



Kicking Horse River Dike Upgrade Project (BRIDGE 2 BRIDGE):

Project Description and FAQ Package
for Town of Golden Residents

in association with

the Alternative Approval Process for
Loan Authorization Bylaw No. 1301, 2012.



DOCUMENT PURPOSE

The intent of this information package is to provide the residents of Golden and more importantly the eligible electors of the municipality an accurate and comprehensive explanation of the proposed *Bridge 2 Bridge Project* in order that they may then make an informed decision as to whether they wish to support Town Council’s proposed borrowing bylaw to enable the required municipal contribution to it.

HISTORY AND SITUATION

The community of Golden has literally been shaped by the forces of the Kicking Horse and Columbia Rivers. Traditional settlement and development in the community avoided the various flood channels that become torrents during spring run-off. Since the late 1990’s Golden has attempted to control the Kicking Horse River through flood mitigation techniques. While channelizing the river was initially an effective technique to flood control, natural sediment deposits, dike levels and resulting high water levels have become a concern. In recent years, particularly 2005 and 2007, the river has undermined the capacity of the manufactured river edges to prevent floods and ice jams.

The entirety of Golden’s historic downtown rests along the Kicking Horse River adjacent to the most vulnerable section of dike. The area houses Golden’s only two chartered financial institutions, law and insurance offices, post office, and important infrastructure private and public systems including water, sewer, gas and electricity- all of which rest below the level of the dike.

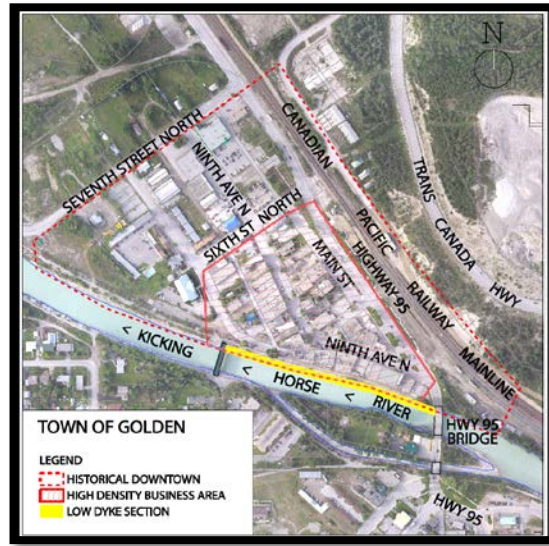
Almost 20% of Golden’s entire Commercial Assessment value (approximately \$24 million) is threatened by a dike breach in this area. Moreover a flood event into the downtown would sever traffic flows on Highway 95, and thereby cut off all emergency services to the area, given that all services are located on the opposite side of the river. A flood event could also affect the National CPR Mainline.

A dike breach adjacent to Golden’s downtown would spell economic and social disaster for the community, while posing serious health and safety risks, crippling the community’s operating systems, and cost many millions of dollars to address.

