Township of Langley
Est. 1873

M E M O R A N D U M

TO:	MAYOR AND COUNCIL	**DATE:**	DECEMBER 14, 2020
FROM:	SANDRA RUFF DIRECTOR OF FINANCE	**FILE NO:**	1700-60
SUBJECT:	ITEMS REQUESTED AT NOVEMBER 30, 2020 MEETING		

Please find attached information with respect to some of the additional information requested at the November 30, 2020 budget meeting.

Sincerely,

Sandra Ruff

Director of Finance

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ITEMS FLAGGED FOR DISCUSSION	
2021 Cost increases and drivers	2
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FIVE YEAR PLAN 2020-2025		
BUDGET CHANGES 2020-2021 (in $000's)	**%**	**Universal Services**
Salary and Wages	**1.82%**	**2,533**
Salary & Wages - Annualizations / Deferments from 2020	**0.13%**	**188**
RCMP Annualizations from 2020 (10 Officers hired Oct 1/20)	0.97%	1,347
Transfer from RCMP Reserve	-0.59%	(815)
Total RCMP Annualizations	**0.38%**	**532**
RCMP Contract Increase	**0.58%**	**813**
Operating Impact of Township Capital and Development	**0.62%**	**858**
Service Contract Deferrals to 2021 - Roads	0.19%	261
Service Contract Deferrals to 2021 - Facilities	0.71%	993
Service Contract Deferrals to 2021 - Parks	0.01%	8
Total Service Contract Deferrals to 2021	**0.91%**	**1,262**
Other Service Contract Increases	**0.39%**	**545**
Road Paving	**0.36%**	**500**
Other Revenue and Expense	**0.31%**	**427**
External Debt Payments	**1.33%**	**1,853**
Reduction in Costs - LED Conversion	**-0.27%**	**(380)**
Deferred Increase in Contribution to Capital- Parks	0.90%	1,250
Deferred Increase in Contribution to Capital - Transportation	0.37%	517
Deferred Increase in Contribution to Capital - Stormwater	0.36%	500
Deferred Increase in Contribution to Capital - Facilities	0.32%	450
Deferred Increase in Contribution to Capital	**1.95%**	**2,717**
Capital Infrastructure Renewal and Replacement	**0.22%**	**301**
Removal of One Time transfer from Capital Fund	**1.22%**	**1,702**
Base Budget Increase	**9.94%**	**13,851**

Existing External Debt (In millions)	Original Year of Loan Bylaw	Debt Bylaw	Funding Source	2015	2016	2017	2018	2019	2020
Yorkson Pump Station	1996	3420	Water	0.2	0.1	0.0	0.0	0.0	0.0
Langley Water Utility	2000	3950	Water	0.4	0.3	0.3	0.2	0.1	0.0
Parkland Acquisitions	2006	4455	DCC	2.2	2.1	1.9	1.8	1.6	1.4
Parkland Acquisitions	2006	4556	DCC	7.6	7.1	6.6	6.0	5.4	4.9
Sewer Works	2009	4750	Sewer	7.0	6.6	6.2	5.9	5.5	5.1
Rail Overpass, Mufford Ave	2009	4751	DCC	8.7	8.4	8.1	7.7	7.4	7.1
Stormwater Capital Works	2009	4752	Stormwater	1.5	1.4	1.3	1.2	1.2	1.1
Drainage Works	2010	4829	Stormwater	2.0	1.9	1.8	1.7	1.6	1.5
East Langley Water Supply	2012	4919	Water	23.8	28.4	33.5	32.3	31.0	29.7
Water Pump Station, Maple Ridge	2012	4920	Water	5.9	6.9	7.0	6.8	6.5	6.2
Rail Overpass, Mufford Safety Initiatives	2012	4953	Transportation			0.3	0.3	0.3	2.0
Widening: 208 Street Overpass	2017	5232	DCC			11.7	11.3	10.8	10.4
Interchange: 216 Street and Highway 1	2017	5233	DCC			13.7	13.2	12.6	12.2
Facility Repair, Improvement and Enhancement	2018	5346	Parks				5.5	5.5	5.3
Facility Repair, Improvement and Enhancement	2018	5346	General				1.5	1.5	1.4
Railway and Road Construction Projects	2018	5347	Transportation				4.0	13.1	12.5
MAP Arrival Point & Plaza	2019	5507	Parks						1.9
Land Acquisition (Wu, Alder Inn, and Van Aert)	2019	5508	General						16.4
Land Acquisition (Parks & ASED)	2019	5509	DCC						24.3
Land Acquisition (Parks & ASED)	2019	5509	General						43.4
LED Street Light Program	2020	5620	Transportation						4.3
GRAND TOTAL				**59.1**	**63.1**	**92.4**	**99.4**	**104.1**	**191.1**

Township of Langley

Est. 1873

REPORT TO

MAYOR AND COUNCIL

PRESENTED:	AUGUST 29, 2005 – REGULAR	**REPORT:**	05-167
FROM:	CORPORATE ADMINISTRATION	**FILE:**	
SUBJECT:	THE REDWOODS PURCHASE - ALTERNATIVE APPROVAL PROCESS		

RECOMMENDATION(S):

That Council receive the external Auditor's review of the Redwoods property cost analysis, the independent appraisal of the 174 acre Redwoods property and other relevant information on the potential acquisition of this property; and

That Council give first, second and third reading to the Redwoods Loan Authorization Bylaw No. 4455 to incur a liability in the amount of $4 million for the purpose of purchasing the Redwoods Golf Course; and

That Council provide an Alternative Approval Process, in accordance with *Section 86 of the Community Charter*, for the Redwoods Loan Authorization Bylaw No. 4455 and approve items (a) to (e) below with respect to the Alternative Approval Process.

a) Elector responses shall be in the form set out in Attachment "B"
b) The deadline for the submission of elector responses forms shall be 4:30 pm on October 26, 2005 (the "Deadline");
c) The Township Clerk is authorized to prepare an Alternate Approval Process Notice, which notice must be published once each week for two weeks consecutive weeks with the second publication being at least 30 days before the Deadline
d) This Alternative Approval Process applies to the entire area of the Township, and a fair determination of the total number of electors of the Township of Langley is 64,032.
e) The Township Clerk is authorized to undertake whatever else is required to carry out the Alternative Approval Process in accordance with the Community Charter.

EXECUTIVE SUMMARY:

The Township received two letters (dated January 27, and March 22, of 2005) from Redwoods Golf Course Ltd. proposing options for the Township to purchase the Redwoods Golf Course. Staff provided Council with Report No. 05-11 and Report No. 05-21 on the proposals contained in the two letters.

Upon review of the two reports, Council authorized the purchase of 174 acres of the Redwoods Golf Course property, whereby the Township agrees to buy the property and allow the Vendor to operate the golf course and keep the income for 20 years, subject to the following three conditions, confirmation of the value by an independent appraiser; completion of a counter-petition process as required for long-term borrowing under the Community Charter; and review of the financial terms of the transactions by the Township's external Auditors. The sale

is being structured as an agreement for sale with title transferring to the Township after 20 years and the Township having the "right to purchase" on property's current title.

Council asked our external auditors to review the financial terms of this potential purchase. The auditors reviewed the net present value cost analysis of the cash payments to be made to the Redwoods Golf Course Ltd excluding any foregone revenues from the golf course. Their conclusion was that information and logic used to make the decision was sound and remain valid despite minor differences in interpretation and calculation. Using the auditor's analysis the out of pocket cost, on a net present value basis, to the Township for this purchase would be $6.652 million.

Colliers appraised the property at approximately $7.0 million with a range from $6.9 million, if the income approach is used, to $7.4 million if a direct comparison approach is used.

Based on a business income approach, that is taking into account the foregone revenues for 20 years, the Township cost could be calculated as higher.

Based on an out of pocket cash purchase cost of $6.652 million, excluding the 20 year income stream foregone, the Township would be acquiring this property at $38,300 per acre. In order to justify this approach, one has to look at the objectives of Council in purchasing this property. Council's objectives, as stated in their Council resolution from June 13 Council meeting, is to *protect the green space, improvement and refinement of the Township's Urban Rural Edge; and to protect the significant heritage, environment and wildlife attributes on this property.* These objectives can be achieved at an out of pocket cash cost of $38,300 per acre compared to prices for parkland which range from about $45,000 to $60,000 per acre.

The Township will be borrowing $4 million which is an initial payment to the Redwoods Golf Course Ltd. The Long Term Financial Plan will be amended to include the total annual expenditure of approximately $484,000, for annual property taxes, green space maintenance and loan payments, to be funded from a combination of reserves, surplus and general revenues.

Since the Township is proposing to borrow $4 million over 20 years, a loan authorization bylaw is required under the Community Charter. Due to low debt levels, the Township is not required to seek the approval of the electors with respect to the bylaw; however, Council is choosing to proceed with the approval of the electors through the Alternate Approval Process to gauge taxpayers support for this project.

The Alternative Approval Process requirements are found under Section 86 of the Community Charter. Staff are seeking approval on the elements of the process to establish the elector response form, establish the deadline for elector response submission, determine the total number electors affected by the bylaw, authorize the Township Clerk to prepare an Alternate Approval Process notice and advertise it. This process will take about nine weeks with advertising from September 15 to 25, 2005, and a thirty day elector response submission period ending on October 26, 2005.

PURPOSE: The purpose of this report is to obtain Council's approval on the details of the Alternative Approval Process, in accordance with *Section 86 of the Community Charter*, for the Redwoods Loan Authorization Bylaw No. 4455.

BACKGROUND/HISTORY:

REDWOODS GOLF COURSE LTD OFFERS TO SELL THEIR PROPERTY TO THE TOWNSHIP

The Township received two letters (dated January 27, and March 22, of 2005) from Redwoods Golf Course Ltd. proposing options for the Township to purchase the Redwoods Golf Course. Staff provided Council with Report No. 05-11 and Report No. 05-21 on the proposals contained in the two letters.

Upon review of the two reports, Council authorized the purchase of the Redwoods Golf Course property, whereby the Township agrees to buy the property with a lease back to the Vendor for 20 years, subject to the following three conditions:

1. Confirmation of the value by an independent appraiser
2. Completion of a counter-petition process as required for long-term borrowing under the Community Charter, and
3. Review of the financial terms of the transactions by the Township's external Auditors

Council's resolution from the June 13, 2005 Special Closed Council meeting reads as follows:

Whereas:
Protection of green space and improvement and refinement of the Township's Urban Rural Edge is an important priority; and

The Township is pursuing an Arbour Ribbon to protect green space and improve the urban rural edge condition; and

The Arbour Ribbon is a linear arboretum, park, trial way, and green space corridor that will eventually traverse the Township from its southern boundary to its northern border; and

The Redwoods Property has significant heritage, environment and wildlife attributes; and

The Hope Family have endorsed these concepts are prepared to convey the Redwoods Property to the Township with a significant financial contribution by way of a reduction in the sale price of the Property; and

The acquisition of the Redwoods Property is a significant opportunity for the Township to proceed with the Arbour Ribbon concept in an environmentally friendly and sensitive manner, and promote parks, arboretum, and green space;

Be resolved:
That the Council authorize the acquisition of approximately 174 acres of the Redwoods Golf Course Property by way of agreement for sale in accordance with the letter of intent dated March 22, 2005 (second option) and January 27, 2005, each from the Vendor, (whereby the Township agrees to buy the property with a lease back to the Vendor for 20 years) and that the purchase be financed with a long-term debt to be repaid over a period of 20 years which authorization shall be subject to:

1. *Confirmation of value by an independent appraiser; and*
2. *Completion of a counter-petition process as required for long-term borrowing under the Community Charter; and*
3. *Report 05-21, titled "Redwoods Golf Course Property" be referred to BDO Dunwoody LLP, the Township's Auditors, for review of the financial terms of the transaction between the Township and the Hope Family regarding the purchase/sale of the Redwoods Property;*

and further; upon satisfaction of the aforementioned conditions precedent that staff be authorized to amend the Long Term Financial Plan accordingly.

DISCUSSION/ANALYSIS:

BDO DUNWOODY, EXTERNAL AUDITOR, REVIEW OF THE PURCHASE COST ANALYSIS

Council asked our external auditors to review the financial terms of this potential purchase. The auditors reviewed the net present value cost analysis of the cash payments to be made to the Redwoods Golf Course Ltd excluding any foregone revenues from the golf course. Their conclusion was that information and logic used to make the decision was sound and remain valid despite minor differences in interpretation and calculation. Using the auditor's analysis the out of pocket cost, on a net present value basis, to the Township for this purchase would be $6.652 million.

VALUATION OF THE REDWOODS GOLF COURSE PROPERTY

Colliers International Realty Advisors, independent appraisal of the property

Colliers appraised the property at approximately $7.0 million with a range from $6.9 million, if the income approach is used, to $7.4 million if a direct comparison approach is used. There have been very few golf course sales in the last five years and Colliers has stated that this seems to have happened predominantly because potential buyers of golf properties were not willing to meet the asking prices of vendors, and vendors were not willing to part with their holdings for less than replacement costs.

Colliers notes the following investment strengths and challenges for the property:

Strengths:

- ✓ Well-located property poised to take advantage of the region's growth
- ✓ Well-constructed facilities with plenty of parking and loading areas
- ✓ Professional management
- ✓ A moratorium on further course development, limiting potential competition

Challenges:

- ✓ Market is still suffering from over development in the early to mid 90's
- ✓ The sluggish growth in the number of new golfers is putting a limit on income growth in the short term

At a value of $7.0 million the cost per acre for this property is $40,300.

Competing offers for the purchase of the property

While Redwoods Golf Course did not solicit these offers, one of the offers received for the purchase of the golf course was $10 million for immediate possession of the golf course.

At a value of $10.0 million the cost per acre for this property is $57.500.

