

**VILLAGE OF PEMBERTON
-SPECIAL COUNCIL MEETING AGENDA-**

Agenda for the **Special Meeting** of Council of the Village of Pemberton to be held Wednesday, December 30, 2015 at 8:00 a.m. in Council Office, 7400 Prospect Street. This is Meeting No. 1415.

“This meeting is being recorded on audio tape for minute-taking purposes as authorized by the Village of Pemberton Audio recording of Meetings Policy dated September 14, 2010.”

Item of Business	Page No.
1. APPOINTMENT OF PRESIDING MEMBER	
2. CALL TO ORDER	
3. APPROVAL OF AGENDA	
Recommendation: THAT the Agenda be approved as presented.	
4. Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015 – Alternative Approval Process Results	
Recommendation: THAT this report and the Certificate of Sufficiency, both dated December 30, 2015, regarding the Alternative Approval Process conducted to seek approval from the electorate for borrowing from the Municipal Finance Authority for the sum of \$533,536 for the purchase of a Triple Combination Pumper Truck be received.	
5. Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015	
Recommendation: THAT the Village of Pemberton Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015 be given Fourth and Final Reading.	
6. ADJOURNMENT	

Date: December 30, 2015

To: Nikki Gilmore, Chief Administrative Officer

From: Paige MacWilliam, Legislative Assistant

Subject: Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015
Alternative Approval Process Results

PURPOSE

The purpose of this report is for Council to receive the Certificate of Sufficiency Report (Appendix A) indicating assent of the electorate to borrow \$533,536 from the Municipal Finance Authority for the purchase of a Triple Combination Pumper Truck and for Council to consider adoption of Village of Pemberton Loan Authorization Bylaw No. 795, 2015 (Appendix B).

BACKGROUND AND COMMENTS

Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2014 received first, second and third reading on September 15, 2015. As this Bylaw would authorize the Village to borrow funds over a period longer than five (5) years, the *Community Charter* requires the Village to seek approval of the electorate through either a Referendum or an Alternative Approval Process (AAP) before final reading can be given.

At Regular Council Meeting No. 1412, held November 17, 2015, Council authorized staff to proceed with an AAP to seek the assent of the electorate to adopt the Village of Pemberton Triple Combination Pumper Truck Authorization Bylaw No. 795, 2015. A resolution was passed establishing December 29, 2015 as the deadline for the AAP.

The AAP began upon publication of the second of the two notices, as required by Section 94 of the *Community Charter*, on November 26, 2015. Since that time, elector response forms have been available for download from the website and for pick-up at the Village Office.

Approval of the electors has been obtained if the number of valid elector response forms received by the end of the AAP is less than 10% (190) of the number of electors within the Village of Pemberton (1900).

As of the deadline, December 29 at 4:00 p.m., 2015, the Village Office received no valid elector response form and no invalid elector response forms. As less than 190 valid elector response forms were received prior to the established deadline, elector approval has been obtained for the borrowing of \$533,536 from the Municipal Finance Authority and Council may proceed through the adoption of Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015.

DISCUSSION

As the approval of the electorate has been received, staff is recommending adoption of Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015.

In accordance with *Local Government Act* Section 262, should Council choose to adopt the Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015, there is a one (1) month quashing period that will conclude on February 1, 2016. Staff will then proceed as follows to have everything completed to meet the Municipal Finance Authority Fall Debenture Intake as it is not possible to meet the Spring Debenture Intake deadline of February 25, 2016:

Description of Activity	Legislation	Estimated Timelines
One Month Quashing Period (January 30 – February 1, 2015)		
Application to MCSCD for a Certificate Approval	LGA (S. 1022)	February 2, 2016 (anticipate 7-10 days)
Municipal Security Issuing Resolution (sent to the Regional District)	CC (S. 122)	March 1 , 2016
Regional District to prepare and issue Security Issuing Bylaw (all reading done in one meeting)	CC (S. 182)	March 16, 2016 (SLRD Board Meeting)
10 Day Quashing Period (February 24 – March 28 , 2016)		
Regional District to seek Inspector of Municipalities' Certificate of Approval		March 29, 2016
Information to MFA for Fall Debenture Borrowing		

COMMUNICATIONS

Notice to the Public of the AAP was advertised in the Pique Newsmagazine on Thursday, November 19 and Thursday, November 26, 2015. On November 26, 2015, notice was posted on the Village notice boards and all relevant information relating to the AAP was posted on the Village website and made available at the Village Office. As well, notice was provided in the eNEWS from November 27 through the month of December.

