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**REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JULY 09, 2025**

SUBJECT **Bylaw No. 4510: Port Renfrew Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 4, 2025**

ISSUE SUMMARY

The proposed bylaw amendment expands the Port Renfrew Local Fire Service boundary. The amendment impacts two parcels of land with two separate owners.

BACKGROUND

Owners of property on Cerantes Road in Port Renfrew have submitted requests for inclusion for their parcels of land that are currently located outside of the Port Renfrew Local Fire Service boundary.

The portions of the individual parcels to be included into fire protection are:

Legal Description	Property ID	Civic Address
Lot A District Lot 155 Renfrew Plan VIP60552 Except Plan VIP61175	023-021-802	6510 Cerantes Road
Lot A District Lot 155 Renfrew Plan VIP35011	000-316-547	6457 Cerantes Road

ALTERNATIVES

Alternative 1

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4510, "Port Renfrew Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 4, 2025", be introduced and read a first, second, and a third time;
2. That participating area approval to Bylaw No. 4510 be provided by the Electoral Area Director consenting on behalf; and
3. That Bylaw No. 4510 be referred to the Inspector of Municipalities for approval.

Alternative 2

That this report be referred back to staff for additional information based on Electoral Areas Committee direction.

IMPLICATIONS

Financial Implications

This bylaw is not expected to negatively impact the service requisition.

Service Delivery Implications

No negative impact to service area participants or volunteer firefighters is expected. The level of service provided to the property would be consistent with the policies and operating guidelines of the Port Renfrew Fire Department.

Legal Implications

The amendment of the service area, which only services the Juan de Fuca Electoral Area, is subject to a vote of the Board and consent of the Electoral Area director. Minor amendments will be made to Bylaw No. 1743 at the same time to reflect updated sections of the *Local Government Act*. The amendment must be referred to the Inspector of Municipalities for approval prior to adoption.

CONCLUSION

The property owners and staff have reached an understanding to provide fire service and ensure fire safety code compliance. Inclusion in the fire protection area will provide assurance to the fire department and property owners during a fire, rescue or medical incident.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4510, “Port Renfrew Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 4, 2025”, be introduced and read a first, second, and a third time; and
2. That participating area approval to Bylaw No. 4510 be provided by the Electoral Area Director consenting on behalf; and
3. That Bylaw No. 4510 be referred to the Inspector of Municipalities for approval.

Submitted by:	Shawn Carby, CD, MAL, Senior Manager, Protective Services
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

ATTACHMENTS

- Appendix A: Map of Proposed Port Renfrew Fire Protection Local Service Area Amendment
- Appendix B: Bylaw No. 4510, “Port Renfrew Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 4, 2025”