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**REPORT TO CAPITAL REGIONAL DISTRICT BOARD  
MEETING OF WEDNESDAY, JULY 14, 2021**

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**SUBJECT    AAP Results & Adoption for Bylaws 4393 and 4394 – Florence Lake Improvement District Conversion to CRD Service**

**ISSUE SUMMARY**

To report back on the results of the Alternate Approval Process for Bylaws No. 4393 and 4394 and advance the bylaws for adoption.

**BACKGROUND**

At its meeting held December 9, 2020, the CRD Board gave three readings to the following bylaws attached as Appendix A and Appendix B:

- Bylaw No. 4393, “*Florence Lake Water System Local Service Establishment Bylaw No. 1, 2020*” to establish a water system local service in the area formerly serviced by Florence Lake Improvement District; and
- Bylaw No. 4394, “*Florence Lake Water System Local Service Loan Authorization Bylaw No. 1, 2020*” to authorize the borrowing of three hundred thousand dollars (\$300,000) for the Florence Lake water system upgrade.

On May 12, 2021, the CRD Board established that elector assent be obtained by Alternative Approval Process (AAP) for the electors within the Florence Lake Improvement District in accordance with section 345 of the *Local Government Act (LGA)*. The number of registered electors was determined to be 32, of which 10% is 4 electors. Notice was published on May 26 and June 2 in the Goldstream Gazette in accordance with section 345(2) of the *LGA*. Due to the small size of the participating area, a letter was mailed to each property and to non-resident property owners using BC Assessment data.

On July 5, 2021, elector approval was received for Bylaws No. 4393 and 4394. In accordance with section 86(8) of the *LGA*, the Corporate Officer’s certification of results is attached as Appendix C.

**ALTERNATIVES**

*Alternative 1*

1. That the attached Certificate of Results of Alternative Approval Process for Bylaws No. 4393 and 4394 (Appendix C) be received;
2. That Bylaw No. 4393 “*Florence Lake Water System Local Service Establishment Bylaw No. 1, 2020*” be adopted; and
3. That Bylaw No. 4394, “*Florence Lake Water System Local Service Loan Authorization Bylaw No. 1, 2020*” be adopted.

*Alternative 2*

That this report be referred back to staff for additional information.

**CONCLUSION**

On July 5, 2021, elector approval was obtained by an Alternative Approval Process for Bylaw No. 4393 and 4394. The purpose of the bylaws are to convert the Florence Lake Improvement District to a CRD service and undertake borrowing to fund infrastructure upgrades. The Bylaws are now ready for adoption, having received approval from the Inspector of Municipalities and the participating area.

**RECOMMENDATION**

1. That the attached Certificate of Results of Alternative Approval Process for Bylaws No. 4393 and 4394 (Appendix C) be received;
2. That Bylaw No. 4393 “Florence Lake Water System Local Service Establishment Bylaw No. 1, 2020” be adopted; and
3. That Bylaw No. 4394, “Florence Lake Water System Local Service Loan Authorization Bylaw No. 1, 2020” be adopted.

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., General Manager, Integrated Water Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

**ATTACHMENT(S)**

- Appendix A: Bylaw No. 4393
- Appendix B: Bylaw No. 4394
- Appendix C: Certificate of Results for Bylaws No. 4393 and 4394