

Backflow compliance audit

Prepared for **SAMPLE: Harbourline Strata Management (a fictional portfolio)**. Read from the building list you sent on 26-Sep-2026, against the Capital Regional District's Cross Connection Control Bylaw No. 3516 and our directory of BC water authorities. **This is yours to keep and use whether or not you ever become a customer.** Where we could not establish something, the row says so in words rather than leaving a blank — those are the places where one fact from you or your tester closes the gap.

Your portfolio

6 BUILDINGS READ	3 IN THE CRD PROGRAMME	2 CLOCKS WE COULD DATE	28-Sep- 2026 NEAREST DEADLINE	4 ROWS NEEDING ONE MORE FACT
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The nearest deadline we could date is **28-Sep-2026** (line 2). 1 of your in-programme buildings have no notice date in the list, so no clock can be stated for them.

Building by building

#	Building	Authority & programme	Hazard class	Report due
1	Cedar Hill Commons 3900 Cedar Hill Rd Saanich	In the Capital Regional District programme	Not determined. not determinable from an address by anyone. Bylaw 3516 s.3.2 gives classification to the CRD's Cross Connection Control Officer, following an inspection, with written notice to you. It is stated on your notice to test — and your tester will know it.	13-Oct-2026 17 days left · notice 08-Sep-2026
2	Harbour Walk 505 Dallas Rd Victoria	In the Capital Regional District programme	Not determined. not determinable from an address by anyone. Bylaw 3516 s.3.2 gives classification to the CRD's Cross Connection Control Officer, following an inspection, with written notice to you. It is stated on your notice to test — and your tester will know it.	28-Sep-2026 2 days left · notice 24-Aug-2026
3	Langford Station Lofts 2780 Jacklin Rd Langford	In the Capital Regional District programme	Not determined. not determinable from an address by anyone. Bylaw 3516 s.3.2 gives classification to the CRD's Cross Connection Control Officer, following an inspection, with written notice to you. It is stated on your notice to test — and your tester will know it.	Not determined. the 35-day window runs from the date of YOUR notice to test (s.7.2), and that date is on the notice rather than derivable from an address. Add a notice date column and this audit will show the days remaining per building.
4	Departure Bay Terraces 2100 Departure Bay Rd Nanaimo	City of Nanaimo not the CRD — a different authority with its own bylaw and its own deadline. Reports go to CCCP@nanaimo.ca. Deadline: Within 30 days of the test, and the City must RECEIVE it in that window. We publish its rules at backflowfiled.com/jurisdictions/nanaimo .	Not determined. not determinable from an address by anyone. Hazard classification is assigned by the water authority following an inspection and is stated on the notice you were sent — your tester will know it.	Not determined. City of Nanaimo's window is "within 30 days of the test, and the city must receive it in that window" — it runs from a date this row does not carry, so we have not put a date on it. Send the test date for this building and we will. We do not apply the CRD's 35-day notice clock to another authority's rule; it would be the wrong length counted from the wrong event.

5	Brechin Hill Residences 150 Terminal Ave N Nanaimo	City of Nanaimo not the CRD — a different authority with its own bylaw and its own deadline. Reports go to CCCP@nanaimo.ca. Deadline: Within 30 days of the test, and the City must RECEIVE it in that window. We publish its rules at backflowfiled.com/jurisdictions/nanaimo .	Not determined. not determinable from an address by anyone. Hazard classification is assigned by the water authority following an inspection and is stated on the notice you were sent — your tester will know it.	Not determined. City of Nanaimo's window is "within 30 days of the test, and the city must receive it in that window" — it runs from a date this row does not carry, so we have not put a date on it. Send the test date for this building and we will. We do not apply the CRD's 35-day notice clock to another authority's rule; it would be the wrong length counted from the wrong event.
6	Metrotown Place 4500 Kingsway Burnaby	City of Burnaby not the CRD — a different authority with its own bylaw and its own deadline. Reports go to crossconnectioncontrol@burnaby.ca . Deadline: Within 10 days of the test. We publish its rules at backflowfiled.com/jurisdictions/burnaby .	Not determined. not determinable from an address by anyone. Hazard classification is assigned by the water authority following an inspection and is stated on the notice you were sent — your tester will know it.	Not determined. City of Burnaby's window is "within 10 days of the test" — it runs from a date this row does not carry, so we have not put a date on it. Send the test date for this building and we will. We do not apply the CRD's 35-day notice clock to another authority's rule; it would be the wrong length counted from the wrong event.

What the bylaw asks of you, as owner. Ensure every approved testable backflow preventer is inspected and tested by a Certified Tester on installation and annually thereafter, at your sole expense (s.7.1); ensure the report is submitted *and received* by the Cross Connection Control Officer within 35 calendar days of the notice to test (s.7.2); a failed device goes to the CRD CCC Portal within 14 days (s.7.3), with repair, retest and notification inside 30 days of the failed test (s.7.4); display the test tag at the device (s.7.5); and maintain a file of test results available for inspection (s.7.6).