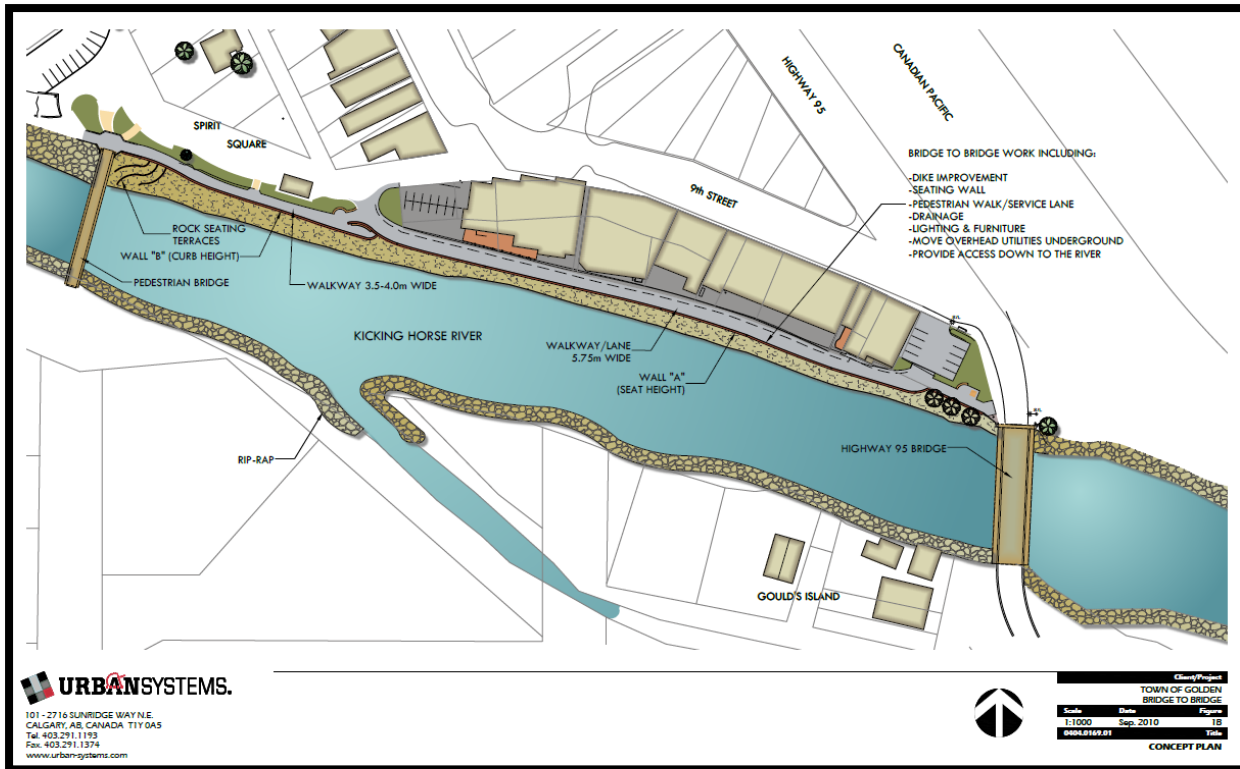


BUILDING A CASE FOR PROTECTION

In recent years recurring ice jams and high flood water levels in the Kicking Horse River have threatened the security of the community core. In the spring of 2007 less than a foot of free board was protecting the downtown from a dangerous flood. A debris jam on either end of the dike could have spelled disaster, forcing water levels beyond the containment of the dike. A Hydraulic Modeling Report of the Kicking Horse River developed by Hydroconsult, and updated in both 2003 and 2006 by Matrix Solutions identifies five main sections where the dike must be raised. It identifies the section adjacent to downtown as one of the dikes lowest, with a freeboard of only 0.26 meters above the 200 year flood level.



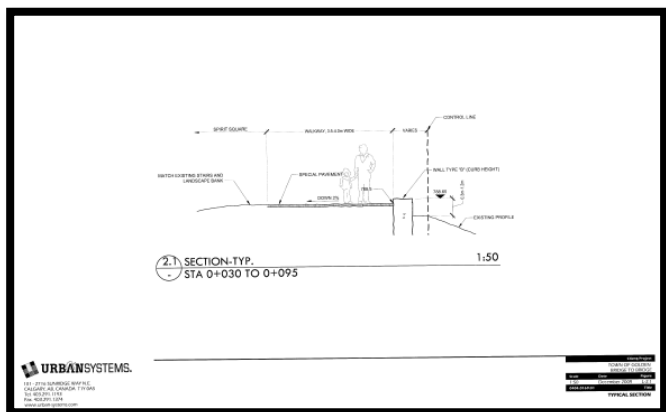
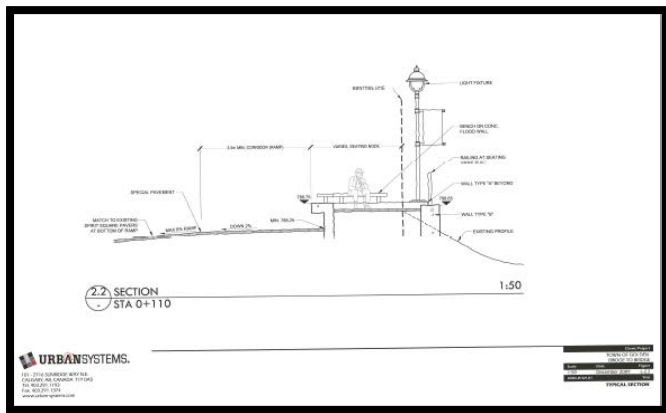
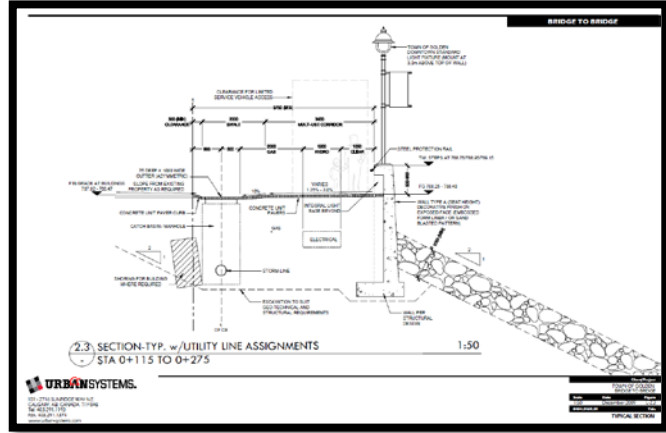
The report states that given the conditions in Golden and the Kicking Horse River, the standard free board allowance of 0.6 metres as recommended by the BC Ministry of Environment (last updated in 2000) should be increased to 1.0 metre above the 200 year flood level. Recommendations of the report included gravel extraction from the river (which was finally approved and undertaken in 2008 after several years of negotiations with the Federal government) combined with raising dike levels of the low areas to the recommended levels. A project proposal bolstered by all of the above was submitted to the Province for funding but was not approved.



Recognizing the need to address flood protection while turning this same need into a community vibrancy opportunity has garnered the support of three successive terms of Town Council. That is, creating an improved dike that could not only function as a flood mitigation technique, but also revitalize, beautify, and enhance the downtown experience. During the consultation process to re-write the Official Community Plan, residents voiced the desire for the community to embrace the riverfront, which is not only aesthetically important but a significant element of the community’s culture and heritage.

As a result, the Town committed significant funds in both 2009 and 2010 to develop a preliminary engineering design to increase flood protection along the vulnerable north bank of the Kicking Horse River adjacent to the historic downtown. Given the area’s specific high density of human use, the importance of continued access, and the adjacency of the timber frame pedestrian bridge and Spirit Square, the envisioned result has been a combination of both flood control needs and community beautification.

This includes the development of a 220 metre long “sea wall” style concrete abutment and 110 metres of rockwork and curbing for a total of 330 metres of protected area to ensure the dike’s finished elevation is 1 metre higher than the estimated 200 year flood level. It also includes new and enhanced tourist and pedestrian amenities, beautification of the public realm, including the elimination of overhead power and data lines, and installation of riverside lamp bollards, furniture, and landscaping materials.



Consultation with businesses and property owners along this stretch also occurred in 2009. Generally, owners declared awareness of space restrictions the project would create associated with the laneway but indicated willingness to compromise in order to support the project through shared waste services and delivery access and/or schedule changes.

MONEY AND TIMING

A project of this magnitude is difficult to achieve purely with local tax dollars alone and this is why for the last several years council has pursued the Province to allocate much needed grant funds from its Flood Protection Program in partnership with the federal government.

To meet its deadline, an official grant application was submitted to the Province on September 24th 2010. In support of the grant application, and given the complexity of the proposed project the Town engineering consultant, Urban Systems, prepared a *Golden Kicking Horse River Dike Upgrade Project Justification/Business Case* in 2009 as preparation for this submission.

Over a year later, on January 24th 2012 the Province confirmed funding up to \$2,240,000, subject to a minimum 1/3 municipal contribution and a start-up meeting with staff from the BC Flood Protection Program to determine a work plan and timelines to undertake the project. This meeting was held on February 16th 2012, and Town staff was asked to provide a proposed project schedule by early March.

The original project schedule contemplated starting the project in May 2011 with completion scheduled in February 2014. Yet despite a 15 month delay in grant confirmation, provincial Flood Protection staff was clear that the original February 2014 completion deadline remained in effect. Despite this significant contribution of funds, this has resulted in equally significant pressure to deliver the project in a condensed timeline.

BUDGET EMERGENCE AND EVOLUTION

Based upon the conceptual plan presented in the justification and business case, tempered by town staff's own assessments and risk analysis, the total potential value of the project is estimated at \$4.5million.

This said, the project budget is based on preliminary engineered designs with a sizeable contingency/risk factor of over 35% (25% by the engineer's estimate and an additional 10% by Council per its own policy to do so) and includes the provincial grant as well as contributions from BC Hydro and Telus toward the elimination of overhead power and data lines.

Finally, funding contribution of \$300,000 toward this budget from the *Resort Municipality Initiative* will be allocated against the project's "ineligible" (general beautification) category should the project move forward, but this is not reflected in the project budget account below.

Kicking Horse River Dike Upgrade

Task Group or Item	2012		2013		2014		Totals
	Jan - Jun	Jun - Dec	Jan - Mar	Jun - Dec	Jan - Mar	Jun - Sep	
Engineering		217,200.00	15,000.00	319,676.00	10,000.00		561,876.00
Environmental		34,000.00			3,000.00		37,000.00
Construction			-	2,456,043.00			2,456,043.00
Materials			-	956,359.00			956,359.00
Total	-	251,200.00	15,000.00	3,732,078.00	13,000.00	-	4,011,278.00
Non Claim - HST	-	4,396.00	262.50	65,311.37	227.50	-	70,197.37
Total with - Non Claim - HST	-	255,596.00	15,262.50	3,797,389.37	13,227.50	-	4,081,475.37
Risk Factor - 10%	-	25,559.60	1,526.25	379,738.94	1,322.75	-	408,147.54
Total	-	281,155.60	16,788.75	4,177,128.30	14,550.25	-	4,489,622.90
		281,155.60		4,193,917.05		14,550.25	

Full Project

Funding Sources	BC Flood				Total
	Town of Golden	Protection	BC Hydro	Telus	
Dike Enhancements	918,764.00	2,240,000.00	100,000.00	37,000.00	3,295,764.00
Ineligible	715,514.00				715,514.00
	1,634,278.00	2,240,000.00	100,000.00	37,000.00	4,011,278.00
Non Claimable HST	70,197.37				70,197.37
Risk Factor - 10%	408,147.54				408,147.54
Total Funding	2,112,622.90	2,240,000.00	100,000.00	37,000.00	4,489,622.90

As a result, the project’s total budget is significantly buffered and anticipated to be lower than the \$4.5million; however, a detailed, technically generated, and defensible project budget cannot begin to be fully established until a detailed engineering plan has been developed complete with construction drawings, detailed quantity analyses, and an environmental assessment that provide far more certainty of project costs and will also reveal what savings and efficiencies can be realized in order to lower project costs and reduce impacts to the taxpayer. Essentially, the further down the road the project is taken the better the understanding, limitations, and efficiencies within the budget that can be dealt with.

The detailed engineering plan and environmental assessment must be undertaken and completed this summer and fall if construction is to take place in 2013 and meet the grant deadline of spring 2014. The estimated cost for completing this next phase of engineering requirements is approximately \$281,155.60 as shown above.

COMING UP WITH THE MUNICIPAL SHARE OF THE MONEY...

Undertaking these detailed planning assessments means a commitment to the project and its completion. The Town of Golden does not have the cash to contribute up to \$2.3million toward the project on hand, and would have to borrow the money to do so.

Borrowing money for infrastructure projects by municipalities is very common in British Columbia, with long-term debt financed by the *Municipal Finance Authority* (MFA) – an entity established and managed by all regional districts in the province. The MFA has a credit rating that has surpassed the Province at one point and its credibility permits borrowing at rates usually available only to the largest governments and corporations.

...REQUIRES APPROVAL OF THE ELECTORS

Borrowing has its rules for municipalities and in almost all circumstances, requires the approval of the local electorate to do so. There are generally two types of processes to attain this approval. The first is the *referendum*, in which similar to an election, electors cast a ballot on a specific day at a polling station in support or opposition to a proposal.

The second is the *Alternative Approval Process*, wherein the municipality advertises its proposed action in local papers. If 10% of eligible voters oppose the proposal by returning petitions in the time period provided, the council must reconsider the decision or hold a referendum. It is this *Alternative Approval Process* that Council is now undertaking with the people of Golden.