LEGAL CONSIDERATIONS

All statutory requirements as established by Section 86, 94, 174 and 179 of *the Community Charter* have been met.

IMPACT ON BUDGET, POLICY, STAFFING

There are no additional budgetary considerations at this time.

INTERDEPARTMENTAL IMPACT & APPROVAL

The remaining steps in completing the AAP will be facilitated by the Finance Department and Corporate & Legislative Services. This initiative will be incorporated into the daily routine and yearly work plan of both departments.



Lena Martin
Manager of Finance & Administration



Sheena Fraser
Manager of Corporate & Legislative Services

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Borrowing from the MFA must be facilitated on behalf of the Village of Pemberton by the Squamish-Lillooet Regional District. Once the Village has received the approval of the electorate, the Squamish-Lillooet Regional District will be asked to prepare and issue a Security Issuing Bylaw and seek a Certificate of Approval from the Inspector of Municipalities. This is a normal function of all regional districts and it is expected the Squamish-Lillooet Regional District will accommodate the request in their yearly work plan.

ALTERNATIVE OPTIONS

There are no recommended alternative options at this time.

POTENTIAL GOVERNANCE CONSIDERATIONS

Undertaking an Alternative Approval Process to seek the assent of the electorate for the Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015 meets with Strategic Theme Two: Good Governance being an open and accountable government and to fiscal responsibility and is in alignment with the 2015 – 2019 Five Year Financial Plan Bylaw No. 783, 2015 as adopted May 5, 2015.

RECOMMENDATION

THAT this report and the Certificate of Sufficiency, both dated December 30, 2015, regarding the Alternative Approval Process conducted to seek approval from the electorate for borrowing from the Municipal Finance Authority for the sum of \$533,536 for the purchase of a Triple Combination Pumper Truck be received.

THAT the Village of Pemberton Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015 be given Fourth and Final Reading.

Attachments:

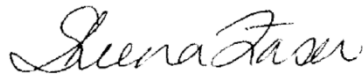
Appendix A: Certificate of Sufficiency for Alternative Approval Process

Appendix B: Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015



Paige MacWilliam
Legislative Assistant

MANAGER:



Sheena Fraser
Manager of Corporate & Legislative Services

CHIEF ADMINISTRATIVE OFFICER REVIEW



Nikki Gilmore
Chief Administrative Officer



Certificate of Sufficiency for Alternative Approval Process

Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015

The number of electors determined to be in the Village of Pemberton for the purposes of this alternative approval process is one thousand nine hundred (1990).

The number of electors that must submit valid signed Elector Response Forms in order to prevent Council from adopting the Bylaw without first obtaining the assent of the electors is one hundred and ninety (190).

The number of electors that submitted signed Electoral Response Forms in accordance with the requirements of the *Community Charter* and before the deadline of 4:00 p.m. on Tuesday, December 29, 2015 is zero (0).

I HEREBY CERTIFY THAT pursuant to section 86 (8) of the *Community Charter* sufficient petitions preventing Council from proceeding have not been received and that elector approval has been obtained for the Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015

Dated this 29th day of December, 2015.

A handwritten signature in cursive script, appearing to read "Sheena Fraser".

Sheena Fraser, Corporate Officer
Village of Pemberton

VILLAGE OF PEMBERTON

BYLAW No. 795, 2015

Triple Combination Pumper Truck Loan Authorization Bylaw

Being a By-law to authorize the borrowing of the cost of purchasing one (1) new Triple Combination Pumper Truck.

WHEREAS it is deemed necessary to improve fire protection servicing within the Village of Pemberton;

AND WHEREAS the estimated cost of purchasing a new fire truck including expenses incidental thereto is the sum of \$533,536 of which \$533,536 is the amount of debt created by this bylaw;

NOW THEREFORE, the Council of the Village of Pemberton in open meeting assembled enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out, or cause to be carried out the purchase of the fire truck in accordance with the quote from Fort Garry Fire Trucks on file in the municipal office and to do all things necessary in connection therewith for the benefit of the properties with the Village of Pemberton and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Municipality a sum not exceeding \$533,536.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.
3. This bylaw may be cited as "Triple Combination Pumper Truck Loan Authorization Bylaw No. 795, 2015".

READ A FIRST TIME this 15th day of September, 2015.

READ A SECOND TIME this 15th day of September, 2015.

READ A THIRD TIME this 15th day of September, 2015.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 2nd day of November, 2015.

APPROVAL OF THE ELECTORS RECEIVED this 29th day of December, 2015.

ADOPTED this _____ day of _____, 2015.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer