



REQUEST FOR DECISION

To: Mayor & Members of Council

Title: Corporate Officer – Request for Amendment to Alternative Approval Process Elector Response Deadline

Date: July 14, 2025

Motion for Consideration:

THAT: Council establish Tuesday, September 2, 2025 at 4:00 p.m. as the deadline for receipt of the Elector Response Forms from electors for the proposed borrowing of \$3,992,950 for the purpose of undertaking the construction of the replacement Zone 2 Pump Station;

AND THAT: Council establish the Elector Response Form as shown on Appendix A for the proposed borrowing of \$3,992,950 for the purpose of undertaking the construction of the replacement Zone 2 Pump Station.

Background:

At the May 12, 2025 Regular Council meeting, Council established Monday, August 5, 2025 as the deadline for Elector Response Forms from electors under the Alternative Approval Process (AAP) for the borrowing of funds related to the construction of the replacement Zone 2 Pump Station and gave three readings to Zone 2 Pump Station Loan Authorization Bylaw No. 4718.

As part of the AAP, the Inspector of Municipalities must provide its approval for the loan authorization bylaw under the *Community Charter*. Once approval has been received from the Inspector, the AAP may begin. The Inspector provided their approval on July 8, 2025. As such, the deadline of August 5, 2025 will need to be updated.

Staff propose the following timeline in the AAP for Zone 2 Pump Station Loan Authorization Bylaw No. 4718:

- Advertise in the Salmon Arm Observer on July 24 and July 31
- August, 2025 – Elector Response Forms may be submitted
- September 2, 2025 at 4:00 p.m. – Deadline for receipt of Elector Response Forms

Should elector approval be obtained, the proposed bylaw may proceed to Council for adoption.

Legislative authority / plans / reports:

	Official Community Plan		Master Plan
X	Community Charter/LGA		Other
	Bylaw/Policy		Corporate Strategic Plan
	Zoning Bylaw		2025-2029 Financial Plan
			Long Term Financial Plan

Financial Considerations:

The City intends to fund the project utilizing the temporary borrowing provisions of the *Community Charter*. Temporary borrowing may only be accessed once Council has adopted the loan authorization bylaw and necessary approvals.

Alternatives & Implications:

Council may establish a different date as the deadline for receipt of Elector Response Forms.

Communication:

Notice of the AAP will be:

- posted on the public notice board at City Hall;
- posted on the City's social media; and
- posted on the City's website

Prepared by: Corporate Officer

Approved by: Chief Administrative Officer

Attachments:

- Appendix A – Elector Response Form (single and multiple)