Specifically, the proposed action that Council has proposed is the passing of *Loan Authorization Bylaw No. 1301, 2012* which if approved, would authorize council to borrow up to \$2.3 million and repay that loan at an anticipated 5% interest rate over 30 years. The reasons behind the long-term amortization are twofold: it lowers the annual payment and therefore the impact to annual taxation, and it spreads the payment amongst both current and future taxpayers, who will benefit from the project as much as those would now.

Based upon the above, and assuming the entire \$2.3 million was drawn upon, the repayment term would represent an increase of between 2.48% and 2.54% in annual residential property taxes depending on property values ranging between \$200,000 and \$500,000, beginning in 2013 and ending 2043. A draw down of a lesser amount would of course, lessen these percentages.

The terms and conditions of the *Alternative Approval Process* are laid out in the advertisements for the process that appear in the May 23rd and 30th editions of the Golden Star. A resident's approval for the bylaw to pass lies in doing nothing. Opposition requires submission of an individually signed Elector Response Form (ERF) to Town Hall no later than 4:00pm on Friday, June 29th, 2012. ERF's are available at Town Hall or are downloadable from the Town of Golden's website and facebook page and can only be signed by eligible electors under the same rules that apply in a general municipal election.

Receipt of at least 274 Elector Response Forms (10% of eligible voters) will cause the bylaw to fail, following which council may elect to move the issue to a referendum or reconsider the project given its inability to undertake long-term borrowing for it. Receipt of less than 274 Elector Response Forms by the deadline will authorize council to pass the bylaw.

Attachments-

- *List of Frequently Asked Questions and Answers and Contact Personnel*
- *Proposed Loan Authorization Bylaw No. 1301, 2012*
- *Public Notice of Alternative Approval Process*

Frequently Asked Questions and Answers (FAQ's)

1. Why are we borrowing money now when there other infrastructure priorities that we must deal with like deteriorating roads?

It is a difficult time to be borrowing with Asset Management planning looming on the horizon, but not borrowing will not allow the Town to take advantage of the \$2.24 million Flood Protection Grant and the works that will protect the historic business community and other assets. One possible benefit of the potential long term borrowing for the Town share is that future taxation (future beneficiaries of the infrastructure) will pay for it.

2. There are other more important projects in town re: roads. Why are we focusing on this?

Yes, there are a number of roads and other Town infrastructure that require improvements, but there are currently no grants to undertake this work. Are we better to take advantage of a window of opportunity and leverage a large grant that also protects roads, water, sewer, storm, and other municipal infrastructure in the historical downtown, as well as providing for significant beautification to one of the community's greatest recreation and tourist assets?

3. Why don't we just raise the dike – is this possible and what would this look like?

The Provincial Guidelines recommend 600mm freeboard ABOVE the 1:200 year flood elevation. The Hydrologist Consultant to the project, who has extensive experience with the Kicking Horse River flow and ice jam characteristics dating back to 1999, recommends 1.0m of free board above the 1:200 year flood elevation. As an example, in order to raise the freeboard by 1.0m above the 1:200 year flood elevation, not infringe on the existing channel capacity, and maintain the existing 2:1 rip-rap slope, the dike top surface would be decreased to about 2.0 meters at its existing lowest point, likely making delivery, and emergency access behind the businesses difficult if not impossible. The issue of access into the existing building elevations and storm water management adjacent to the businesses would also need to be addressed (as it is under the proposed plan). The beautification aspects of the project would be lost as well as this proposed design includes removal of poles and burying the overhead lines.

4. What will happen to Gould's Island?

Gould's Island is already lower in elevation than the right bank and is not a part of the proposed flood protection work. Ice shove onto the island has occurred in the past. The proposed concrete head wall will prevent any future ice shoving onto the right bank and under "extreme rare events" may contribute to additional ice shove onto the island.

5. What about the Whitewater Park?

The BC Environment Ice Consultant, Paul Doyle, 2006, is quoted as saying "I strongly recommend against any obstructions being placed in the channel upstream of the pedestrian bridge that could impede running ice, even to a minor degree". Hydraulic modeling, based on information extracted from the conceptual Kayak Park design, indicates that the "drop structures and wing walls results in a 0.6m or more increase in the 1:200 year flood levels" between the bridges and extending upstream of the Highway 95 bridge. The current concept proposed for a

Kayak Park is not compatible with the B2B Project, but there may be an opportunity to modify the design to reduce potential flood impacts.

6. This project will just line the pockets of out of town contractors. How can we ensure the work remains in town to local contractors?

The engineer (and the knowledge trust) for the project has been involved since the conceptual stages so it would not make sense to go to competitive bid for the detailed engineering and construction management components. Moreover, with the condensed time frame for project delivery under the terms of the Flood Protection Grant, there is neither the time nor rationale to tender out for engineering work.

Current regulations (i.e. TILMA) and Best Practices require that we tender large projects like this based on completed detailed designs and material needs. The construction contract will be advertised locally as well as across Western Canada using online bid advertising engines such as MERX and BC Bid. Local qualified contractors could bid on the project as a general contractor, similar to any other qualified contractor, with appropriate bonding. Local qualified contractors without bonding capacity might be able to bid as sub-contractors to a larger general under the general's bonding.

If all tender submission requirements are met, the **LOWEST PRICE MUST BE ACCEPTED**. This is the best way of ensuring the best value for all taxpayers (local, provincial, and federal).

7. What is the total amount which has been paid to date to Urban Systems Limited for their work on this project?

\$26,500 was paid to USL for survey services to pick up the Spirit Square area and the Bridge to Bridge area which was invoiced through the Bridge to Bridge project number. Preliminary Design Phase 1 USL had an approved budget of the following:

	USL	BGME	RJC	Matrix	McIntosh Lalani
Phase 1	\$56,424	\$6,500	\$20,820	\$8,300	\$11,800

USL was paid \$56,424 under Phase 1, BGME invoiced \$7875 (including GST), RJC invoiced \$ 12,107.75 (including GST), McIntosh Lalani invoiced \$9975 (including GST).

USL invested \$10,000 to aid in the Grant preparation for the Emergency Flood Protection BC Grant Application on behalf of the Town of Golden. Total paid to USL since the Grant funding has been approved is \$5130.22 to the end of March 2012.

8. When was the retainer with Urban Systems for the engineering work and study on the Project first put in place?

There was no retainer with USL for the work, USL was giving proposals for each step and as an example the Town did not approve USL's Phase 2 Preliminary Design of the following:

	USL	BGME	RJC	Matrix	McIntosh Lalani
Phase 2	\$46,480	\$1,000	\$10,500	\$2,300	\$0

9. What was the total amount paid to Urban Systems to prepare the Bridge to Bridge Project Justification/ Business Case?

The total amount paid to Urban Systems to prepare the Bridge to Bridge Project Justification / Business Case was \$70,322.50 (Total USL fees subtract the value Spirit Square Survey Fees including GST) plus there was consultant fees of \$29,960.75 (including GST) for BGME, RJC, McIntosh Lalani as well as direct billed fees by Matrix .

10. What is the anticipated total amount which will be paid to Urban Systems from the time of their initial retainer to completion of the Project?

As noted above, there is no retainer for USL.
Based on the estimated effort to design, construct and complete the project the total amount estimated for Urban Systems to be paid is \$535,014 (excluding GST). The estimate for total amount paid to the other consultants from the start of the project to project completion is \$289,205.80 (including GST).

11. Is there a long term infrastructure assessment for the Town of the Golden for the next ten to fifteen years out, which sets out the priorities for needed infrastructure construction, upgrades, replacements, etc. and places the proposed Bridge to Bridge project in context? That is, has an assessment been done of all the likely infrastructure needs which the Town will have over the next ten to fifteen years and which establishes which of those needs are the most urgent?

The Town has investigated its infrastructure needs; for example, the Town's road network was evaluated in 2005 which identified a number of upgrades to focus on over a fifteen year period and beyond. The Town initiated an infrastructure analysis of the sanitary sewer network to aid in the analysis of the road network to coordinate underground and surface repairs. The Town initiated testing of the Asbestos Cement water main pipes to get an understanding around town on how the pipes are performing. The Town is currently monitoring the wells and lift stations around town to plan for upgrades which the Well #5 and 14th ST Lift Station have been in the planning stage for the last years.

