

DRAFT



ANNUAL REPORT

Year Ended December 31, 2024



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INTRODUCTION

This year's Annual Report outlines the Town's achievements and major projects for 2024.

It shows the progress on our 2024 municipal goals and objectives, highlights financial reporting, and gives insight into plans for the future.



MESSAGE FROM THE MAYOR


- To be included in Final Report -

COMMUNITY PROFILE

The Town of View Royal is located on southern Vancouver Island, approximately six kilometers west of Victoria, British Columbia. On December 5, 1988 – with a population of less than 5,000 – the Town of View Royal was incorporated and became its own distinct municipality comprising approximately 2,500 hectares of land. The municipality encompasses McKenzie, Pike, Prior and Thetis Lakes and portions of Esquimalt Harbour and Portage Inlet and is situated adjacent to the established jurisdictions of the City of Colwood, Township of Esquimalt, Esquimalt First Nation, District of Highlands, City of Langford, District of Saanich and Songhees First Nation.

The Town of View Royal acknowledges with respect that it is within the unceded traditional territories of the Lekwungen peoples, known today as the Esquimalt and Songhees Nations, and that their historic connections to these lands continue to this day.

STATISTICS

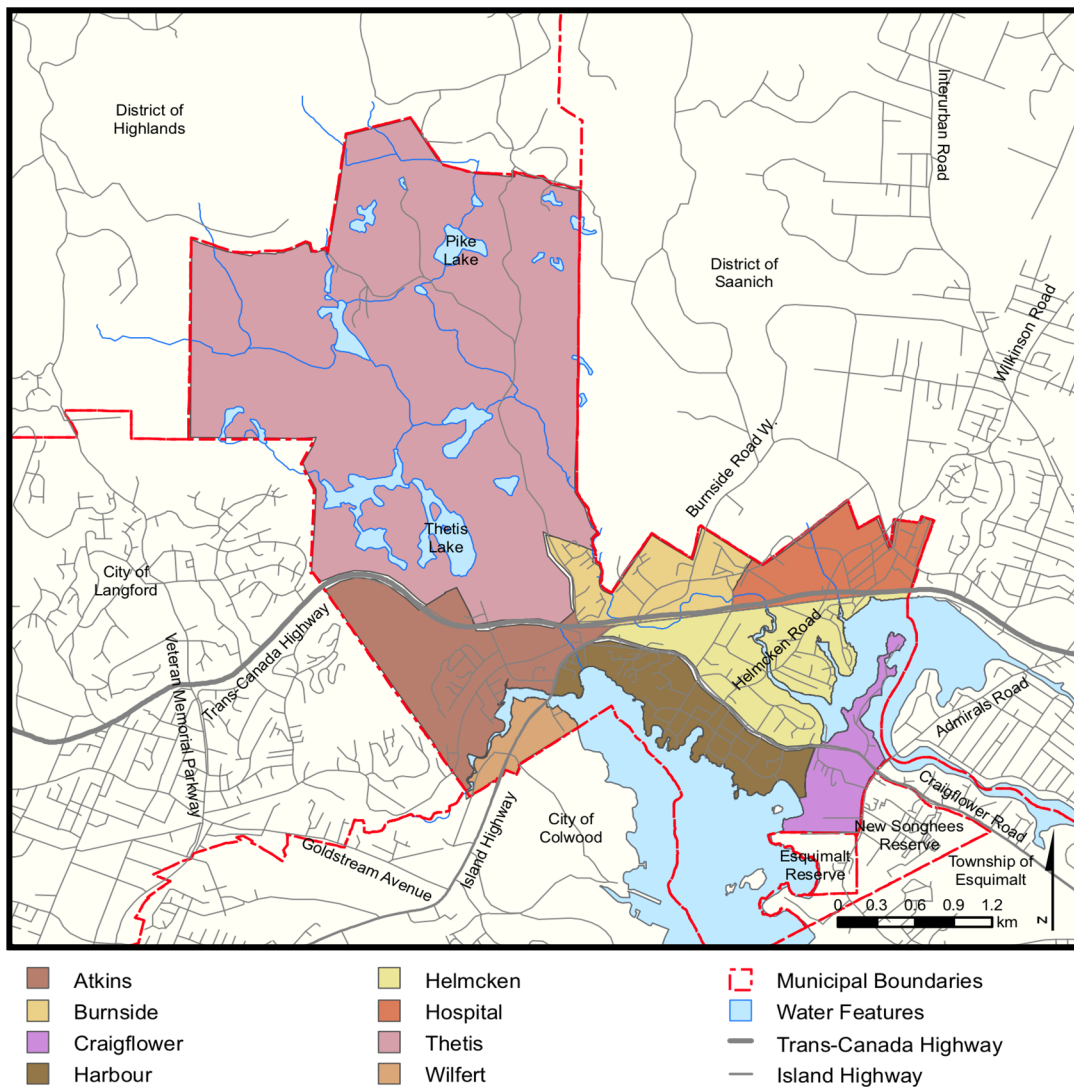
- 
- An aerial photograph of a coastal town, likely View Royal, showing a mix of residential houses, green spaces, and a large body of water (likely a lake or harbor) in the background. The image is used as a background for the statistics section.
- ➔ **12,619 POPULATION***
 - ➔ **14.33KM² LAND AREA**
 - ➔ **5,456 HOUSEHOLDS***
 - ➔ **72 MUNICIPAL PARKS & 2 REGIONAL PARKS**
 - ➔ **30.5KM BIKE LANES**
 - ➔ **27.3KM TRAILS**

Aerial view of Island Highway

**as per 2024 BC Stats Estimate*

PRECINCTS

View Royal is divided into eight distinct precincts based on such factors as topography, major transportation corridors, natural environment and the age of housing stock.

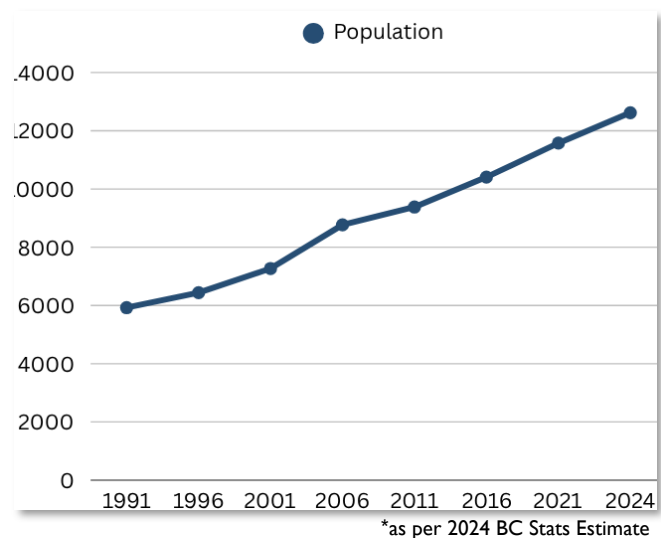


POPULATION GROWTH & DEVELOPMENT

The Town has experienced significant growth and development while still maintaining much of its small town character. The Town has 230ha of remaining residential-zoned land within the Urban Containment Boundary available for development.

Census Data

1991:	5,925
1996:	6,441
2001:	7,271
2006:	8,768
2011:	9,381
2016:	10,408
2021:	11,575
2024:	12,619*





Family walking in View Royal Park

SUMMARY OF SERVICES & OPERATIONS

TOWN OF VIEW ROYAL SERVICES

The Town of View Royal is responsible for the provision of a wide variety of local services and programs. These include:

- Transportation network (e.g. roads, bridges, street cleaning, sidewalks)*
- Stormwater management
- Garbage/household food waste collection
- Sanitary sewer collection system
- Parks, recreation and cultural facilities
- West Shore Royal Canadian Mounted Police (RCMP)
- Fire protection and inspection
- Emergency preparedness planning
- Land use planning
- Building permits
- Business licensing
- Bylaw establishment and enforcement
- Economic development
- Heritage and revitalization
- First responder/rescue

*excludes Admirals Road, Six Mile Road and the Trans Canada Highway (Highway 1) which are controlled by the Ministry of Transportation & Infrastructure.

TOWN SERVICES PROVIDED BY THE CAPITAL REGIONAL DISTRICT

- Animal control
- Wastewater treatment
- Water supply
- Recycling & Blue Box Program



Garbage & Household Food Waste Collection



Juan de Fuca Recreation Centre

TOWN SERVICES PROVIDED BY OTHER ORGANIZATIONS

- School system (Provincial Government and Local School Boards)
- Social and health programs (Provincial Government)
- Hospital care system (Provincial Government)
- Real property assessments (B.C. Assessment)
- Library collection and distribution system (Greater Victoria Public Library; the Town is a part owner of the Downtown Branch)
- Planning and the management of public transit (Victoria Regional Transit System)



Victoria General Hospital

MAYOR & COUNCIL

The Town of View Royal is governed by an elected mayor and six councillors for a four-year term (2022-2026). Each member of Council is also appointed to serve on various Town and Regional committees. Council meets regularly and the public is welcome to attend any open meeting or provide feedback in writing via mail or email. Learn more at viewroyal.ca/mayor-council.html.



Mayor Sid Tobias

- Committee of the Whole - Finance & Administration Portfolio
- CRD Board
- CRD Core Area Liquid Waste Management Committee
- CRD Environmental Services Committee
- CRD Regional Housing Trust Fund Commission
- CRD Regional Parks Committee
- Capital Regional Hospital District Board
- Capital Region Housing Corporation Board
- Police Building Liaison Committee
- West Shore Parks and Recreation Owners
- South Island Reconciliation Advisory Committee
- Westshore Chamber of Commerce
- Westshore Community Policing Advisory Committee



Councillor Don Brown

- Committee of the Whole - Protective Services & Youth Portfolio
- Capital Region Emergency Service Telecommunications Inc. (CREST)
- Municipal Insurance Association
- South Island Prosperity Association
- Victoria Family Court & Youth Justice Committee



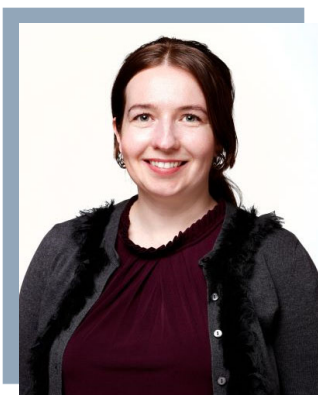
Councillor Damian Kowalewich

- Committee of the Whole - Engagement Portfolio
- Joint School District / Municipal Committee



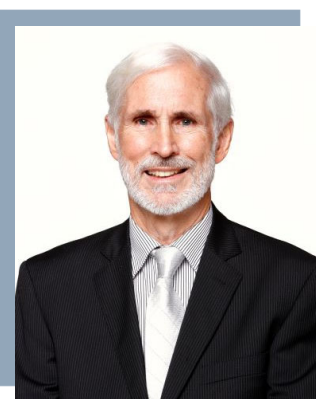
Councillor Gery Lemon

- Committee of the Whole - Arts & Library Portfolio
- CRD Arts Commission
- Greater Victoria Public Library
- Westshore Arts & Culture Centre Intermunicipal Advisory Ad Hoc Committee



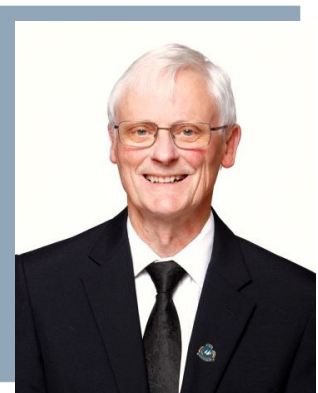
Councillor Alison MacKenzie

- Committee of the Whole - Environment, Parks & Recreation Portfolio
- CRD Climate Action Inter-municipal Task Force
- Parents' Advisory Committee
- Westshore Parks & Recreation Board



