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BOARD	

STAFF REPORT

TO: J. Harrison
Director, Corporate Services

DATE: October 2, 2015

FROM: J. Hill
Manager, Administrative Services

MEETING: COW – October 13, 2015

SUBJECT: Alternative Approval Process to Establish a District 69 Search and Rescue Contribution Service – Bylaw No. 1736

RECOMMENDATIONS:

1. That “Northern Community Search and Rescue Contribution Service Establishment Bylaw No. 1736, 2015” be introduced and read three times and be forwarded to the Inspector of Municipalities for approval.
2. That participating area approval is to be obtained for the entire proposed service area.
3. That the Board establish 4:30 pm on Thursday, February 25, 2016, as the deadline for receiving elector responses for the alternative approval process.
4. That the Board approve the Elector Response Form as provided in Attachment 2.
5. That the Board determine the total number of electors to which the approval process applies to be 36,826.

PURPOSE:

To initiate an alternative approval process (AAP) to obtain elector approval to adopt a service establishment bylaw for the purpose of providing a contribution towards organizations providing search and rescue in District 69.

BACKGROUND:

At its July 28, 2015 Regular Board meeting, the RDN Board adopted the following motions:

That staff be directed to proceed with establishment of a new District 69 Search and Rescue Service through an alternative approval process.

That staff be directed to establish the District 69 Search and Rescue Service on the basis of population with ongoing annual operational funding of \$10,000.

As part of the AAP, the Board must provide three readings to a service establishment bylaw, set the deadline for receiving elector response forms, approve the elector response form, and determine the total number of electors of the area to which the AAP applies (City of Parksville, Town of Qualicum Beach, and Electoral Areas 'E', 'F', 'G' and 'H').

For consideration of Board approval, "Northern Community Search and Rescue Contribution Service Establishment Bylaw No. 1736, 2015" is attached for the Board's review (Attachment 1). Should the Board give Bylaw No. 1736 three readings and adopt the recommendations relating to the AAP, staff will forward the bylaw to the Ministry of Community, Sport and Cultural Development for the approval of the Inspector. Following approval, Staff will proceed with publishing the notice of the AAP. The deadline for receiving elector response forms must be established by the Board and be at least 30 days after the second publication of the notice. Staff suggest a deadline of 4:30 pm on Thursday, February 25, 2016.

Staff have drafted an elector response form for the Board's consideration (Attachment 2). This form must be approved by the Board.

Pursuant to section 86(1) of the *Community Charter*, approval of the electors has been obtained if, at the end of the time period for receiving elector response forms, the number of response forms received is less than 10% of the number of electors of the area to which the approval process applies. This AAP process applies to the City of Parksville, the Town of Qualicum Beach, and Electoral Areas 'E', 'F', 'G' and 'H', and the total number of electors of the participating areas is determined to be 36,826. Therefore, if less than 3,682 elector response forms are received prior to the deadline, elector approval is deemed to have been obtained and the Board can proceed to adopt Bylaw No. 1736.

ALTERNATIVES:

1. Proceed with first, second and third readings of Bylaw No. 1736 and adopt the recommendations relating to the alternative approval process.
2. Do not proceed with bylaw readings or adopt the recommendations relating to the alternative approval process.

FINANCIAL IMPLICATIONS:

The cost to obtain elector approval by the alternative approval process is approximately \$3,000 for advertising costs which will be recovered by the service area if established. If the service is not established, costs will be recovered through the general budget for elector approval under the legislative services function.

STRATEGIC PLAN IMPLICATIONS:

N/A

SUMMARY/CONCLUSIONS:

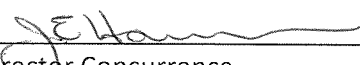
At its July 28, 2015 Regular Board meeting the Board directed staff to proceed with the alternative approval process to establish a District 69 Search and Rescue Service on the basis of population with ongoing annual operational funding of \$10,000. As part of the AAP, the Board must provide three readings to a service establishment bylaw (Attachment 1), set the deadline for receiving elector response forms, approve the elector response form (Attachment 2) and determine the total number of electors of the area to which the AAP applies (City of Parksville, Town of Qualicum Beach, and Electoral Areas 'E', 'F', 'G' and 'H').

The number of electors of the proposed service area is determined to be 36,826. Staff suggest that the deadline for submitting elector response forms be established as 4:30 pm on Thursday, February 25, 2016.

Staff recommend the Board proceed with providing three readings to Bylaw No. 1736 and adopt the recommendations relating to the alternative approval process. If less than 10% of electors of the participating areas (3,682) sign and submit a completed elector response form by the deadline, elector approval is deemed to have been obtained and the Board can adopt Bylaw No. 1736.



Report Writer



Director Concurrence



C.A.O. Concurrence