British Columbia Assessment valuation

British Columbia Assessment (BCA) valuation of the Redwoods Golf Course for 2005 was $8.68 million. This was the value placed on the land and building on this property based on highest use.

At a value of $8.68 million the cost per acre for this property is $49,900.

Vendor's valuation of the property

Redwoods Golf Course Ltd has received other offers for their property which they have not followed up indicating that their interest is to sell to the Township. They acknowledge that it is difficult to establish the current market price for the golf course by the direct comparison or market data approach when sales, some of which were distressed sales, were over five years old. They argue that land values have increased dramatically over the last several years, a fact that is not reflected in prior golf course sales.

Redwoods Golf Course Ltd has indicated that in their opinion the true value of the golf course, if they were to sell to another buyer without the provision to retain annual golf course profits for 20 years, is close to $15 million.

At a value of $15 million the cost per acre for this property is $86,200.

Property valuation implication to the Township purchase decision

The Township and Redwoods Golf Course Ltd. have negotiated an out of pocket purchase price of $6.652 million for the 174 acres property which represents the net present value of the following payments:

- ✓ $4,000,000 to be paid on closing of the sale
- ✓ $50,000 annual payment, for 20 years, for green space maintenance
- ✓ $104,000 (2005 figures) annual property taxes for 20 years for property maintenance.

The Township's contemplated purchase price of approximately $6.652 million includes a condition that the Township foregoes any annual profits from the golf course for a period of 20 years.

Based on a business income approach, that is taking into account the foregone income for 20 years, the Township's cost could be calculated higher. Redwoods Golf Course Ltd's valuation of the property is $15.0 million including the land, improvements and income stream.

Based on an out of pocket cash purchase cost of $6.652 million, excluding the 20 year income stream foregone, the Township would be acquiring this property at $38.300 per acre. Valuation for park land in the ALR is at about $45,000 to $60,000 per acre. In order to justify this approach, one has to look at the objectives of Council in purchasing this property. Council's objectives, as stated in their Council resolution from June 13 Council meeting, is to *protect the green space, improvement and refinement of the Township's Urban Rural Edge; and to protect the significant heritage, environment and wildlife attributes on this property.* These objectives can be achieved at an out of pocket cash cost of $38,300 per acre compared to prices for parkland which range from about $45,000 to $60,000 per acre.

MUNICIPAL LIABILITIES REGULATION – APPROVAL-FREE LIABILITY ZONE

Since the Township is proposing to purchase the Redwoods property, and to finance $4.0 million over 20 years, a loan authorization bylaw is required under the Community Charter. The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval of the loan bylaw because the Township's total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation.

LOAN AUTHORIZATION BYLAW - ALTERNATIVE APPROVAL PROCESS

Due to low debt levels, the Township is not required to seek the approval of the electors. However, Council is choosing to proceed with the approval of the electors through the Alternate Approval Process to gauge taxpayers support for this project.

The Alternative Approval Process requirements are found under Section 86 of the Community Charter. A summary of the requirements are listed below.

Council needs to authorize staff to proceed with the Alternative Approval Process. This authorization is found in the third recommendation of this report.

Council needs to establish the deadline for receiving elector responses. The deadline for receiving elector responses is October 26, 2005.

Council needs to authorize the Township Clerk to prepare and publish the Alternative Approval Process Notice which is also in the third recommendation of this report. The notice in accordance with Community Charter Sections 86 and 94, will be published once each week for two consecutive weeks starting on September 15, 2005. The last day of the second publication is September 25, 2005 which is 30 days before the Deadline of October 26, 2005.

Council needs to establish the form and content of the elector response forms. The response form, Attachment "B", is designed to allow for only a single elector response on each form and will be available to the public at the municipal hall from the time of the first publication, September 15, 2005 until the deadline, October 26, 2005.

Council needs to make a fair determination of the total number of electors of the area to which the approval process applies. Council determines that the area of the Township to which this alternative approval process applies is the entire area of the Township and the total number of electors is 64,032. The report, Attachment "C", respecting the basis on which the number of electors was made will be available from September 15, 2005, at the Municipal hall.

If 10% of all eligible electors (in this case at least 6,403 electors) sign the elector response form and submit it to the Township Clerk's office by 4:30 PM on October 26, 2005, Council could not proceed with the final reading of the Loan Authorization Bylaw without a formal referendum process.

Community Implications

Purchasing this property will enable Council to pursue an Arbour Ribbon to protect green space and improve the urban rural edge condition. The Arbour Ribbon is a linear arboretum, park, trial way, and green space corridor that will eventually traverse the Township from its southern boundary to its northern border. The Redwoods Property has significant heritage, environmental and wildlife attributes that contribute towards desirability of Langley as a great place to live.

The Redwoods Golf Course operates at a profit, therefore should Council choose to continue to operate it as a golf course after the 20 year term, there is potential for revenue generation for the Township.

Financial Implications

The Township will be borrowing $4 million which is initial payment to the Redwoods Golf Course Ltd.

In discussion with the Municipal Finance Authority "MFA", the Township is able to borrow through the MFA's interim financing program at a current rate of 3.035% which is significantly lower than the rates quoted by the Banks. MFA's interim financing is similar to a bank's line of credit in that only interest is due on an annual basis and the interest rate is pegged to the prime rate. In any case, the Community Charter stipulates that borrowings for greater than five years must be obtained from the MFA and require a Loan Authorization bylaw.

The Township would budget for and make annual payments to ensure full payment of the loan principle within the 20 year term. Annual payments for principle and interest on the $4 million loan are approximately $330,000. There is an opportunity to utilize annual surpluses to make extra lump sum payments each year and reduce the term of the loan.

The Long Term Financial Plan will be amended to include the approximately $484,000, comprising of loan payments of $330,000 and annual payment of $154,000, to be funded from a combination of reserves, surplus and general revenues.

Respectfully submitted,

Mark A. Bakken,
ADMINISTRATOR

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division	**Name**
Finance	Hilary Tsikayi
Corp Admin	Eric Britton

Attachment "A" Redwoods Loan Authorization Bylaw No. 4455
Attachment "B" Elector response form
Attachment "C" Report respecting the basis on which the number of electors was made

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

REDWOODS LOAN AUTHORIZATION BYLAW 2005 NO. 4455

EXPLANATORY NOTE

Bylaw No. 4455 authorizes the Township to borrow $4 million towards the acquisition of the Redwoods Golf Course.

THE CORPORATION OF THE TOWNSHIP OF LANGLEY

REDWOODS LOAN AUTHORIZATION BYLAW 2005 NO. 4455

WHEREAS it is deemed necessary and desirable to acquire the Redwoods Golf Course for the protection of green space and improvement and refinement of the Township's Urban Rural Edge and for the protection of the significant heritage, environment and wildlife attributes,

AND WHEREAS the Community Charter, Section 179 authorizes local governments to borrow money for any purpose of a capital nature,

AND WHEREAS the estimated portion of the cost from borrowing needed for the acquisition is the sum of $4,000,000 which is the amount of debt created by this bylaw,

NOW THEREFORE, the Municipal Council of the Corporation of the Township of Langley, in Open Meeting Assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Redwoods Loan Authorization Bylaw 2005 No. 4455"

   a) The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the acquisition of the Redwoods Golf Course and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

   b) To borrow upon the credit of the Municipality a sum not exceeding $4,000,000.

2. 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 purchase of the Redwoods Golf Course.

3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years

READ A FIRST TIME the	day of	, 2005
READ A SECOND TIME the	day of	, 2005
READ A THIRD TIME the	day of	, 2005
RECONSIDERED AND ADOPTED the	day of	, 2005

_____ Mayor _____ Township Clerk

Township of Langley
Est. 1873

Alternative Approval Process For the Redwoods Loan Authorization Bylaw No. 4455

Elector Response Form

I hereby declare the following:

1. That I am a Canadian citizen;
2. That I am an individual who is age 18 or older;
3. I have been a resident of British Columbia for at least the past 6 months;
4. I have been a Township of Langley resident or owner of property within the Township of Langley for at least the last 30 days;
5. I am not disqualified by the *Local Government Act* or any other enactment from voting in an election or otherwise disqualified by law.

I understand that by signing this form I am declaring the above facts and am petitioning against the Township of Langley borrowing $4,000,000 towards the purchase of the Redwood Golf Course (Lot 1 Except: Part Road on Plan LMP7201, Section 31 Township 11, New Westminster District Plan LMP5406 PID 017-856-639) with a maximum term of 20 years.

NAME OF ELECTOR: _____
(Please Print Name)

RESIDENTAL ADDRESS: _____
(or address of property for which you Are registering as a non-resident Property elector)

SIGNATURE OF ELECTOR: _____

NOTE: This **originally-signed form** must be returned to the Township Clerk at the Township of Langley, Township of Langley Municipal Hall, 4914 – 221 Street, Langley, BC, V3A 3Z8 ***no later than* 4:30 p.m. on October 26, 2005.**

Accurate copies of this elector response form may be made and used for signing. A person must not sign an elector response form more than once and may not withdraw their name from the alternative approval process petition after the October 26, 2005 deadline.

Township of Langley

Est. 1873

MEMORANDUM

TO: HILARY TSIKAYI
DIRECTOR OF FINANCE

DATE: August 29, 2005

FROM: IRENE T. GAULD
MANAGER, LEGISLATION

FILE NO: 4200-01

SUBJECT: **REPORT RESPECTING THE BASIS ON WHICH THE NUMBER OF ELECTORS WAS MADE FOR THE TOWNSHIP OF LANGLEY'S ALTERNATIVE APPROVAL PROCESS IN ACCORDANCE WITH COMMUNITY CHARTER SECTION 86**

Summary
Pursuant to section 175 of the *Community Charter*, S.B.C. 2003 chp. 26, Council may enter into an agreement to incur a liability for more than five years, with the assent of the electors. How to obtain the assent of the electors is set out in section 86 of the Act: "Alternative Approval Process". A key feature of this section is the requirement that 10% of the electors of the affected area may sign elector response forms indicating that council may not proceed with the agreement or bylaw. If less than 10% of the electors respond, the council may proceed. A fair determination of the total number of electors of the Township of Langley is 64,032. Therefore, approval of the electors for Redwoods Loan Authorization Bylaw 2005 No. 4455 is obtained if the number of elector responses received is less than 6,403.

Context
In order to vote in an election, a person must meet the criteria in either section 50 or 51 of the *Local Government Act,* R.S.B.C. 1996 chp. 323. This also applies to those who wish to vote at an "other voting opportunity" such as referendums and counter petitions. The alternative approval process is the successor to counter petitions.

Consequently, the requirements of section 50 and 51 apply to the alternative approval process. Besides being at least 18 years of age, a Canadian citizen, a resident of British Columbia for at least 6 months and a resident of the Township for thirty days, the person must apply to be registered as a voter. This application form must be signed by the applicant and witnessed. Since registration is required in advance of voting, verification of the information provided may be determined. Persons who are not registered electors follow a more rigorous process on election day because there is not the time to verify the facts stated in the form. In the case of an alternative approval process, therefore, only registered electors may complete elector response forms. Anyone not registered would also have to submit their elector response form with an "Application for Registration as a Local Government Resident Elector" or an application to be registered as a non-Resident Property Elector.

Number of Electors
1. Elections BC has provided a voters list for the Township of Langley that totals 64,003 voters. This list is a compilation of the Federal voters list which was last updated at the federal election in 2004 and the provincial list that was updated as of the provincial election on May 7th, 2005.
2. At the local government level, we also have non-resident property electors who may vote. Currently, on our voters list there are 29 non-resident property electors.

Township of Langley
Est. 1873

REPORT TO

MAYOR AND COUNCIL

PRESENTED:	OCTOBER 16, 2006 – REGULAR	**REPORT:**	06-199
FROM:	FINANCE	**FILE:**	**1760**
SUBJECT:	PARKLAND LOAN AUTHORIZATION BYLAW 2006 NO. 4556		

RECOMMENDATION(S):

That Council give first, second and third reading to the Parkland Loan Authorization Bylaw 2006 No. 4556 for the purpose of borrowing funds in the amount of $11 million for the acquisition of various lands for park purposes.

EXECUTIVE SUMMARY:

The Township has recently acquired various lands for park purposes and needs to acquire more parkland as the community grows. Currently, the Parkland Development Cost Charges Reserve balance is not sufficient to fund the required parkland. Therefore, staff are recommending that the Township borrow $11 million for parkland acquisition to be repaid from the Parkland Development Cost Charges Reserve. This bylaw will be for land acquisitions to complete in 2007. At current rates of 4.53% the loan payments would be $870,000 for principal and interest

The Community Charter stipulates that borrowings for greater than five years must be obtained from the MFA and require a Loan Authorization bylaw. The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval of this loan bylaw because the Township's total annual debt servicing cost will be less than 5% of the municipal annual revenue calculated in accordance with this regulation

The Long Term Financial Plan will be amended to include approximately $870,000 annual debt servicing costs, funded from the Parkland Development Cost Charges Reserve, for principal and interest on this loan.

PURPOSE: The purpose of this report is to obtain Council's approval for the Parkland Loan Authorization Bylaw 2006 No. 4556 in the amount of $11 million for park land acquisition.

DISCUSSION/ANALYSIS:

The Township has recently acquired various lands for park purposes and needs to acquire more parkland as the community grows. Currently, the Parkland Development Cost Charges Reserve balance is not sufficient to fund the required parkland. Therefore, staff are recommending that the Township borrow $11 million for parkland acquisition to be repaid from the Parkland Development Cost Charges Reserve. This bylaw will be for land acquisitions to complete in 2007.

Negotiations for the land acquisitions are still in progress and therefore staff can not identify the specific properties to be purchased with this funding. That information will become public at the completion of the property acquisition. Prices for the land acquisition will be supported by an independent appraisal.

