

**INAUGURAL MEETING OF THE  
COUNCIL OF THE TOWN OF LADYSMITH  
TO BE HELD AT THE LADYSMITH SENIORS' CENTRE  
630 2<sup>ND</sup> AVENUE  
MONDAY, NOVEMBER 5, 2018  
7:00 P.M.**

**AGENDA**

**PROCESSION**

- Staff Sergeant Ken Brissard, Detachment Commander, Ladysmith RCMP
- Aaron Stone – Mayor-Elect
- Amanda Jacobson – Councillor-Elect
- Robert Johnson – Councillor-Elect
- Tricia McKay – Councillor-Elect
- Duck Paterson – Councillor-Elect
- Marsh Stevens – Councillor-Elect
- Jeff Virtanen – Councillor-Elect

**CALL TO ORDER OF INAUGURAL MEETING** – Joanna Winter, Corporate Officer

**1. O CANADA**

**2. OATHS OF OFFICE**

- Mayor Stone
- Members of Council

**3. MAYOR’S INAUGURAL ADDRESS**

**4. AGENDA APPROVAL**

**5. APPOINTMENTS**

- 5.1. Deputy Mayor ..... Mayor Stone
- 5.2. Parcel Tax Review Panel..... By resolution



- 5.3. Cowichan Valley Regional District Director ..... By resolution
- 5.4. Cowichan Valley Regional District Alternate Director ..... By resolution
- 5.5. Vancouver Island Regional Library Board Director ..... By resolution
- 5.6. Vancouver Island Regional Library Board Alternate..... By resolution
- 5.7. Standing and Community Committee Representatives ..... Mayor Stone
- 5.8. Signing Authorities 2018-2022 (by resolution) ..... 1 - 5

Staff Recommendation:

That Council appoint the following members of Council, as recommended by Mayor Stone, for payment signing authority at Ladysmith & District Credit Union, RBC, and Municipal Finance Authority,;

- Mayor Aaron Stone
- Councillor Tricia McKay
- Councillor Duck Paterson
- Councillor Rob Johnson

6. MINUTES - None

7. DELEGATIONS - None

8. PROCLAMATIONS - None

9. DEVELOPMENT APPLICATIONS - None

10. BYLAWS – OFFICIAL COMMUNITY PLANNING AND ZONING - None

11. REPORTS

11.1. Official Results – October 20, 2018 Local Government Election ..... 6 - 8

Staff Recommendation:

That Council receive the report from the Chief Election Officer on the official results of the October 20, 2018 Local General Election for the Town of Ladysmith.

11.2. 2018-2022 Town’s Auditors.....9 - 10

Staff Recommendation:

That Council award the External Audit Service contract to MNP and appoint MNP as the Town’s auditor for the year-ends 2018 through 2022.

**12. BYLAWS - None**

**13. CORRESPONDENCE - None**

**14. NEW BUSINESS**

**15. UNFINISHED BUSINESS**

**15.1. Two Lot Boundary Extension Proposal – South Ladysmith..... 11 - 17**

Staff Recommendation:

That Council confirm that they have been advised of the two lot boundary extension proposal in south Ladysmith submitted to the Province as approved by the previous Council on June 18, 2018.

**QUESTION PERIOD**

- A maximum of 15 minutes is allotted for questions.
- Persons wishing to address Council during “Question Period” must be Town of Ladysmith residents, non-resident property owners, or operators of a business.
- Individuals must state their name and address for identification purposes.
- Questions put forth must be on topics which are not normally dealt with by Town staff as a matter of routine.
- Questions must be brief and to the point.
- Questions shall be addressed through the Chair and answers given likewise. Debates with or by individual Council members or staff members are not allowed.
- No commitments shall be made by the Chair in replying to a question. Matters which may require action of the Council shall be referred to a future meeting of the Council.

**ADJOURNMENT**

**STAFF REPORT TO COUNCIL**

**From:** Erin Anderson, Director of Financial Services  
**Meeting Date:** November 5, 2018  
**File No:** 1940-20  
**RE:** **Signing Authorities 2018 - 2022**

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**RECOMMENDATION:**

That Council appoint the following members of Council, as recommended by Mayor Stone, for payment signing authority at Ladysmith & District Credit Union, RBC, and Municipal Finance Authority:

- Mayor Aaron Stone
- Councillor Tricia McKay
- Councillor Duck Paterson
- Councillor Rob Johnson

**PURPOSE:**

To update the signing authorities for the new Council term.