Councillor Ron Mattson

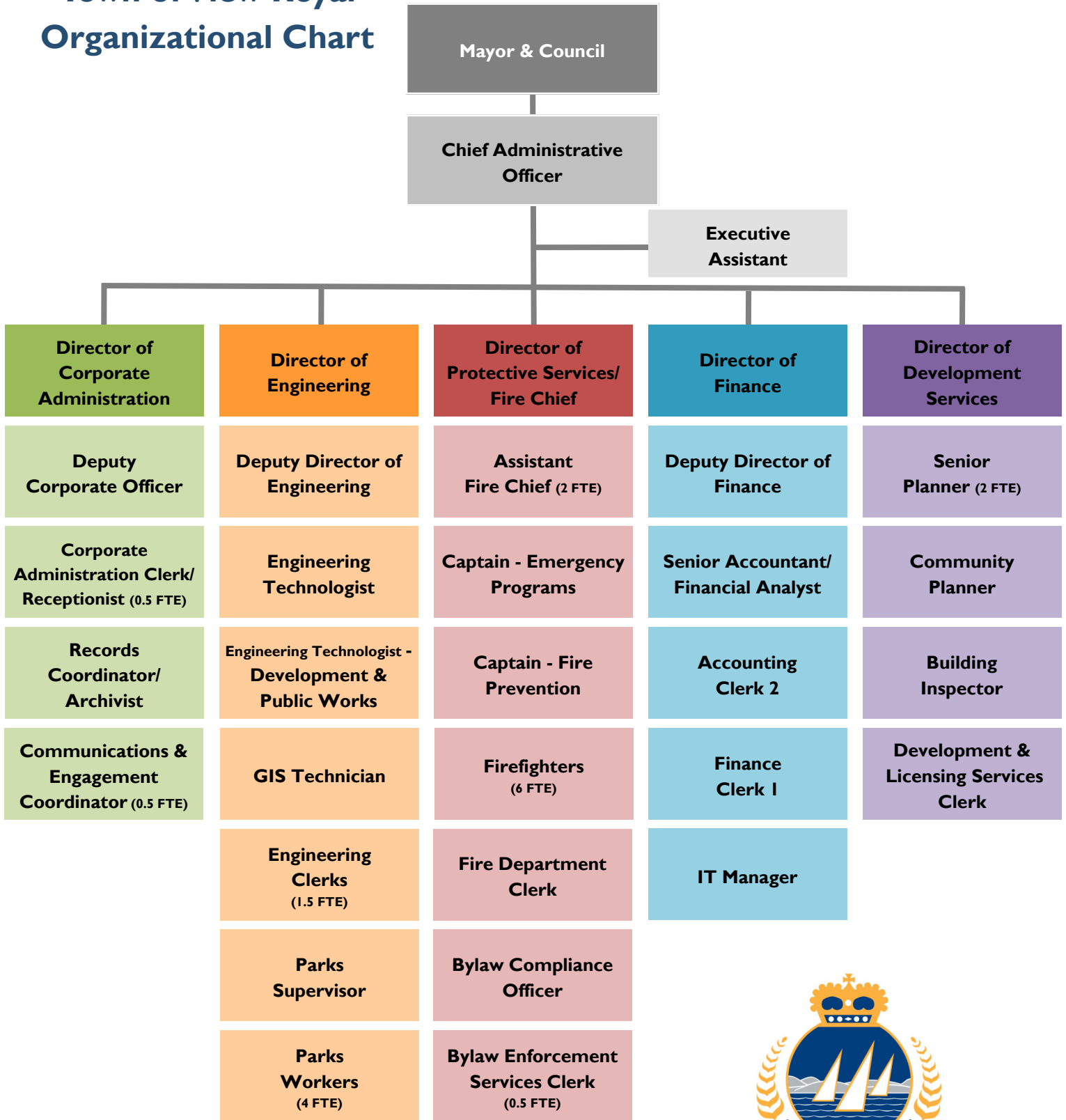
- Committee of the Whole - Planning & Development Portfolio
- Colquitz/Gorge Watershed Special Management Area Initiative
- Esquimalt Harbour Advisory Committee



Councillor John Rogers

- Committee of the Whole - Public Works & Transportation Portfolio
- CRD Regional Water Supply Commission
- Juan de Fuca Water Distribution Commission

Town of View Royal Organizational Chart



VISION

View Royal is a dynamic and inclusive community that manages growth, while retaining the charm of its traditional neighbourhoods. It is home and workplace to people from all walks of life. Its neighbourhoods are attractive, affordable, walkable and safe. Each neighbourhood has an identifiable character and is connected to nearby centres – and a recognizable central community gathering place – through greenspace corridors and pedestrian/cyclist-friendly streets. Some centres are parks for families to gather and youth to play sports. Other centres are bustling, mixed-use places with a range of services, amenities, businesses and housing.

View Royal recognizes the impacts of climate change, and is responding by actively promoting energy-efficient, sustainable development, and environmental protection. Well-designed compact housing ensures choice, affordability and better use of land. Infill and redevelopment near neighbourhood centres and transit corridors provides jobs and services closer to where people live – minimizing the need for commuting, and creating pedestrian-friendly streets and destinations.

The local economy is diversified and strong, providing employment, shopping and service options to local and regional residents. Heritage tourism and eco-tourism are promoted as sustainable ways to stimulate the economy and showcase View Royal's environmental and cultural assets.

Viable alternatives to vehicle travel will be put in place to get around Town safely by foot, bike, bus, etc. Train, light rail and other forms of future rapid transit are supported by development that facilitates ridership and walkability.

The Town is endowed with unique natural environments – Thetis Lake Park, Millstream Creek, Craigflower Creek, Esquimalt Harbour and Portage Inlet. The integrity and beauty of these natural amenities are protected and enhanced, while public access to recreation and natural areas is improved. The Town's vast recreation assets are well promoted and integrated into the community. Environmental stewardship and better use of resources are pursued, such as alternative energy generation and enhanced waste management.

Livable View Royal – simply the best place to call home!

MISSION, VALUES & ORGANIZATIONAL EXCELLENCE

MISSION

View Royal is committed to building a resilient, safe, healthy, and vibrant community that provides services and good governance while maintaining Town assets and fostering economic, environmental, and social wellbeing.

VALUES

The Town of View Royal pursues good community through a corporate culture that is:

- Accountable
- Collaborative
- Inclusive
- Respectful
- Innovative
- Efficient
- Ethical
- Proactive
- Effective
- Open and transparent

ORGANIZATIONAL EXCELLENCE

The Town of View Royal is committed to providing the best possible local government for our residents and business community. This commitment drives constant improvement, with particular emphasis on:

- providing strong, strategic policy-based governance;
- demonstrating collaborative leadership and effective shared decision-making within the community, with our regional partners, including First Nations;
- nurturing productive working relationships at the legislative and executive level;
- pursuing excellence founded on core values, approved plans, policies and our commitment to innovation;
- decision-making processes to be transparent and responsive;
- integrating strategic planning, business planning, budgeting and performance management systems;
- embracing evidence-based best practices for professionalism;
- enhancing customer service and related communications capacity; and
- positioning sustainability as the foundation of our municipal culture.

2024 MUNICIPAL HIGHLIGHTS



Town Hall front entrance

ADMINISTRATION

Administration provides operational support through customer service, meeting management, communications, web and social media, archives and records management, information and privacy compliance, legal and risk management, and elections administration. This division plays a key role in strategic planning and community engagement.

HIGHLIGHTS:

- After a lengthy search and robust job competition, a new Chief Administrative Officer (CAO) was selected for the Town of View Royal. Mr. Scott Sommerville started in January 2024.
- In early March, Grade 2 students from View Royal Elementary School toured Town Hall with special stops in Council Chambers, Archives, and the Parks Workshop. While in the Archives, students were shown photos of their school’s construction and some of its early students. The students had thoughtful questions and were curious about the Town’s operations.
- To celebrate Earth Day, the Town held an event on April 20, 2024 at Welland Legacy Park entitled “Bats, Bees, and Bushels”. Attendees enjoyed excellent educational sessions presented by LifeCycles Project staff, a View Royal bee keeper, and a Habitat Acquisition Trust volunteer.
- The Town hired a new 0.5 FTE Communications and Engagement Coordinator in July 2024.
- Canada Day was marked with an event held at the Craigflower Manor site. The Town of View Royal and the Victoria Highland Games Association co-hosted the event which had both indoor and outdoor performance stages for music and dance, community booths, Manor house tours, face painting, a balloon clown, and some traditional heavy games.
- Work continued on the complex capital project – the Microsoft 365 Records and Information Management Project. An analysis of the Town’s Records Classification and Retention Schedule was completed to identify records with trigger events/procedures that impact retention time calculations or require review of documents for selective retention. This information will be used to update the file plan for electronic records in preparation for consultation and legal review by a records and information management specialist.
- The annual Volunteer Appreciation Dinner was held at the Victoria Scottish Community Centre in late September and was attended by approximately 100 volunteers and their guests.
- The Great BC ShakeOut took place on Thursday, October 17 with Town staff participating in the “Drop, Cover and Hold On” earthquake drill followed by a practice session involving the set-up of the Town’s Emergency Operations Centre at Town Hall.

DEPARTMENT QUICK STATS:	2023	2024
Agenda packages and minutes	138	136
Freedom of Information requests	56	52
Social media followers	3,721	3,801
Employment competitions	9	10

ADMINISTRATION (CON'T)

- An “Auntie Archives” feature series was launched on the Town’s social media, highlighting View Royal’s neighbourhoods. Weekly photos were posted with clues, asking people to guess where she was in Town. The series wrapped up on July 1 when people were invited to come to the Archives tent at the Canada Day celebration to try and stump Auntie Archives with their own photos from around View Royal for identification.
- The Town's new Communications and Engagement Coordinator evaluated various public engagement platforms resulting in an agreement with service provider, Social PinPoint. This digital engagement tool will enhance community participation, fostering more meaningful and effective engagement on various projects and initiatives with residents. Staff underwent training on the platform, with plans to launch it in late January 2025.
- December saw long-service recognition for three employees with fifty years of combined service to the Town.
- The Capital West Accessibility Advisory Committee – including staff from Colwood, Esquimalt, Highlands, Langford, Metchosin, Sooke, and View Royal – completed a joint Accessibility Plan to identify, remove, and prevent barriers to individuals in or interacting with the partner municipalities. The Plan was informed by multiple surveys and seven community engagement sessions. View Royal Council adopted the final Plan at the meeting on December 10, 2024.



2024 Canada Day Events at Craigflower Manor

DEVELOPMENT SERVICES

Development Services provides the current and future land use, planning, and zoning work for View Royal and is responsible for the Official Community Plan (OCP) that guides future growth. Additionally, Development Services supports economic development initiatives and programs.

HIGHLIGHTS:

- In January, a two-year workplan was presented to Council in response to the Province’s housing legislation and their mandated implementation timeline. The workplan included substantial work on amendments to the Zoning Bylaw and Official Community Plan, development permit areas and design guidelines, an interim housing needs report, inclusionary zoning bylaw, updates to the Development Cost Charges Bylaw and creation of a new Amenity Cost Charges Bylaw.
- Staff attended five Provincial webinars on Bill 35 – Short-Term Rental Accommodations Act, Bill 44 – Housing Statutes (Residential Development) Amendment Act, Bill 46 – Housing Statutes (Development Financing) Amendment Act, and Bill 47 – Housing Statutes (Transit-Oriented Areas) Amendment Act. These webinars gave municipal staff from across the Province the opportunity to ask questions on the new legislation and receive additional information on the various housing initiatives that are being rolled out by the Province.
- In March, a new Community Planner was hired in the Development Services Department to work on current planning applications as well as support the department on the Official Community Plan, climate action, and parks planning projects identified in the 2024 - 2028 Financial Plan, Strategic Plan and Council’s resolution follow up list.
- Development Services co-hosted a business mixer with the WestShore Chamber of Commerce on March 13, 2024. Superintendent Preston, WestShore RCMP, was present and spoke about measures to improve business security. Over 35 people attended the event; it was well-received by the business community with much positive feedback.
- After analyzing data from 448 cities across Canada with populations over 10,000, View Royal earned the top spot on the Globe and Mail’s 2024 ranking of the 20 Most Livable Canadian Cities for Entrepreneurs. Fifty variables were considered across ten key categories, including health care, education, safety, transportation, and climate. The town’s vibrant community and strong economy with a strong focus on sustainable growth and connectivity were highlighted as making it an ideal location for business owners and their families.
- On July 30, 2024, the Province announced new housing targets for the Town of View Royal to build 585 new homes over the next five years under the *Housing Supply Act*.

DEPARTMENT QUICK STATS:	2023	2024
Development permit applications	5	3
Development variance permit applications	10	3
Subdivision applications	1	0
Rezoning applications	5	2
Business licences	372	432



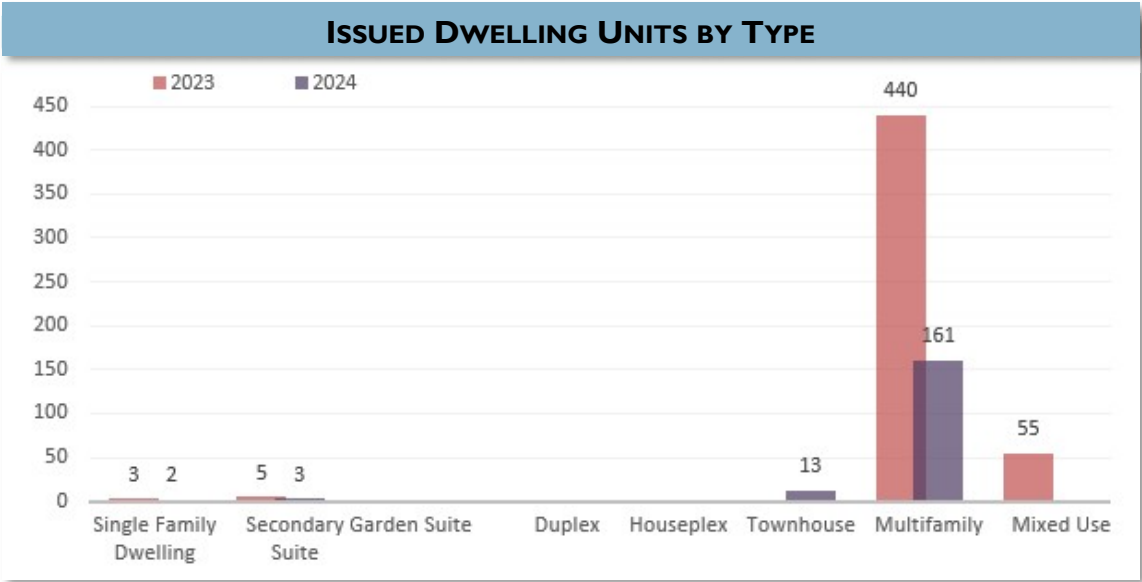
Residents visit the pop-up booth for the Community Engagement Survey

DEVELOPMENT SERVICES (CON'T)

- A Community Engagement Survey ran from July 3 to September 1, 2024, to gather input from the public to help inform the Town on future public engagement on the Official Community Plan, master plans (e.g. Transportation Master Plan, Parks and Trails Master Plan, etc.), and various Town projects (e.g. playground replacement, Off-street Parking Review, Housing Strategy, etc.). The survey received over 300 responses; results will be used to guide future public engagement to ensure methods used are inclusive and accessible and meet the diverse needs of people and neighbourhoods across the community.
- At the Council meeting in May, Council adopted the Transit-Oriented Area (TOA) Designation Bylaw, which designates land within 400m of the prescribed bus exchange on Hospital Way, adjacent to Victoria General Hospital, as a TOA in accordance with the Province's Bill 47 – 2023. The Province has prescribed specific minimum heights and densities and prohibits a municipality from imposing residential parking requirements for parcels within the TOA.
- A new universally accessible playground was planned for Chancellor Park, a neighbourhood park located at the end of Chancellor Avenue and Quincy Street. Public engagement included a community survey and open house events to gather feedback from the community on how the playground at Chancellor Park could be improved. Construction is planned for 2025.
- In addition to the required amendments to the Zoning Bylaw, amendments to the Official Community Plan were required to ensure consistency between the new housing legislation and the new regulations in the Zoning Bylaw. Changes included adding a new Intensive Residential – Garden Suite Development Permit Area, which will be used to regulate form and character. The existing Schedule P – form and character development permit areas map was also amended by adding those areas identified through SSMUH to the Mixed Residential development permit area. Form and character development permits will now be required for SSMUH or a garden suite prior to applying for a building permit.

DEVELOPMENT SERVICES (CON'T)

- In April, Council passed a motion that the Town support a regional application to the Union of BC Municipalities Community Emergency Preparedness Fund – Disaster Risk Reduction – Climate Adaptation Grant and support the City of Victoria as the project lead (primary applicant) for the Gorge Waterway Coastal Flood Adaptation Strategy. The project received grant funding, and the Request for Proposals for *Gorge Coastal Flood Adaptation Strategy* closed in December 2024. The purpose of this Strategy is to conduct a sea-level rise risk assessment for the area between Portage Inlet and Johnson Street Bridge, provide public education on sea level rise, and identify options for long-term adaptation. The City of Victoria leads the project in partnership with the District of Saanich, Township of Esquimalt, and Town of View Royal. Town staff are part of the project team currently evaluating the proposals. The Town's Coastal Adaptation mapping project that is currently underway will also contribute more refined data modelling for the Town's coastline.
- At the October 15, 2024, Council endorsed the Request for Proposal (RFP) – Terms of Reference for the Official Community Plan (OCP) Review and Update. The RFP was issued on October 17, 2024, and closed on November 8, 2024. Council awarded the contract to Urban Systems on December 3, 2024. Phase I of the OCP project, which focuses on the OCP vision and goals, land use, housing and special planning areas, will commence in January 2025.
- On December 12, 2024, Council adopted an updated Sustainability Checklist in accordance with the 2019-2023 Strategic Plan. The checklist is intended to assist applicants to plan projects that further the sustainability objectives of the Town’s OCP and *Community Climate Action Strategy*. Applicants will submit a completed checklist with development application submissions.
- The major focus in June was implementing Small-Scale, Multi-Unit Housing (SSMUH). Amendments to the Zoning Bylaw introduced new regulations to permit SSMUH and garden suites to ensure consistency with the housing legislation (Bill 44 – 2023). The amendments included adding new definitions for houseplex and garden suite, reducing parking requirements for detached dwellings, duplexes, and townhouses, and introducing a new visitor parking requirement, where five or more dwellings exist. The amendments to the Zoning Bylaw were successfully completed prior to the June 30th, 2024 Provincial deadline.



Graph: comparison of the total number of new dwelling units approved by building permit in 2023 and 2024.



ENGINEERING & PARKS

The Engineering Department is responsible for the ongoing maintenance and capital project delivery for View Royal’s Engineering and Parks assets.

In Engineering, this includes the Town’s transportation systems (roadways, bridges, sidewalks, signage, boulevards, bus shelters, street lighting, traffic signals and storm drains), and environmental systems (garbage, food and yard waste contracting, sanitary sewer conveyance).

In Parks, this includes the maintenance and development of over 70 parks in View Royal that includes manicured and natural green spaces, trails and shoreline accesses, off leash dog areas and pathways, and playgrounds and sports fields. Parks also maintains the grounds at Town Hall and oversees building and fleet maintenance.

HIGHLIGHTS:

- A new single-lane roundabout now replaces the intersection at Six Mile Road and Atkins Road, improving vehicle access on all legs of the intersection while simultaneously improving safety for people who walk, roll and cycle. The roundabout sees a significant improvement to street lighting, wider pedestrian and cycling facilities and enhanced crosswalks with flashing beacons for all legs of the roundabout. The \$3.9 million project was funded by the Community Works Fund, ICBC Road Improvements Program, and the Town of View Royal’s Development Costs Charges and Casino Revenue reserves. The project was completed under budget and ready for the annual increase in summer visitors to Thetis Lake Regional Park.
- A new bus stop shelter at Six Mile Road and Chilco Road (Southbound) was installed.
- The Packers Pump Station upgrade project was completed over the summer of 2024.
- A new traffic calming facility (chicane) was installed on Stormont Road at its approach to the Island Highway. The traffic calming facility promotes slower and more attentive driver behaviour within the residential neighbourhood.
- Traffic signals along Island Highway underwent upgrades to improve infrastructure resiliency and accessibility. The latest upgrade was seen at the Helmcken intersection and involved the installation of left turn signals for all legs of the intersection.
- BC Transit began construction of the transit priority lanes project on the Island Highway, between the Colwood Interchange and Six Mile Road. Staff worked with the BC Transit construction team to manage expectations on traffic flow disruptions while the work was being completed.

DEPARTMENT QUICK STATS:	2023	2024
Tree permits	84	74
Customer issues or concerns	909	845
Engineering permits	119	94
Drainage mains videoed (metres)	561	1092
Sanitary mains videoed (metres)	1471	1051
Solid waste new customers	21	14
Parks Use permits	12	21



New Six Mile Road/Atkins Road roundabout

ENGINEERING & PARKS (CON'T)

- Staff were busy with development servicing as frontage improvements for three of the larger multifamily developments commenced at the same time: 9 Erskine Lane, 244 Island Highway and 258 Helmcken Road.
- Three student interns were hired to work with Engineering and Parks for the peak summer months (two students for Parks, one student for Engineering). Partial funding for these summer students was provided in part thanks to the Government of Canada's Summer Jobs Grant.
- The Bear-Safe Bin Pilot Project was launched in early 2024 within the Riverside Drive neighbourhood. Bear-Safe Food Waste Bins were distributed in September to participants of the pilot program within this neighbourhood.
- Engineering and the CRD, in partnership with Eagle View Elementary School, completed its Ready Step Roll plan with the school. The plan aims to improve safety and access for students and teachers traveling to and from the school.
- Improvements to the Glentana Trail were completed in time for the wet season, improving the safety of the trail for the community.



New split rail fencing in off-leash dog area in View Royal Park

ENGINEERING & PARKS (CON'T)

- Split rail fencing was completed in the off-leash dog area in View Royal Park. Staff will monitor from time to time to determine whether additional fencing will be required to protect and enhance the riparian areas. A portion on the west side has been left open to facilitate summer maintenance.
- The Town's Urban Forest Strategy (UFS) began with the first phase of public engagement in October of 2024. The UFS Plan will help guide the future of View Royal's urban forest, which includes all trees and forests within its parks, greenspaces, and woodlands, as well as trees along streets and on private land.
- The replacement of the Tovey staircase was completed. The old timbers were starting to rot, and the fresh new staircase is a good neighbourhood amenity in this busy shoreline access park.
- The Knollwood Park playground equipment was installed including an additional slide built into the embankment.
- The emergency access gate at the end of Glentana Road was modified to provide better clearance for wheeled mobility devices and other mobility aids to access the Island Highway. This was a quick fix that fosters universal access and was initiated after meaningful dialogue was provided by nearby residents to staff.

ENGINEERING & PARKS (CON'T)

- The addition to the Right Field / First Base side fencing on Diamond #4 at Helmcken Centennial Park was completed. This made visible difference in keeping the foul balls contained within the diamond. Fencing height went from 1.2m/4ft to 9.1m/30ft to accomplish this.
- The Resident Tree Planting Program saw much interest and success in 2024. Staff held events in April and October with over 250 new trees delivered to Town residents. Applications are currently being collected for the next event in Spring 2025.
- Coordinated by the Greater Victoria Green Team and/or the Town's Habitat Restoration Program Coordinator, numerous invasive species removal work parties were held in parks around town such as Knockan Hill Park, Portage Park, and Stoneridge Wetland Park demonstrating the Town's continued work in fostering environmental stewardship within the community.
- The Peninsula Streams Society, in coordination with the Town, completed a Saltwater Marsh Restoration Project in View Royal Park in July. The project aligned with the Parks Master Plan to improve the ecological environment and help manage the landscape for climate change. Furthermore, the project was funded almost entirely by Peninsula Streams and their partnering funders.



Volunteers work on the Saltwater Marsh Restoration Project in View Royal Park

FINANCE & INFORMATION TECHNOLOGY

The Finance Department provides the systems, tools, processes, and personnel to plan, record, and report View Royal’s financial position and operations. This department is instrumental in preparing the annual five year financial plan, financial statements, tax and utility billings, and in ensuring suppliers and employees are paid accurately and on time. The information technology function is responsible for the maintenance and security of electronic information systems and the delivery of technology-enabled projects, including expanding online and electronic billing services.

HIGHLIGHTS:

- The Citizen Budget online engagement tool was open from March 11 to April 1 in conjunction with the publication of the draft 2024-2028 Financial Plan. The informal survey provided information about the five-year financial plan and invited residents to see the property tax impact of increasing or decreasing funding for municipal services. The results and comments from the engagement were made available to Council prior to consideration of approval of the 2024-2028 Financial Plan.
- Staff worked with BC Transit to set up a system to allow the public to purchase HandyDART monthly passes and tickets from View Royal Town Hall front counter. This new service provides convenience for HandyDART riders and is cost-neutral for the Town. Additional details and public messaging was provided in advance of the July start date.
- The audit team from MNP conducted the 2023 year-end financial audit in April. The audit was completed virtually and resulted in an unqualified (clean) audit opinion of the 2023 Consolidated Financial Statements.
- With property taxes due July 2, Finance staff worked diligently in June to ensure timely and accurate processing of all payments and homeowner grants as well as tax deferment applications. The centralization of the Provincial government’s Home Owner Grant (HOG) and Property Tax Deferment programs continued in 2024. Staff undertook an active communication campaign to remind taxpayers that HOGs and deferments must be submitted directly to the Province and, while staff fielded some inquiries, taxpayers were generally understanding and the process was smooth overall.

DEPARTMENT QUICK STATS:	2023	2024
Direct deposits to vendors (% of total payments)	79%	87%
Online payments from customers (% of total receipts)	60%	65%
Electronic billing - tax and utility invoices (% of total)	11%	11%
Deferred taxes (total value and number of properties)	258	270
% taxes paid on time	97%	96%
Grants-in-Aid approved	\$97,860	\$72,154



Edwards Park lookout

FINANCE & INFORMATION TECHNOLOGY (CON'T)

- Finance staff prepared a report and information package for Council to consider applications for permissive tax exemptions for three eligible properties for which tax exemptions were expiring. Council adopted a bylaw to extend tax exemptions for these properties, after the public notification process was completed. BC Assessment received the tax exemption bylaw, which will affect assessments for the years 2025 to 2034 (inclusive).
- Staff launched a new cybersecurity campaign as part of the switch to Municipal Insurance Association of BC's Cybersecurity Awareness Training platform. The campaign included training for employees to recognize, avoid and report threats with random email phishing simulations to help employees to practice being alert for suspicious activity.
- IT staff assisted the webcasting team in testing and training on the new Microsoft Teams Town Hall platform for broadcasting Council and Committee meetings. This change was necessary due to the end of technical support for Teams Live Events (the type of webcasting used since 2020) later in 2024. The new Teams Town Hall provides a better experience for home viewers, guest presenters, and members of Council who need to join remotely.

PROTECTIVE SERVICES

The Protective Services Department includes the View Royal Fire Department (VRFD) which is a composite paid and volunteer fire department responsible for fire suppression, fire inspections, and related training and education. It also encompasses policing provided under contract with the RCMP through the West Shore detachment, emergency planning and preparedness, and bylaw compliance.

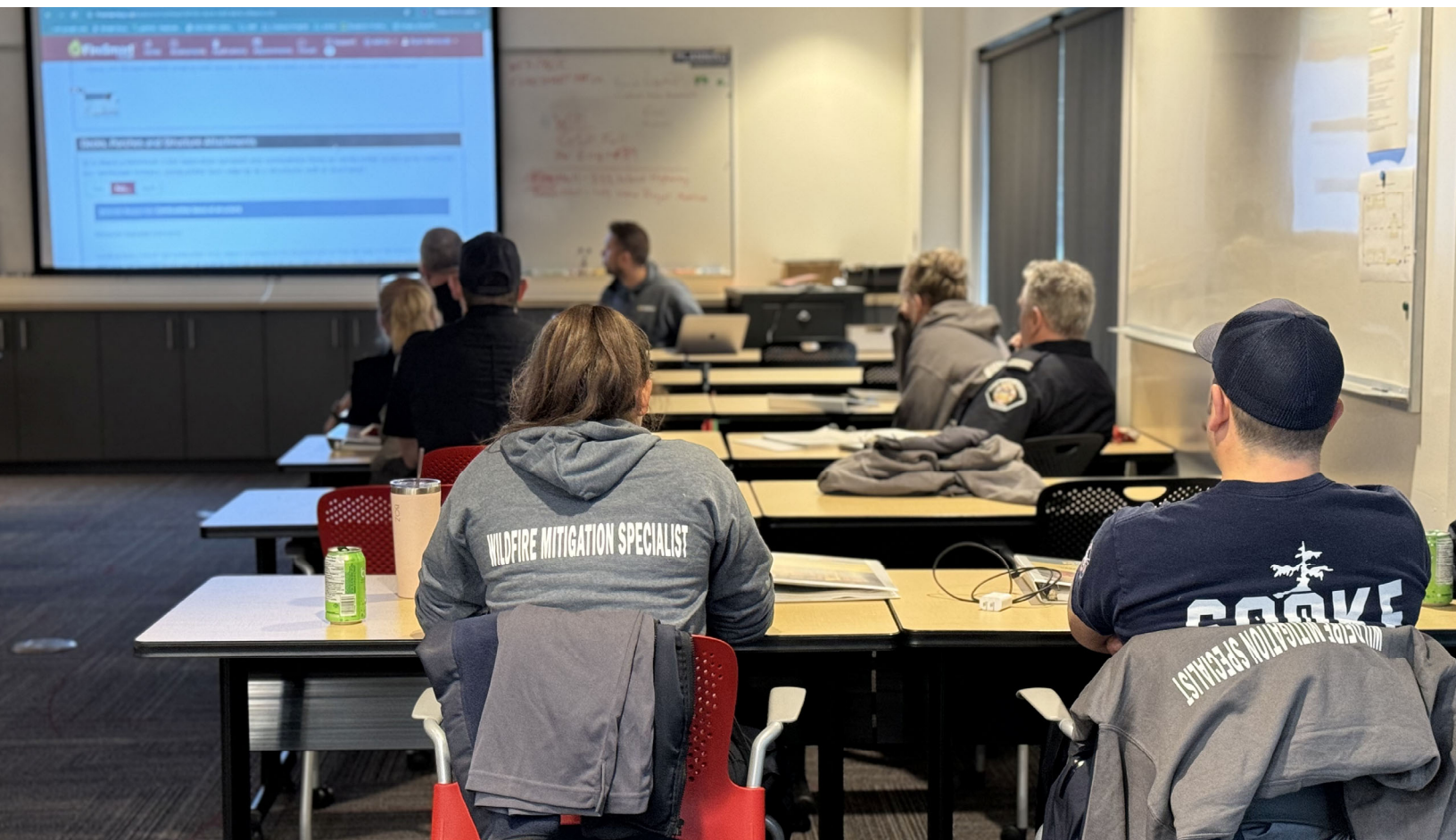
HIGHLIGHTS:

- January 2024 realized a record month in the Fire Department for calls for service with a 57% increase over the same reporting period in 2023. There was an upward trend in calls for service which continue to see overdoses and fires involving encampments. In partnership with the RCMP, Ministry of Transport, and Island Corridor Foundation, work took place to dismantle and clean up areas in the Town susceptible to the camps.
- In March, the Fire Department’s training and staff development division completed a recruit intake for paid on call firefighters with six recruit firefighters filling existing vacancies. The Fire Department continues to face challenges with the retention of members as several island and lower mainland career departments have hired members from View Royal.
- The Emergency Management office secured two significant grants in Q1 of 2024; one for Emergency Support Services supplies and the second for a FireSmart Coordinator position for the Town. Since creation in 2006, the division has secured nearly half a million dollars in Provincial funding to benefit the Town’s and First Nations’ programs.
- Negotiations with the View Royal Fire Fighters’ Association were successfully concluded, resulting in the historic first Collective Agreement between the Town of View Royal and the International Association of Fire Fighters Local 5419. The ratification marks a significant milestone in the department’s 76-year history.
- The integration of Colwood, View Royal and Langford Fire into a cohesive Westshore Fire Service was launched on April 29, 2024. The new initiative will now provide seamless response logics that send the closest and available apparatus and personnel to fire emergencies. This three-year planning process challenged the Fire Chiefs to consider all aspects of what an actual integrated service could look like. This operational advance complements the existing sharing of fire investigation staff, and will soon include inspection staff, paid on call firefighters, and evaluation of existing fleets to realize potential significant capital cost savings when vehicles are replaced. The Fire Chiefs were pleased with the initial roll-out and the support from all three IAFF Locals who have embraced this historical change in fire protection for Westshore residents and visitors.
- The grant funded Fire Smart Coordinator position was filled internally; the one-year term position started in July. The focus of the position will be to update the existing Wildland Interface report from 2007 and work on various FireSmart initiatives.

DEPARTMENT QUICK STATS:	2023	2024
Volunteer Firefighters	22	20
Calls attended	1074	1269
Bylaw complaints	557	684

PROTECTIVE SERVICES (CON'T)

- The Fire Department concluded their hiring intake for career firefighters. Three paid on-call members were selected and began their careers with View Royal on July 1, 2024. The department lost three paid on-call members to career departments throughout the province.
- The annual Public Safety Open House was another success with approximately 600 people visiting the station. Visitors enjoyed demonstrations, Fire Hall tours, food and drinks.
- A FireSmart Wildfire Mitigation Specialist (WMS) training course was hosted in September at the View Royal Public Safety Building. Firefighters and professionals from 10 Fire Departments and agencies across Southern Vancouver Island participated in the advanced three-day course. The training came at a crucial time as ongoing drought conditions across BC are extended fire risks well into autumn. In 2024 alone, over 1,600 wildfires burned more than 1,000,000 hectares of land in BC, with major incidents like the Old Man Lake fire near Sooke prompting evacuations in late July. Part of the FireSmart Home Partners Program, the training equips participants with the expertise to evaluate wildfire risks and guide homeowners in their communities to take steps to protect their properties. Participants completed five on-site home and building assessments in View Royal, reinforcing their knowledge of wildfire prevention techniques.
- The FireSmart Coordinator conducted numerous free Wildfire Mitigation Assessments for homes in View Royal. During the assessment, residents were provided with a customized list of actions and tips to help reduce wildfire risks around their home.



The FireSmart Wildfire Mitigation Specialist training course held at the Public Safety Building

2024 MUNICIPAL GOALS & OBJECTIVES

The Strategic Plan provides an opportunity to step back, look at the bigger picture and identify a few key areas or opportunities that require special attention or emphasis. Six strategic priorities have been identified for 2023 - 2026:

- ENHANCE LIVABILITY,
- SUSTAINABLE DEVELOPMENT,
- CLIMATE ACTION & ENVIRONMENTAL STEWARDSHIP,
- FINANCIAL SUSTAINABILITY & SERVICE EXCELLENCE,
- COMMUNITY ENGAGEMENT & GOOD GOVERNANCE, and
- HEALTH, SAFETY & SECURITY.

The Strategic Plan is the roadmap for Council's decision-making and for the work of municipal staff.



Portage Inlet Linear Park

STRATEGIC PRIORITY - ENHANCE LIVABILITY

GOALS:

1. Shift primary transport mode within View Royal away from vehicles to walking, cycling and transit
2. Improve accessibility options
3. Access to a broad range of housing options to meet the needs of various ages, family types and incomes
4. Ensure proximity to services
5. Build strong relationships and engagement through community events and celebrations
6. Sufficient and appropriate parks and open space
7. Heritage protection

2024 PROJECTS & INITIATIVES	OUTCOME
Identify and implement improvements to enhance existing infrastructure that facilitates improved safe routes to schools and Walking School Bus opportunities	<ul style="list-style-type: none"> Complete. Report has been completed and staff will present projects as part of future budget deliberations.
Engage BC Transit to pursue commitment for a higher level of transit service, including improvements to underserved areas, bus shelters, and specifically proposed Route 40 (UVic to Dockyard via Admirals Rd/McKenzie Ave)	<ul style="list-style-type: none"> Ongoing annual program. 2024 was scheduled to see the installation of two bus shelters at Six Mile Rd at Chilco Rd. However, due to BC Transit delays the shelters will not be installed until 2025.
Develop an accessibility plan with partners	<ul style="list-style-type: none"> Completed; approved by Council on December 10, 2024.
Interim Housing Needs Assessment	<ul style="list-style-type: none"> Report was presented at the January 16, 2024 Council meeting. The project is included in the 2025-2029 Financial Plan.
Work with Westshore communities to develop a performing arts facility	<ul style="list-style-type: none"> In progress. Councillor Lemon was appointed to the West Shore Arts & Culture Centre Intermunicipal Advisory Committee.
Explore options for Greater Victoria Public Library (GVPL) services	<ul style="list-style-type: none"> In progress.
Undertake planning for community gathering places on Town owned lands	<ul style="list-style-type: none"> To be included as a component of the Parks Master Plan review.



Playing ball at Helmcken Centennial Park

STRATEGIC PRIORITY - ENHANCE LIVABILITY (CON'T)

2024 PROJECTS & INITIATIVES	OUTCOME
Engage a Communications and Engagement Coordinator to enhance current events and/or devise new community-building initiatives	<ul style="list-style-type: none"> • A new 0.5FTE Communications & Engagement Coordinator started in July 2024.
Explore bylaws to allow food trucks, entertainment, and commercial activities in public spaces	<ul style="list-style-type: none"> • Some commercial activities have been permitted within parks although there has been little interest from the industry due to more lucrative bookings throughout Greater Victoria, especially in the summer months. • Staff are looking at strategies to promote food trucks and entertainment within Town parks, including permitting them to operate through a Town initiated temporary use permit or another regulatory tool in the future. • This will be brought forward to Council in partnership between Parks and Development Services.
Explore partnership with West Shore Parks & Recreation (WSPR) for programming in View Royal's parks	<ul style="list-style-type: none"> • In progress. Programs and parks have been identified for use by WSPR staff for various programs.

STRATEGIC PRIORITY - SUSTAINABLE DEVELOPMENT

GOALS:

- 1. Managed growth
- 2. Increase skilled employment
- 3. Business retention/attraction
- 4. Strategic investment in public realm

2024 PROJECTS & INITIATIVES	OUTCOME
Official Community Plan review to align with Housing Needs Report and Zoning Bylaw, update Development Permit Area design guidelines, and other aspects of the Official Community Plan	<ul style="list-style-type: none">Report was presented at the January 16, 2024 Council meeting. The project is included in the 2025-2029 Financial Plan.
Update sustainability checklist	<ul style="list-style-type: none">Complete. Council adopted the updated sustainability checklist on December 12, 2024.
Explore attractors for primary care providers to work in View Royal	<ul style="list-style-type: none">A grant in aid in the amount of \$30,000 was given to the Westshore Primary Care Society in 2024.
Review home-occupation business zoning regulations and licensing program	<ul style="list-style-type: none">A comprehensive review is currently underway.



Apartments at Eagle Creek Village

STRATEGIC PRIORITY - CLIMATE ACTION & ENVIRONMENTAL STEWARDSHIP

GOALS:

1. Respond to the declared climate action emergency by reducing greenhouse gas emissions in our community
2. Support climate change mitigation and adaptation measures with an emphasis on transportation systems and energy efficient buildings
3. Support community preparation for climate change impacts with respect to sea level rise, storm surge, forest fires, and other extreme weather events

2024 PROJECTS & INITIATIVES	OUTCOME
Implement resident owner program to improve energy efficiency of existing housing stock (i.e., oil or gas furnace, window replacement)	<ul style="list-style-type: none">• The grant program for heat pump conversions continues for residents while the Provincial program is in place and annually while funded.
Develop an Urban Forest Strategy	<ul style="list-style-type: none">• The project was approved to proceed at the January 16, 2024 Council meeting. The project is included in the 2025-2029 Financial Plan.
Develop and implement a Community Wildfire Resiliency Plan (CWRP)	<ul style="list-style-type: none">• On August 7, 2024, B.A. Blackwell was secured as the external consultant to develop the CWRP for the Town. The new CWRP is in development with the final version scheduled for delivery in 2025.
Update the Tree Protection Bylaw to mitigate loss of tree canopy in land development and set tree canopy target	<ul style="list-style-type: none">• In Progress. An intermittent update to the Bylaw was completed in 2024 to expand the inventory of Protected Trees.• Additional changes will be proposed to Council upon completion of the Urban Forest Strategy.
Undertake coastal adaptation mapping as Phase I in an overall plan to develop a sea-level rise and storm surge mitigation and adaptation policy	<ul style="list-style-type: none">• The Coastal Adaptation Plan Phase I Mapping is currently underway and the project will be completed in the summer of 2025.



STRATEGIC PRIORITY - FINANCIAL SUSTAINABILITY & SERVICE EXCELLENCE

GOALS:

- 1. Confidence in the fiscal health and financial sustainability of the Town
- 2. Diversified revenue base
- 3. Anticipate property tax and user fee increases
- 4. Citizen satisfaction with services and value

2024 PROJECTS & INITIATIVES	OUTCOME
Complete the Sustainable Infrastructure Replacement Plan (SIRP)	<ul style="list-style-type: none">• The recommendations of the SIRP were inputted into the Town’s 2024-2028 Financial Plan, increasing contributions to reserves for future asset replacement.• Asset information generated by the SIRP initiative was integrated back into the Town’s asset data inventory for better ongoing reporting.
Complete a Strategic Asset Management Plan	<ul style="list-style-type: none">• The priority initiatives coming out of the Strategic Asset Management Plan’s were inputted into the Town’s 2024-2028 Financial Plan and the Asset Management Program Improvement project.
Implement the Asset Management Program improvements	<ul style="list-style-type: none">• The Asset Management Program Improvements project was approved in 2024. The project includes initiatives to establish levels of service, audit our asset data standards, and provide asset management training to staff and elected officials.

STRATEGIC PRIORITY - FINANCIAL SUSTAINABILITY & SERVICE EXCELLENCE (CON'T)

2024 PROJECTS & INITIATIVES	OUTCOME
Continue to improve relationships with the business community to build business friendly reputation - consider expanded Home Occupation definition; engage with South Island Prosperity Project annually, explore amendments to West Shore Chamber of Commerce funding model; engage with Destination Victoria, advocate with the Film Commission	<ul style="list-style-type: none"> A business mixer event with the Westshore Chamber of Commerce was held in Spring of 2024 to engage local businesses and promote networking.



Summer crew working in Parks yard

STRATEGIC PRIORITY - COMMUNITY ENGAGEMENT & GOOD GOVERNANCE

GOALS:

- 1. Strong and active citizen participation in community engagement in Town of View Royal meetings, open houses, survey, budget development
- 2. Strong constructive relationships with neighbouring municipalities, Songhees Nation, and Esquimalt Nation in the CRD
- 3. Respectful, constructive Council relationships

2024 PROJECTS & INITIATIVES	OUTCOME
Develop a community engagement and communication tool	<ul style="list-style-type: none">• Social PinPoint was selected as an online public engagement platform for the Town. Training occurred in November/December 2024 with an official launch scheduled for January 2025.
Examine the role of both Council and advisory committees in View Royal	<ul style="list-style-type: none">• Council initiated a review of the advisory committee structure, including a community survey to gauge how residents would like to volunteer.• Appointments to the Community Development and Parks, Recreation & Environment Advisory Committees were not renewed at the end of term.• A standing committee on Provincial Housing Legislation was formed and met from March to June 2024.• A select committee for the Official Community Plan review was appointed by Council in December 2024 with meetings to begin in January 2025.
Arrange intermunicipal events celebrating park connections between Colwood, Esquimalt, Langford, Saanich, CRD Parks and View Royal	<ul style="list-style-type: none">• A new 0.5FTE Communications & Engagement Coordinator position started in 2024.

STRATEGIC PRIORITY - COMMUNITY ENGAGEMENT & GOOD GOVERNANCE (CON'T)

2024 PROJECTS & INITIATIVES	OUTCOME
Ongoing Truth and Reconciliation awareness initiatives	<ul style="list-style-type: none"> In progress as an ongoing initiative.
Review the Council Code of Conduct	<ul style="list-style-type: none"> In progress. The Town’s review can incorporate concepts from the September 2024 Union of BC Municipalities and Local Government Management Association discussion paper. This paper explores and assesses three models, two of which call upon the Province to introduce new legislation and/or provide additional tools to manage conduct matters, including tools that can be applied province-wide by a centralized body.



Little Road greenspace

STRATEGIC PRIORITY - HEALTH, SAFETY & SECURITY

GOALS:

1. A real and perceived safe community
2. Prepared for emergencies

2024 PROJECTS & INITIATIVES	OUTCOME
Consider the Fire Department Staffing Plan	<ul style="list-style-type: none"> The project is included in the 2025-2029 Financial Plan.
West Shore RCMP building expansion – design validation	<ul style="list-style-type: none"> In progress. A validation report is expected to be complete in August 2025.
Encourage employees and volunteers to complete at least one Justice Institute of BC Emergency Operations Centre course or equivalent	<ul style="list-style-type: none"> Ongoing.
Update the Emergency Response and Recovery Plan, based on new legislation, the <i>Emergency and Disaster Management Act</i>	<ul style="list-style-type: none"> Grant funding has been received for the project. Updates are scheduled to be completed by Fall 2025.
Apply for Emergency Support Services (ESS) equipment funding	<ul style="list-style-type: none"> Grant funding for the purchase of ESS equipment has been received. Equipment will be purchased in 2025.
Conduct a tabletop exercise with Council	<ul style="list-style-type: none"> Emergency Program staff to prepare and conduct exercise.



View Royal Fire at Canada Day celebration

LOOKING AHEAD - 2024-2026



View Royal Park playground

STRATEGIC PLAN

We’re working together to make View Royal better everyday by focusing on what’s important to the citizens of our community, constantly improving how we do business and ensuring we plan for our future to build a strong, healthy, and thriving View Royal.

The Strategic Plan details what we heard from citizens about what is important to them and what they want the Town to do on their behalf.

The Strategic Plan outlines six key result categories, which describe the focus areas of our work to help us prioritize our efforts and resources, setting out specific goals with measures, targets, and planned timing for the work.



ENHANCE LIVABILITY

Citizens told us they want to:

- Be able to move around the community efficiently;
- Have a range of housing options close to services;
- Participate in community events and have a sense of belonging;
- Celebrate View Royal's unique history.

Key strategic goals to Enhance Livability:	Timing:
Undertake Off-Street Parking Review	2026
Develop a Housing Strategy	2027
Update Transportation Master Plan	2025
Develop Helmcken Centennial Park Master Plan	2026
Update Parks Master Plan; develop a Trails Master Plan	2026/2027
Explore options for a memorial cenotaph for fire, police, and military with relevant agencies for funding and location	2025
Explore heritage designation options for historical properties in View Royal	2027



Four Mile Pub est. 1858



Paddock Place at Pheasant Lane

SUSTAINABLE DEVELOPMENT

Citizens told us they want:

- Controlled growth;
- Implications of growth considered.

Key strategic goals to enhance Community and Economic Growth in View Royal:	Timing:
Review potential to use tax incentives to attract business, including hotels, to View Royal	2025
Hold a visioning session for the employment corridor (“Western Gateway”)	2025
Placemaking Urban Design Plan to facilitate distinct identity for View Royal’s public realm	2026/2027

CLIMATE ACTION & ENVIRONMENTAL STEWARDSHIP

Citizens told us they want to:

- Focus on community action around climate change.

Key strategic goals to enhance Environmental Stewardship in View Royal:	Timing:
Implement building energy audit to improve the energy efficiency of Town buildings, with supplementary funding from BC Hydro/Fortis	2025/2027/ 2028
Review the implications of potential demolition and deconstruction bylaw	2025/2026



New playground equipment at Knollwood Park



Enjoying the bike park in View Royal Park

FINANCIAL SUSTAINABILITY & SERVICE EXCELLENCE

Citizens told us they want to:

- Receive good value for tax dollars;
- Fund the continuation of current service levels through taxation;
- Fund future large projects through putting aside funds annually.

Key strategic goals to Financial Sustainability & Service Excellence:	Timing:
Develop Amenity Cost Charges Bylaw and Update DCC Bylaw	2026
Initiate a long-term facilities management plan	2025
Engage community on priorities/guidelines for use of developer contributions (e.g., amenity contributions)	2025
Conduct a statistically valid citizen satisfaction survey	2026

COMMUNITY ENGAGEMENT & GOOD GOVERNANCE

Citizens told us they want:

- Transparency in decision-making;
- Respectful meetings.

Key strategic goals to enhance Good Governance in View Royal:	Timing:
Refresh the Town's website	2026
Host at least one Council to Council event with Songhees Nation and Esquimalt Nation	2026
Town Hall accessibility projects	2026/2027



Freshly planted flowers at Town Hall Sign

HEALTH, SAFETY & SECURITY

Citizens told us they want to:

- Live and work in a safe community prepared for emergencies.

Key strategic goals to enhance Community Safety and Security in View Royal:	Timing:
Update Business Continuity Plan, integrating IT Business Continuity Plan	2025
Hire an additional full-time Fire personnel	2026
Next Generation 911 preparedness	2025
Expand the FireSmart program	2025
Purchase a new firetruck	2025



FireSmart booth at View Royal Fire Department Open House



Path beside Town Hall



Statement of Financial Information

Town of View Royal

Year ended December 31, 2024

45 View Royal Avenue
Victoria, BC Canada
V9B 1A6
www.viewroyal.ca

Town of View Royal
Statement of Financial Information Approval
As at December 31, 2024

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Steven Vella CPA, CGA
Director of Finance
July 2 , 2025

On behalf of Council,
Sid Tobias, Mayor
July 2 , 2025

DRAFT

Prepared pursuant to the Financial Information Regulation, Schedule 1, subsection 9

Town of View Royal

Consolidated Financial Statements

Year ended December 31, 2024

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards for British Columbia local governments and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the consolidated financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

View Royal's Mayor and Council are responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility by meeting with management and the external auditors to review the consolidated financial statements and to discuss any significant financial reporting or internal control matters prior to their acceptance of the consolidated financial statements.

The external auditors, MNP LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the consolidated financial statements. Their examination includes a review and evaluation of the Town of View Royal's system of internal controls and appropriate tests and procedures to provide reasonable assurance that the consolidated financial statements are presented fairly. The external auditors have full and free access to the Mayor and Council.



Chief Administrative Officer



Director of Finance

Independent Auditor's Report

To the Mayor and Council of the Town of View Royal:

Opinion

We have audited the consolidated financial statements of the Town of View Royal (the "Town"), which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2024, and the results of its operations net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprises the annual report, which is expected to be made available to us after the date of this auditor's report.

Our opinion on the financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

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

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Plan and perform the group audit to obtain sufficient appropriate audit evidence regarding the financial information of the entities or business units within the Town as a basis for forming an opinion on the financial statements. We are responsible for the direction, supervision and review of the audit work performed for the purposes of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Nanaimo, British Columbia

May 13, 2025

The logo for MNP LLP, featuring the letters 'MNP' in a large, bold, stylized font, with 'LLP' in a smaller, simpler font to the right.

Chartered Professional Accountants



Consolidated Financial Statements

Town of View Royal

Year ended December 31, 2024

DRAFT

45 View Royal Avenue
Victoria, BC Canada
V9B 1A6
www.viewroyal.ca

Town of View Royal

Consolidated Statement of Financial Position
as at December 31, 2024

	2024	2023
Financial assets		
Cash and cash equivalents (Note 3)	\$ 53,150,527	\$ 49,147,682
Property taxes receivable	283,848	122,881
Accounts receivable (Note 4)	1,980,226	1,975,958
Inventory held for sale	11,223	12,851
	55,425,824	51,259,372
Liabilities		
Accounts payable and accrued liabilities (Note 5)	4,000,716	5,045,005
Deposits	3,282,526	2,245,898
Deferred revenue (Note 6)	11,976,497	10,946,269
Prepaid property taxes	737,483	694,100
Long-term debt (Note 7)	3,688,412	4,146,384
Employee benefits and retirement obligations (Note 8)	315,050	309,584
	24,000,684	23,387,240
Net financial assets	31,425,140	27,872,132
Non-financial assets		
Tangible capital assets (Note 9) (Schedule 3)	123,278,431	122,183,649
Inventory of supplies	8,636	14,598
Prepaid expenses	158,742	132,690
	123,445,809	122,330,937
Commitments and contingencies (Note 17)		
Accumulated surplus (Note 10)	\$ 154,870,949	\$ 150,203,069



Steven Vella, CPA, CGA

Officer responsible for financial administration

Pursuant to Section 149 of the Community Charter (SBC 2003)

Town of View Royal

Consolidated Statement of Operations

Year ended December 31, 2024

	Financial plan (Note 19)	2024	2023
Revenue			
Taxes for municipal purposes (Note 14)	\$ 12,241,375	\$ 12,209,528	\$ 11,308,449
User charges and sales of services	5,396,732	5,842,294	5,130,968
Investment income	465,000	2,059,442	1,893,688
Actuarial adjustments on debt	-	143,633	134,316
Penalties and fines	69,000	137,670	89,522
Development charges earned	553,276	348,948	225,086
Contributions from developers and others	634,500	1,049,550	913,350
Other revenue from own sources	319,696	503,746	391,437
Government grants and transfers (Note 16)	5,085,104	3,883,449	7,943,027
Gain (loss) on sale of tangible capital assets (Note 9)	-	(63,566)	(29,388)
	24,764,683	26,114,694	28,000,455
Expense			
General government services	3,433,268	2,902,317	2,895,314
Protective services	7,137,579	6,137,187	5,954,298
Transportation services	5,237,213	4,852,813	4,796,810
Environmental health services	2,964,404	2,871,649	2,686,647
Development services	972,740	709,841	527,180
Recreation and cultural services	3,808,733	3,973,007	3,783,677
	23,553,937	21,446,814	20,643,926
Annual surplus	1,210,746	4,667,880	7,356,529
Accumulated surplus, beginning	150,203,069	150,203,069	142,846,540
Accumulated surplus, ending	\$ 151,413,815	\$ 154,870,949	\$ 150,203,069

Town of View Royal

Consolidated Statement of Change in Net Financial Assets

Year ended December 31, 2024

	Financial plan (Note 19)	2024	2023
Annual surplus	\$ 1,210,746	\$ 4,667,880	\$ 7,356,529
Acquisition of tangible capital assets	(8,777,156)	(4,753,869)	(2,780,314)
Contributed tangible capital assets	-	-	-
Amortization of tangible capital assets	3,279,925	3,314,066	3,164,434
(Gain) loss on disposal and write-down of tangible capital assets	-	63,566	29,388
Proceeds on sale of tangible capital assets	-	35,800	7,200
Change in proportionate share of West Shore Parks and Recreation Society	-	245,655	227,220
Change in inventory of supplies	-	5,962	1,260
Change in prepaid expenses	-	(26,052)	(16,767)
Increase (decrease) in net financial assets	(4,286,485)	3,553,008	7,988,950
Net financial assets, beginning	27,872,132	27,872,132	19,883,182
Net financial assets, ending	\$ 23,585,647	\$ 31,425,140	\$ 27,872,132

Town of View Royal

Consolidated Statement of Cash Flows

Year ended December 31, 2024

	2024	2023
Cash provided by (used in)		
Operating activities		
Annual surplus	\$ 4,667,880	\$ 7,356,529
Items not affecting operating activities		
Amortization of tangible capital assets	3,314,066	3,164,434
(Gain) loss on disposal and write-down of tangible capital assets	63,566	29,388
Change in inventory of supplies	5,962	1,260
Change in prepaid expenses	(26,052)	(16,767)
Actuarial adjustment on debt	(142,357)	(125,652)
Change in proportionate share of West Shore Parks and Recreation Society	245,655	227,220
Decrease (increase) in non-cash financial assets		
Property taxes receivable	(160,967)	20,403
Accounts receivable	(4,268)	(57,605)
Inventory held for sale	1,628	2,994
Increase (decrease) in liabilities		
Accounts payable and accrued liabilities	(1,044,289)	524,354
Deposits	1,036,628	96,982
Deferred revenue	1,030,228	3,644,308
Prepaid property taxes	43,383	98,608
Employee benefits and retirement obligations	5,466	16,444
	9,036,529	14,982,900
Capital activities		
Acquisition of tangible capital assets	(4,753,869)	(2,780,314)
Proceeds on disposal of tangible capital assets	35,800	7,200
	(4,718,069)	(2,773,114)
Financing activities		
Debt principal repaid	(315,615)	(315,615)
Increase in cash and cash equivalents	4,002,845	11,894,171
Cash and cash equivalents, beginning	49,147,682	37,253,511
	\$ 53,150,527	\$ 49,147,682

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

The Town of View Royal (the "Town") was incorporated on December 5, 1988 by letters patent issued by the Province of British Columbia. Its principal activities are the provision and coordination of local government services to residents of the incorporated area. These services include general government administration, bylaw enforcement, planning and development services, building inspection, fire protection and emergency response planning, public transportation, parks and recreation, solid waste collection and disposal, sewer collection and disposal, and street lighting.

1. Significant accounting policies

a) Principles of consolidation

The Town follows Canadian public sector accounting standards. The consolidated financial statements of the Town are prepared in accordance with the recommendations of the Public Sector Accounting Board (PSAB).

b) Reporting entity

The consolidated financial statements reflect the combined assets, liabilities, accumulated surplus, revenue and expense of all of the Town's activities and funds. The consolidated financial statements also include the Town's proportionate share of the West Shore Parks and Recreation Society (West Shore). Interfund transactions and fund balances have been eliminated on consolidation.

c) Basis of accounting

The Town follows the accrual method of accounting for revenue and expense. Revenue is normally recognized in the year in which it is earned and measurable. Expense is recognized as it is incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay. Expense paid in the current period and attributable to a future period is recorded as prepaid expense.

d) Property tax revenue

Property tax revenue is recognized at the date property tax notices are issued, based on property assessment values issued by BC Assessment for the current year and tax rates established annually by bylaw. Assessments are subject to appeal and tax adjustments are recorded when the results of appeals are known.

e) Government transfers

Government transfers are recognized as revenue in the period the transfers are authorized and any eligibility criteria have been met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability and recognized in the Consolidated Statement of Operations as revenue as the stipulation liabilities are settled.

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

1. Significant accounting policies (continued)

f) Revenue recognition

User charges and sales of services are recognized as revenue when the performance obligation has been satisfied and when the amount can be estimated and collection is reasonably assured. Deferred revenue is recorded until the performance obligation has been met on these exchange transactions.

For non-exchange transactions, deferred revenue includes grants from non-government sources, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in completion of specific work, or for the purchase of tangible capital assets. Revenue for these non-exchange transactions is recognized when the related expenses are incurred, services performed, or the tangible capital assets are acquired.

Development cost charges are amounts which are restricted by government legislation or agreement with external parties. When qualifying expenses are incurred development cost charges are recognized as revenue in amounts which equal the associated expenses.

g) Investment income

Investment income is reported as revenue in the period earned. When required by the funding entity or related legislation, investment income earned on deferred revenue is added to the deferred revenue balance.

h) Cash equivalents

Cash equivalents are comprised primarily of Municipal Finance Authority (MFA) pooled investments including money market, intermediate and bond funds. Town funds invested with MFA are pooled with other local governments and are professionally managed and objectively benchmarked by large, secure financial services organizations.

i) Deposits

Receipts restricted by third parties are deferred and reported as deposits and are refundable under certain circumstances. Deposits that are prepayments are recognized as revenue when qualifying expenditures are incurred.

j) Employee benefits and retirement obligations

The Town and its employees make contributions to the Municipal Pension Plan. The Town's contributions are expensed as incurred and are included within the Consolidated Statement of Operations.

Sick leave and other retirement benefits are also available to the Town's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

1. Significant accounting policies (continued)

k) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

i) Tangible capital assets

Tangible capital assets are recorded at cost, net of disposals, write-downs and amortization. The cost of tangible capital assets includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost less residual value of the tangible capital assets, excluding land, is amortized on a straight line basis over the estimated useful life as follows:

Land	Indefinite
Land improvements	10 - 25
Buildings	20 - 70
Vehicles, machinery and equipment	3 - 20
Engineering structures	10 - 100

Amortization is calculated monthly, including in the year of acquisition and disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Town's ability to provide goods and services, or when the value of future economic benefits associated with the asset is less than the book value of the asset.

ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, with the value of the contribution recorded as revenue.

iii) Works of art and cultural and historical treasures

The Town manages and controls various works of art and non-operational historical cultural assets including buildings, artifacts, paintings and sculptures located at Town sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized due to the subjectivity of their value.

iv) Interest capitalization

The Town does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

1. Significant accounting policies (continued)

k) Non-financial assets (continued)

v) Leased tangible capital assets

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

vi) Inventory of supplies

Inventory is recorded at the lower of cost and replacement cost.

l) Use of estimates

The preparation of consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expense during the period. Significant estimates include assumptions used in estimating provisions for accrued liabilities, performing calculations of employee future benefits, sick benefits liability, collectability of accounts receivable, amortization of capital assets, determination of liability for contaminated sites, deferred charges and provisions for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in operations in the period of settlement.

m) Adoption of new accounting standards

Effective January 1, 2024, the Town adopted the Public Sector Accounting Board's (PSAB) new standard for the recognition, measurement and disclosure of revenue under PS 3400 Revenue. The new standard establishes when to recognize and how to measure revenue, and provides the related financial statement presentation and disclosure requirements. Under the new standard, revenue is differentiated between revenue arising from transactions that include performance obligations, referred to as "exchange transactions", and transactions that do not have performance obligations.

Pursuant to the recommendations in PS 3400, the new standard was applied prospectively, and prior periods have not been restated. There was no material impact on the consolidated financial statements as a result of application of the new standard.

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

1. Significant accounting policies (continued)

n) Financial instruments

The Town recognizes its financial instruments when the Town becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

At initial recognition, the Town may irrevocably elect to subsequently measure any financial instrument at fair value. The Town has not made such an election during the year.

The Town subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Transactions to purchase or sell these items are recorded on the trade date. Net gains and losses arising from changes in fair value are recognized in the statement of remeasurement gains and losses. The Town has not presented a statement of remeasurement gains and losses as it does not have any items giving rise to remeasurement gains (losses). Interest income is recognized in the statement of operations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost. With the exception of those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost using the effective interest rate method.

Transaction costs directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in operating annual surplus. Conversely, transaction costs are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

2. Financial instruments

The Town's financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, deposits, and long-term debt. The carrying amount of these financial instruments approximates their fair value because they are short-term in nature or because they bear interest at market rates.

Unless otherwise noted, it is management's opinion that the Town is not exposed to significant interest or credit risks arising from these financial instruments.

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

3. Cash and cash equivalents

	2024	2023
Bank deposits	\$ 39,926,615	\$ 36,585,698
Municipal Finance Authority - Money Market	1,078,989	1,029,469
Municipal Finance Authority - Ultra Short Bond	2,269,914	2,154,955
Municipal Finance Authority - Short-Term Bond	9,875,009	9,377,560
	<u>\$ 53,150,527</u>	<u>\$ 49,147,682</u>

Cash and cash equivalents consist of short-term investments in the MFA money market, ultra short-term, and short-term bond funds and pooled high-interest savings. The market value is equal to the carrying value. Temporary investments have yields ranging from 4.007% to 5.440%.

Included in cash and cash equivalents are the following restricted amounts:

	2024	2023
Restricted cash - West Shore reserve funds (Note 10)	\$ 369,275	\$ 361,178
Restricted investments - reserve funds (Note 10)	18,703,945	16,982,584
Restricted investments - development cost charges (Note 6)	10,862,177	9,466,742
	<u>\$ 29,935,397</u>	<u>\$ 26,810,504</u>

The Town has an operating line of credit with the Toronto Dominion Bank for an authorized amount of \$1,000,000, bearing interest at bank prime rate less 0.50% per annum. At December 31, 2024 the balance outstanding was \$nil (2023 - \$nil).

4. Accounts Receivable

	2024	2023
Government of Canada	\$ 445,919	\$ 338,440
Province of British Columbia	1,047,776	1,087,263
Regional and local governments	1,039	8,939
Deposits	2,500	2,500
Other trade receivables	482,992	538,816
	<u>\$ 1,980,226</u>	<u>\$ 1,975,958</u>

5. Accounts payable and accrued liabilities

	2024	2023
Government of Canada	\$ 610,243	\$ 534,658
Province of British Columbia	748,331	612,368
Regional and local governments	709,360	712,894
Payroll liabilities	224,534	285,212
Other trade payables	1,708,248	2,899,873
	<u>\$ 4,000,716</u>	<u>\$ 5,045,005</u>

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

6. Deferred revenue

	2024	2023
Development cost charges		
Beginning balance	\$ 9,466,742	\$ 6,222,401
Received during the year	1,219,394	3,076,019
Interest earned	525,008	393,408
Recognized as revenue	(348,948)	(225,086)
Ending balance	10,862,177	9,466,742
Deferred revenue - other	1,114,320	1,479,527
Total deferred revenue	<u>\$ 11,976,497</u>	<u>\$ 10,946,269</u>

7. Long-term debt

a) Debt outstanding

Issue #	Matures	Rate	Original Amount	Net debt 2024	Net debt 2023
117	Oct. 12, 2026	3.25%	\$ 2,445,000	\$ 411,904	\$ 607,469
127	Apr. 7, 2034	3.30%	5,490,000	3,276,508	3,538,915
			<u>\$ 7,935,000</u>	<u>\$ 3,688,412</u>	<u>\$ 4,146,384</u>

b) Debenture debt

The loan agreements with the Capital Regional District and the MFA provide that if, at any time, the scheduled payments provided for in the agreements are not sufficient to meet the MFA's obligations in respect of such borrowings, the resulting deficiency becomes a liability of the Town.

The Town issues its debt instruments through the MFA. Debt is issued on a sinking fund basis, where the MFA invests the Town's sinking fund principal payments so that the payments, plus investment income, will equal the original outstanding debt amount at the end of the repayment period. Actuarial adjustments on debt represent the repayment and/or forgiveness of debt by the MFA using surplus investment income generated by the principal repayments.

Principal payments on long term debt for the next five years are as follows:

2025	\$ 333,073
2026	333,073
2027	201,822
2028	201,822
2029	201,822
Thereafter	2,416,800
Total	<u>\$ 3,688,412</u>

c) Interest expense

Total interest expense during the year was \$250,600 (2023 - \$217,112).

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

8. Employee benefit and retirement obligations

Employee benefit obligations represent accrued benefits as follows:

	2024	2023
Accrued vacation	\$ 33,505	\$ 20,507
Accrued overtime	115,466	113,233
Accrued sick leave	124,500	134,900
West Shore employee future benefit obligations	41,579	40,944
	<u>\$ 315,050</u>	<u>\$ 309,584</u>

Accrued vacation is the amount of unused vacation entitlement carried forward into the next year. Accrued sick leave is the estimated liability for sick leave for all employees. Sick leave entitlements can only be used while employed by the Town and are not paid out upon retirement or termination of employment. The accrued sick leave actuarial valuation was estimated as at December 31, 2024.

Information about liabilities for accrued sick leave is as follows:

	2024	2023
Accrued benefit obligation, beginning of year	\$ 123,200	\$ 116,400
Adjustment to benefit obligation	-	-
Current service cost	9,100	8,300
Interest cost	4,900	5,400
Benefits paid	(23,700)	(5,100)
Amortization of actuarial (gain)	11,900	(1,800)
Accrued benefit obligation, end of year	125,400	123,200
Unamortized gain	(900)	11,700
Accrued benefit liability, end of year	<u>\$ 124,500</u>	<u>\$ 134,900</u>

The accrued benefit liability is included as part of employee benefit obligations on the Consolidated Statement of Financial Position. The actuarial gain is amortized over a period equal to the employees' average remaining service lifetime of 11 years.

The significant actuarial assumptions adopted in measuring the Town's accrued benefit obligations are as follows:

	2024	2023
Discount rates	4.30%	4.10%
Expected future inflation rates	3.00%	3.50%
Expected wage and salary increase	0.00% - 2.20%	0.00% - 2.20%

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

8. Employee benefit and retirement obligations (continued)

Municipal Pension Plan

The Town and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2023, the plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The Town paid \$415,258 (2023 - \$328,989) for employer contributions while Town employees contributed \$355,780 (2023 - \$284,205) to the plan in fiscal 2024.

The next valuation will be as at December 31, 2024.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the plan.

9. Tangible capital assets

a) Assets under construction and completed assets not yet in service

Assets under construction totaling \$768,661 (2023 - \$1,524,386) have not been amortized. Amortization of these assets will commence when the asset is put into service.

b) Contributed tangible capital assets

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed capital assets received during the year is \$nil (2023 - \$nil).

c) Gain or loss on disposal of tangible capital assets

During the year, the Town recognized a net loss of \$63,566 on disposal of tangible capital assets (2023 - \$29,388 loss). This amount is included as gain (loss) of revenue on the Consolidated Statement of Operations.

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

10. Accumulated surplus

Accumulated surplus consists of individual fund surplus and reserve funds as follows:

Surplus	2024	2023
Equity in tangible capital assets	\$ 119,662,495	\$ 118,108,469
Appropriated surplus - casino revenue	4,628,773	4,751,391
Appropriated surplus - Community Works Fund (Note 11)	1,915,247	2,350,232
Appropriated surplus - other	1,181,400	605,797
Unrestricted accumulated surplus	8,409,814	7,043,418
	135,797,729	132,859,307
Capital Renewal	1,864,669	1,162,286
Capital Works and Land Acquisition	1,538,966	1,412,971
Cash in lieu of Parking	521,335	-
Community Amenity Contributions	2,270,697	1,623,239
Fire Department Equipment	193,381	159,125
Future Operating Expenditures	1,465,086	1,244,334
Growing Communities (Note 12)	3,805,285	4,879,515
Machinery and Equipment Depreciation	219,031	288,161
Parks and Open Space	1,584,354	1,505,786
Parks Improvements	766,039	612,952
Police Equipment, Property and Contract	382,675	365,896
Police Operation and Maintenance	2,890,775	2,218,321
Sewer System Capital	1,201,652	1,509,998
West Shore Parks and Recreation Society reserves	369,275	361,178
	19,073,220	17,343,762
	\$ 154,870,949	\$ 150,203,069

11. Community Works Fund

Community Works Fund is a component of the Gas Tax Agreement funding provided by the Government of Canada and administered through the Union of British Columbia Municipalities (UBCM). Community Works Fund transfers are recorded as revenue when received, then held as reserves until spent on eligible expenditures.

	2024	2023
Community Works Fund, beginning balance	\$ 2,350,232	\$ 2,750,248
Amounts received during the year	590,466	538,584
Interest earned	123,873	142,003
Amounts allocated to projects during the year	(1,149,324)	(1,080,603)
	\$ 1,915,247	\$ 2,350,232

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

12. Growing Communities Fund: Reserve Funds

The Province of British Columbia distributed conditional Growing Communities Fund (GCF) grants to communities at the end of March 2023 to help local governments build community infrastructure and amenities to meet the demands of population growth. The GCF provided a one-time total of \$1 billion in grants to all 161 municipalities and 27 regional districts in British Columbia.

The Town of View Royal received \$4,665,000 of GCF funding in March 2023.

Growing Communities Fund	2024	2023
Balance, beginning of year	\$ 4,879,515	\$ -
Amounts received during the year	-	4,665,000
Interest earned	247,731	214,515
Eligible costs	(1,321,961)	-
	<u>\$ 3,805,285</u>	<u>\$ 4,879,515</u>

13. Capacity Funding for Local Government Housing Initiatives

The Government of British Columbia is providing \$51 million in grant-based funding to help facilitate implementation and support local governments to meet new legislative requirements of Bill 44 Housing Statutes (Residential Development) Amendment Act, Bill 46 Housing Statutes (Development Financing) Amendment Act, and Bill 47 Housing Statutes (Transit-Oriented Areas) Amendment Act.

The Town of View Royal received \$207,254 in January 2024.

Local Government Housing Initiatives Funding	2024	2023
Balance, beginning of year	\$ -	\$ -
Amounts received during the year	207,254	-
Eligible costs	(14,975)	-
	<u>\$ 192,279</u>	<u>\$ -</u>

14. Taxes for municipal purposes

The Town is required to collect taxes on behalf of and transfer these amounts to the government agencies noted below. Taxes levied over or under the amounts requisitioned are recorded as accounts payable or receivable.

Taxes	2024	2023
Property tax	\$ 21,473,363	\$ 19,731,648
Grants in lieu of taxes	74,930	70,637
1% Utility tax	141,765	144,523
	<u>21,690,058</u>	<u>19,946,808</u>
Less taxes levied for other authorities		
School authorities	5,941,566	5,664,395
Capital Regional District	1,212,312	1,118,508
Capital Regional Hospital District	630,213	625,382
British Columbia Assessment Authority	181,613	174,825
British Columbia Transit	1,513,812	1,054,249
Municipal Finance Authority	1,014	1,000
	<u>9,480,530</u>	<u>8,638,359</u>
Taxes for municipal purposes	<u>\$ 12,209,528</u>	<u>\$ 11,308,449</u>

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

15. Gaming revenue

The Town has an agreement with the Province whereby 10% of the net gaming revenue from community casinos is to be paid to local governments. The Town also has a casino revenue sharing agreement with neighbouring municipalities whereby 55% of the revenue received from the Province in respect of the gaming facility situated within the Town is to be disbursed to these governments. This disbursement is netted against the gaming revenue in the consolidated financial statements for the Town as disclosed below.

	2024	2023
Gaming revenue		
Amounts received during the year	\$ 4,176,253	\$ 4,360,712
Disbursements to partner municipalities	(2,296,939)	(2,398,392)
	<u>\$ 1,879,314</u>	<u>\$ 1,962,320</u>

16. Government grants and transfers

	2024	2023
Conditional transfers		
Federal	\$ 734,754	\$ 545,624
Provincial	2,627,110	6,811,962
Other agencies	91,385	162,441
	<u>3,453,249</u>	<u>7,520,027</u>
Unconditional transfers		
Small communities protection	368,200	344,000
Traffic fine revenue sharing	62,000	79,000
	<u>430,200</u>	<u>423,000</u>
Total government grants and transfers	<u>\$ 3,883,449</u>	<u>\$ 7,943,027</u>

17. Commitments and contingencies

- The Capital Regional District ("CRD") debt, under provisions of the Local Government Act, is a direct, joint and several liability of the CRD and each member municipality within the CRD, including the Town.
- The Town is a shareholder and member of the Capital Region Emergency Service Telecommunications Incorporated ("CREST") which provides centralized emergency communications, and related public safety information services to municipalities, regional districts, the provincial and federal governments and their agencies, and emergency service organizations throughout the Greater Victoria region and the Gulf Islands. Members' obligations to share in funding ongoing operations and any additional costs relating to capital assets are to be contributed pursuant to a Members' Agreement.
- The Town is a defendant in various lawsuits. Whether claims are in progress or have yet to be initiated, the Town records an accrual in respect of legal claims that are likely to be successful and for which an amount is reasonably determinable.
- Under borrowing arrangements with the MFA, the Town is required to lodge security by means of demand notes and interest bearing cash deposits based on the amount of the borrowing. As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA as a debt reserve fund. These deposits are held by the MFA as security against the possibility of debt repayment default. If the debt is repaid without default, the deposits are refunded to the Town. At December 31, 2024 there were contingent demand notes of \$204,201 (2023 - \$204,201) and a contingent deposit of \$106,362 (2023 - \$102,782).
- The Town entered into a long term contract with the Federal Government and the Royal Canadian Mounted Police for the provision of police services. Under the terms of this contract, the Town is responsible for 70% of policing costs, which in 2025 are estimated to be \$2,757,168 (2024 actual \$1,853,682).
- The Town has purchase orders in the amount of \$631,819 open as at December 31, 2024 which have not been recorded. These amounts have been taken into account in the budget and will be recorded in the period the goods and services to which they relate are received.

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

17. Commitments and contingencies (continued)

- g) On October 27, 2022 the Town of View Royal awarded a contract to Safetek Fire Apparatus of Abbotsford, BC in the amount of \$975,221 USD, excluding taxes for the purpose of replacing one heavy rescue fire apparatus. Delivery of the fire truck is expected to occur in 2025.

18. Contaminated site

The Town owns one property not in productive use with levels of contamination exceeding current environmental standards. Testing of the contamination in 2003 found no known threats to human health or safety. The property is surrounded by the ocean and undeveloped crown-owned land with no current development applications. The property and surrounding crown-owned land were historically occupied by a plywood mill. Due to uncertainty regarding the future development of the surrounding property, the Town is unable to reasonably estimate what, if any, loss of future economic benefits will occur. As such no liability has been recorded in the consolidated financial statements for the year ending December 31, 2024.

19. Financial plan

The financial plan amounts presented throughout these consolidated financial statements are audited and represent the five year financial plan bylaw (Bylaw No. 1132) approved by Council on May 7, 2024 consolidated with the proportional share of the budgeted operating revenue and expense of West Shore Parks and Recreation Society. The summary below reconciles the 2024 consolidated financial plan to the Consolidated Statement of Operations.

Consolidated financial plan, 2024 surplus (deficit)	\$ -
Add:	
Capital expenditures	8,777,156
Transfers to reserves	1,878,850
Transfers to surplus	2,732,404
Principal payments on debt	315,615
Less:	
Transfers from equity in capital assets	(3,258,275)
Transfers from reserves for operating	(490,680)
Transfers from reserves for capital	(2,869,161)
Transfers from surplus for operating	(1,970,115)
Transfers from surplus for capital	(3,905,048)
Financial plan annual surplus (deficit)	<u>\$ 1,210,746</u>

20. West Shore Parks and Recreation Society

a) Capital asset transfer

The lands and facilities comprising the Juan de Fuca Recreation Centre are owned by the member municipalities (the "Municipalities") in their proportionate share, as specified in the Co-Owners' Agreement. The Town became party to the agreement effective January 1, 2007. Future improvements are allocated among the partners as per the cost sharing formula in effect each year for each service or facility, as outlined in a Members' Agreement. For 2024, the Town's share of improvements purchased by the Society on its behalf is \$199,063 (2023 - \$256,813).

Because the cost sharing formula in the Members' Agreement produces different cost shares for the members from year to year, there is a gain (loss) on the opening fund balances. In 2024, the Town recorded a loss of (\$238,202) (2023 - loss of \$227,220).

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

20. West Shore Parks and Recreation Society (continued)

The participating Municipalities have each become members in the Society, which was incorporated to provide parks, recreation and community services to the Municipalities under contract. Under terms of an Operating, Maintenance and Management Agreement, the Society is responsible to equip, maintain, manage and operate the facilities located at the recreation centre.

b) Consolidation

Financial results and budget for the Society are consolidated into the Town's financial statements proportionately, based on the cost sharing formula outlined in the Members' Agreement. In 2024, the Town's proportion for consolidation purposes was 12.707% (2023 - 13.210%). Condensed financial information for the Society is as follows:

	2024	2023
Financial assets	\$ 6,319,372	\$ 5,775,508
Financial liabilities	3,888,495	3,555,603
Net financial assets	2,430,877	2,219,905
Non-financial assets	1,716,367	1,673,134
Accumulated surplus	4,147,244	3,893,039
Revenues	9,643,960	9,659,065
Requisition for members	6,049,085	5,816,429
	15,693,045	15,475,494
Expenses	15,438,840	14,863,678
Annual surplus (deficit)	\$ 254,205	\$ 611,816

21. Segmented information

The Town is a diversified municipal organization that provides a wide range of services to its citizens. Town services are provided by departments and their activities reported separately. Certain functions that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

a) General government services

The general government operations provide the functions of corporate administration, finance, human resources and legislative services and any other functions categorized as non-departmental.

b) Protective services

Protective Services includes the View Royal Fire Rescue which is a composite fire department responsible to provide fire suppression service, fire inspections of public buildings, and training and education of volunteer firefighters as well as the citizens of View Royal. In addition, it also includes policing provided by the RCMP, emergency planning, animal control and the maintenance and enforcement of building and construction bylaws as well as all other municipal bylaws. Fire protection services are provided to the Songhees and Esquimalt First Nation communities under contract.

Town of View Royal

Notes to Consolidated Financial Statements
Year ended December 31, 2024

21. Segmented information (continued)

c) Transportation services

Transportation services comprises a wide variety of services such as the annual maintenance of all municipally owned roads and bridges, sidewalks, street signage, boulevards, bus shelters, street lighting and traffic signals. Transportation also includes the design, inspection, and maintenance of the storm drain collection systems.

d) Environmental health services

Environmental health services includes solid waste collection and disposal as well as collection and disposal of liquid waste through the sanitary sewer service.

e) Development services

Development services include all land use, planning, and zoning issues in the Town.

f) Recreation and cultural services

Recreation and culture includes maintenance and development of all parks and green spaces within the Town as well as the Town's financial contribution to the services provided by the Greater Victoria Public Library and the Town's portion of West Shore Parks and Recreation Society.

g) Consolidated schedules of segmented disclosure by service

Schedules 1 and 2 provide additional financial information for the foregoing functions. Certain allocation methodologies have been employed in the preparation of the segmented financial information. Taxation is apportioned based on budgeted taxation revenue as presented in the consolidated financial plan.

22. Comparative figures

Certain comparative figures have been restated to conform with the current year's presentation.