Due to low debt levels, the Township is not required to seek the approval of the electors with respect to this loan authorization bylaw.

Community Implications

The Township follows the Parks and Recreation master plan to determine the need for park land for the Township. There are three categories of parks identified within the Parks and Recreation master plan as follows:

- Neighborhood parks - includes neighbourhood tot-lots, parks at elementary school sites

- Community parks – includes areas for organized sporting events and passive activities. This type of park is usually adjacent to a secondary school.

- Municipal parks – includes natural parks, major athletic parks, passive parks and ornamental parks. Natural park areas are set aside to protect a natural feature, or will be developed with naturally landscaped spaces for passive recreation.

The Parks and Recreation master plan recognizes the importance of green space for communities as stated in Goal 2: "Use public leisure services to help foster responsible independent citizens by: providing opportunities to develop and maintain physical wellness and by providing healthy opportunities and physical environments that promote social wellness. This is further defined in the objectives for parks and open space, section 3.3.2. The design, development, operation and maintenance of our parks and open space are integral to the health of our community. The following two principles apply to the acquisition of park lands:

1. Effective Passive Park Development – In order to effectively meet the needs of the Township, parks should be acquired, developed, operated and maintained in 4 categories (neighbourhood, community and municipal levels plus greenways).

2. Effective Sports field Development – Active parks and sports fields are acquired, developed, operated and maintained in 3 categories (neighbourhood, community and municipal levels) and should be protected, enhanced and developed in order to

provide adequate avenues for the development of a broad range of outdoor sports for various ages and abilities for the entire Township.

Financial Implications

With the recent rise in land prices, the Township has a need to borrow funds for the acquisition of park land. The Township will be borrowing $11 million to be repaid from the Parkland Development Cost Charges Reserve over the next 20 years. At current rates of 4.53% the loan payments would be $870,000 for principal and interest.

The Long Term Financial Plan will be amended to include approximately $870,000 annual debt servicing costs, funded from the Parkland Development Cost Charges Reserve, for principal and interest on this loan.

Legislation

The Community Charter stipulates that borrowings for greater than five years must be obtained from the MFA and require a Loan Authorization bylaw. The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval of this loan bylaw because the Township's total annual debt servicing cost will be less than 5% of the municipal annual revenue calculated in accordance with this regulation.

The loan authorization bylaw requires approval of the Inspector of Municipalities after it receives third reading. Council may then adopt the bylaw upon receipt of the Inspector's approval.

Respectfully submitted,

Hilary Tsikayi
DIRECTOR OF FINANCE

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division	**Name**
Administration	Mark Bakken
Community Development	Kurt Houlden

Attachment "A" Parkland Loan Authorization Bylaw No. 4556

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	JUNE 15, 2009 - REGULAR MEETING	**REPORT:**	09-81
FROM:	FINANCE DIVISION	**FILE:**	1760-20
SUBJECT:	2009 CAPITAL WORKS LOAN AUTHORIZATION BYLAWS FOR SEWER, TRANSPORTATION AND STORMWATER CAPITAL PROJECTS		

RECOMMENDATION(S):

That Council give first, second and third reading to the Sewer Capital Works Loan Authorization Bylaw 2009 No. 4750 for the purpose of borrowing funds in the amount of $8.5 million for Sewer Capital Works projects within the 2009 Sewer Capital Program repayable from the Sewer Utility Funds; and further

That Council give first, second and third reading to the Stormwater Capital Works Loan Authorization Bylaw 2009 No. 4752 for the purpose of borrowing funds in the amount of $1.8 million for Stormwater Capital Works projects within the 2009 Stormwater Capital Program repayable from the Stormwater Utility Funds; and further

That Council give first, second and third reading to the Transportation Capital Works Loan Authorization Bylaw 2009 No. 4751 for the purpose of borrowing funds in the amount of $8.7 million for Transportation Capital Works projects within the 2009 Transportation Capital Program repayable from the Development Cost Charges Reserve.

EXECUTIVE SUMMARY:

The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions. The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation. At this time the Township meets this requirement and is therefore exempted from elector approval for the three loan authorizations proposed in this report.

The need to borrow funds for the capital projects arise as a result of many factors such as rising capital costs in recent years which depleted our other funding sources such as surpluses and reserves; and budget restraints, as we implement full-time fire services, has decreased the funding available for capital projects. The inability to raise DCC rates to match the rising costs of construction in recent years has meant that we now need to borrow for some DCC projects with repayments to be made from future DCC receipts.

The proposed loan authorization bylaws will raise funds towards the Sewer, Transportation and Stormwater capital projects as follows:

- The Aldergrove Connector Sanitary Sewer project is critical for sanitary sewer service delivery for East Langley.
- The 64 Avenue Rail Overpass at Highway 10 project is critical for addressing the safety issue with the current road/rail interaction of the CP Rail main line with Mufford Crescent within the close proximity of Highway 10.
- Stormwater capital projects include the upgrade of the existing stormwater infrastructure to reduce flooding and replace failing infrastructure; and the Northwest Langley Dyke upgrade.

The Township will be borrowing a total of $19 million repayable over 20 years for Sewer, Transportation and Stormwater capital projects. At current rates of 5.81% the annual loan payments of principal and interest would be as follows:

Service Fund	Debt Amount	Source of Debt repayments	Annual Principal & Interest Payment
Sewer	$ 8,700,000	Utility Revenue	$ 800,000
Transportation	$ 8,500,000	DCC Reserve	$ 782,000
Storm water	$ 1,800,000	Utility Revenue	$ 166,000
Total	$ 19,000,000		$1,748,000

These projects do not create any general revenue funded debt.

PURPOSE:

The purpose of this report is to obtain Council's approval for the Sewer Capital Works Loan Authorization Bylaw 2009 No. 4750 ($8.5 million); Transportation Capital Works Loan Authorization Bylaw 2009 No. 4751 ($8.7 million); and Stormwater Capital Works Loan Authorization Bylaw No. 4752 ($1.8 million) for various capital works within the 2009 Capital Program.

DISCUSSION/ANALYSIS:

During the budget deliberations for the 2009 Budget, certain Sewer, Transportation and Stormwater capital works were identified as being funded from external debt. The Community Charter stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. The three loan authorization bylaws being brought forward start the borrowing process as described further under the Legislation section below.

The need to borrow funds for the capital projects arise as a result of many factors such as rising capital costs in recent years which depleted our other funding sources such as surpluses and reserves; and budget restraints, as we implement full-time fire services, has decreased the funding available for capital projects. The inability to raise DCC rates to match the rising costs of construction in recent years has meant that we now need to borrow for some DCC projects with repayments to be made from future DCC receipts.

The Aldergrove Connector Sanitary Sewer project is critical for sanitary sewer service delivery for East Langley. Sewage from the communities of Aldergrove and Gloucester Estates is currently sent to the JAMES Water Treatment Plant in Abbotsford. The sanitary sewer connection through Abbotsford has reached its capacity. As a result, there is a heightened risk of sewage overflows occurring, which could impact Bertrand Creek. The new sewer will connect to the sewage collection system in Murrayville and from there to the Metro Vancouver sewer system. The Aldergrove Connector Sanitary Sewer will ensure reliable sewer service for East Langley and greatly reduce the risk of sewage overflows in or around Bertrand Creek. The project will also allow the communities of Aldergrove and Gloucester Estates to grow and prosper over the longer term. A portion of this project is being funded through external grants.

The 64 Avenue Rail Overpass at Highway 10 project for addresses the safety issue with the current road/rail interaction of the CP Rail main line with Mufford Crescent within the close proximity of Highway 10. The existing crossing currently exceeds the typical standard that warrants grade separation. With the increased traffic volumes projected for both vehicles and rail, these issues will increase. The 64 Avenue Rail Overpass at Highway 10 project was studied and examined as part of the Roberts Bank Rail corridor project. The construction of a grade separated crossing was identified as a priority. The $8.5 million contribution from the Township towards this project is a component of the overall $51 million project that is being cost-shared amongst several project partners.

There is various Stormwater capital projects which need to be undertaken this year, a couple of the projects are listed below.

- Approximately $1.06M is required to upgrade existing stormwater infrastructure to reduce flooding and replace failing infrastructure. The designs are complete and construction is scheduled for the 2009 in stream works window of August 1 to September 15.
- The upgrade of the Northwest Langley Dyke is partially funded through grants from senior government agencies. However, the Township must contribute 33% in order to receive that funding. Construction for part of the Northwest Langley Dyke upgrade is proposed for the fall and winter of 2009 to 2010.

Applicable Policies:

Current Financial Policies support the utilization of external debt for funding significant capital projects which benefit the community for a period greater than the loan repayment period. The advantage of debt financing is that significant projects are not unreasonably delayed and those future taxpayers, who will benefit from the capital projects, also contribute toward the funding for the project.

Legislation:

The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions. The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation. At this time the Township meets this requirement and is therefore exempted from elector approval for the three loan authorizations proposed in this report.

The borrowing process as stipulated in the *Community Charter* and the Local Government Act for these three bylaws is as follows:

- The Municipality gives first three readings to the loan authorization bylaws.
- The loan authorization bylaws are forwarded to the Inspector of Municipalities for approval.
- Once approved by the Inspector, Council may then adopt the bylaws.
- The Municipality applies for the final Certificate of Approval for the Loan Authorization Bylaws at least one month (30 days) after the bylaws are adopted by Council.

Financial Implications

The 2009 Capital Budget includes capital works to be funded from external debt. Projects selected to be funded from external debt generally are significant projects which will benefit the community for a period longer than the debt repayment period of 20 years. The debt service costs for principal and interest are also included within the 2009 Operating Budget.

The Township will be borrowing a total of $19 million repayable over 20 years for Sewer, Transportation and Stormwater capital projects. At current rates of 5.81% the annual loan payments of principal and interest would be as follows:

Service Fund	Debt Amount	Source of Debt repayments	Annual Principal & Interest Payment
Sewer	$ 8,700,000	Utility Revenue	$ 800,000
Transportation	$ 8,500,000	DCC Reserve	$ 782,000
Storm water	$ 1,800,000	Utility Revenue	$ 166,000
Total	$ 19,000,000		$1,748,000

Respectfully submitted,

Hilary Tsikayi
DIRECTOR OF FINANCE
for
FINANCE DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division	**Name**
ENGINEERING DIVISION	Paul Cordeiro / Kevin Larsen

ATTACHMENT A Sewer Capital Works Loan Authorization Bylaw 2009 No. 4750
ATTACHMENT B Transportation Capital Works Loan Authorization Bylaw 2009 No. 4751
ATTACHMENT C Stormwater Capital Works Loan Authorization Bylaw No. 4752

Township of Langley

Est. 1873

REPORT TO

MAYOR AND COUNCIL

PRESENTED:	MAY 17, 2010 - REGULAR MEETING	**REPORT:**	10-75
FROM:	FINANCE DIVISION	**FILE:**	1760-20
SUBJECT:	2010 STORMWATER LOAN AUTHORIZATION BYLAW		

RECOMMENDATION(S):

That Council give first, second and third reading to the Stormwater Loan Authorization Bylaw 2010 No. 4829 for the purpose of borrowing funds in the amount of $2.292 million for various floodplain drainage acquisitions as contained within the 2010 Stormwater Budget, repayable from Stormwater Utility Funds.

EXECUTIVE SUMMARY:

The 2010 Stormwater Budget includes a provision for various floodplain drainage acquisitions funded from external debt. Council was recently briefed on the need for these drainage acquisitions which will remedy past issues and avoid potential costs in the future.

The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Under section 179 (1) (g) of the *Community Charter*, elector approval of this loan authorization bylaw is not required. This exemption has been reviewed and discussed with the Ministry of Community and Rural Development.

PURPOSE:

The purpose of this report is to obtain Council's approval for the Stormwater Loan Authorization Bylaw No. 4829 ($2.292 million) for various drainage acquisitions provisioned within the 2010 Stormwater Program.

DISCUSSION/ANALYSIS:

The 2010 Stormwater component of the adopted 2010-2014 Financial Plan includes a provision to cover the costs of meeting various floodplain drainage acquisition requirements. Council has recently reviewed these requirements and the need to borrow externally from the Municipal Finance Authority. The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. The loan authorization bylaw being brought forward starts the borrowing process as described under the Legislation section contained in this report.

Applicable Policies:

Current Financial Policies support the utilization of external debt for funding expenditures which benefit the community greater than the loan repayment period.

Legislation:

The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions. The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and requires a loan authorization bylaw. Under section 179 (1) (g) of the *Community Charter*, elector approval of this loan authorization bylaw is not required. This exemption has been reviewed and discussed with the Ministry of Community and Rural Development.

