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**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, OCTOBER 11, 2017**

SUBJECT **Bylaw No. 4211 – Juan de Fuca Water Distribution Commission Bylaw Amendment**

ISSUE

To consider amending the Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, to extend the Chair's term to two years.

BACKGROUND

In April of 2017 the Board of the Capital Regional District (CRD) amended the Juan de Fuca Water Distribution Commission Procedural Bylaw No. 1, 2001 (the "Procedural Bylaw") to provide that the term of the Chair of the Commission be two years.

The Procedural Bylaw regulates the procedures of the Commission. In addition to the Procedural Bylaw, the Commission is governed by the Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997 (the "Commission Bylaw"). There is some overlap between the Commission Bylaw and the Procedural Bylaw. Section 12 of the Commission Bylaw states the following: "The Water Distribution Commission shall each year elect a Chairperson from amongst its members."

Section 12 of the Commission Bylaw was not amended at the same time as the Procedural Bylaw, and consequently is inconsistent with the April decision of the Board to extend the term to two years. The Commission Bylaw should be amended so that it is consistent with the Procedural Bylaw and provides for a two-year term for the Commission Chair.

ALTERNATIVES

Alternative 1

1. That Bylaw 4211, "Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017," be introduced and read a first and second time;
2. That Bylaw 4211, "Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017," be read a third time;
3. That Bylaw 4211, "Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017," be adopted.

Alternative 2

That the matter be referred back to staff for additional information

IMPLICATIONS

There are no financial implications associated with the bylaw amendment. The amendment is a housekeeping matter that ensures the Commission Bylaw is consistent with the change made earlier this year to the Commission's Procedural Bylaw.

CONCLUSION

The proposed amendment is required to align the Commission Bylaw with the Procedural Bylaw.

RECOMMENDATION

1. That Bylaw 4211, “Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017,” be introduced and read a first and second time;
2. That Bylaw 4211, “Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017,” be read a third time;
3. That Bylaw 4211, “Juan de Fuca Water Distribution Commission Bylaw No. 1, 1997, Amendment Bylaw No. 2, 2017,” be adopted.

Submitted by:	Brent Reems, MA, LLB, Senior Manager Legislative & Corporate Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

BR

Attachments Appendix A: Bylaw 4211
 Appendix B: Bylaw 2540