**RECOMMENDATION**

That the Board approve the Elector Response Form as provided in Attachment 1: establish 4:00 P.M. on February 14, 2022 as the deadline for receiving elector responses for the alternative approval process, and; determine the total number of electors of the area to which the approval process applies to be 5,187.

**BACKGROUND**

In June 2021, the RDN Board approved the commitment to a 25-year lease for South Wellington School and adjacent lands with Nanaimo Ladysmith Public Schools. The lease agreement will provide Electoral Area A residents access to additional indoor community space, public meeting rooms, outdoor spaces, and a variety of programming for all ages closer to home. In addition, individuals and groups will be able to rent the facility and grounds for private functions, sports tournaments, and other activities. One condition of the lease requires an Alternative Approval Process (AAP) to obtain the approval of the electors in Electoral Area A (Cedar, South Wellington, Yellow Point, Cassidy).

South Wellington School was constructed in 1969 and sits on approximately 3-acres immediately west of the Trans Canada Highway in Electoral Area A. The building was last used as an elementary school in 2013 and offers 9,108 sq. ft. of functional, indoor space with an additional 5,932 sq. ft. lower - level storage area and 2,207 sq. ft. of covered, outdoor space.

RDN Board approval is required to initiate the Alternative Approval Process and approval of a suitable Elector Response Form (Attachment #1).

Pursuant to section 86(1) of the *Community Charter*, approval of the electors by alternative approval process has been obtained if, at the end of the time for receiving elector responses, the number of elector responses received is less than 10% of the number of electors of the area to which the approval process applies. This AAP process applies to Electoral Area A, and the total number of electors of the participating area is determined to be 5,187. Therefore, if less than 518 elector responses are received by 4:00 P.M. on February 14, 2022, elector approval is deemed to have been obtained and the Board can proceed with this initiative.

**FINANCIAL IMPLICATIONS**

Expenses to carry out the AAP process such as required notices in local papers and miscellaneous office expenses and the additional staff time to fulfill the AAP process will be absorbed within the existing 2021 – 2025 Financial Plan.

**STRATEGIC PLAN ALIGNMENT**

People and Partnerships - Seek opportunities to partner with the provincial and federal governments, other government agencies, and community stakeholder groups in order to advance strategic plan goals and objectives.

Social Wellbeing - Make the Region a safe and vibrant place for all, with a focus on children and families in programs and planning.

**REVIEWED BY:**

J. Hill, Manager, Legislative Services

T. Osborne, General Manager, Recreation and Parks

D. Holmes, Chief Administrative Officer

**ATTACHMENTS**

1. South Wellington School Lease – Elector Response Form