Town of View Royal

Consolidated Schedule of Segment Disclosure by Service

Year ended December 31, 2024

2024	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Development Services	Recreation and Cultural Services	2024 Actual	2024 Budget
								(Note 19)
Revenue								
Taxation for municipal purposes	\$ 2,664,436	\$ 4,664,672	\$ 2,907,422	\$ -	\$ 411,725	\$ 1,561,273	\$ 12,209,528	\$ 12,241,375
User charges and sales of services	9,805	481,980	58,031	3,270,716	943,654	1,078,108	5,842,294	5,396,732
Investment income	1,367,707	150,563	174,195	131,355	120,742	114,880	2,059,442	465,000
Actuarial adjustments on debt	-	143,633	-	-	-	-	143,633	-
Penalties and fines	114,166	23,504	-	-	-	-	137,670	69,000
Development charges earned	-	-	281,945	62,708	-	4,295	348,948	553,276
Contributions from developers and others	-	-	-	-	1,049,550	-	1,049,550	634,500
Other revenue from own sources	219,028	35,652	215,277	33,789	-	-	503,746	319,696
Government grants and transfers	604,818	831,931	956,707	-	550,554	939,439	3,883,449	5,085,104
Gain (loss) on sale of tangible capital assets (Note 9)	(11,783)	(129)	8,946	(60,600)	-	-	(63,566)	-
Total revenue	4,968,177	6,331,806	4,602,523	3,437,968	3,076,225	3,697,995	26,114,694	24,764,683
Expense								
Labour and benefits	1,840,098	2,777,961	738,082	59,843	607,686	1,705,919	7,729,589	7,410,322
Goods and services	954,201	2,668,712	2,096,914	2,490,601	102,155	1,578,723	9,891,306	12,646,578
Amortization	108,018	424,316	2,017,817	321,205	-	442,710	3,314,066	3,279,925
Change in proportionate share of West Shore Parks and Recreation Society	-	-	-	-	-	245,655	245,655	-
Debt interest	-	266,198	-	-	-	-	266,198	217,112
Total expense	2,902,317	6,137,187	4,852,813	2,871,649	709,841	3,973,007	21,446,814	23,553,937
Surplus (deficit)	\$ 2,065,860	\$ 194,619	\$ (250,290)	\$ 566,319	\$ 2,366,384	\$ (275,012)	\$ 4,667,880	\$ 1,210,746

Town of View Royal

Consolidated Schedule of Segment Disclosure by Service

Year ended December 31, 2024

2023	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Development Services	Recreation and Cultural Services	2023 Actual	2023 Budget
Revenue								
Taxation for municipal purposes	\$ 2,343,439	\$ 4,253,851	\$ 2,871,975	\$ -	\$ 402,008	\$ 1,437,176	\$ 11,308,449	\$ 11,318,193
User charges and sales of services	10,732	480,170	94,022	3,063,964	474,552	1,007,528	5,130,968	4,829,587
Investment income	1,325,588	135,177	144,592	133,628	50,711	103,992	1,893,688	115,000
Actuarial adjustments on debt	-	134,316	-	-	-	-	134,316	-
Penalties and fines	74,846	14,676	-	-	-	-	89,522	76,000
Development charges earned	-	-	199,710	3,648	-	21,728	225,086	722,345
Contributions from developers and others	3,000	-	-	-	910,350	-	913,350	1,018,000
Other revenue from own sources	111,821	57,725	103,275	2,432	-	116,184	391,437	307,580
Government grants and transfers	5,516,280	492,545	610,392	-	121,024	1,202,786	7,943,027	8,237,209
Gain (loss) on sale of tangible capital assets (Note 9)	(539)	(21,233)	(7,616)	-	-	-	(29,388)	-
Total revenue	9,385,167	5,547,227	4,016,350	3,203,672	1,958,645	3,889,394	28,000,455	26,623,914
Expense								
Labour and benefits	1,692,725	2,170,870	634,082	58,478	477,263	1,624,705	6,658,123	6,607,304
Goods and services	1,120,851	3,148,363	2,211,275	2,330,250	49,917	1,516,381	10,377,037	11,616,890
Amortization	81,738	417,953	1,951,453	297,919	-	415,371	3,164,434	3,223,099
Change in proportionate share of West Shore Parks and Recreation Society	-	-	-	-	-	227,220	227,220	-
Debt interest	-	217,112	-	-	-	-	217,112	217,112
Total expense	2,895,314	5,954,298	4,796,810	2,686,647	527,180	3,783,677	20,643,926	21,664,405
Surplus (deficit)	\$ 6,489,853	\$ (407,071)	\$ (780,460)	\$ 517,025	\$ 1,431,465	\$ 105,717	\$ 7,356,529	\$ 4,959,509

Town of View Royal

Consolidated Schedule of Tangible Capital Assets

Year ended December 31, 2024

	Vehicles, Machinery & Equipment				Engineering Structures								
	Land	Land Improvements	Buildings		Roads	Drainage	Sewer	Work in Progress	West Shore	2024		2023	
Cost													
Balance, beginning	\$ 43,479,637	\$ 6,548,841	\$ 10,811,972	\$ 9,546,208	\$ 63,270,138	\$ 22,825,615	\$ 12,824,259	\$ 1,524,386	\$ 10,022,469	\$ 180,853,525		\$ 178,617,268	
Additions	-	83,826	51,051	1,322,416	3,410,559	366,947	30,007	281,444	244,782	5,791,032		3,222,520	
Disposals or write-downs	-	-	(106,881)	(229,089)	-	-	-	-	(314,395)	(650,365)		(544,057)	
Completed during year	-	-	-	-	-	-	-	(1,037,169)	-	(1,037,169)		(442,206)	
Balance, ending	43,479,637	6,632,667	10,756,142	10,639,535	66,680,697	23,192,562	12,854,266	768,661	9,952,856	184,957,023		180,853,525	
Accumulated amortization													
Balance, beginning	-	3,467,353	3,605,184	5,183,726	33,063,514	5,965,424	3,813,711	-	3,570,964	\$ 58,669,876		\$ 55,785,691	
Current year amortization	-	278,570	221,651	552,920	1,640,853	270,970	136,466	-	212,636	3,314,066		3,164,434	
Accumulated amortization on disposals or write-downs	-	-	(37,281)	(199,323)	-	-	-	-	(68,746)	(305,350)		(280,249)	
Balance, ending	-	3,745,923	3,789,554	5,537,323	34,704,367	6,236,394	3,950,177	-	3,714,854	61,678,592		58,669,876	
Net book value	\$ 43,479,637	\$ 2,886,744	\$ 6,966,588	\$ 5,102,212	\$ 31,976,330	\$ 16,956,168	\$ 8,904,089	\$ 768,661	\$ 6,238,002	\$ 123,278,431		\$ 122,183,649	

Town of View Royal
Statement of Guarantee and Indemnity Agreements
As at December 31, 2024
(Unaudited)

The Town of View Royal has not provided any guarantees or indemnities under the Guarantee and Indemnities Regulation.

DRAFT

Prepared under the Financial Information Regulation, Schedule 1, subsection 5(3) and 5(4)

**Town of View Royal
Statement of Severance Agreements
As at December 31, 2024
(Unaudited)**

There were no severance agreements made between the Town of View Royal and its non-unionized employees during fiscal year 2024.

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Prepared under the Financial Information Regulation, Schedule 1, subsection 6(8)

**Town of View Royal
Schedule of Debts
As at December 31, 2024
(Unaudited)**

A schedule of debts has not been prepared because information relating to the Town's long-term debts is shown in Note 7.

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Town of View Royal
Schedule of Payments Made for the Provision of Goods and Services
As at December 31, 2024
(Unaudited)

Supplier Name	Amount Paid
Associated Engineering(B.C.)Ltd.	\$ 29,355
Associated Fire & Safety	86,778
BC Hydro	207,089
Brindlee Mountain Fire Apparatus LLC	267,072
Capital Regional District - Accounts Receivable	1,701,823
Capital Regional District Water Department	104,808
Centralsquare Canada Software Inc.	38,697
Changing Paces	36,120
City Of Surrey	70,976
CLL Renovations	28,245
Coastal Heat Pumps Co. Inc.	52,778
Colquitz Engineering Ltd.	52,985
Corporation Of The Township Of Esquimalt	181,207
CRD Bylaw Enforcement & Animal Control	59,912
CREST	76,968
Diamond Head Consulting Ltd.	47,272
Don Mann Excavating Ltd.	3,201,375
Downs Construction Ltd.	46,392
E.H. Emery Electric Ltd.	62,000
E.S. Williams & Associates Inc.	200,568
Enex Fuels Ltd.	27,067
FIT Local Government Consulting	34,170
G.& E. Contracting LP	642,166
Greater Victoria Public Library	645,225
Green Teams Of Canada	25,200
Harris & Company LLP	72,831
Info-Tech Research Group	27,983
Jenner Chevrolet Buick Gmc Ltd.	147,637
Lifecycles Project Society	27,681
Mcelhanney Consulting Services Ltd.	189,266
Michell Excavating	204,297
MNP LLP	32,524
Monk Office	28,822
Municipal Insurance Association Of British Columbia	170,233
Municipal Pension Plan	829,541
Pacific Blue Cross	264,554
Phillips, Steven	27,494
Power-West Industries Ltd.	29,478
Primary Engineering and Construction	53,995

Supplier Name	Amount Paid
PSD Citywide Inc.	25,429
Raylec Power Ltd.	210,490
Receiver General For Canada	1,504,860
Receiver General For Canada - RCMP Policing Contracts & Cost Recovery	1,663,060
Scottish Line Painting Ltd.	26,407
Shaw Cablesystems Gp	29,784
Softwareone Canada Inc.	52,926
Tavola Strategy Group Ltd.	38,489
Thrive	43,099
Tomahawk Tree Service (2006) Ltd.	86,930
Tower Fence Products Ltd.	38,265
Urban Systems Ltd.	46,862
Victoria Contracting & Municipal Mtc Corp	1,597,655
Waste Management Of Canada Corp.	832,070
Watt Consulting Group	49,468
West Shore Parks & Rec. Society	786,434
Westbrook Consulting Ltd.	26,380
WFR Wholesale Fire & Rescue Ltd.	33,115
Young Anderson	78,287
Total aggregate payments to suppliers exceeding \$25,000	17,202,594
Consolidated total of payments of \$25,000 or less	1,345,573
Total aggregate payments to suppliers	18,548,167
Grants and contributions	
Westshore Primary Care Society	30,000
View Royal Firefighters Association	21,600
Consolidated total of all grants and contributions \$25,000 or less	32,021
Total aggregate grants and contributions	83,621
Reconciling items, including adjustments for accrual-based accounting, disbursements for items which are not considered expenses for financial statement purposes, including payments for employee payroll deductions, capital acquisitions, debt principal, refunds, payments made directly by West Shore Parks and Recreation and the non-rebatable portion of GST	(8,474,284)
Total expense for goods, services and debt interest per Consolidated Financial Statements, Schedule 1	\$ 10,157,504

Town of View Royal
Statement of Remuneration and Expenses
As at December 31, 2024
(Unaudited)

Name	Position	Remuneration	Expenses	Total
Elected Officials				
Tobias, Sid	Mayor	49,573	868	50,441
Brown, Donald	Councillor	24,786	257	25,043
Kowalewich, Damian	Councillor	24,786	218	25,004
Lemon, Margaret	Councillor	24,786	4,231	29,017
MacKenzie, Alison	Councillor	24,786	4,579	29,365
Mattson, Ron	Councillor	24,786	113	24,899
Rogers, John	Councillor	24,786	2,864	27,650
		198,289	13,130	211,419

Employees				
Bevan, Heath	Assistant Fire Chief	214,958	3,035	217,993
Bolster, Elena	Deputy Corporate Officer	100,200	637	100,837
Chow, Jeffrey	Senior Planner	110,035	1,484	111,519
Christenson, Dawn	Director of Finance	163,388	5,262	168,650
Cochrane, Jennifer	Executive Assistant	99,535	530	100,065
Croteau, Dominique	GIS Technician	76,921	100	77,021
Denys, Melanie	Records Coordinator/Archivist	75,616	1,628	77,244
Drolet, Joseph	Firefighter	155,546	2,982	158,528
Ferguson, Jason	Parks Worker	79,737	484	80,221
Graham, Paul	Firefighter	95,522	569	96,091
Gray, Steve	Firefighter	145,816	1,903	147,719
Harbicht, Rob	Parks Worker	84,398	344	84,742
Haywood, Karen	Engineering Technologist	86,129	1,442	87,571
Hurst, Paul	Director of Protective Services	201,990	4,420	206,410
Jones, Sarah	Director of Corporate Administration	177,908	5,787	183,695
Kershaw, Keith	Firefighter	149,797	3,006	152,803
Leung, Ivan	Director of Engineering	153,491	5,519	159,010
Lubberts, Ben	Deputy Director of Engineering	127,546	4,019	131,565
Mollin, Troy	Captain-Emergency Programs	207,610	1,054	208,664
Morgan, Sarah	Accounting Clerk II	76,008	642	76,650
Patterson, Stephen	Building Inspector	97,653	3,063	100,716
Pitre, Geoffrey	Captain-Fire Prevention	212,663	2,501	215,164
Podmoroff, David	Parks Supervisor	114,112	344	114,456
Scory, Sterling	Community Planner	116,559	2,911	119,470
Sommerville, Scott	Chief Administrative Officer	188,360	2,310	190,670
Taylor, Leanne	Director of Development Services	151,607	3,971	155,578
Vella, Steven	Manager of Accounting	134,699	5,919	140,618
Woodley, Darryl	Engineering Technologist	96,855	2,008	98,863
Consolidated total of other employees with remuneration of \$75,000 or less		1,338,481	30,639	1,369,120
		5,033,140	98,513	5,131,653

Reconciliation

Total remuneration and expenses for elected officials and employees	5,231,429	\$	111,643	\$	<u>5,343,072</u>
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Reconciling items, including adjustments for accrual-based accounting, accruals for vacation, sick leave and post-employment benefits, employer share of CPP and EI, and labour costs paid through other entities (RCMP, West Shore Parks and Recreation) or capitalized.

2,498,160

Total labour and benefits expense per Consolidated Financial Statements, Schedule 1

\$ 7,729,589

Prepared under the Financial Information Regulation, Schedule 1, section 6(2), (3), (4), (5) and (6)

Town of View Royal
Statement of Permissive Tax Exemptions
As at December 31, 2024
(Unaudited)

Organization	Folio	Municipal Property Tax
Places of public worship		
All Saints Church - 287 Pallisier Ave	401-04412.018	\$ 14,387
Community activity centres		
Strawberry Vale Community Hall - 11 High Street	401-07647.010	9,880
View Royal Community Hall - 279 Island Highway	401-04399.010	8,455
Victoria Highland Games Association - 1801 Admirals Road	401-03668.021	2,003
Victoria Highland Games Association - 1803 Admirals Road	401-03668.022	70,529
Not for profit organizations		
Island Corridor Foundation		
PID 023-005-459; Sections 6, 97, and 103: Plan VIP60330	401-18806.000	15,356
PID 011-825-871;014-980-258;024-036-021;024-039-209;024-839-957	401-18807.000	24,952
PID 011-825-871;014-980-258;024-036-021;024-039-209;024-839-957	401-18807.000	6
PID 024-635-987; Lot 1, Sections 8 & 27; Plan VIP69799	401-18807.002	892
		\$ 146,460