**PREVIOUS COUNCIL DIRECTION**

n/a

**INTRODUCTION/BACKGROUND:**

Invoices approved for payment are processed in accordance with the Payment Policy and Signing Authority 05-1940-B. For cheques, an electronic signature of the Mayor and Director of Financial Services is automatically applied to cheques under \$8,000. Cheques above this threshold, as well as the release of the payment required physical signatures of the Mayor (or designate) or Director of Financial Services (or designate).

The following members of Council are recommended to be authorized to sign cheques and release payments on behalf of the Town:

- Mayor Aaron Stone
- Councillor Tricia McKay
- Councillor Duck Paterson
- Councillor Rob Johnson

If Council chooses to approve these signors, staff will work with the applicable financial institutions to update the signing authorities with the necessary documentation.

**ALTERNATIVES:**

Council can choose to:

- Assign all members of Council as signing authorities; or
- Amend the policy to remove the requirement of a Council member’s signature; or
- Increase or decrease the threshold for physical signatures.

**FINANCIAL IMPLICATIONS:**

Not applicable as all payments are approved through the purchasing policy and financial plan.

**LEGAL IMPLICATIONS:**

Legal paperwork is required the financial institutions.

**CITIZEN/PUBLIC RELATIONS IMPLICATIONS:**

n/a

**INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:**

Finance will coordinate the necessary documentation from the financial institutions

**ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:**

- |  |  |
|--|--|
| <input type="checkbox"/> Complete Community Land Use | <input type="checkbox"/> Low Impact Transportation |
| <input type="checkbox"/> Green Buildings             | <input type="checkbox"/> Multi-Use Landscapes      |
| <input type="checkbox"/> Innovative Infrastructure   | <input type="checkbox"/> Local Food Systems        |
| <input type="checkbox"/> Healthy Community           | <input type="checkbox"/> Local, Diverse Economy    |
| <input checked="" type="checkbox"/> Not Applicable   |  |

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

- |  |   |
|--|---|
| <input type="checkbox"/> Employment & Tax Diversity              | <input type="checkbox"/> Natural & Built Infrastructure |
| <input type="checkbox"/> Watershed Protection & Water Management | <input type="checkbox"/> Partnerships                   |
| <input type="checkbox"/> Communications & Engagement             | <input checked="" type="checkbox"/> Not Applicable      |

**SUMMARY:**

It is requested that specific members of Council are appointed as financial signing authorities for the Town of Ladysmith during the 2018-2022 Council term.



Erin Anderson, Director of Financial Services

October 30, 2018  
Date

I concur with the recommendation.

A handwritten signature in black ink, consisting of a stylized initial 'G' followed by a long horizontal line that ends in a small dot.

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Guillermo Ferrero, City Manager

**ATTACHMENTS:**

Payment Policy and Signing Authority



**TOWN OF LADYSMITH**  
**POLICIES AND PROCEDURES MANUAL**

<b>TOPIC:</b>	<b>Payment Policy and Signing Authority</b>		
<b>APPROVED BY:</b>	<b>Council</b>	<b>DATE:</b>	<b>January 9, 2012</b>
<b>RESOLUTION #:</b>	<b>2012-005</b>		
<i>(Amended) 99-770, 2000-594, 2002-272, 2011-510, 2012-005</i>			
<u>Municipal Signing Authority</u>			
The signing of all cheques and electronic payments shall be made in accordance with the following criteria:			
The Groups are as follows			
<b>Group A</b>		<b>Group B</b>	
Mayor Council		Director of Financial Services City Manager Manager of Accounting Services Director of Corporate Services	
<u>Municipal Cheques</u>			
If a cheque is not more than \$8,000, the following two (2) signatures will be electronically reproduced:			
<ul style="list-style-type: none"> <li>• Mayor</li> <li>• Director of Financial Services</li> </ul>			
If a cheque is more than \$8,000, the cheque must be signed by one member of Group A and one member of Group B.			
Prior to the release of the cheques, the Cash Requirements Report must be signed by one member of Group A and one member of Group B.			

**05-1940-B**

Electronic Payments

Where possible, efficient and fiscally wise, Electronic Funds Transfers (EFT) will be utilized.

