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**REPORT TO THE ELECTORAL AREAS COMMITTEE
MEETING OF WEDNESDAY, JULY 8, 2020**

SUBJECT **Proposed Amendment to Bylaw 4029, Sooke and Electoral Area Recreation and Facilities Service Establishment Bylaw No. 1, 2016**

ISSUE

Removal of Port Renfrew from the Sooke and Electoral Recreation and Facilities Service

BACKGROUND

The District of Sooke and the Juan de Fuca Electoral Area, excluding Willis Point and Malahat, fund the Sooke and Electoral Area Recreation Centre ("SEAPARC") by way of the Sooke and Electoral Area Facilities Service Establishment Bylaw No. 1, 2016 (BL 4029).

The residents of Port Renfrew pay approximately \$20,000 towards the Sooke and Electoral Area Recreation and Facilities Service, which funds the operation, construction, and maintenance of the SEAPARC. The funding is based on population, not on converted assessment.

Though residence is not tracked by SEAPARC, staff understand from postal code data and from the Electoral Area Director that the residents of Port Renfrew are not frequent users of SEAPARC. This has anecdotally been attributed to the long and difficult commute between Port Renfrew and SEAPARC.

At its October 9, 2019 meeting, the Capital Regional District Board instructed staff to report back with the required bylaw changes to remove the Port Renfrew area of the Juan de Fuca Electoral Area from the Sooke and Electoral Area Recreation and Facilities Service.

ALTERNATIVES

Alternative 1

That the Electoral Areas Committee recommends to the Regional Board:

1. That Bylaw No. 4362, "Sooke and Electoral Area Recreation and Facilities Service Establishment Bylaw No. 1, 2016, Amendment Bylaw No. 1, 2020" be introduced and read a first, second and third time.
2. That Bylaw No. 4362 be referred to the District of Sooke and the JDF EA Director for consent.

Alternative 2

That this matter be referred to staff for further information or revision.

IMPLICATIONS

Cost Implications

Using the 2019 financial plan as basis for comparison, the impact of withdrawing Port Renfrew (population of 176) from the service area will result in an increased cost of approximately \$20,000 to the ratepayers of the District of Sooke. The following table summarizes the change:

	2019 Population	2019 Requisition	Revised Population	Revised Requisition	Change
<i>District of Sooke</i>	13,745	\$2,089,177	13,745	\$2,109,554	+\$20,377
<i>Juan de Fuca Electoral Area</i>	4,476	\$680,332	4,300	\$659,955	-\$20,377
Total	18,221	\$2,769,509	18,045	\$2,769,509	\$ -

Approval Process

As this is a change to an establishing bylaw, the *Local Government Act* requires that prior to adoption, the bylaw change must be consented to by two-thirds of the participants. This service only has two participants. Both must consent. In the Juan de Fuca Electoral Area, the Electoral Area Director may consent on behalf of the electors; while in the District of Sooke, the Council may do so. The District of Sooke Council has previously considered this matter in September 2019 and resolved it supports Port Renfrew’s withdrawal from the service area. While this is a demonstration of Sooke Council’s support, formal consent to the bylaw is still required prior to adoption. After obtaining consent, the bylaw will be referred to the Inspector of Municipalities for a final review, and once approved, can be adopted by the Regional Board.

CONCLUSION

Port Renfrew residents obtain minimal benefit from the SEAPARC recreation service. Bylaw No. 4362 amends the SEAPARC service area to remove Port Renfrew ratepayers. The District of Sooke and the JDF Electoral Area Director have indicated support for the withdrawal of Port Renfrew from the SEAPARC service. Upon receiving third reading, the bylaw will be referred to the District of Sooke for formal consent by its Council and to the JDF EA Director for consent on behalf of the electors.

RECOMMENDATION(S)

That the Electoral Areas Committee recommends to the Regional Board:

1. That Bylaw No. 4362, “Sooke and Electoral Area Recreation and Facilities Service Establishment Bylaw No. 1, 2016, Amendment Bylaw No. 1, 2020” be introduced and read a first, second and third time.
2. That Bylaw No. 4362 be referred to the District of Sooke and the JDF EA Director for consent.

Submitted by:	Kristen Morley, JD, General Manager, Corporate Services and Corporate Officer
Concurrence:	Glenn Harris, Ph.D., R.P.Bio, Acting General Manager, Parks and Environmental Services
Concurrence:	Nelson Chan, MBA, CPA, CMA, Chief Financial Officer
Concurrence:	Kevin Lorette, P. Eng, MBA, Acting Chief Administrative Officer

Attachments:

Appendix A: Bylaw No. 4029 “Sooke and Electoral Area Recreation and Facilities Service

Establishment Bylaw No. 1, 2016”;

Appendix B: Bylaw No. 4362 “Sooke and Electoral Area Recreation and Facilities Service
Establishment Bylaw No. 1, 2016, Amendment Bylaw No. 1, 2020”