The borrowing process as stipulated in the *Community Charter* and the Local Government Act is as follows:

- The Municipality gives first three readings to the loan authorization bylaw
- The Municipality forwards the loan authorization bylaw to the Inspector of Municipalities for approval
- Inspector approves the bylaw
- Council adopts the bylaw
- The Municipality applies for the final Certificate of Approval for the Loan Authorization Bylaw (at least one month (30 days) after the bylaws are adopted by Council)

Financial Implications

The 2010 Stormwater Budget includes a provision for various floodplain drainage acquisitions funded from external debt funded. Expenditures funded from external debt are generally significant acquisitions which benefit the community greater than the debt repayment period. The debt service costs for principal and interest are included within the 2010 Stormwater Budget. The Township will be borrowing a total of $2.292 million repayable over 20 years. Included in this amount is the required 1.0% payment to the MFA Debt Reserve Fund, which is returned upon retirement of the debt, and the 0.6% bond commission financing costs. At current MFA borrowing rates of 5.03%, the annual loan payments of principal and interest over 20 years would be as follows:

Service Fund	Debt Amount Base	Debt Amount Including Financing Charges	Source of Debt repayments	Annual Principal & Interest Payment
Stormwater	2,255,000	$ 2,292,000	Utility Revenue	$192,200

Respectfully submitted,

Derrick Sparks
DEPUTY DIRECTOR OF FINANCE
for
FINANCE DIVISION

ATTACHMENT “A” Stormwater Loan Authorization Bylaw 2010 No. 4829

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	APRIL 16, 2012 - REGULAR EVENING MEETING	**REPORT:**	12-41
FROM:	FINANCE DIVISION	**FILE:**	1760-01
SUBJECT:	2012 EAST LANGLEY WATER SUPPLY LOAN AUTHORIZATION BYLAW DEBT FINANCING – ALTERNATIVE APPROVAL PROCESS		

RECOMMENDATION(S):

That Council give first, second, and third reading to the East Langley Water Supply Loan Authorization Bylaw 2012 No. 4919 for the purpose of borrowing funds in the amount of $33,535,000 to complete the East Langley water supply connection with the Greater Vancouver Water District (Metro Vancouver) water system. (Attachment “A”); and further

That Council provide an Alternative Approval Process, in accordance with Section 86 of the *Community Charter*, for the East Langley Water Supply Loan Authorization Bylaw No. 4919 and that Council approve items (a) to (e) below with respect to the Alternative Approval Process:

a) Elector responses shall be in the form set out in Attachment “B”.
b) The deadline for the submission of elector responses forms shall be 4:30 PM on Monday, June 4, 2012 (the “Deadline”).
c) The Township Clerk is authorized to prepare an Alternative Approval Process Notice which must be published once each week for two consecutive weeks with the second publication being at least 30 days before the deadline.
d) This Alternative Approval Process applies to the entire area of the Township, and a fair determination of the total number of electors of the Township of Langley is 72,087.
e) The Township Clerk is authorized to undertake any further steps required to carry out the Alternative Approval Process in accordance with the *Community Charter*.

PURPOSE:

The purpose of this report is to obtain Council approval for the East Langley Water Supply Loan Authorization Bylaw and approval to proceed with an Alternative Approval Process as per Section 86 of the *Community Charter*.

EXECUTIVE SUMMARY:

The Township's 2012-2016 Capital Program includes the East Langley Water Supply Project which requires external debt financing through the Municipal Finance Authority as required under the *Community Charter*. The *Community Charter* stipulates that borrowing for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Council is aware of the need to finance this project, as presented during the 2012 Budget deliberations.

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek the approval of the electors prior to incurring debt for the East Langley Water Supply Project.

East Langley Water Supply Project

East Langley's municipal water is currently supplied entirely through treated groundwater. Current demand on this water supply is not sustainable and growth in the area is limited as a result. By introducing Metro Vancouver water supply, the rate at which the aquifers are being depleted in East Langley will be reduced. The objective of this project is to provide an adequate supply of water, to improve servicing to residents and businesses, to strengthen critical infrastructure and to promote good water stewardship within the community. The new water supply from Metro Vancouver will supplement the groundwater the Township extracts from the local aquifers.

As approved by Council on July 12, 2010, the preferred routing for the water main is 52 Avenue alignment. The total costs for this project is estimated at $36.2 million of which approximately $33 million of external debt financing is required over the next two years.

Projected MFA Debt Financing Charges and Available Water Utility Funds

Based on today's MFA financing rates, Water Utility rate payers can be assured that the Township has earmarked sufficient budget funds to pay the debt servicing charges on this project and that the borrowing of funds will not have an impact on rates going forward.

Through gradual Water Utility user rate increases over the past few years, in anticipation of the required debt financing for the East Langley Water Supply project, sufficient base funds are now available going forward to fully fund the projected annual principal and interest charges. In 2012 it is anticipated the Township will only need to draw a portion of the borrowed funds from the Municipal Finance Authority. As such, there will only be a modest amount of interest owed on any outstanding debt in 2012. It is anticipated that the majority of borrowed funds will be drawn in 2013.

The following table reflects the projected MFA debt servicing charges and available Water Utility operating funds available to service the debt.

	2012 Budget	2013 Annual Principal and Interest Charge
East Langley Water Supply – **Projected Costs**	Modest Charges Only	$ 2,802,914
East Langley Water Supply – **Available Funding**	$ 2,802,914	$ 2,802,914
Water Utility user rate impact	**NIL**	**NIL**

BACKGROUND/HISTORY:

The Township's 2012-2016 Capital Program includes the East Langley Water Supply Project which requires external debt financing through the Municipal Finance Authority as required under the *Community Charter*. The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Council is aware of the need to finance this project, as presented during the 2012 Budget deliberations.

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek the approval of the electors prior to incurring debt for the East Langley Water Supply Project.

DISCUSSION/ANALYSIS:

East Langley Water Supply Project

East Langley's municipal water is currently supplied entirely through treated groundwater. Current demand on this water supply is not sustainable and growth in the area is limited as a result. By introducing Metro Vancouver water supply, the rate at which the aquifers are being depleted in East Langley will be reduced. The objective of this project is to provide an adequate supply of water, to improve servicing to residents and businesses, to strengthen critical infrastructure and to promote good water stewardship within the community. The new water supply from Metro Vancouver will supplement the groundwater the Township extracts from the local aquifers.

As approved by Council on July 12, 2010, the preferred routing for the water main is the 52 Avenue alignment. The total costs for this project is estimated at $36.2 million of which approximately $33 million of external debt financing is required.

As indicated in the following table, sufficient Water Utility capital funding is available in 2012 to partially cover the costs for the project, however, financing of approximately $14.6 million is required for the remainder of project costs in 2012. Financing of $18.4 million is also required in 2013 to complete the project.

Project Cost Summary:

	2010 YTD Actual Costs	2011 Actual Costs	2012 Capital Budget	2013 Capital Budget	Total Project Costs
Funding:					
Utility/DCC's Funding	$2,909	$201,878	$3,099,117	-	$3,303,904
Debt Financing	-	-	$14,597,500	$18,400,000	$32,997,500
Total Funding	**$2,909**	**$201,878**	**$17,696,617**	**$18,400,000**	**$36,301,404**
Total Expenditure	**$2,909**	**$201,878**	**$17,696,617**	**$18,400,000**	**$36,301,404**

Financial Implications:

Sufficient debt serving costs have been factored into the Water Utility Operating Budget component of the 2012-2016 Financial Plan. To complete this project, the Township will need to borrow approximately $33.5 million repayable over 20 years. Included in this amount is the required 1.0% payment to the MFA Debt Reserve Fund, which is returned upon retirement of the debt, and the 0.6% bond commission financing costs. At current MFA borrowing rates of 5.0%, the annual loan payments of principal and interest over 20 years would amount to approximately $2,802,914. Given the magnitude of this project, approved MFA borrowing would be drawn as needed to avoid unnecessary financing costs.

	Borrowing Amount	Debt Amount including MFA Financing Charges	Source of Debt Repayments	Annual Principal & Interest Payment
Water Utility	$32,997,500	$33,535,000	Water Utility Operating Funds	$2,802,914

<u>Projected MFA Debt Financing Charges and Available Water Utility Funds</u>

Based on today's MFA financing rates, Water Utility rate payers can be assured that the Township has earmarked sufficient budget funds to pay the debt servicing charges on this project and that the borrowing of funds will not have an impact on rates going forward.

Through gradual Water Utility user rate increase over the past few years, in anticipation of the required debt financing for the East Langley Water Supply project, sufficient base funds are now available going forward to fully fund the projected annual principal and interest charges. In 2012 it is anticipated the Township will only need to draw a portion of the borrowed funds from the Municipal Finance Authority. As such, there will only be a modest amount of interest owed on any outstanding debt in 2012. It is anticipated that the majority of borrowed funds will be drawn in 2013.

The following table reflects the projected MFA debt servicing charges and available Water Utility operating funds available to service the debt.

	2012 Budget	2013 Annual Principal and Interest Charge
East Langley Water Supply – **Projected Costs**	Modest Charges Only	$ 2,802,914
East Langley Water Supply – **Available Funding**	$ 2,802,914	$ 2,802,914
Water Utility user rate impact	NIL	NIL

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek the approval of the electors prior to incurring debt for the East Langley Water Project. A summary of the requirements under the Alternative Approval Process are listed below. Council must:

- Authorize staff to proceed with the Alternative Approval Process. This authorization is found in the fourth recommendation of this report.

- Establish the deadline for receiving elector responses. The deadline for receiving elector responses is Monday, June 4, 2012.

- Authorize the Township Clerk to prepare and publish the Alternative Approval Process Notice which is also in the third recommendation of this report. The Notice in accordance with *Community Charter* Sections 86 and 94 will be published once each week for two consecutive weeks starting on April 26, 2012. The last day of the second publication is May 3, 2012 which is 30 days before the deadline of June 4, 2012.

- Establish the form and content of the elector response forms. The response form, Attachment “B”, is designed to allow only a single elector response on each form and will be available to the public at the Civic Facility from the time of the first publication, April 26, 2012 until the deadline June 4, 2012.

- Make a fair determination of the total number of electors of the area to which the approval process applies for each project. Council determines that the area of the Township to which this alternative approval process applies is the entire area of the Township and the total number of electors eligible to vote is 72,087. The report, Attachment “C” respecting the basis on which the number of electors was made will be available from April 26, 2012, at the Civic Facility.

  If 10% of all eligible electors (in the case of at least 7,208 electors) sign the elector response form and submit it to the Township’s Clerk’s office by 4:30 PM on Monday, June 4, 2012, Council should not proceed with the final reading of the Loan Authorization Bylaw.

Respectfully submitted,

Derrick Sparks
DEPUTY DIRECTOR OF FINANCE
for
FINNACE DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division / Department	**Name**
Engineering	Ramin Seifi

Attachment “A” East Langley Water Supply Loan Authorization Bylaw No. 4919
Attachment “B” Notice of Alternative Approval Process & Response Form
Attachment “C” Report respecting the basis on which the number of electors was made

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	APRIL 16, 2012 - REGULAR EVENING MEETING	**REPORT:**	12-40
FROM:	FINANCE DIVISION	**FILE:**	1760-01
SUBJECT:	2012 BARNSTON/MAPLE RIDGE PUMP STATION LOAN AUTHORIZATION BYLAW 2012 LABONTE CRESCENT WATERMAIN LOAN AUTHORIZATION BYLAW 2012 MUFFORD/64 AVENUE RAIL OVERPASS SAFETY INITIATIVES LOAN AUTHORIZATION BYLAW		

RECOMMENDATION(S):

That Council give first, second, and third reading to the Barnston/Maple Ridge Pump Station Loan Authorization Bylaw 2012 No. 4920 for the purpose of borrowing funds in the amount of $7,015,000 to complete the Township's share of the construction of the Barnston/Maple Ridge Pump Station. (Attachment "A"); and

That Council give first, second, and third reading to the Labonte Crescent Watermain Loan Authorization Bylaw 2012 No. 4921 for the purpose of borrowing funds in the amount of $1,020,000 to initiate Phase II water system expansion. (Attachment "B"); and further

That Council give first, second, and third reading to the Mufford/64 Avenue Rail Overpass Safety Initiatives Loan Authorization Bylaw 2012 No. 4922 for the purpose of borrowing funds in the amount of $ 2,033,000 to mitigate potential safety issues related to the Mufford/ 64 Avenue project (Attachment "C").

PURPOSE:

The purpose of this report is to obtain Council approval for the Barnston/Maple Ridge Pump Station, Labonte Crescent Watermain, and Mufford/64 Avenue Rail Overpass Safety Initiatives 2012 Loan Authorization Bylaws.

EXECUTIVE SUMMARY:

The Township's 2012-2016 Capital Program includes two Water Utility and one Transportation Utility capital project that require external debt financing through the Municipal Finance Authority as required under the *Community Charter*. The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Council is aware of the need to finance these projects as presented during the 2012 Budget deliberations.

The three capital projects requiring financing are as follows:

Water Utility - Barnston/Maple Ridge Pump Station Project

As part of the Langley-Surrey Water Supply agreement (signed by the Township of Langley in 1989) to increase pumping capacity to Maple Ridge, Langley, and South Surrey, the Greater Vancouver Water District (GVWD) is committed to construct a new water pump station to be known as the Barnston/Maple Ridge Pump Station.

The Langley-Surrey Water Supply scheme was conceived as the most economical method to provide GVWD water service to the Township of Langley, which was not a member at that time, while concurrently increasing supply capacity to the City of Langley and South Surrey. Separate agreements were executed, and subsequently executed, between the GVWD and each of the Township of Langley, the City of Langley and the City of Surrey, setting out the water supply works to be constructed and the cost sharing arrangements. The agreement was amended in 1998 to reflect changes in the supply requirements to the City of Langley.

The proposed Barnston/Maple Ridge Pump Station will be a key component of MV's Langley-Surrey Water Supply System which will enable conveyance of large volumes of water from Coquitlam Lake to be delivered south across the Fraser River through the Barnston Island Main to supply the municipalities of the City of Surrey, the Township and City of Langley, and east through the proposed Maple Ridge Main West to supply the District of Maple Ridge. The cost-sharing arrangement for the Barnston/Maple Ridge Pump Station project between the District of Maple Ridge, Township of Langley, City of Langley and GVWD includes a 41.82% contribution from the Township of Langley. This new pump station is scheduled to be operational by early 2013.

In accordance with the Water Supply Agreement dated October 29, 1998, the cost sharing arrangement for the Barnston/Maple Ridge Pump Station project, which is estimated to cost $36.8 million, is as follows:

- District of Maple Ridge 14.09%
- City of Langley 4.91%
- Township of Langley 41.82%
- GVWD 39.18%

To complete project, the Township will need to borrow approximately $7.0 million in 2013.

Water Utility - Labonte Crescent Watermain Project

In 2007 Council approved funding for design and construction of a water main to service Trinity Western University and surrounding lands and improve the Township's water system, with the water main running along Glover Road and Labonte Crescent, between Highway 10 and 216 Street. The water main would be cost shared 50% between the Township and Trinity Western University (TWU), with TWU's share financed through a Local Area Service initiative repayable over 20 years.

Phase I of the water main construction is complete. The Township is ready to initiate Phase II of the project which includes additional water main installation along Glover Road and Labonte Crescent to 216th Street. The primary purpose is to allow for extension of service of potable water supply to Trinity Western University. The secondary purpose is to provide looping for the Township water system and improve supply capabilities to the lower pressure zone, including the Milner community. The tertiary purpose is to allow future servicing of lands along the alignment including planned development. Phase II of the water main extension assumes that the work will be conducted in conjunction with an extension of Labonte Avenue and that the necessary utility corridors are secured.

To initiate Phase II of this project, the Township will need to borrow $1.0 million in 2012. Similar to Phase I, design and engineering fees incurred for this project will be split equally between the Township and Trinity Western University, with TWU's portion being repaid over a twenty year period as per Local Area Service Bylaw 4607.

Transportation Utility - Mufford/64 Avenue Rail Overpass Safety Initiatives Project

Through the public consultation process on the 64 Avenue Mufford Rail Overpass at Highway 10, a number of safety issues were raised from community members who attended the Open House. In particular, pedestrian safety was one of the issues raised by participants. At the March 9, 2009 Council Meeting, Council directed staff to address the potential safety issues along 64 Avenue east of 216 Street. Potential measures could include the construction of pedestrian facilities such as paved shoulders or sidewalks, potential traffic calming measures and pull-out bays to allow for enforcement by the RCMP.

To complete this project, the Township will need to borrow approximately $2.0 million in 2013.

DEBT FINANCING SUMMARY

Sufficient Water and Transportation Utility debt financing charges have been factored in the 2012-2016 Financial Plan to cover the projected MFA debt servicing charges. In 2012 it is anticipated the Township will only need to draw on a portion (Labonte Watermain Project) of the borrowed funds from the Municipal Finance Authority. As such, there will only be a modest amount of interest owed on any outstanding debt in 2012. It is anticipated that the majority of borrowed funds will be drawn in 2013.

The following table reflects the projected MFA debt servicing charges and available Water and Transportation Utility operating funds available to service the debt.

Projected MFA Debt Financing Charges and Available Water Utility and Transportation Funding

	Annual Principal and Interest Charge
Water Utility - Barnston/Maple Ridge Pump Station	$ 588,666
Water Utility - Labonte Watermain	$ 85,253
Transportation Utility - Mufford/64 Avenue Rail Overpass Safety Initiatives	$ 169,922
Total MFA Financing Charges	**$ 843,841**
Available Water and Transportation Utility Funds	**$ 843,841**
Impact on User Rates / Property Taxes	**NIL**

BACKGROUND/HISTORY:

The Township's 2012-2016 Capital Program includes two Water Utility and one Transportation capital projects that require external debt financing through the Municipal Finance Authority as required under the *Community Charter*. The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Council is aware of the need to finance these projects as presented during the 2012 Budget deliberations.

DISCUSSION/ANALYSIS:

A background and description of the three capital projects are as follows:

Water Utility - Barnston/Maple Ridge Pump Station Project

As part of the Langley-Surrey Water Supply agreement (signed by the Township of Langley in 1989) to increase pumping capacity to Maple Ridge, Langley, and South Surrey, the Greater Vancouver Water District (GVWD) is committed to construct a new water pump station to be known as the Barnston/Maple Ridge Pump Station.

The Langley-Surrey Water Supply scheme was conceived as the most economical method to provide GVWD water service to the Township of Langley, which was not a member at that time, while concurrently increasing supply capacity to the City of Langley and South Surrey. Separate agreements were executed, and subsequently executed, between the GVWD and each of the Township of Langley, the City of Langley and the City of Surrey, setting out the water supply works to be constructed and the cost sharing arrangements.
The proposed Barnston/Maple Ridge Pump Station will be a key component of MV's Langley-Surrey Water Supply System which will enable conveyance of large volumes of water from Coquitlam Lake to be delivered south across the Fraser River through the Barnston Island Main to supply the municipalities of the City of Surrey, the Township and City of Langley, and east through the proposed Maple Ridge Main West to supply the District of Maple Ridge. The cost-sharing arrangement for the Barnston/Maple Ridge Pump Station project between the District of Maple Ridge, Township of Langley, City of Langley and GVWD includes a 41.82% contribution from the Township of Langley. The new pump station is scheduled to be operational by early 2013.

In accordance with the Water Supply Amending Agreement dated October 29, 1998, the cost sharing arrangement for the Barnston/Maple Ridge Pump Station project, which is estimated to cost approximately $36.8 million, is as follows:

- District of Maple Ridge 14.09%
- City of Langley 4.91%
- Township of Langley 41.82%
- GVWD 39.18%

As indicated in the following table, sufficient Water Utility capital funding is available in 2012 to cover the Township's contribution towards the project, however, financing approximately $6.9 million is required in 2013 to complete the project.

The Township's 41.82% capital contribution towards the project is as follows:

Project Costs Summary:

	2010 Actual Costs	2011 Actual Costs	2012 Capital Budget	2013 Capital Budget	Total TOL Cost Sharing
Funding:					
Utility/DCC's Funding	$614,485	$761,619	$7,740,656	-	$9,116,760
Debt	-	-	-	$6,900,300	$6,900,300
Total Funding	**$614,485**	**$761,619**	**$7,740,656**	**$6,900,300**	**$16,017,060**
Expenditure	**$614,485**	**$761,619**	**$7,740,656**	**$6,900,300**	**$16,017,060**

Financial Implications:

Sufficient debt servicing costs have been factored into the Water Utility Operating Budget component of the 2012-2016 Financial Plan. To complete this project, the Township will need to borrow approximately $7.0 million repayable over 20 years. Included in this amount is the required 1.0% payment to the MFA Debt Reserve Fund, which is returned upon retirement of the debt, and the 0.6% bond commission financing costs. At current MFA borrowing rates of 5.0%, the annual loan payments of principal and interest over 20 years would amount to approximately $588,666.

It should be noted that the Township is committed to this project through the 1998 Amending Agreement as discussed earlier. As such, the Township is committed to funding its 41.82% portion of the costs.

	Borrowing Amount	Debt Amount including MFA Financing Charges	Source of Debt Repayments	Annual Principal & Interest Payment
Water Utility	$6,900,300	$7,015,000	Water Utility Operating Funds	$588,666

Water Utility - Labonte Crescent Watermain Project

In 2007 Council approved funding for design and construction of a water main to service Trinity Western University and surrounding lands and improve the Township's water system, with the water main running along Glover Road and Labonte Crescent, between Highway 10 and 216 Street. The water main would be cost shared 50% between the Township and Trinity Western University (TWU), with TWU's share financed through a Local Area Service initiative repayable over 20 years.

Phase I of the water main construction is complete. The Township is ready to initiate Phase II of the project which includes additional water main installation along Glover Road and Labonte Crescent to 216th Street. The primary purpose is to allow for extension of service of potable water supply to Trinity Western University. The secondary purpose is to provide looping for the Township water system and improve supply capabilities to the lower pressure zone, including the Milner community. The tertiary purpose is to allow future servicing of lands along the alignment including planned development. Phase II of the water main extension assumes that the work will be conducted in conjunction with an extension of Labonte Avenue and that the necessary utility corridors are secured.

To initiate Phase II of this project, the Township will need to borrow $1.0 million in 2012. Similar to Phase I, design and engineering fees incurred for this project will be split equally between the Township and Trinity Western University, with TWU's portion being repaid over a twenty year period as per Local Area Service Bylaw 4607.

Project Cost Summary:

	2012 Capital Budget
Funding:	
Utility/DCC's/Trinity Western University Funding	$1,435,130
Debt	$1,000,000
Total Funding	**$2,435,130**
Expenditure	**$2,435,130**

Financial Implications:

Sufficient debt servicing costs have been factored into the Water Utility Operating Budget component of the 2012-2016 Financial Plan. To complete the project, the Township will need to borrow approximately $1.0 million repayable over 20 years. Included in this amount is the required 1.0% payment to the MFA Debt Reserve Fund, which is returned upon retirement of the debt, and the 0.6% bond commission financing costs. At current MFA borrowing rates of 5.0%, the annual loan payments of principal and interest over 20 years would amount to approximately $85,253.

	Borrowing Amount	Debt Amount including MFA Financing Charges	Source of Debt Repayments	Annual Principal & Interest Payment
Water Utility	$1,000,000	$1,020,000	Water Utility Operating Funds	$85,253

Transportation - Mufford/64 Avenue Rail Overpass Safety Initiatives Project

Through the public consultation process on the 64 Avenue Mufford Rail Overpass at Highway 10, a number of safety issues were raised from community members who attended the Open House. In particular, pedestrian safety was one of the issues raised by participants. At the March 9, 2009 Council Meeting, Council directed staff to address the potential safety issues along 64 Avenue east of 216 Street. Potential measures could include the construction of pedestrian facilities such as paved shoulders or sidewalks, potential traffic calming measures and pull-out bays to allow for enforcement by the RCMP.

To complete this project, the Township will need to borrow approximately $2.0 million in 2013.

Project Cost Summary:

	2012 Capital Budget
Funding:	
Debt	$2,000,000
Total Funding	**$2,000,000**
Expenditure	**$2,000,000**

Financial Implications:

Sufficient debt servicing costs have been factored into the Transportation Operating Budget component of the 2012-2016 Financial Plan. To complete the project, the Township will need borrow approximately $2.0 million repayable over 20 years. Included in this amount is the required 1.0% payment to the MFA Debt Reserve Fund, which is returned upon retirement of the debt, and the 0.6% bond commission financing costs. At current MFA borrowing rates of 5.0%, the annual loan payments of principal and interest over 20 years would amount to approximately $169,922.

	Borrowing Amount	Debt Amount including MFA Financing Charges	Source of Debt Repayments	Annual Principal & Interest Payment
Water Utility	$2,000,000	$2,033,000	Roads Operating Funds	$169,922

DEBT FINANCING SUMMARY

Sufficient Water and Transportation Utility debt financing charges have been factored in the 2012-2016 Financial Plan to cover the projected MFA debt servicing charges. In 2012 it is anticipated the Township will only need to draw on a portion of the borrowed funds from the Municipal Finance Authority. As such, there will only be a modest amount of interest owed on any outstanding debt in 2012. It is anticipated that the majority of borrowed funds will be drawn in 2013.

The following table reflects the projected MFA debt servicing charges and available Water and Transportation Utility operating funds available to service the debt.

Projected MFA Debt Financing Charges and Available Water and Transportation Utility Funding

	Annual Principal and Interest Charge
Water Utility - Barnston/Maple Ridge Pump Station	$ 588,666
Water Utility - Labonte Watermain	$ 85,253
Transportation Utility - Mufford/64 Avenue Rail Overpass Safety Issues	$ 169,922
Total MFA Financing Charges	**$ 843,841**
Available Water and Transportation Utility Funds	**$ 843,841**
Impact on User Rates / Property Taxes	**NIL**

Respectfully submitted,

Derrick Sparks
DEPUTY DIRECTOR OF FINANCE
for
FINNACE DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division / Department	**Name**
Engineering	Ramin Seifi

Attachment “A” Barnston/Maple Ridge Pump Station Loan Authorization Bylaw No. 4920
Attachment “B” Labonte Crescent Watermain Loan Authorization Bylaw No. 4921
Attachment “C” Mufford/64 Avenue Rail Overpass Safety Initiatives Loan Authorization Bylaw No. 4922

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	MAY 8, 2017 - REGULAR MEETING	**REPORT:**	17-51
FROM:	FINANCE DIVISION	**FILE:**	1760-30
SUBJECT:	LONG TERM DEBT - MUNICIPAL SECURITY ISSUING RESOLUTION		

RECOMMENDATION(S):

That Council approve borrowing from the Municipal Finance Authority of British Columbia (MFA), as part of the 2017 Fall Borrowing Session, $11.716 million, as authorized through Overpass Widening: 208 Street Loan Authorization Bylaw 2016 No. 5232 and that the Metro Vancouver Regional District be requested to consent to our borrowing over a Twenty (20) year term and include the borrowing in their Security Issuing Bylaw; and

That Council approve borrowing from the Municipal Finance Authority of British Columbia (MFA), as part of the 2017 Fall Borrowing Session, $13.744 million, as authorized through 216 Street Interchange at Highway 1 Loan Authorization Bylaw 2016 No. 5233 and that the Metro Vancouver Regional District be requested to consent to our borrowing over a Twenty (20) year term and include the borrowing in their Security Issuing Bylaw.

EXECUTIVE SUMMARY:

On November 21, 2016, Council gave final reading to Overpass Widening: 208 Street Loan Authorization Bylaw 2016 No. 5232, valued at $11.716 million, to complete the Widening of the 208 Street overpass to four lanes plus bike lanes and sidewalks to accommodate traffic demands.

On November 21, 2016, Council gave final reading to 216 Street Interchange at Highway 1 Loan Authorization Bylaw 2016 No. 5233, valued at $13.744 million, to complete the 216 Interchange at Highway 1 identified as a key priority in the Township transportation plan to provide alternative access to Highway 1.

Under the *Community Charter*, debt with a term longer than five years must be placed with the Municipal Finance Authority through the municipality's Regional District. The municipality is required to approve the borrowing from the Municipal Finance Authority through a Municipal Security Issuing Resolution as stated above.

The Township will place the specified Transportation debt with the MFA through the long-term debenture debt program over a 20-year term with principal and interest to be repaid from the Roads Development Cost Charge Reserve and the municipal assist portion to be repaid from municipal general revenue sources.