For EFT payments over \$8,000, an internal financial institution system approval must be made by the Manager of Accounting Services or the Director of Financial Services, except for the following:

- Lease payments
- Payroll and Payroll deductions
- US Bank (Purchasing Cards)

Any EFT vendor must be approved by one member of each group prior to being included in the financial software.

Prior to the file release of the EFT, the Cash Requirements Report must be signed by one member of Group A and one member of Group B.

**05-1940-B**

## INFORMATION REPORT TO COUNCIL

From: Joanna Winter, Chief Election Officer  
Meeting Date: November 5, 2018  
File No: 4200-20  
RE: OFFICIAL RESULTS – OCTOBER 20, 2018 LOCAL GOVERNMENT ELECTION

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**RECOMMENDATION:**

That Council receive the report from the Chief Election Officer on the official results of the October 20, 2018 Local General Election for the Town of Ladysmith.

**PURPOSE:**

The purpose of this report is to fulfill a statutory obligation to provide council with the official results of the October 20, 2018 local general election.

**PREVIOUS COUNCIL DIRECTION**

N/A

**DISCUSSION:**

Under the *Local Government Act*, s. 158, the Chief Election Officer is required to submit a report to the council within 30 days after the declaration of the official results by acclamation, voting or assent voting. This report must include a compilation of the ballot accounts.

The official declaration of the election results is attached to this report, together with the ballot account.

**SUMMARY POINTS**

- The *Local Government Act* requires that the Chief Election Officer provide an official report to Council of the election results
- The official declaration and ballot account form are attached to this report.



Joanna Winter, Chief Election Officer

October 30, 2018

I concur with the recommendation.



Guillermo Ferrero, City Manager

**ATTACHMENT(S)**

Official Declaration of Election Results  
Ballot Account



Town of Ladysmith  
**2018 OFFICIAL LOCAL GOVERNMENT  
 ELECTION RESULTS**

October 23, 2018

<i>Office of the Mayor</i>	# of Votes Received	Elected
STONE, Aaron		<b>ACCLAIMED</b>
<i>Office of Councillors</i>		
ARNETT, Steve	849	
FRIESENHAN, Joe	837	
JACOBSON, Amanda	1,027	✓
JOHNSON, Rob	1,078	✓
McKay, Tricia	1,419	✓
PATERSON, Duck (Donald)	1,093	✓
SACHT, Malcolm Stanfred	900	
STEVENS, Marsh	1,228	✓
VIRTANEN, Jeff	1,264	✓

**Total Ballots Cast: 2,076**

**Voter Turnout: 31.2%**

The determination of official election results was made by the Chief Election Officer on Tuesday, October 23 at 4:00 p.m. and is based on ballot accounts as amended or prepared by the Chief Election Officer.

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Joanna Winter  
 Chief Election Officer



Form No. 5-16  
TOWN OF LADYSMITH

**BALLOT ACCOUNT**

General Local Election  
October 20, 2018

Frank Jameson Community Centre  
(Includes Test Ballots, Mail Ballots, Advance Voting October 10&18 at Town of Ladysmith  
Council Chamber)

(1) Number of ballots received for use (see Note 1)		<u>5,000</u>
(2) Ballots without objection	<u>2,076</u>	
(3) Ballots accepted subject to objection under s.140	<u>0</u>	
(4) Ballots rejected without objection	<u>6</u>	
(5) Ballots rejected subject to objection under s.140	<u>0</u>	
(6) Spoiled ballots that were replaced under s.128	36	
(7) Number of ballots given to the electors (2+3+4+5+6)	<u>2,118</u>	
(8) Mail-in ballots received after close of polls	<u>7</u>	
(9) Test ballots used	<u>229</u>	
(10) <b>Total Number of ballots used (7+8+9)</b>	<u>2,354</u>	
(11) Unused ballots (see Note 2)	<u>2,646</u>	
(12) Number of ballots not accounted for	0	
(13) <b>TOTAL (10+11+12) No. 1 &amp; No. 13 must agree</b>		<u>5,000</u>

*Antew.*

**STAFF REPORT TO COUNCIL**

**From:** Erin Anderson, Director of Financial Services  
**Meeting Date:** November 5, 2018  
**File No:** 1850-01-2017

**RE:** 2018-2022 Town’s Auditor

**RECOMMENDATION(S)**

That Council award the External Audit Service RFP #2018-FS-02 to MNP and appoint MNP as the Town’s auditor for the year-ends 2018 through 2022.

