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REPORT TO ELECTORAL AREAS COMMITTEE MEETING OF WEDNESDAY, AUGUST 09, 2023

SUBJECT 2023 Electoral Areas Committee Terms of Reference - Revised

ISSUE SUMMARY

To approve a revised Terms of Reference for the Electoral Areas Committee that reflects recent changes to Salt Spring Island electoral area commissions.

BACKGROUND

On December 14, 2022, the Regional Board approved the 2023 Terms of Reference (TOR) for standing committees. Appendix A in the TOR outlines the local service area committees and commissions that report through the Electoral Areas Committee before advancing to CRD Board.

On April 12, 2023, the CRD Board adopted several bylaws related to the transition of select Salt Spring Island (SSI) local services to the SSI Local Community Commission. This resulted in the disbandment of the following four SSI commissions: Community Economic Sustainability Commission; Liquid Waste Disposal Local Service Commission; Parks & Recreation Advisory Commission; and Transportation Commission. Going forward, any recommendation from the new SSI Local Community Commission will advance directly to the CRD Board for consideration.

To reflect Salt Spring Island's new governance model, housekeeping updates were made to the Electoral Areas Committee's TOR, attached as Appendix A to this report. A redlined copy of the 2023 Electoral Areas Committee TOR is attached as Appendix B.

The TOR are being provided for review by the Committee. Any proposed revisions to the TOR will require ratification by the Board.

ALTERNATIVES

Alternative 1

The Electoral Areas Committee recommends to the Capital Regional District Board:
That the revised 2023 Electoral Areas Committee Terms of Reference be approved as presented.

Alternative 2

The Electoral Areas Committee recommends to the Capital Regional District Board:
That the revised 2023 Electoral Areas Committee Terms of Reference be approved as amended.

CONCLUSION

Terms of Reference serve to clarify the mandate, responsibilities and procedures of committees and provide a point of reference and guidance for the committees and their members. To reflect Salt Spring Island's new governance model, housekeeping updates were made to the Electoral Areas Committee Terms of Reference.

RECOMMENDATION

That the Electoral Areas Committee recommends to the Capital Regional District Board:
That the revised 2023 Electoral Areas Committee Terms of Reference be approved as presented.

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Steven Carey, B.Sc., J.D., Acting General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Revised Electoral Areas Committee Terms of Reference
Appendix B: Revised Electoral Areas Committee Terms of Reference (Redlined)