What a lapse can cost. Contravention is an offence carrying a minimum fine of \$2,000, and an offence continuing more than one day is a separate offence for each day it continues, with separate fines available for each (s.29.1, s.29.2). Separately — and *only where a contaminating condition is actually found, not merely for a late report* — the Water Supplier may discontinue water service until the condition is corrected (s.6.3(d)). Enforcement is staged and notice-driven, and we have no data on how often fines are in fact levied, so treat these as the ceiling the bylaw sets rather than a prediction.

Your one-page plan

Five things, in order, that hold whether you do them yourself, with your tester, or with anyone else. None of them requires us.

1. **Get the notice dates into one place.** The 35-day window runs from the date of each notice to test, and it is the only date that decides whether a building is compliant. You gave us 2 of 3; send the rest and this audit will show days remaining per building.
2. **Ask your tester for the hazard class of each property.** It is assigned by the CRD's Cross Connection Control Officer and written on your notice. It decides what device is required and therefore what has to be tested — it is not something an address can tell anyone.
3. **Check that a report was actually RECEIVED, not merely sent.** Bylaw 3516 s.7.2 requires the report to have been "submitted and received by the Cross Connection Control Officer for review" inside the 35 days. A report emailed on day 34 and not received is, on the wording, late. Keep the confirmation, not the sent item.
4. **Know which devices are on a three-year cycle, not annual.** s.7.7 puts a single-family residence's non-chemically-injected irrigation preventer on three years. Assuming everything is annual over-tests some properties and costs you money.
5. **Keep the file.** s.7.6 requires the customer to maintain a file of test results for every preventer on the property and to produce it for inspection on request. In practice this is the duty that is failed most often, because the tester keeps the record and the owner is the one who must hold it.
6. **3 buildings file to an authority we have named above, not to the CRD.** Each has its own bylaw, its own intake route and its own deadline — and those deadlines often run from the TEST date rather than from a notice, which is a different shape of rule. Send us the test dates for those buildings and we will date them too. We publish the rules for 46 BC authorities free at backflowfiled.com/jurisdictions — no signup.

The rows we could not determine

- **1 of your buildings is in the CRD programme with no notice date in the list**, so no clock can be stated for it. Send the address and the date from the notice and we will re-run this and send it back with the days remaining on each.
- **3 buildings file to a named authority other than the CRD**, and each row above quotes that authority's own window. Where the window runs from the test date, the list does not carry one — send the last test date and we will date that clock too.

Reply to this document at help@backflowfiled.com with the addresses and what you have, and we will re-run it and send it back. **No account, no charge, and we still do not keep your list** — the re-run reads what you send, produces the document, and holds nothing afterwards, exactly as this one did.

If you would rather we did it

Buildings marked due: we can have a certified tester at each and the report filed before the deadline — C\$135 per device, all in, one invoice. Write to help@backflowfiled.com with the buildings and you'll have dates in writing.

Every building, from here on: we watch each building's clock and send you one statement a month with what is due, what was filed and what is late. The first thirty days and the first statement are free; after that, C\$45 per building per month with a C\$350 minimum. Reply "watch" to start it.

Where every fact above comes from

Claim	Source	Read
The duty to test annually and to have the report received inside 35 calendar days of the notice to test	CRD Cross Connection Control Bylaw No. 3516, s.7.1 and s.7.2 (consolidated June 2023)	22-Sep-2026
A failed device must be submitted to the CRD CCC Portal within 14 days; repair, retest and notification inside 30 days of the failed test	Bylaw 3516 s.7.3 and s.7.4	22-Sep-2026
Single-family residence irrigation backflow preventers on non-chemically-injected systems are tested once every three years, not annually	Bylaw 3516 s.7.7	22-Sep-2026

Hazard classification is the Cross Connection Control Officer's, following inspection, with written notice	Bylaw 3516 s.3.2	22-Sep-2026
Minimum fine of \$2,000 for contravention; each continuing day a separate offence	Bylaw 3516 s.29.1 and s.29.2	22-Sep-2026
Water service may be discontinued where a contaminating condition is found — not for a late report	Bylaw 3516 s.6.3(d)	22-Sep-2026
Where a completed report goes, and that email is accepted alongside the portal	ccc@crd.bc.ca — Mail or email the completed form to the Cross Connection Control Officer.	20-Sep-2026
The CRD runs cross-connection control centrally for all thirteen municipalities, rather than each municipal water utility running its own	docs/research/verify-crd-backflow-regulatory-claims.md, verified against the CRD's own pages	20-Sep-2026

What this audit is not. It is a reading of a public bylaw against the addresses you supplied. It is not legal advice, it is not an inspection, and it does not establish how many backflow preventers are installed at any property or whether any of them is testable — only a site visit by a Certified Tester establishes that. The hazard classification of a property is the CRD Cross Connection Control Officer's to assign (s.3.2) and is not determinable from an address by us or by anyone else. Where this audit says something was not determined, that is the honest state of what is knowable from public records plus the list you sent.

Bylaw text read from the CRD's consolidated Bylaw No. 3516 (consolidated for convenience, June 2023). Prepared 26-Sep-2026 · ref AUD-SAMPLE · for manager@example.com

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