**PURPOSE**

The purpose of this report is to appoint the Town’s auditor, as required in section 169 of the *Community Charter*.

**PREVIOUS COUNCIL DIRECTION/RESOLUTIONS**

CS 2013- 357	2013- 10-21	It was moved, seconded and carried that the contract for external audit services be awarded to Meyers Norris Penny (MNP) and that Meyers Norris Penny be appointed as the Town’s auditor for the fiscal year-ends of 2013 through 2017.
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**INTRODUCTION/BACKGROUND**

The Town must appoint an auditor to conduct an annual audit of the Town’s finances. The Town appointed MNP as the Town’s auditors in 2013 to conduct five years of audits. Per the Town’s Purchasing Policy, the fee for audit services was required to be re-tendered.

The following two bid were received:

FIRM	Total amount for all 5 years
MNP	\$ 99,750 including tax
Smythe LLP	\$ 120,750 including tax

**SCOPE OF WORK**

If Council wishes to continue with MNP as the Town’s auditor, there is no additional work required beyond regular year-end audit.

**ALTERNATIVES**

Council could:

- 1) Award to Smythe LLP; or
- 2) Reject all bid submissions and re-issue RFP.



**FINANCIAL IMPLICATIONS**

The annual cost for the audits are expected to be \$18,000 in 2018 up to \$20,000 in the last year. This is a decrease over the current costs of \$25,500.

**LEGAL IMPLICATIONS**

There is a legislative requirement for the Town to appoint an external auditor.

**CITIZEN/PUBLIC RELATIONS IMPLICATIONS**

None.

**INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

Most of the financial work is performed by the Finance Department, though Corporate Services and Public Works play a role in records management and inventory management.

**ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:**

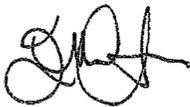
- |  |  |
|--|--|
| <input type="checkbox"/> Complete Community Land Use | <input type="checkbox"/> Low Impact Transportation |
| <input type="checkbox"/> Green Buildings             | <input type="checkbox"/> Multi-Use Landscapes      |
| <input type="checkbox"/> Innovative Infrastructure   | <input type="checkbox"/> Local Food Systems        |
| <input type="checkbox"/> Healthy Community           | <input type="checkbox"/> Local, Diverse Economy    |
| <input checked="" type="checkbox"/> Not Applicable   |  |

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

- |  |   |
|--|---|
| <input type="checkbox"/> Employment & Tax Diversity              | <input type="checkbox"/> Natural & Built Infrastructure |
| <input type="checkbox"/> Watershed Protection & Water Management | <input type="checkbox"/> Partnerships                   |
| <input type="checkbox"/> Communications & Engagement             | <input checked="" type="checkbox"/> Not Applicable      |

**SUMMARY:**

It is recommended that Council appoint MNP as the Town's auditors to conduct financial audits for the years 2018 through to 2022.



Erin Anderson, Director of Financial Services

October 22, 2018

I concur with the recommendation.



Guillermo Ferrero, City Manager

## INFORMATION REPORT TO COUNCIL

**From:** Felicity Adams, Director of Development Services  
**Meeting Date:** November 5, 2018  
**File No:** 6560-20 (Rosen)  
**RE:** TWO LOT BOUNDARY EXTENSION PROPOSAL - SOUTH LADYSMITH

### RECOMMENDATION:

That Council confirm that they have been advised of the two lot boundary extension proposal in south Ladysmith submitted to the Province as approved by the previous Council on June 18, 2018.

### PURPOSE:

The purpose of this report is to advise Council of the two lot boundary extension proposal.

### PREVIOUS COUNCIL DIRECTION

June 18, 2018

That Council:

1. Confirm that it has obtained the assent of the electors to petition the Minister of Municipal Affairs and Housing to extend the boundary of the Town of Ladysmith as it appeared in the Ladysmith Chronicle newspaper on April 25 and May 2, 2018 and the BC Gazette on May 10, 2018;
2. Confirm that all legislative requirements pertaining to the municipal boundary extension have been completed; and
3. Direct that the two parcels to include in the boundary extension request are as shown on the map and legally described as:
  - Lot 20, District Lot 41, Oyster District, Plan 2519, except parts in Plans 8993, 43985 and EPP28332 (PID 006-356-362)
  - Lot 1, District Lot 41, Oyster District, Plan 8804 except part in Plans 43985 and VIP55838 and that part of Lot 17, District Lot 41, Oyster District, Plan 2519 lying to the west of westerly boundary of Plan 1057RW (PID 005-468-833, PID 000-424-862).



