

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD  
MEETING OF WEDNESDAY, FEBRUARY 12, 2025**

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**SUBJECT**      **Third Reading of Amended Bylaw No. 4634 - Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025**

**ISSUE SUMMARY**

To amend Bylaw No. 4634 based on feedback received from the Ministry of Housing and Municipal Affairs.

**BACKGROUND**

On November 13, 2024, the CRD Board gave three readings to Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024." This proposed bylaw authorizes long-term borrowing of up to \$3.15 million for the purpose of construction of recreational service capital projects at the SEAPARC Recreation Centre and Sooke Skate Park.

Prior to obtaining elector approval by alternative approval process, the bylaw was submitted to the Inspector of Municipalities for approval. Ministry of Housing and Municipal Affairs staff have notified staff that the bylaw would not satisfy the requirements under section 179(2)(b) of the *Community Charter* which is to set out the purpose for borrowing. Ministry staff recommended that the bylaw include a general description that captures both projects ("recreational service capital projects") and a brief description of both projects. An amended Bylaw No. 4634 is attached as Appendix A. The recommended amendments to address the Inspector of Municipalities concerns are redlined in Appendix B.

**ALTERNATIVES**

*Alternative 1*

1. That third reading of Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024," be rescinded;
2. That Bylaw No. 4634 be amended as follows:
  - inserting the words "recreational service" before "capital projects" throughout the bylaw;
  - Under WHEREAS C., inserting the words "including heat recovery capital improvements and the construction and development of a skateboard park," following the words, "capital projects";
  - Under section 1, inserting the words " , including heat recovery capital projects and the construction and development of a skateboard park,";
  - Replacing section 3 in its entirety with:  
"3. This Bylaw may be cited as "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025";"
3. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025" be read a third time as amended;
4. That participating area approval for Bylaw No. 4634, as amended, be obtained for the entire service area by alternative approval process; and
5. That Bylaw No. 4634, as amended, be forwarded to the Inspector of Municipalities for

approval.

*Alternative 2*

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

**IMPLICATIONS**

*Legislative Implications*

On November 13, 2024, the CRD Board voted affirmatively on obtaining elector approval for the entire service area as opposed to each participant (i.e. District of Sooke and portion of Juan de Fuca Electoral Area). Following third reading of the amended Bylaw No. 4634, the Board will again need to consider the motion on obtaining elector approval for the entire service area and to forward the Bylaw to the Inspector of Municipalities for approval.

**CONCLUSION**

On November 13, 2024, the CRD Board gave three readings to Bylaw No. 4634 to authorize long-term borrowing of up to \$3.15 million for the purpose of construction of recreational service capital projects at the SEAPARC Recreation Centre and Sooke Skate Park. Following the Ministry of Housing and Municipal Affairs review of the bylaw, feedback was received that Bylaw No. 4634 be amended to include further description of the two capital projects. Participating area approval for Bylaw No. 4634 is to be obtained for the entire service area by alternative approval process.

**RECOMMENDATION**

1. That third reading of Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024," be rescinded;
2. That Bylaw No. 4634 be amended as follows:
  - inserting the words "recreational service" before "capital projects" throughout the bylaw;
  - Under WHEREAS C., inserting the words "including heat recovery capital improvements and the construction and development of a skateboard park," following the words, "capital projects";
  - Under section 1, inserting the words ", including heat recovery capital projects and the construction and development of a skateboard park,";
  - Replacing section 3 in its entirety with:  
"3. This Bylaw may be cited as "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025";"
3. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service Loan Authorization Bylaw No. 1, 2025" be read a third time as amended;
4. That participating area approval for Bylaw No. 4634, as amended, be obtained for the entire service area by alternative approval process; and
5. That Bylaw No. 4634, as amended, be forwarded to the Inspector of Municipalities for approval.

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Glenn Harris, Ph.D., R.P.Bio., Acting General Manager Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**ATTACHMENT(S)**

Appendix A: Bylaw No. 4634 (as amended)

Appendix B: Bylaw No. 4634 (redlined)