



RDN REPORT	
CAO APPROVAL <i>(Signature)</i>	
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BOARD	

# MEMORANDUM

**TO:** Carol Mason  
Chief Administrative Officer

**DATE:** December 29, 2011

**FROM:** Nancy Avery  
General Manager, Finance & Information Services

**File:**

**SUBJECT:** Bylaw No. 1653 – Cedar Community Policing Contribution Service

**PURPOSE:**

To introduce a bylaw to establish an annual operating contribution to the Community Policing office in Cedar, BC.

**BACKGROUND:**

In October 2011 representatives from the Cedar Community Policing Office, a registered non-profit organization, appeared before the Board requesting annual funding support in the amount of \$2,000. The staff report outlining the activities of the group is attached for reference. At that time the Board recommended that the request for funding be included as part of the 2012 budget deliberations.

The Regional District does not provide operating funding through its grants-in-aid program. In order to provide funding for this request either an existing service would need to be amended or a new service would need to be established by taxpayers in Electoral Area 'A'. In order to provide funding in 2012 it is necessary to commence the bylaw approval process as soon as possible.

**ALTERNATIVES:**

1. Proceed to obtain elector assent through the alternative approval process. Introduce Bylaw No. 1653 for first three readings and forward it to the Inspector of Municipalities for approval.
2. Do not approve the request at this time.

**FINANCIAL IMPLICATIONS:**

Alternative 1

The estimated cost to taxpayers in Electoral Area 'A', to provide \$2,000 in annual funding for the Cedar Community Policing Office is \$0.002 per \$1,000 of property assessment (\$0.20 per \$100,000). The *Local Government Act* permits the use of an alternative approval process when the cost of a service is less than \$0.50 per \$1,000 of assessment.

An alternative approval process is a simple and economical method for determining if there is an objection to the adoption of a bylaw. The number of eligible voters is established and if 10% or more of those voters sign and return an objection form the bylaw cannot be adopted at that time. The bylaw if still desired must be approved either through a direct petition or referendum process. The number of eligible

voters in Electoral Area 'A' is currently 5,401. If more than 540 voters opposed the initiative the bylaw would not proceed at this time. The bylaw proposing the service must first be approved by the Inspector of Municipalities, after which, it is advertised in two consecutive editions of a local newspaper. The Regional Board must also approve an Elector Response Form to be used to indicate a voter's objection. The form that would be used for this initiative is attached to this report.

In order to levy new taxes in 2012 this bylaw needs to be approved before the end of April, at which time the Surveyor of Taxes begins finalizing property tax notices. If the Board supports this alternative it should introduce Bylaw No. 1653 at this time, in order to meet that deadline.

### **SUMMARY/CONCLUSIONS:**

In October 2011 representatives from the Cedar Community Policing Office, a registered non-profit organization, appeared before the Board requesting annual funding support in the amount of \$2,000. The request has been included as part of the 2012 budget review.


Bylaws establishing new taxes for the current year must be adopted on or before the end of April, at which time the Surveyor of Taxes begins finalizing rural property tax notices. In order to meet the end of April deadline the proposed bylaws need to be forwarded as soon as possible.


In order to provide this funding staff recommends establishing a new service funded by taxpayers in Electoral Area 'A'. The estimated cost of providing \$2,000 annually for the Cedar Community Policing Office organization is \$0.002 per \$1,000 or \$0.20 per \$100,000 of assessment. This level of funding qualifies for the use of an alternative approval process to obtain electoral approval.

Under the alternative approval process the Inspector of Municipalities must first approve the proposed bylaw after which it is advertised to voters in Electoral Area A. The Board must also approve the Elector Response Form which would be used by an eligible voter if they do not support approving the bylaw following this method. If more than 540 voters object to the Board adopting the bylaw in this way then it can only be adopted if it receives assent through a petition or referendum process.

### **RECOMMENDATIONS:**

1. That the funding request from the Cedar Community Policing Office be supported commencing in 2012 subject to approval of Bylaw No.1653.
2. That elector assent to establish annual funding in the amount of \$2,000 for the Cedar Community Policing Office from Electoral Area 'A', be obtained using the alternative approval process.
3. That "Cedar Community Policing Office Contribution Service Establishment Bylaw No. 1653, 2012" be introduced for first three readings and be forwarded to the Ministry of Community, Sport and Cultural Development for approval.
4. That the attached Cedar Community Policing Office Contribution Service Elector Response Form be approved.

  
Report Writer

  
CAO Concurrence