### DISCUSSION:

The Structure Branch of the Ministry of Municipal Affairs and Housing is preparing the

boundary extension proposal for consideration by Provincial decision makers. The Ministry has requested that the new Council be made aware of the two lot proposal as part of this process. The staff report previously circulated to Council at its June 18, 2018 meeting is attached for further background information on the statutory processes completed by the Town.

**SUMMARY POINTS**

Staff are advising Council about a two lot boundary extension proposal that the previous Council submitted to the Province, prior to decision making on the matter by the Province.



\_\_\_\_\_  
*Director of Development Services*

*October 24, 2018*

I concur with the recommendation.



\_\_\_\_\_  
Guillermo Ferrero, City Manager

**ATTACHMENT(S)**

Staff report to Council dated June 18, 2018.

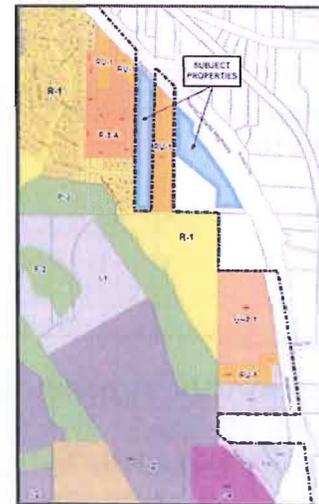
**STAFF REPORT TO COUNCIL**

From: Felicity Adams, Director of Development Services  
 Meeting Date: June 18, 2018  
 File No: 6560-20 (Rosen)  
 RE: **RESULTS OF THE ALTERNATIVE APPROVAL PROCESS (AAP) FOR A PROPOSED TWO LOT BOUNDARY EXTENSION**

**RECOMMENDATION:**

That Council:

1. Confirm that it has obtained the assent of the electors to petition the Minister of Municipal Affairs and Housing to extend the boundary of the Town of Ladysmith as it appeared in the Ladysmith Chronicle newspaper on April 25 and May 2, 2018 and the BC Gazette on May 10, 2018;
2. Confirm that all legislative requirements pertaining to the municipal boundary extension have been completed; and
3. Direct that the two parcels to include in the boundary extension request are as shown on the map and legally described as:
  - Lot 20, District Lot 41, Oyster District, Plan 2519, except parts in Plans 8993, 43985 and EPP28332 (PID 006-356-362)
  - Lot 1, District Lot 41, Oyster District, Plan 8804 except part in Plans 43985 and VIP55838 and that part of Lot 17, District Lot 41, Oyster District, Plan 2519 lying to the west of westerly boundary of Plan 1057RW (PID 005-468-833, PID 000-424-862).

**PURPOSE:**

The purpose of this staff report is to seek Council confirmation to proceed with the request to the Province for the two lot boundary extension.

## PREVIOUS COUNCIL DIRECTION

Date	Resolution	Resolution Details
March 6, 2017	CS 2017-065	<ol style="list-style-type: none"> <li>1. That Council direct staff to proceed with developing the boundary extension proposal to the Province to request that Lot 20, District Lot 41, Oyster District, Plan 2519, except parts in Plans 8993, 43985 and EPP28332 be included within the boundary of the Town and to submit the proposal to the Province.</li> <li>2. Based on Council's decision to implement an application fee for boundary extension proposals, that Council deny the applicant's request to waive the fee in full or in part.</li> <li>3. That Council direct staff to write to the owners of the other south Ladysmith properties that are similarly bounded by the Town and the highway to see if there is interest in being part of this boundary extension proposal to the Province.</li> </ol>
June 19, 2017	CS 2017-198	That Council direct staff to include one additional property, as requested by the owners, in the boundary extension proposal to the Province, such property being legally described as Lot 1, District Lot 41, Oyster District, Plan 8804 except part in Plans 43985 and VIP55838 and that part of Lot 17, District Lot 41, Oyster District, Plan 2519 lying to the west of westerly boundary of Plan 1057RW (11070 Trans Canada Highway).
April 16, 2018	CS 2018-112	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Direct staff to seek elector approval of the proposed two lot boundary extension in south Ladysmith through an Alternative Approval Process with a deadline for receipt of Elector Response Forms of 4:00 p.m., Wednesday, June 6, 2018; and</li> <li>2. Confirm the number of eligible electors for the Alternative Approval Process as 6,635.</li> </ol>

### INTRODUCTION/BACKGROUND:

The two parcels that are the subject of the boundary extension proposal are located in south Ladysmith on Farrell Road. They are currently within the jurisdiction of the Cowichan Valley Regional District (Area G). There are six main steps in the process to extend the municipal boundary. This proposal is at Step 5.