However, with the ice jams and high water experienced over the last five years the Town realized how fortunate the residents of Golden were not to have had a breach of the dike. It was dubious that with only a water bladder would be able to protect the downtown from a flood event. For this reason, the Town administration raised the priority of the dike project above other infrastructure projects to protect the residents and businesses in Golden.

Questions about the Kicking Horse River Dike Upgrade Project may be directed to:

David Allen, Chief Administrative Officer
250.344.2271
cao@golden.ca

Questions about the Alternative Approval Process may be directed to:

Jon Wilsgard, Corporate Officer
250.344.2271
clerk@golden.ca

Proposed Loan Authorization Bylaw 1301, 2012



BYLAW RATIONALE STATEMENT

Town of Golden Bylaw 1301, 2012 *“Loan Authorization”*

A Council of a municipality in British Columbia may borrow funds for capital projects deemed necessary to meet public safety requirements, infrastructure needs, or any other need it may have identified within its Official Community Plan and 5-Year Financial Plan.

In most cases, the authorization to borrow starts with the development of a loan authorization bylaw which is an instrument of a council’s intent to borrow funds subject to the approval of the Province, the local electorate, and the board of the regional district.

This comprehensive process of consultation, accountability, and mutual sharing of risk provides for an exceptional interest rate and the loaning security provided by the Municipal Finance Authority of BC.

The Kicking Horse River Dike Upgrade (Bridge 2 Bridge) Project represents a necessary lift to the height of the dike between the Kicking Horse Pedestrian Bridge and the Highway 95 Traffic Bridge while also creating a beautification amenity that will benefit residents, visitors, and the economic vitality of the downtown core.

The project is estimated to potentially cost approximately \$4.5million, with up to \$2.24million being received in federal/provincial support. The remaining capital costs (up to \$2.3million) must be borne by the municipality.

Long term borrowing is the most cost effective and fair mechanism to enable the municipal funding contribution for this project as it distributes the financial liability over time to a wider number of tax payers accruing the benefits from the project.

TOWN OF GOLDEN

BYLAW NUMBER 1301, 2012
LOAN AUTHORIZATION

Being a bylaw to authorize the borrowing of a portion of the estimated cost to construct and improve the Kicking Horse River dike system associated with the *Kicking Horse River Dike Upgrade (Bridge 2 Bridge) Project*

The Council of the Town of Golden, in open meeting assembled, **HEREBY ENACTS AS FOLLOWS:**

1. CITATION

- (a) This Bylaw may be cited for all purposes as “*Town of Golden Loan Authorization Bylaw No. 1301, 2012*”.

2. SUBSTANTIVE PROVISIONS

- (a) The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of improvements to and associated with the Kicking Horse River Dike Upgrade (Bridge 2 Bridge) Project generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
- (i) To borrow upon the credit of the Municipality a sum not exceeding \$2,300,000.00 (two million, three hundred thousand dollars).
 - (ii) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of the Kicking Horse River Dike Upgrade (Bridge 2 Bridge) Project.
- (b) The maximum term for which debentures may be issued to secure the debt created by this bylaw is thirty (30) years.

3. SEVERABILITY

- (a) If any portion of this bylaw is found invalid by a decision of a court of competent jurisdiction, the invalid portion is severed without effect on the remaining portions of the bylaw.

READ A FIRST TIME THIS 10th DAY OF APRIL, 2012.

READ A SECOND TIME THIS 10th DAY OF APRIL, 2012.

READ A THIRD TIME THIS 10th DAY OF APRIL, 2012.

RECEIVED the approval of the Inspector of Municipalities this

____ day of _____, 2012.

RECEIVED the assent of the electors of the Town of Golden on the
____ day of _____, 2012.