PURPOSE:

The purpose of the report is to obtain Council's approval for Municipal Security Issuing Resolutions as required under the Community Charter with respect to long-term debt for capital works.

DISCUSSION/ANALYSIS:

On November 21, 2016, Council gave final reading to Overpass Widening: 208 Street Loan Authorization Bylaw 2016 No. 5232 to complete the Widening of the 208 Street overpass to four lanes plus bike lanes and sidewalks to accommodate traffic demands.

On November 21, 2016, Council gave final reading to 216 Street Interchange at Highway 1 Loan Authorization Bylaw 2016 No. 5233 to complete the 216 Interchange at Highway 1 identified as a key priority in the Township transportation plan to provide alternative access to Highway 1.

Under the *Community Charter*, debt with a term longer than five years must be placed with the Municipal Finance Authority through the municipality's Regional District. The municipality is required to approve the borrowing from the Municipal Finance Authority through a Municipal Security Issuing Resolution as stated above. The Township will place the specified Transportation debt with the MFA through the long-term debenture debt program over a 20-year term with principal and interest to be repaid from the Roads Development Cost Charge Reserve with the municipal assist portion to be repaid from municipal general revenue sources.

Respectfully submitted,

Karen Sinclair
DIRECTOR OF FINANCE

for
FINANCE DIVISION

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	FEBRUARY 5, 2018 - REGULAR EVENING MEETING	**REPORT:**	18-17
FROM:	FINANCE DIVISION	**FILE:**	1760-20
SUBJECT:	FACILITY CAPITAL WORKS LOAN AUTHORIZATION BYLAW 2018		

RECOMMENDATION(S):

That Council give first, second and third reading to the Facility Capital Works Loan Authorization Bylaw 2018 No. 5346 for the purpose of borrowing funds in the amount of $7.0 million for facility capital works projects within the 2018 Facility Capital Program repayable from the General Fund.

EXECUTIVE SUMMARY:

The Township's 2018-2022 Capital Program includes facility capital projects which require external debt financing through the Municipal Finance Authority as outlined in the *Community Charter*. The *Community Charter* stipulates that borrowing for greater than five years must be obtained from the Municipal Finance Authority (MFA) and requires a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions.

The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation. At this time, the Township meets this requirement and is therefore exempt from elector approval for the loan authorization bylaw proposed in this report.

The need to borrow funds for capital projects may arise because of many factors such as rising capital costs in recent years, which depleted funding sources such as surpluses and reserves. In addition, budgets are strained as the Township continues to provide ongoing funding for infrastructure, adequate policing and full-time fire services. Legislative requirements make certain capital projects mandatory and unavoidable. Facilities are projects that often cannot move forward without some form of external funding whether it be government grants, revenue from the sale of surplus lands or debt.

The proposed loan authorization bylaw will provide funding for facility capital projects as follows[1]:

- Facility Repair, Improvement and Enhancement $ 5,500,000
- Additional Seating: Langley Events Centre Arena Bowl $ 1,500,000
- **TOTAL** **$ 7,000,000**

Projected MFA Debt Servicing Costs

If approved, the Township will borrow $7.0 million repayable over 20 years for facility capital projects. At current rates of 3.25%, approximate annual loan payments of principal and interest would be as follows:

Service Fund	Debt Amount	Source of Debt Servicing	Annual Principal & Interest Payment
Facility Projects	$ 7,000,000	General Revenue	$ 492,890
1% Borrowing Costs	70,000		
Total Loan Amount	$ 7,070,000		

PURPOSE:

The purpose of this report is to obtain Council's approval for the Facility Capital Works Loan Authorization Bylaw 2018 No. 5346 ($7.0 million) for various capital works within the 2018 Facility Capital Program.

[1] For total cost of projects, see Attachment A – for individual Project Sheets see Attachment B

BACKGROUND/HISTORY:

The Township's 2018-2022 Capital Program includes facility capital works requiring external debt financing through the Municipal Finance Authority as required under the *Community Charter*. The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw.

DISCUSSION/ANALYSIS:

During 2018 budget deliberations, certain facility capital works were identified as funded from external debt. The loan authorization bylaw being brought forward starts the borrowing process as described further under the Legislation section below.

The need to borrow funds for capital projects may arise because of many factors such as rising capital costs in recent years, which depleted funding sources such as surpluses and reserves. In addition, budgets are strained as the Township continues to provide ongoing funding for infrastructure, adequate policing and full-time fire services. Legislative requirements make certain capital projects mandatory and unavoidable. Facility construction projects often cannot move forward without some form of external funding whether it be government grants, revenue from the sale of surplus lands or debt.

As indicated in the following table, $12 million represents the total 2018 cost of facility projects for which external borrowing of $7.0 million is being requested. An additional 1%, or $70,000 in borrowing costs, is also required.

Project Cost Summary:

	2018	TOTAL	1% MFA Borrowing Costs	Total with Borrowing Costs
TOTAL FACILITY CAPITAL WORKS				
Land Reserve	5,000,000	**5,000,000**	-	**5,000,000**
Borrowing Proceeds	7,000,000	**7,000,000**	70,000	**7,070,000**
Capital Project Expenditures	12,000,000	**12,000,000**	70,000	**12,070,000**

Attachment A includes a summary and Attachment B an individual project sheet for each facility project recommended for borrowing.

Applicable Policies:

Current Financial Policies support the utilization of external debt for funding significant capital projects, which benefit the community for a period greater than the loan repayment period. The advantage of debt financing is that significant projects are not unreasonably delayed and future taxpayers, who will benefit from the capital projects, contribute toward their funding.

Legislation:

The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions. The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the

municipal annual revenue calculated in accordance with this regulation. At this time, the Township meets this requirement and is therefore exempted from elector approval for the loan authorization proposed in this report.

The borrowing process as stipulated in the *Community Charter* and the Local Government Act for this bylaw is as follows:

- The Municipality gives first three readings to the loan authorization bylaw.
- The loan authorization bylaw is forwarded to the Inspector of Municipalities for approval.
- Once approved by the Inspector, Council may then adopt the bylaw.
- The Municipality applies for the final Certificate of Approval for the Loan Authorization Bylaw at least one month (30 days) after the bylaws are adopted by Council.

Financial Implications

The 2018 Capital Budget includes capital works requiring funding from external debt. Debt servicing costs for principal and interest are included in the 2018-2022 Five-Year Financial Plan.

If approved, the Township will borrow $7.0 million repayable over 20 years for facility capital projects. At current rates of 3.25%, approximate annual loan payments of principal and interest would be as follows:

Service Fund	Debt Amount	Source of Debt Servicing	Annual Principal & Interest Payment
Facility Projects	$ 7,000,000	General Revenue	$ 492,890
1% Borrowing Costs	70,000		
Total Loan Amount	$ 7,070,000		

Approved MFA borrowing could be drawn as needed to avoid unnecessary financing costs.

Respectfully submitted,

Karen Sinclair
DIRECTOR OF FINANCE
for
FINANCE DIVISION

ATTACHMENT A Summary of Facility Capital Project Sheets
ATTACHMENT B Individual Facility Capital Project Sheets

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	FEBRUARY 5, 2018 - REGULAR EVENING MEETING	**REPORT:**	18-18
FROM:	FINANCE DIVISION	**FILE:**	1760-20
SUBJECT:	TRANSPORTATION CAPITAL WORKS LOAN AUTHORIZATION BYLAW 2018 – ALTERNATIVE APPROVAL PROCESS		

RECOMMENDATION(S):

That Council give first, second and third reading to the Transportation Capital Works Loan Authorization Bylaw 2018 No. 5347 for the purpose of borrowing funds in the amount of $12.95 million for transportation capital works projects including railway crossings, assessments, improvements and other transportation initiatives within the 2018 Transportation Capital Program repayable from transportation utility revenue; and further

That Council provide an Alternative Approval Process, in accordance with Section 86 of the *Community Charter*, for the Transportation Capital Works Loan Authorization Bylaw 2018 No. 5347 as outlined in items (a) to (e) below with respect to the Alternative Approval Process.

a) Elector responses shall be in the form set out in Attachment “C”.

b) The deadline for the submission of elector responses forms shall be 4:30 PM on Monday, June 4, 2018 (the “Deadline”).

c) The Township Clerk is authorized to prepare an Alternative Approval Process Notice which must be published once each week for two consecutive weeks with the second publication being at least 30 days before the deadline.

d) This Alternative Approval Process applies to the entire area of the Township, and a fair determination of the total number of electors of the Township of Langley is 80,450.

e) The Township Clerk is authorized to undertake any further steps required to carry out the Alternative Approval Process in accordance with the *Community Charter*.

EXECUTIVE SUMMARY:

The Township’s 2018-2022 Capital Program includes transportation capital projects which require external debt financing through the Municipal Finance Authority as outlined in the *Community Charter*. The *Community Charter* stipulates that borrowing for greater than five years must be obtained from the Municipal Finance Authority (MFA) and requires a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions.

The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual

revenue calculated in accordance with this regulation. At this time, the Township does not meet this requirement and is therefore required to seek elector approval through an alternative approval process for the loan authorization bylaw proposed in this report.

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek approval of the electors prior to incurring debt for Transportation capital projects.

Transportation Capital Works

The need to borrow funds for capital projects may arise because of many factors such as rising capital costs in recent years, which depleted funding sources such as surpluses and reserves. In addition, budgets are strained as the Township continues to provide ongoing funding for infrastructure, adequate policing and full-time fire services. Legislative requirements make certain capital projects mandatory and unavoidable such as Railway Crossing Assessments and Improvements highlighted in this report.

The proposed loan authorization bylaw will provide funding for transportation capital projects as follows[1]:

- Railway Crossing Assessments and Improvements $ 4,698,210
- Rail Safety Improvements: Southern Rail $ 824,000
- Rail Safety Improvements: CN Rail $ 412,000
- Rail Crossing Grade Correction: 72 Avenue $ 1,403,462
- Retaining Wall (include. Drainage) at 24500 Blk of 56 Ave $ 1,300,000
- Raise Road: Design and Construction Salmon River at 72 Ave $ 3,150,328
- Construct 216 Avenue Interchange with Highway 1 $ 392,000
- Road Construction: 76 Avenue 200 Street to 20100 Block $ 270,000
- Annual Arterial & Collector Road Pavement Overlay & Reconstruction $ 500,000
- **TOTAL** **$12,950,000**

Projected MFA Debt Servicing Costs

If approved, the Township will borrow $12.95 million repayable over 20 years for transportation capital projects. At current rates of 3.25%, approximate annual loan payments of principal and interest would be as follows:

Service Fund	**Debt Amount**	**Source of Debt Servicing**	**Annual Principal & Interest Payment**
Transportation Projects	$ 12,950,000	Transportation Utility Revenue	$ 911,850
1% Borrowing Costs	129,500		
Total Loan Amount	$ 13,079,500		

[1] For total cost of projects, see Attachment A – for individual Project Sheets see Attachment B

PURPOSE:

The purpose of this report is to obtain Council's approval for the Transportation Capital Works Loan Authorization Bylaw 2018 No. 5347 ($12.95 million) for various capital works within the 2018 Capital Program.

BACKGROUND/HISTORY:

The Township's 2018-2022 Capital Program includes transportation capital works requiring external debt financing through the Municipal Finance Authority as required under the *Community Charter*. The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw.

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek the approval of the electors prior to incurring debt for the transportation capital projects.

DISCUSSION/ANALYSIS:

Transportation Capital Works

During 2018 budget deliberations, certain transportation capital works were identified as funded from external debt. The loan authorization bylaw being brought forward starts the borrowing process as described further under the Legislation section below.

The need to borrow funds for capital projects may arise because of many factors such as rising capital costs in recent years, which depleted funding sources such as surpluses and reserves. In addition, budgets are strained as we continue to work toward providing ongoing funding for infrastructure, adequate policing and full-time fire services. Legislative requirements make certain capital projects mandatory and unavoidable such as Railway Crossing Assessments and Improvements highlighted in this report.

As indicated in the following table, $14.9 million represents the total 2018 cost of transportation projects for which external borrowing of $12.95 million is being requested. An additional 1%, or $129,500 in borrowing costs, is also required.

	2017	2018	**TOTAL**	1% MFA Borrowing Costs	**Total with Borrowing Costs**
TOTAL TRANSPORTATION CAPITAL WORKS					
Oeprating Contribution to Capital	-	30,000	**30,000**	-	**30,000**
Reserve for Future Capital Expenditure	1,082,600	-	**1,082,600**	-	**1,082,600**
Development Cost Charge	4,519,196	-	**4,519,196**	-	**4,519,196**
Federal/Provincial/Other Grants	-	1,492,992	**1,492,992**	-	**1,492,992**
Capital Works Reserve	45,648	89,530	**135,178**	-	**135,178**
Internal Debt	1,499,949	-	**1,499,949**	-	**1,499,949**
Other	-	400,000	**400,000**	-	**400,000**
Borrowing Proceeds	13,607,536	12,950,000	**26,557,536**	129,500	**26,687,036**
Capital Project Expenditures	20,754,929	14,962,522	**35,717,451**	129,500	**35,846,951**

Attachment A includes a summary and Attachment B an individual project sheet for each transportation project recommended for borrowing.

Applicable Policies:

Current Financial Policies support the utilization of external debt for funding significant capital projects, which benefit the community for a period greater than the loan repayment period. The advantage of debt financing is that significant projects are not unreasonably delayed and future taxpayers, who will benefit from the capital projects, contribute toward their funding.

Legislation:

The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions. The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation. At this time, the Township does not meet this requirement and is therefore required to seek elector approval through an alternative approval process for the loan authorization bylaw proposed in this report.