- ✓ Step 1 - Proposal development and referrals
- ✓ Step 2 - Town makes a proposal to the Province
- ✓ Step 3 - Province undertakes its review
- ✓ Step 4 - Municipal elector approval
- Step 5 - Provincial approval (**we are here**)
- Step 6 - Implementation of the change, if approved.

### DISCUSSION:

The Town's last step in the boundary extension process includes:

- A second resolution from Council confirming the boundary extension request to the Province
- A declaration that the legislative requirements have been met (Corporate Officer)
- Results of the AAP (Corporate Officer).

**ALTERNATIVES:**

Council could chose to not proceed with the boundary extensions request at this time.

**FINANCIAL IMPLICATIONS:**

The cost of statutory advertising is the cost of the applicant.

**LEGAL IMPLICATIONS:**

The boundary extension process is governed by the *Local Government Act* which requires that Council must obtain the approval of the electors of the municipality in relation to the proposed extension before the Minister will make a recommendation to Cabinet to approve the proposal. Elector assent has been achieved through the AAP process.

**CITIZEN/PUBLIC RELATIONS IMPLICATIONS:**

There were no elector response forms submitted as a result of the AAP.

**INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:**

None

**ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Complete Community Land Use | <input type="checkbox"/> Low Impact Transportation |
| <input type="checkbox"/> Green Buildings                        | <input type="checkbox"/> Multi-Use Landscapes      |
| <input type="checkbox"/> Innovative Infrastructure              | <input type="checkbox"/> Local Food Systems        |
| <input type="checkbox"/> Healthy Community                      | <input type="checkbox"/> Local, Diverse Economy    |
| <input type="checkbox"/> Not Applicable                         |  |

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

- |  |   |
|--|---|
| <input type="checkbox"/> Employment & Tax Diversity              | <input type="checkbox"/> Natural & Built Infrastructure |
| <input type="checkbox"/> Watershed Protection & Water Management | <input type="checkbox"/> Partnerships                   |
| <input type="checkbox"/> Communications & Engagement             | <input checked="" type="checkbox"/> Not Applicable      |

**SUMMARY:**

The proposed boundary extension process is now at the stage of confirming Council's request to the Minister to extend the municipal boundaries to include two lots located in south Ladysmith.



Felicity Adams, Director of Development Services

June 11, 2018

I concur with the recommendation.



Guillermo Ferrero, City Manager

**ATTACHMENTS:**

AAP Results.

Reviewed Previously

**CORPORATE OFFICER'S CERTIFICATION**

**ALTERNATIVE APPROVAL PROCESS RESULTS**

**SOUTH LADYSMITH BOUNDARY EXTENSION**

I, the undersigned Corporate Officer, as the person assigned responsibility for corporate administration under section 148 of the *Community Charter*, certify the results of the alternative approval process that was conducted to obtain the approval of the electors for an extension of the area of the municipality to include the following described lands:

1. Lot 20, District Lot 41, Oyster District, Plan 2519, except parts in Plans 8993, 43985 and EPP28332
2. Lot 1, District Lot 41, Oyster District, Plan 8804 except part in Plans 43985 and VIP55838 and that part of Lot 17, District Lot 41, Oyster District, Plan 2519 lying to the west of westerly boundary of Plan 1057RW

The alternative approval process period ended at 4:00 p.m. on June 6, 2018. The results are as follows:

Estimated number of eligible electors:	<u>6.635</u>
Number of elector response forms submitted by the deadline:	<u>  0</u>
Percentage of estimated electors who validly submitted elector response forms:	<u>  0</u>

And in accordance with section 86 of the *Community Charter*, the approval of the electors was obtained.

Dated this 6<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Joanna Winter, Corporate Officer

