

CENTRAL COAST REGIONAL DISTRICT  
POLICIES

---

**A-31 – Bylaw Review Process**

**Preamble:**

This policy is to establish a process for the development and review of bylaws for the Central Coast Regional District that provides a guideline to Administration in the process to ensure effectiveness, relevance and consistency with current provincial and federal legislation.

**Policy:**

***Bylaw Review Procedure***

Only the Board may amend or repeal a bylaw according to Section 137 of the *Community Charter*.

Review of bylaws and their evaluation should be done on an on-going process. Bylaws will be brought forward to the Board of Directors for review and relevance on a rotating schedule that will cover all bylaws within the Bylaw Manual, every four (4) years. Bylaws encompassing Rates and Charges shall be reviewed by the Board of Directors every two years. Bylaws requiring earlier amendments or revocation will be put forward for board consideration, on an as needed basis.

Bylaw updates will be circulated to all directors and personnel or affiliates following adoption by the Board of Directors, and made available to the general public.

**Adopted:** September 10, 2015

**Amended:** June 14, 2018

**Reviewed:** June 10, 2021

**Rationale for policy:**

Administration wishes to have a policy for the development and scheduled review of bylaws, similar to A-24 Policy Development and Review, for policies; both of which will meet the Integrated Strategic Plan 2015-2019 Goal 3.4.3 to maintain and update our policy/bylaw process. The intent of the policy is to ensure there are regular reviews and updates, to keep bylaws reflective of current legislation and changes to meet community needs, as requested.

*Reference*<sup>1</sup> - Lidstone, D., *PREPARATION AND INTERPRETATION OF BYLAWS*, 2007