

**SQUAMISH-LILLOOET REGIONAL DISTRICT
BYLAW NO. 1274-2013**

A bylaw to delegate to
the Electoral Area Directors Committee
of the Squamish-Lillooet Regional District
the authority to administer, operate and enter into contracts
on behalf of the Regional District regarding the expenditure of Select Funds

WHEREAS the Directors of Electoral Areas A, B, C, and D (the "EA Directors") wish to assume greater responsibility for the administration and operation of all matters pertaining to the expenditure of Select Funds, including the authority to enter into contracts on behalf of the Squamish-Lillooet Regional District (the "Regional District") with respect thereto;

AND WHEREAS the Board of the Regional District wishes to delegate to the EA Directors acting through the Electoral Area Directors Committee (the "EAD Committee") greater responsibility for the administration and operation of all matters pertaining to the expenditure of Select Funds, including the authority to enter into contracts on behalf of the Regional District with respect thereto;

NOW THEREFORE the Board of the Squamish-Lillooet Regional District in open meeting assembled enacts as follows:

1. The Board of the Regional District delegates to the EA Directors, acting through the EAD Committee, the power to, on behalf of the Regional District:

- (a) administer and operate, and
- (b) enter into contracts,

with respect to, and specifically limited by, the Financial Plan of the Regional District, as adopted and as amended from time to time, all matters falling within or allocated to the following cost centres:

- (i) General Select Funds (currently #2900);
- (ii) Electoral Area A Select Funds (currently #2901);
- (iii) Electoral Area B Select Funds (currently #2902);
- (iv) Electoral Area C Select Funds (currently #2903);
- (v) Electoral Area D Select Funds (currently #2904); and
- (vi) any other funds specifically designated by the Board for the purposes herein.

("Select Funds")

2. For certainty, the authority of the EA Directors acting through the EAD Committee in section 1 of this Bylaw includes the authority to provide grants in accordance with and as permitted by:

- (a) Schedule "A" attached hereto and forming a part of this Bylaw;
- (b) the *Local Government Act*; and

(c) the *Community Charter*.

3. Notwithstanding:

(a) section 2 and Schedule "A" of this Bylaw, each EA Director may grant, at one or more meetings of the EAD Committee, up to a total maximum of \$500.00 per annum from his or her own Electoral Area Select Funds on account of matters for which the EA Director wishes to express thanks to persons or organizations which have contributed to the betterment of the community (the "Appreciation Fund"); and

(b) section 9 of this Bylaw, the other EA Directors shall not vote in respect of such Appreciation Fund grant but the secretary shall record the grant in the minutes of the meeting.

4. For further certainty, the authority of the EA Directors acting through the EAD Committee in section 1 of this Bylaw includes the authority to make non-grant expenditures in accordance with and as permitted by:

(a) the Financial Plan of the Regional District as adopted and as amended from time to time with respect to Select Funds;

(b) the *Local Government Act*; and

(c) the *Community Charter*.

5. For further certainty, the authority of the EA Directors acting through the EAD Committee in section 1 of this Bylaw does not restrict, impair or replace any purchasing authorities delegated by bylaw to the Chief Administrative Officer or Regional District staff from time to time.

6. The Chair of the EAD Committee and the Chief Administrative Officer, or either of them, is authorized to execute any agreement or financial instrument, on behalf of the Regional District, related to the matters set out in section 1 of this Bylaw, subject to the limitations herein.

7. Where this Bylaw delegates a power, duty or function to a named position or to a committee, the delegation of the power, duty or function is to the person who from time to time holds the position or to the committee as it may be from time to time constituted.

8. For clarity, a person or committee to whom a power, duty or function is delegated under this Bylaw has no authority to further delegate to another person any power, duty or function that has been delegated by this Bylaw, provided that:

(a) the EA Directors acting through the EAD Committee may refer to the full Regional Board any matter related to the powers, duties and functions delegated in section 1 of this Bylaw;

(b) where a matter pertaining to the powers, duties and functions delegated in section 1 of this Bylaw has liability or financial implications, over and above considerations related to

the Financial Plan of the Regional District, which liability or financial implications the Board considers significant, the Board may require the matter to be brought before it by way of an unweighted corporate vote at the next regular Board meeting to reconsider the matter;

and the Board may decide such matter as if it had not delegated to the EA Directors through the EAD Committee the powers, duties and functions specified in this Bylaw.

