



Date: 11/02/2019

AGENDA ITEM SUMMARY

To: Chair and Directors, Cariboo Regional District Board

And To: John MacLean, Chief Administrative Officer

From: Alice Johnston, Manager of Corporate Services/Deputy CAO

Date of Meeting: Cariboo Regional District Board_Mar01_2019

File: 3900-20-5188

Short Summary:

Cariboo Regional District Forest Grove Fire Protection Loan Authorization Bylaw No. 5188, 2018 AAP

Voting:

Corporate Vote - Unweighted

Memorandum:

The Board gave three readings to Cariboo Regional District Forest Grove Fire Protection Loan Authorization Bylaw No. 5188, 2018 on December 7, 2018, and the Bylaw has subsequently received Statutory Approval from the Deputy Inspector of Municipalities. Pursuant to the *Community Charter* and *Local Government Act*, the Board may now proceed with the public assent process. Staff recommend the Alternative Approval Process (AAP), which was discussed during the budget discussions at the end of 2018.

If AAP is chosen, the Board must establish a deadline for receiving elector response forms, which must be at least 30 days after the second public notice is published. When establishing the date, the Board should keep in mind that if 10% or more electors sign an elector response form during the AAP and the Board decides to proceed to an assent vote (referendum), the vote must be held within 80 days of the deadline established for the AAP.

The Board must also establish the elector response forms and make a fair determination of the total number of electors in the AAP area. These documents are attached for the Board's consideration of endorsement.

Attachments:

- 1) Bylaw No. 5188
- 2) Public Notice
- 3) Elector Response Form
- 4) Determination of Number of Electors
- 5) Assent Process Costs

Financial Implications:

Estimated costs for referendum and alternative approval process with associated communication costs are provided in the table below. An alternative approval process saves approximately \$4,000 in costs.

Activity	Referendum	Alternative Approval
Administration (legislative requirements)	\$4,950	\$1,000
Communication	\$3,950 - \$6,150	\$3,950 - \$6,150
Combined Total	\$8,900 - \$11,100	\$4,950 - \$7,150

Additional detail is included in the assent process costs document attached to this agenda item

Policy Implications:

n/a

Alignment with Strategic Plan:

- ☐ Ensuring Sufficient and Sustainable Funding
- ☐ Building on our Relationships
- ☒ Providing Cost Effective High Quality Services
- ☐ Focusing on Being Well Governed

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

- 1) Endorse recommendations;
- 2) Receipt and other action;
- 3) Defer.

Recommendation:

#1: That the agenda item summary from Alice Johnston, Manager of Corporate Services/Deputy CAO, dated February 11, 2019, regarding Bylaw No. 5188, be received. Further, that participating area approval is to be obtained through the Alternative Approval Process for Cariboo Regional District Forest Grove Fire Protection Loan Authorization Bylaw No. 5188, 2018.

#2: That the Cariboo Regional District Board authorizes the Elector Response Form as attached hereto for the Cariboo Regional District Forest Grove Fire Protection Loan Authorization Bylaw No. 5188, 2018 Alternative Approval Process, which allows for a single elector response on each

form, and which may be accepted by email or facsimile provided it is an accurate copy of the original form.

#3: That the Cariboo Regional District Board has determined that 904 represents the total number of eligible electors for the Alternative Approval Process with respect to Cariboo Regional District Forest Grove Fire Protection Loan Authorization Bylaw No. 5188, 2018.

#4: That the Cariboo Regional District Board has established April 16, 2019 at 4:00 p.m. as the deadline for receiving elector responses for the Cariboo Regional District Forest Grove Fire Protection Loan Authorization Bylaw No. 5188, 2018 Alternative Approval Process.