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REPORT TO ELECTORAL AREAS COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 12, 2025

SUBJECT **Bylaw No. 4718: Delegation of Salt Spring Island Grant-in-Aid Approval to Salt Spring Island Local Community Commission**

ISSUE SUMMARY

To finalize the delegation to the Salt Spring Island Local Community Commission (LCC) of Salt Spring Island Electoral Area grant-in-aid (GIA) approval.

BACKGROUND

The Capital Regional District (CRD) has converted the function of making GIA to three separate services exercised under establishing bylaws for each electoral area (EA), as detailed in the report contained in Appendix A.

Before exercising GIA power, the CRD must receive written consent from the relevant EA Director. In 2023, the residents of Salt Spring Island requested the CRD create the LCC to broaden elected oversight and administration of certain Salt Spring Island local services, so that decisions regarding these services are more locally transparent and reflect the local public interest. GIA requests have been going to the LCC for review and approval however, the requirement for EA Director approval prior to issuing a GIA could allow the EA Director to veto an LCC vote, contrary to the intent of the EA Director and the LCC.

The GIA power was converted to three separate services for the purpose of transferring the SSI Electoral Area Director's power of decision to the SSI LCC.

An amending bylaw has been prepared (Appendix B), Bylaw No. 4718, "Capital Regional District Delegation Bylaw No. 1, 2017, Amendment Bylaw No. 6, 2025". Appendix C provides a redline version of the bylaw amendments.

ALTERNATIVES

Alternative 1

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

1. That Bylaw No. 4718, "Capital Regional District Delegation Bylaw No. 1, 2017, Amendment Bylaw No. 6, 2025", be introduced and read a first, second, and third time;
2. That Bylaw No. 4718 be adopted.

Alternative 2

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

IMPLICATIONS

Alignment with Existing Plans & Strategies

Removal of the requirement of EA Director approval from the establishing bylaws has occurred to allow the Board to delegate approval of Salt Spring Island GIAs to the LCC, which is closely aligned

with the purpose of the local commission and avoid the risk of a Salt Spring Island EA Director “veto” of an LCC decision.

CONCLUSION

Adoption of Bylaw No. 4718 is the culmination of the Board’s intention to convert the electoral area grant-in-aid powers to three separate service establishing bylaws and serves to empower the Salt Spring Island Local Community Commission to make decisions on such grants on behalf of the Salt Spring Island community.

RECOMMENDATION

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

1. That Bylaw No. 4718, “Capital Regional District Delegation Bylaw No. 1, 2017, Amendment Bylaw No. 6, 2025”, be introduced and read a first, second, and third time;
2. That Bylaw No. 4718 be adopted.

Submitted by:	Steven N. Carey, B.Sc., J.D., Senior Manager, Legal Services and Risk Management
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Stephen Henderson, MBA, BSc., General Manager, Electoral Area Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Staff Report June 11, 2025 – Electoral Grants-in-Aid Conversion of Letters Patent to Establishing Bylaws

Appendix B: Bylaw No. 4718, “Capital Regional District Delegation Bylaw No. 1, 2017, Amendment Bylaw No. 6, 2025”

Appendix C: Bylaw No. 4186, “Capital Regional District Delegation Bylaw No. 1, 2017” (Unofficial Redlined Consolidation)