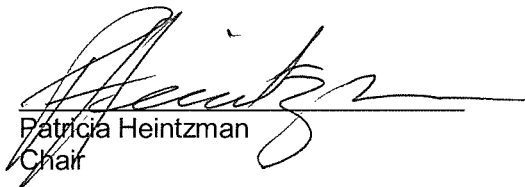
9. Voting by the EA Directors at the EAD Committee on all matters related to the powers, duties and functions specified in this Bylaw shall be on the basis of an unweighted all vote.
10. If a portion of this Bylaw is found invalid by a court of competent jurisdiction, it will be severed and the remainder of this Bylaw will remain in effect.
11. Squamish-Lillooet Regional District Electoral Area Grants By-law No. 774-2003 is hereby repealed.
12. This Bylaw may be cited as "Squamish-Lillooet Regional District Select Funds Delegation of Authority Bylaw No. 1274-2013."

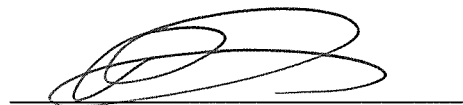
READ A FIRST TIME this 25th day of November, 2013.

READ A SECOND TIME this 25th day of November, 2013.

READ A THIRD TIME this 25th day of November, 2013.

ADOPTED this 25th day of November, 2013.


Patricia Heintzman
Chair


Peter DeJong
Secretary

Schedule "A"
Squamish-Lillooet Regional District
Select Funds Delegation of Authority Bylaw No. 1274-2013

1. The EA Directors acting through the EAD Committee may make grants or provide other assistance for the purpose of benefitting the community or any aspect of the community, subject to sections 5 and 6 of this Policy and any limitations or restrictions set out in the *Local Government Act* or the *Community Charter*.
2. Details of the opportunity to be considered for grants or other assistance shall be published on the Regional District's website.
3. Subject to the limits of the Financial Plan of the Regional District, the EA Directors acting through the EAD Committee may award grants from Select Funds for capital or operating purposes of an applicant.
4. The EA Directors acting through the EAD Committee may decide that the Regional District will purchase the goods on behalf of the applicant where a grant application is for goods of a capital nature or for goods or services of an operational nature.
5. The EA Directors acting through the EAD Committee may not award a grant that creates a liability beyond the current year of the Regional District's then present financial plan.
6. The EA Directors acting through the EAD Committee may not award a grant to replace or otherwise provide an exemption from a tax of the Regional District, or a user fee or charge which is in relation to an industrial, commercial or business undertaking, other than as permitted by the *Local Government Act* or the *Community Charter*.
7. Applicants may apply by means of a letter addressed to the Regional District setting out the nature of the project, estimates of cost, names of persons who will be responsible for completing the project and any other sources of revenue considered for the project.
8. Grants approved by the EA Directors acting through the EAD Committee for operating purposes shall be disbursed to the applicant by the Director of Finance upon receipt of a copy of the EAD Committee minutes signed by the Committee Chair and the Secretary, and upon receipt of an invoice, if applicable.
9. Subject to section 4 of this Schedule "A", grants approved by the EA Directors acting through the EAD Committee for capital or operating purposes shall be disbursed to the applicant by the Director of Finance upon receipt of a copy of the EAD Committee minutes signed by the Committee Chair and the Secretary and upon receipt of a copy of any invoices for the capital or operational goods or services, signed by the individual or a representative of the benefiting organization attesting that the goods have been received.
10. Regardless of whether grants approved by the EA Directors acting through the EAD Committee are for operating or capital purposes, and whether funds are paid to the applicant or to the vendor, the awarding of all grants shall be considered to be an administrative or operational function.