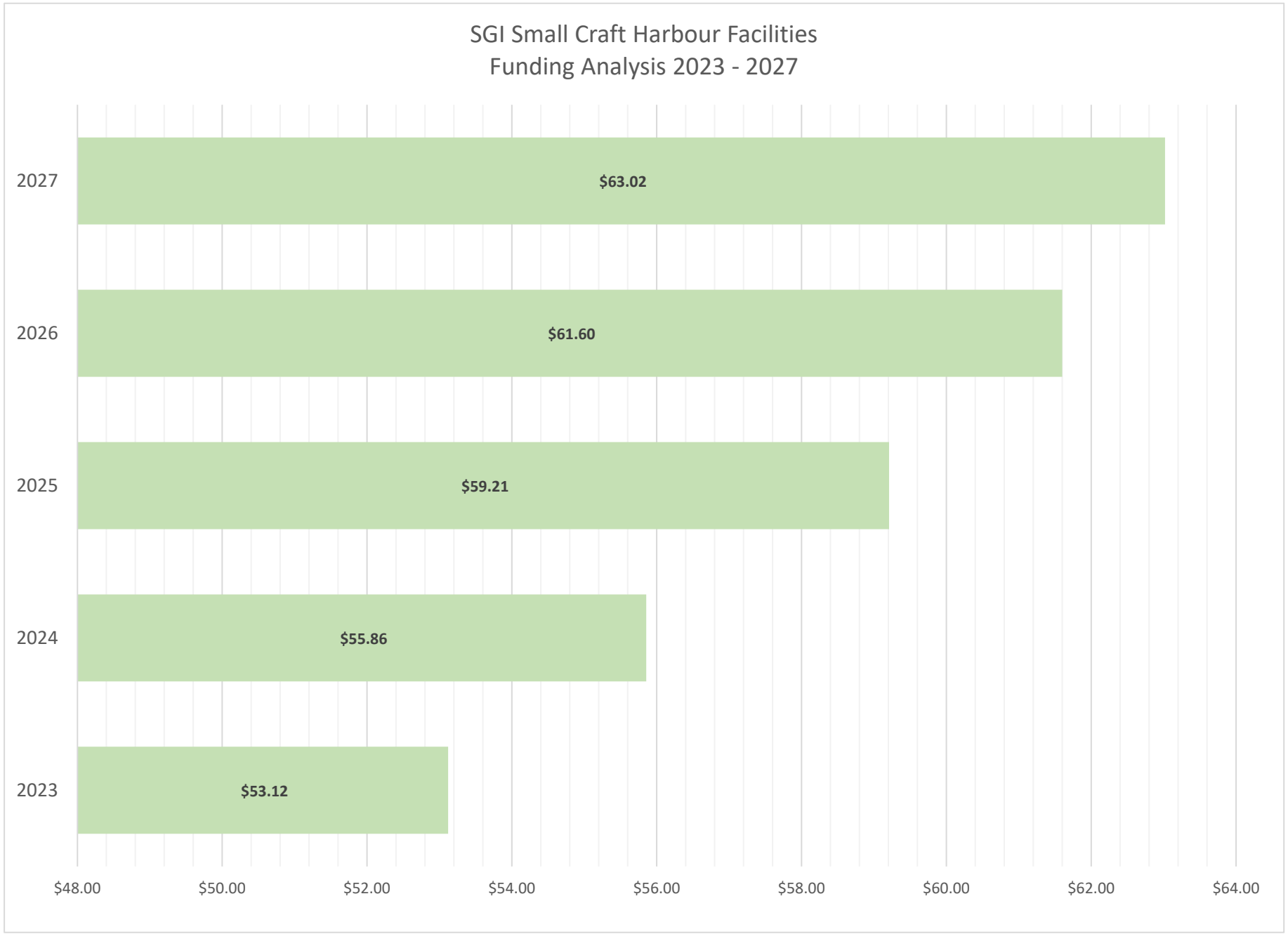
Capital Projects Fund

Updated @ Nov 12, 2026

Year	Project#	Capital Plan#	Status	Capital Project Description	Total Project Budget	Spending		Total Funding in Place
						Expenditure Actuals	Remaining Spending	
2026	CX.207.2001	26-01	Close	Hope Bay Dock Upgrades	290,000	25,584	264,416	290,000
2026	CX.207.2005	26-02	Open	Swartz Bay Improvements & Dock Replacement	75,000	-	75,000	75,000
2026	CX.207.2010	26-03	Open	Electrical Installation at Anson Road Dock	130,000	2,715	127,285	130,000
				Total	**495,000**	**28,300**	**466,701**	**495,000**