RECONSIDERED AND ADOPTED THIS _____ DAY OF _____, 2012, BY A
UNANIMOUS DECISION OF ALL MEMBERS OF TOWN COUNCIL PRESENT AND
ELIGIBLE TO VOTE

MAYOR

CORPORATE OFFICER

Certified a true copy of Bylaw No.1301, 2012 as at third reading

CORPORATE OFFICER

Certified a true copy of Bylaw No.1301, 2012 as adopted

CORPORATE OFFICER

Public Notice of Alternative Approval Process (page following)



PUBLIC NOTICE

Alternative Approval Process

LOAN AUTHORIZATION BYLAW NO. 1301, 2012 Associated with the Kicking Horse River Dike Upgrade (Bridge2Bridge) Project

In almost all situations, local governments must obtain the assent of the electors in order to borrow money. Local governments can use the Alternative Approval Process (AAP) to do so as it is less expensive than a referendum to gauge public opinion. Some electors favour the AAP over a referendum because they have more time (at least 30 days) to express their opinion instead of the two days (advance poll and voting day) that are available to vote in a referendum. The method by which the electors express their opinion is by signing an Elector Response Form and submitting it to their local government by a given deadline. If less than 10% of electors state their opposition, a Council may proceed with its proposed action. More information about the AAP can be found at: http://www.cscd.gov.bc.ca/lgd/gov_structure/community_charter/governance/alternative_approval_process.htm

NOTICE IS HEREBY GIVEN THAT the Council of the Town of Golden proposes to borrow a sum not exceeding Two million, three hundred thousand dollars (\$2,300,000.00) from the Municipal Finance Authority (MFA) in accordance with Bylaw No. 1301, 2012 "Loan Authorization". The bylaw is associated with the Kicking Horse River Dike Upgrade (Bridge2Bridge) Project. The potential project budget is up to \$4.5 million, of which up to \$2.24 million has been awarded through the *Building Canada Fund – Flood Protection Program* in federal/provincial funding. If adopted, the bylaw will authorize Council to borrow and amortize a loan for up to thirty (30) years. The estimated rate of interest is 5.00%.

Pursuant to the *Community Charter*, in order to adopt the loan authorization bylaw the Council of the Town of Golden must obtain the approval of its electors.

The Council of the Town of Golden **may adopt** Bylaw No. 1301, 2012 "Loan Authorization" if, after the deadline, less than 10% of the eligible electors in the Town have signed and submitted individual Elector Response Forms. If after the deadline at least 10% of the eligible electors in the Town have signed and submitted Elector Response Forms, the Council **may not adopt** the same bylaw, unless it receives assent of the electors in a voting proceeding (referendum) which the Council may opt to then undertake.

The number of Elector Response Forms equalling 10% of the eligible electors in the Town is two hundred seventy four (274).

Elector Response Forms

The response of the electors must be in the form established by the Town of Golden. Forms are available at Town Hall located at 810 9th Avenue South, may be printed from the website at www.golden.ca (click on Local Government and look under "What's New") or on the Town's facebook page. For an Elector Response Form to be accepted it must:

- Be submitted only by an eligible elector of the Town of Golden to Town Hall;
- Include the full name of the elector;
- State the residential address of the elector;
- Be signed by the elector;
- If applicable, state the address of the property in relation to which the person is entitled to vote as a non-resident property elector; and
- Be submitted to the Corporate Officer before the deadline.

Deadline

Elector Response Forms will be accepted in person at Town Hall (810 9th Avenue South) **NO LATER THAN 4:00 P.M. ON FRIDAY, JUNE 29TH, 2012.**

Eligible Elector

An eligible elector for the purpose of this Alternative Approval Process is a resident who meets the following criteria:

- is age eighteen (18) or older;
- is a Canadian citizen;
- has been a resident of British Columbia for at least six (6) months;
- has been a resident of the Town of Golden for at least thirty (30) days upon the date of form submission; and,
- is not disqualified from voting by the *Local Government Act* or any other act.

A non-resident property elector who meets the following criteria is also an eligible elector:

- is not entitled to register as a resident elector for the Town of Golden;
- is age eighteen (18) or older;
- is a Canadian citizen;
- has been a resident of British Columbia for at least the past six (6) months;
- has been a registered named owner of real property in the Town of Golden for at least the past thirty (30) days prior to the date of form submission; and
- is not disqualified from voting by the *Local Government Act* or any other act.

Corporations are not entitled to vote nor are lands held in a corporate name eligible to vote. In the case of multiple owners of a parcel, only one person may vote as a non-resident property elector, with the written consent of the majority of the owners.

Questions may be directed to Jon Wilsgard, Corporate Officer at 250.344.2271 or by email to clerk@golden.ca

Dated this 18th day of May, 2012
Jon Wilsgard
Corporate Officer