The borrowing process as stipulated in the *Community Charter* and the Local Government Act for this bylaw is as follows:

- Complete three readings of the Loan Authorization Bylaw.
- Submit Bylaws and Liability Servicing Limit Certificate to the applicable Ministry for review and approval.
- Seek elector approval through the Alternative Approval Process. Two public notices in subsequent weeks are required, after which time the forms will be available to the public at the Civic Facility or on the Township's website. Electorate will have 30 days after the second publication to submit original forms to the Corporate Officer.
- Adopt the Loan Authorization Bylaw less than 10% opposition from the electorate is registered. The number of registered voters obtained from Elections BC on January 25, 2017 was 80,450 making the 10% threshold of electors 8,045 elector.
- The Municipality applies for the final Certificate of Approval for the Loan Authorization Bylaw at least one month (30 day quashing period) after the bylaws are adopted by Council.

Financial Implications

The 2018 Capital Budget includes capital works requiring funding from external debt. Debt servicing costs for principal and interest are included in the 2018-2022 Five-Year Financial Plan.

If approved, the Township will borrow a total of $12.95 million repayable over 20 years for transportation capital projects. At current rates of 3.25%, the annual loan payments of principal and interest would be as follows:

Service Fund	Debt Amount	Source of Debt Servicing	Annual Principal & Interest Payment
Transportation Projects	$ 12,950,000	Transportation Utility Revenue	$ 911,850
1% Borrowing Costs	129,500		
Total Loan Amount	$ 13,079,500		

Given the magnitude and timing of these projects, approved MFA borrowing could be drawn as needed to avoid unnecessary financing costs.

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek the approval of the electors prior to incurring debt for the transportation capital projects. The approval process is outlined below:

- Authorize staff to proceed with the Alternative Approval Process.
- Establish the deadline for receiving elector responses. The deadline for receiving elector responses is Monday, June 4, 2018.
- Authorize the Township Clerk to prepare and publish the Alternative Approval Process Notice. The Notice in accordance with *Community Charter* Sections 86 and 94 will be published once each week for two consecutive weeks. The last day of the second publication will be at least 30 days prior to the deadline of June 4, 2018.
- Establish the form and content of the elector response forms. The response form, Attachment "C", is designed to allow only a single elector response on each form and will be available to the public at the Civic Facility from the time of the first publication, until the deadline of June 4, 2018.
- Council must, by resolution, determine the total number of electors used to calculate the 10% minimum threshold. The number of registered voters within the Township of Langley was obtained from Elections BC on January 25, 2017 and is 80,450. Based on Elections BC statistics, the 10% threshold is 8,045 elector responses.
- If 10% of all eligible electors (in the case of at least 8,045 electors) sign the elector response form and submit it to the Township's Clerk's office by 4:30 PM on Monday, June 4, 2018, Council should not proceed with the final reading of the Loan Authorization Bylaw.

Respectfully submitted,

Karen Sinclair
DIRECTOR OF FINANCE
for
FINANCE DIVISION

ATTACHMENT A	Summary of Transportation Capital Project Sheets
ATTACHMENT B	Individual Transportation Capital Project Sheets
ATTACHMENT C	Elector Response Forms

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	SEPTEMBER 9, 2019 - REGULAR EVENING MEETING	**REPORT:**	19-135
FROM:	FINANCE DIVISION	**FILE:**	1760-20
SUBJECT:	MCLEOD ATHLETIC PARK CAPITAL WORKS LOAN AUTHORIZATION BYLAW 2019 AND ALTERNATIVE APPROVAL PROCESS		

RECOMMENDATIONS:

That Council give first, second and third reading to the McLeod Athletic Park Capital Works Loan Authorization Bylaw 2019 No. 5507 for the purpose of borrowing funds in the amount of $1.919 million for McLeod Athletic Park Capital Works project within the 2019 Parks Capital Program repayable from general revenue; and

That Council provide an Alternative Approval Process, in accordance with Section 86 of the *Community Charter*, for the McLeod Athletic Park Capital Works Loan Authorization Bylaw 2019 No. 5507 as outlined in items (a) to (e) below with respect to the Alternative Approval Process.

a) Elector responses shall be in the form set out in Attachment “B”.

b) The deadline for the submission of elector responses forms shall be 4:30 PM on Monday, November 29, 2019 (the “Deadline”).

c) The Township Clerk is authorized to prepare an Alternative Approval Process Notice which must be published once each week for two consecutive weeks with the second publication being at least 30 days before the deadline.

d) This Alternative Approval Process applies to the entire area of the Township, and a fair determination of the total number of electors of the Township of Langley is 85,452.

e) The Township Clerk is authorized to undertake any further steps required to carry out the Alternative Approval Process in accordance with the *Community Charter*.

EXECUTIVE SUMMARY:

The Township’s 2019-2023 Capital Program includes McLeod Athletic Park capital project which requires external debt financing through the Municipal Finance Authority as outlined in the *Community Charter*. The *Community Charter* stipulates that borrowing for greater than five years must be obtained from the Municipal Finance Authority (MFA) and requires a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions.

The Community Charter, Municipal Liabilities Regulation, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation. At this time, the Township does not meet this requirement and is therefore required to seek elector approval through an alternative approval process for the loan authorization bylaw proposed in this report.

McLeod Athletic Park Capital Works

The proposed loan authorization bylaw will provide funding for the approved 2019 capital works at McLeod Athletic Park. The Township has been picked as host site for the 2020 and 2021 National Track and Field Championships. Improvements identified in the table below have been requested in the budget processes for the last few years but have not met the criteria for funding. With the honour of being chosen host municipality comes the necessity to finally complete the identified improvements in time for the event.

The funds being requested will allow for construction of an arrival point and plaza including additional parking, improved pedestrian access, signage and landscaping. The project will also include a complete ticket booth and control gate feature on the west side of the grandstand.

It is anticipated that the improvements described will elevate the profile of McLeod Athletic Park to a destination stadium in the Fraser Valley.

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek approval of the electors prior to incurring debt for parks capital projects.

The need to borrow funds for capital may arise as a result of many factors including rising capital costs in recent years, which has depleted funding sources such as surpluses and reserves. In addition, budgets are strained as the Township continues to provide ongoing funding for infrastructure, asset maintenance and protective services in a rapidly growing community.

Projected MFA Debt Servicing Costs

If approved, the Township will borrow $1.919 million repayable over 20 years for park capital project. At current rates of 2.52%, approximate annual loan payments of principal and interest would be as follows:

Service Fund	**Debt Amount**	**Source of Debt Servicing**	**Annual Principal & Interest Payment**
Parks Project	$ 1,900,000	General Revenue	$ 119,776 (0.09% tax increase)
1% Borrowing Costs	19,000		
Total Loan Amount	$ 1,919,000		

PURPOSE:

The purpose of this report is to obtain Council's consideration of the three readings of McLeod Athletic Park Capital Works Loan Authorization Bylaw 2019 No. 5507 ($1.919 million) and to provide an Alternative Approval Process, prior to it being forwarded to the inspector of Municipalities.

DISCUSSION/ANALYSIS:

The Township's 2019-2023 Capital Program includes McLeod Athletic Park capital works requiring external debt financing through the Municipal Finance Authority as required under the *Community Charter*. The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw.

McLeod Athletic Park Capital Works

The proposed loan authorization bylaw will provide funding for the approved 2019 capital works at McLeod Athletic Park. The Township has been picked as host site for the 2020 and 2021 National Track and Field Championships. Improvements identified in the table below have been requested in the budget processes for the last few years but have not met the criteria for funding. With the honour of being chosen host municipality comes the necessity to finally complete the identified improvements in time for the event.

The funds will allow for construction of an arrival point and plaza as depicted in Attachment "A". Improvements requiring borrowing will include additional parking, improved pedestrian access, signage, and landscaping. The project will also include a complete ticket booth and control gate feature on the west side of the grandstand.

It is anticipated that the improvements described will elevate the profile of McLeod Athletic Park to a destination stadium in the Fraser Valley.

Project Title	Project ID	Total
McLeod Athletic Park: Spalling and Structural Repairs	EN1181	250,000
McLeod Athletic Park: Grandstand Roof	EN1112	1,000,000
McLeod Athletic Park: Washroom Roof Replacement	EN1187	50,000
McLeod Athletic Park Arrival Point & Plaza	PKS567	1,900,000
McLeod Park Javelin Area Irrigation	PKS643	63,390
McLeod Athletic Park Track & Field Improvements	PKS998	1,850,000
		5,113,390

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek the approval of the electors prior to incurring debt for the parks capital projects.

The need to borrow funds for capital may arise as a result of many factors including rising capital costs in recent years, which has depleted funding sources such as surpluses and reserves. In addition, budgets are strained as the Township continues to provide ongoing funding for infrastructure, asset maintenance and protective services in a rapidly growing community.

Applicable Policies:

Current Financial Policies support the utilization of external debt for funding significant capital projects, which benefit the community for a period greater than the loan repayment period. The advantage of debt financing is that significant projects are not unreasonably delayed and future taxpayers, who will benefit from the capital projects, contribute toward their funding.

Legislation:

The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions.

The Community Charter, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation. At this time, the Township does not meet this requirement and is therefore required to seek elector approval through an alternative approval process for the loan authorization bylaw proposed in this report.

The borrowing process as stipulated in the *Community Charter* and the Local Government Act for this bylaw is as follows:

- Complete three readings of the Loan Authorization Bylaw.
- Submit Bylaws and Liability Servicing Limit Certificate to the applicable Ministry for review and approval.
- Seek elector approval through the Alternative Approval Process. Two public notices in subsequent weeks are required, after which time the forms will be available to the public at the Civic Facility or on the Township's website. Electorate will have 30 days after the second publication to submit original forms to the Corporate Officer.
- Adopt the Loan Authorization Bylaw if less than 10% opposition from the electorate is registered. The number of registered electors on October 20, 2018 was 85,452 making the 10% threshold of electors 8,545 elector.
- The Municipality applies for the final Certificate of Approval for the Loan Authorization Bylaw at least one month (30 day quashing period) after the bylaws are adopted by Council.

Financial Implications

The 2019 Capital Budget includes McLeod Athletic Park capital works requiring funding from external borrowing. Debt servicing costs for principal and interest will be included in the 2020-2024 Five-Year Financial Plan funded from general revenue.

If approved, the Township will borrow a total of $1.919 million repayable over 20 years for parks capital projects. At current rates of 2.52%, the annual loan payments of principal and interest would be as follows:

Service Fund	Debt Amount	Source of Debt Servicing	Annual Principal & Interest Payment
Parks Projects	$ 1,900,000	General Revenue	$ 119,776 (0.09% tax increase)
1% Borrowing Costs	19,000		
Total Loan Amount	$ 1,919,000		

Approved MFA borrowing could be drawn as needed to avoid unnecessary financing costs.

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek the approval of the electors prior to incurring debt for the parks capital projects. The approval process is outlined below:

- Authorize staff to proceed with the Alternative Approval Process.
- Establish the deadline for receiving elector responses. The deadline for receiving elector responses is Monday, November 29, 2019.
- Authorize the Township Clerk to prepare and publish the Alternative Approval Process Notice. The Notice in accordance with *Community Charter* Sections 86 and 94 will be published once each week for two consecutive weeks. The last day of the second publication will be at least 30 days prior to the deadline of November 29, 2019.
- Establish the form and content of the elector response forms. The response form, Attachment "B", is designed to allow only a single elector response on each form and will be available to the public at the Civic Facility from the time of the first publication, until the deadline of November 29, 2019.
- Council must, by resolution, determine the total number of electors used to calculate the 10% minimum threshold. The number of registered electors on October 20, 2018 was 85,452 making the 10% threshold of electors 8,545 elector.
- If 10% of all eligible electors (in the case of at least 8,545 electors) sign the elector response form and submit it to the Township's Clerk's office by 4:30 PM on Monday, November 29, 2019, Council should not proceed with the final reading of the Loan Authorization Bylaw.

Respectfully submitted,

Samuel Nam
DEPUTY DIRECTOR OF FINANCE
for
FINANCE DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division / Department	**Name**
ARTS, CULTURE AND COMMUNITY INITIATIVES	A. Neufeld
LEGISLATIVE SERVICES	W. Bauer

ATTACHMENT A McLeod Athletic Park Entrance Plaza and Parking Concept
ATTACHMENT B Elector Response Forms

ATTACHMENT A

McLeod Athletic Park Entrance Plaza and Parking Concept



ATTACHMENT B

Township of Langley
Est. 1873

Elector Response Form
McLeod Athletic Park Capital Works

The Township of Langley is seeking elector approval for the borrowing of funds, $1.919 million, to undertake McLeod Athletic Park capital works. Elector approval is requested using the alternative approval process as described in Section 86 of the *Community Charter*.

The question being put forward to the electors of the Township of Langley is whether they are opposed to the borrowing of funds to undertake parks capital works.

The number of electors within the Township of Langley on October 20, 2018, was 85,452. If valid Electoral Response Forms are received from 8,545 electors, Council cannot proceed with the borrowing without receiving the assent of the voters by referendum.

If you are opposed to the borrowing of funds to undertake McLeod Athletic Park capital works and are a qualified elector in the Township of Langley, you can sign an Elector Response form.

If you are not opposed to the borrowing of funds to undertake McLeod Athletic Park capital works, no action is required.

All Elector Response forms must be received by the Township Clerk at the Township of Langley Civic Facility, 20338 – 65 Avenue, Langley on or before 4:30pm (PST) on November 29, 2019. All forms must have an original signature and cannot be copied or scanned versions of the signature.

Further information can be obtained from the Township Clerk at:

Wendy Bauer, Township Clerk
604-533-6101
wbauer@tol.ca

Township of Langley

Est. 1873

Alternative Approval Process
McLeod Athletic Park Capital Works

Elector Response Form

I hereby declare the following:

1. That I am a Canadian citizen;
2. That I am an individual who is age 18 or older;
3. I have been a resident of British Columbia for at least the past 6 months;
4. I have been a Township of Langley resident or owner of property within the Township of Langley for at least the last 30 days;
5. I am not disqualified by the *Local Government Act* or any other enactment from voting in an election or otherwise disqualified by law.

