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**REPORT TO ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JUNE 10, 2026**

SUBJECT **Bylaw No. 4763 – A Bylaw to Amend the Fire Services Operational, Fire Prevention and Administrative Bylaw**

ISSUE SUMMARY

The purpose of this report is to seek Board approval of Bylaw No. 4763, which amends Bylaw No. 4677 in order to correct section reference numbering errors resulting from a prior clerical issue.

BACKGROUND

Bylaw No. 4677 establishes operational, fire prevention and administrative authorities for CRD Fire Services, including the designation of Fire Inspectors and Fire Investigators and the imposition of inspection and investigation charges.

During a post-adoption review, staff identified minor clerical errors related to internal section references.

Bylaw No. 4763 (Appendix A) addresses these matters. A redlined consolidation of Bylaw No. 4677 is attached as Appendix B.

ALTERNATIVES

Alternative 1

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

1. That Bylaw No. 4763, “Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No.1, 2026, Amendment Bylaw No. 1”, be introduced and read a first, second, and a third time; and
2. That Bylaw No. 4763 be adopted.

Alternative 2

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

IMPLICATIONS

Financial Implications

There are no financial implications associated with the adoption of this amendment. The changes do not affect departmental budgets, fees or service levels.

CONCLUSION

Bylaw No. 4763 is a necessary administrative amendment that corrects clerical errors.

RECOMMENDATION

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

1. That Bylaw No. 4763, “Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No.1, 2026, Amendment Bylaw No. 1”, be introduced and read a first, second, and a third time; and
2. That Bylaw No. 4763 be adopted.

Submitted by:	Shawn Carby, CD, BHSc., MAL, Senior Manager, Protective Services
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Housing, Planning and Protective Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4763 “Capital Regional District Fire Services Operational, Fire Prevention and Administrative Bylaw No. 1, 2026, Amendment Bylaw No. 1, 2026”

Appendix B: Bylaw No. 4677 (Redlined Consolidation)