

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD  
MEETING OF WEDNESDAY, JUNE 11, 2025**

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**SUBJECT**     **AAP Results & Adoption for Bylaw No. 4630 – Regional Transportation Service Establishment Bylaw No. 1, 2024**

**ISSUE SUMMARY**

To report back on the results of the Alternate Approval Process for Bylaw No. 4630 and advance the bylaw for adoption.

**BACKGROUND**

On July 10, 2024 the Capital Regional District (CRD) Board directed that staff bring forward a Regional Transportation Service Establishment Bylaw with options for bylaw approval.

At its meeting held September 11, 2024, the Capital Regional District (CRD) Board gave third reading to Bylaw No. 4630, “Regional Transportation Service Establishment Bylaw No. 1, 2024” (Appendix A). The bylaw authorizes a maximum annual requisition amount of twenty-million dollars (\$20,000,000) to establish a new regional service for the purpose of addressing transportation needs and transportation-related services within the Capital Regional District.

On September 11, 2024, the CRD Board established that elector approval be obtained by Alternative Approval Process (AAP) for the electors in the entire service area in accordance with section 342(4) of the *Local Government Act (LGA)*. The number of registered electors was determined to be 331,273 of which 10% is 33,127 electors [the number needed to voice opposition].

A virtual information session was held on April 1, 2025. Notice was first published on April 3, 2025 in the Times Colonist with an additional three notices published from April 19 to May 10, 2025. The notice was published on April 3, 2025 to the CRD website in accordance with section 345(2) of the *LGA* and the CRD’s Public Notice Bylaw. In addition to the statutory notices, additional notice was placed in six editions of the Black Press from April 15 to May 8, 2025, and in the Driftwood on April 30, 2025, and on public notice boards. Additionally, notices were published on Salt Spring Island Exchange, Facebook and LinkedIn, and sent to email subscribers.

The CRD received 306 valid response forms indicating opposition to the adoption of the bylaw by the closing date of May 16, 2025. As the response rate was less than 10% of electors, elector approval was received for Bylaw No. 4630. In accordance with section 86(8) of the *LGA*, the Corporate Officer’s certification of results is attached as Appendix B.

**ALTERNATIVES**

*Alternative 1*

1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4630 (Appendix B) be received; and
2. That Bylaw No. 4630, “Regional Transportation Service Establishment Bylaw No. 1, 2024” be adopted.

*Alternative 2*

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

**CONCLUSION**

On May 16, 2025 elector approval was obtained by an Alternative Approval Process (AAP) for Bylaw No. 4630 “Regional Transportation Service Establishment Bylaw No. 1, 2024”. The bylaw authorizes a maximum annual requisition of twenty-million dollars (\$20,000,000) to establish a new regional service for the purpose of addressing transportation needs and transportation-related services within the Capital Regional District. The Bylaw received approval from the Inspector of Municipalities on February 5, 2025 prior to elector approval by AAP and is now ready for adoption.

**RECOMMENDATION**

1. That the attached Certificate of Results of Alternative Approval Process for Bylaw No. 4630 (Appendix B) be received; and
2. That Bylaw No. 4630, “Regional Transportation Service Establishment Bylaw No. 1, 2024” be adopted.

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

**ATTACHMENT(S)**

Appendix A: Bylaw No. 4630

Appendix B: Certificate of Results for Bylaw No. 4630