Service:	1.235	SGI Small Craft Harbour Facilities

Year	Parcels	Parcel Tax	Tax per Parcel
2023	6,133	$309,533	**$53.12**
2024	6,127	$325,161	**$55.86**
2025	6,126	$344,599	**$59.21**
2026	6,118	$358,067	**$61.60**
2027	6,106	$365,589	**$63.02**
Change from 2026 to 2027			*$1.42*
			2.31%


SGI Small Craft Harbour Facilities
Funding Analysis 2023 - 2027
2027
$63.02
2026
$61.60
2025
$59.21
2024
$55.86
2023
$53.12
$48.00
$50.00
$52.00
$54.00
$56.00
$58.00
$60.00
$62.00
$64.00

Southern Gulf Island Harbours
Revenues & Expenditures by Dock

	2026 Budget											2027 Budget		2027 over 2026			
	Revenue				Expenditures				Surplus/(Deficit)					Revenue		Expenditures	
	Budget	Estimated Actual	Over (under) budget $	Over (under) budget %	Budget	Estimated Actual	Over (under) budget $	Over (under) budget %	Budget	Estimated Actual	% Rem	Revenue	Expenditures	$	%	$	%
Piers Island	8,860	7,600	(1,260)	-14.2%	12,820	12,060	(760)	-5.9%	(3,960)	(4,460)	-12.6%	8,860	13,103	-	0.0%	283	2.2%
Swartz Bay	7,590	8,400	810	10.7%	12,215	14,300	2,085	17.1%	(4,625)	(5,900)	-27.6%	7,590	12,508	-	0.0%	293	2.4%
Montague Harbour	18,980	16,700	(2,280)	-12.0%	19,820	16,720	(3,100)	-15.6%	(840)	(20)	97.6%	18,980	20,013	-	0.0%	193	1.0%
Sturdies Bay	950	2,200	1,250	131.6%	9,735	9,240	(495)	-5.1%	(8,785)	(7,040)	19.9%	2,100	10,613	1,150	121.1%	878	9.0%
Pt Washington	6,330	5,600	(730)	-11.5%	13,875	12,280	(1,595)	-11.5%	(7,545)	(6,680)	11.5%	6,330	14,208	-	0.0%	333	2.4%
Miners Bay	10,000	5,000	(5,000)	-50.0%	15,480	12,160	(3,320)	-21.4%	(5,480)	(7,160)	-30.7%	5,000	13,183	(5,000)	-50.0%	(2,297)	-14.8%
Port Browning	24,040	20,500	(3,540)	-14.7%	22,070	20,170	(1,900)	-8.6%	1,970	330	83.2%	24,040	22,393	-	0.0%	323	1.5%
Hope Bay	7,590	8,700	1,110	14.6%	13,495	13,680	185	1.4%	(5,905)	(4,980)	15.7%	7,590	13,798	-	0.0%	303	2.2%
Retreat Cove	10,760	9,900	(860)	-8.0%	14,170	13,090	(1,080)	-7.6%	(3,410)	(3,190)	6.5%	10,760	14,463	-	0.0%	293	2.1%
Lyall Harbour	8,860	17,500	8,640	97.5%	14,880	18,820	3,940	26.5%	(6,020)	(1,320)	78.1%	17,500	19,533	8,640	97.5%	4,653	31.3%
Horton Bay	11,390	12,500	1,110	9.7%	14,655	10,910	(3,745)	-25.6%	(3,265)	1,590	148.7%	11,390	11,335	-	0.0%	(3,320)	-22.7%
Spanish Hills	2,780	2,800	20	0.7%	11,110	10,540	(570)	-5.1%	(8,330)	(7,740)	7.1%	2,780	11,423	-	0.0%	313	2.8%
Anson Road	50,600	45,000	(5,600)	-11.1%	35,350	22,240	(13,110)	-37.1%	15,250	22,760	-49.2%	70,000	35,023	19,400	38.3%	(327)	-0.9%
Grand Total Fee Revenue	**168,730**	**162,400**	**(6,330)**	**-3.8%**	**209,675**	**186,210**	**(23,465)**	**-11.2%**	**(40,945)**	**(23,810)**	**41.8%**	**192,920**	**211,596**	**24,190**	**14.3%**	**1,921**	**0.9%**