I understand that by signing this form I am declaring the above facts and I am petitioning against the Corporation of Township of Langley borrowing of funds to undertake McLeod Athletic Park capital works.

NAME OF ELECTOR: _____
(Please Print Full Name)

RESIDENTAL ADDRESS: _____
(or address of property for which you are eligible to be a non-resident Property elector)

SIGNATURE OF ELECTOR: _____

NOTE: This **originally-signed form** must be returned to the Township Clerk at the Township of Langley, Township of Langley Civic Facility, 20338 – 65 Avenue, Langley, BC, V2Y 3J1 **no later than 4:30pm on November 29, 2019.**

Accurate copies of this elector response form may be made and used for signing. A person must not sign an elector response form more than once and may not withdraw their name from the alternative approval process petition after the November 29, 2019 deadline.

Any personal information collected on this form will be managed in accordance with the *Freedom of Information and Protection of Privacy Act.* Direct enquiries, questions, or concerns regarding the collection, use, disclosure, or safeguarding of personal information associated with this form to:
Supervisor, Information, Privacy and Records Management.
20338 – 65 Avenue, Langley, BC V2Y 3J1 604-532-7396

PUBLIC NOTICE

Notice of Elector
Alternative Approval Process

The Township of Langley is seeking elector approval for the borrowing of funds to undertake McLeod Athletic Park capital works and a number of land acquisitions included in two bylaws as follows:

- McLeod Athletic Park Capital Works Loan Authorization Bylaw 2019, No 5507 ($1.919 million);
- Land Acquisition Loan Authorization Bylaw 2019, No 5508 ($16.398 million);
- Strategic Land Acquisition Loan Authorization Bylaw 2019, No 5509 ($67.67 million).

For each of the above bylaws, the borrowing may occur unless at least 10% of the electors of the Township of Langley sign an Elector Response form confirming their opposition. Council has determined that 10% of eligible electors within the Township of Langley is 8,545 electors.

Copies of McLeod Athletic Park Capital Works Loan Authorization Bylaw 2019, No 5507, Land Acquisition Loan Authorization Bylaw 2019, No 5508, and Strategic Land Acquisition Loan Authorization Bylaw 2019, No 5509 and related documents are available on the Township website at www.tol.ca/aap and from the Legislative Services Department at the Township of Langley Civic Facility, 20338 – 65 Avenue, Monday to Friday (except for statutory holidays) from 8:00am to 4:30pm.

Who can sign an Elector Response form?

Only eligible electors may sign an Elector Response form. Eligible electors must meet the following qualifications:

- a Canadian citizen;
- an individual over the age of 18;
- a resident of British Columbia for at least the past 6 months;
- a Township of Langley resident or property owner for at least the past 30 days; and
- not disqualified from voting by the Local Government Act or any other enactment.

Corporations are not entitled to submit Elector Response forms.

For non-resident electors, individuals owning land within the Township of Langley but not residing in the Township, only one non-resident owner may submit the Elector Response form for the property.

What to do if you are not opposed:

If you agree with the borrowing of funds to undertake the McLeod Athletic Park capital works and the land acquisitions included in two bylaws, no action on your part is necessary.

What to do if you are opposed:

If you are opposed to any of the proposals, Elector Response forms are available at the Information Counter at the Township of Langley Civic Facility at 20338 – 65 Avenue, Monday to Friday (except for statutory holidays) from 8:00am to 4:30pm or at www.tol.ca/aap.

The form must be received at the Township Civic Facility at 20338 – 65 Avenue, Langley by the Township Clerk on or before **4:30pm on Friday, November 29, 2019**.

The form must have an original signature. Faxed, imaged, or emailed signed forms cannot be counted.

Township of Langley

Est. 1873

REPORT TO MAYOR AND COUNCIL

PRESENTED:	SEPTEMBER 9, 2019 - REGULAR EVENING MEETING	**REPORT:**	19-136
FROM:	FINANCE DIVISION	**FILE:**	1760-20
SUBJECT:	LAND ACQUISITION LOAN AUTHORIZATION BYLAW 2019 AND ALTERNATIVE APPROVAL PROCESS		

RECOMMENDATIONS:

That Council authorize the reallocation of $16.398 million budget authority within the existing 2019 capital budget to fund items considered and approved by Council after adoption of the Langley 2019 – 2023 Five-Year Financial Plan Bylaw 2019 No. 5455;

That Council give first, second and third reading to Land Acquisition Loan Authorization Bylaw 2019 No. 5508 for the purpose of borrowing funds in the amount of $16.398 million for land acquisition capital project within the 2019 Land Acquisition Capital Program repayable from general revenue; and

That Council provide an Alternative Approval Process, in accordance with Section 86 of the *Community Charter*, for Land Acquisition Loan Authorization Bylaw 2019 No. 5508 as outlined in items (a) to (e) below with respect to the Alternative Approval Process.

a) Elector responses shall be in the form set out in Attachment “D”.

b) The deadline for the submission of elector responses forms shall be 4:30 PM on Monday, November 29, 2019 (the “Deadline”).

c) The Township Clerk is authorized to prepare an Alternative Approval Process Notice which must be published once each week for two consecutive weeks with the second publication being at least 30 days before the deadline.

d) This Alternative Approval Process applies to the entire area of the Township, and a fair determination of the total number of electors of the Township of Langley is 85,452.

e) The Township Clerk is authorized to undertake any further steps required to carry out the Alternative Approval Process in accordance with the *Community Charter*.

EXECUTIVE SUMMARY:

Council recently approved a land acquisition capital project which consists of three separate land acquisitions and requires external debt financing through the Municipal Finance Authority as outlined in the *Community Charter*. The *Community Charter* stipulates that borrowing for greater than five years must be obtained from the Municipal Finance Authority (MFA) and requires a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions.

The Community Charter, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation. At this time, the Township does not meet this requirement and is therefore required to seek elector approval through an alternative approval process for the loan authorization bylaw proposed in this report.

Land Acquisition

The proposed loan authorization bylaw will provide funding for land acquisitions approved by Council.

Council authorized acquisition of:

1. The property identified as Lot B Plan EPP65984 – 80 Avenue (PID No. 029-992-311) for a maximum purchase price of $9,762,500 (Attachment A).

2. Three properties identified as PID Nos.: 011-427-191, 009-271-457 and 012-314-951 for a maximum price of $5,500,000 (Attachment B).

3. The property located at 3011 – 270B Street and legally described as Lot 85 Section 19 Township 13 New Westminster District Plan 34998 for a maximum purchase price of $973,500 (Attachment C).

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek approval of the electors prior to incurring debt for land acquisition capital projects.

The need to borrow funds for capital may arise as a result of many factors including rising capital costs in recent years, which has depleted funding sources such as surpluses and reserves. In addition, budgets are strained as the Township continues to provide ongoing funding for infrastructure, asset maintenance and protective services in a rapidly growing community. The proposed loan authorization bylaw will provide funding for a land acquisition capital project in the Township.

Projected MFA Debt Servicing Costs

If approved, the Township will borrow $16.398 million repayable over 30 years for this capital project. At current rates of 2.52%, approximate annual loan payments of principal and interest would be as follows:

Service Fund	**Debt Amount**	**Source of Debt Servicing**	**Annual Principal & Interest Payment**
Land Acquisition Project	$ 16,236,000	General Revenue	$757,920 (0.56% tax increase)
1% Borrowing Costs	162,360		
Total Loan Amount	$ 16,398,360		

PURPOSE:

The purpose of this report is to obtain Council's approval for a budget reallocation to provide land acquisition budget authority in the 2019 capital program, to request Council's consideration of three readings of Land Acquisition Loan Authorization Bylaw 2019 No. 5508 ($16.398 million), and provision of an Alternative Approval Process, prior to it being forwarded to the Inspector of Municipalities.
Council recently approved a land acquisition capital project which consists of three separate land acquisitions and requires external debt financing through the Municipal Finance Authority as outlined in the *Community Charter*. The *Community Charter* stipulates that borrowing for greater than five years must be obtained from the Municipal Finance Authority (MFA) and requires a loan authorization bylaw.

Land Acquisition

The proposed loan authorization bylaw will provide funding for land acquisitions approved by Council.

Council authorized acquisition of:

1. The property identified as Lot B Plan EPP65984 – 80 Avenue (PID No. 029-992-311) for a maximum purchase price of $9,762,500 (Attachment A).

2. Three properties identified as PID Nos.: 011-427-191, 009-271-457 and 012-314-951 for a maximum price of $5,500,000 (Attachment B).

3. The property located at 3011 – 270B Street and legally described as Lot 85 Section 19 Township 13 New Westminster District Plan 34998 for a maximum purchase price of $973,500 (Attachment C).

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek approval of the electors prior to incurring debt for land acquisition capital projects.

The need to borrow funds for capital may arise as a result of many factors including rising capital costs in recent years, which has depleted funding sources such as surpluses and reserves. In addition, budgets are strained as the Township continues to provide ongoing funding for infrastructure, asset maintenance and protective services in a rapidly growing community. The proposed loan authorization bylaw will provide funding for a land acquisition capital project in the Township.

Applicable Policies:

Current Financial Policies support the utilization of external debt for funding significant capital projects, which benefit the community for a period greater than the loan repayment period. The advantage of debt financing is that significant projects are not unreasonably delayed and future taxpayers, who will benefit from the capital projects, contribute toward their funding.

Legislation:

The *Community Charter* stipulates that borrowings for greater than five years must be obtained from the Municipal Finance Authority (MFA) and require a loan authorization bylaw. Loan authorization bylaws generally may only be adopted with the approval of the electors with some exceptions. The Community Charter Regulation, Municipal Liabilities Regulations, provides an exemption from elector approval if total annual debt servicing cost is less than 5% of the municipal annual revenue calculated in accordance with this regulation. At this time, the Township does not meet this requirement and is therefore required to seek elector approval through an alternative approval process for the loan authorization bylaw proposed in this report.

The borrowing process as stipulated in the *Community Charter* and the Local Government Act for this bylaw is as follows:

- Complete three readings of the Loan Authorization Bylaw.
- Submit Bylaws and Liability Servicing Limit Certificate to the applicable Ministry for review and approval.
- Seek elector approval through the Alternative Approval Process. Two public notices in subsequent weeks are required, after which time the forms will be available to the public at the Civic Facility or on the Township's website. Electorate will have 30 days after the second publication to submit original forms to the Corporate Officer.
- Adopt the Loan Authorization Bylaw if less than 10% opposition from the electorate is registered. The number of registered electors on October 20, 2018 was 85,452 making the 10% threshold of electors 8,545 elector.
- The Municipality applies for the final Certificate of Approval for the Loan Authorization Bylaw at least one month (30 day quashing period) after the bylaws are adopted by Council.

Financial Implications

The approved land acquisitions require funding from external borrowing. Debt servicing costs for principal and interest will be included in the 2020-2024 Five-Year Financial Plan.

If approved, the Township will borrow a total of $16.398 million repayable over 30 years for land acquisition capital projects. At current rates of 2.52%, the annual loan payments of principal and interest would be as follows:

Service Fund	Debt Amount	Source of Debt Servicing	Annual Principal & Interest Payment
Land Acquisition Project	$ 16,236,000	General Revenue	$757,920 (0.56% tax increase)
1% Borrowing Costs	162,360		
Total Loan Amount	$ 16,398,360		

Debt Financing - Alternative Approval Process

Under Section 86 of the *Community Charter*, Council is required to seek the approval of the electors prior to incurring debt for the land acquisition capital projects. The approval process is outlined below:

- Authorize staff to proceed with the Alternative Approval Process.
- Establish the deadline for receiving elector responses. The deadline for receiving elector responses is Monday, November 29, 2019.
- Authorize the Township Clerk to prepare and publish the Alternative Approval Process Notice. The Notice in accordance with *Community Charter* Sections 86 and 94 will be published once each week for two consecutive weeks. The last day of the second publication will be at least 30 days prior to the deadline of November 29, 2019.
- Establish the form and content of the elector response forms. The response form, Attachment "D", is designed to allow only a single elector response on each form and will be available to the public at the Civic Facility from the time of the first publication, until the deadline of November 29, 2019.
- Council must, by resolution, determine the total number of electors used to calculate the 10% minimum threshold. The number of registered electors on October 20, 2018 was 85,452 making the 10% threshold of electors 8,545 elector.
- If 10% of all eligible electors (in the case of at least 8,545 electors) sign the elector response form and submit it to the Township's Clerk's office by 4:30 PM on Monday, November 29, 2019, Council should not proceed with the final reading of the Loan Authorization Bylaw.

Respectfully submitted,

Samuel Nam
DEPUTY DIRECTOR OF FINANCE
for
FINANCE DIVISION

This report has been prepared in consultation with the following listed departments.

CONCURRENCES	
Division / Department	**Name**
CORPORATE ADMINISTRATION (PROPERTY DEPT.)	Steve Scheepmaker
LEGISLATIVE SERVICES (TOWNSHIP CLERK)	Wendy Bauer

ATTACHMENT A - Lot B Plan EPP65984 – 80 Avenue (PID No. 029-992-311)

ATTACHMENT B - PID Nos.: 011-427-191, 009-271-457 and 012-314-951

ATTACHMENT C - 3011 – 270B Street and legally described as Lot 85 Section 19 Township 13 New Westminster District Plan 34998

ATTACHMENT D - Elector Response Forms

ATTACHMENT A

Lot B Plan EPP65984 – 80 Avenue (PID No. 029-992-311)

Land Assembly adjacent Langley Events Centre



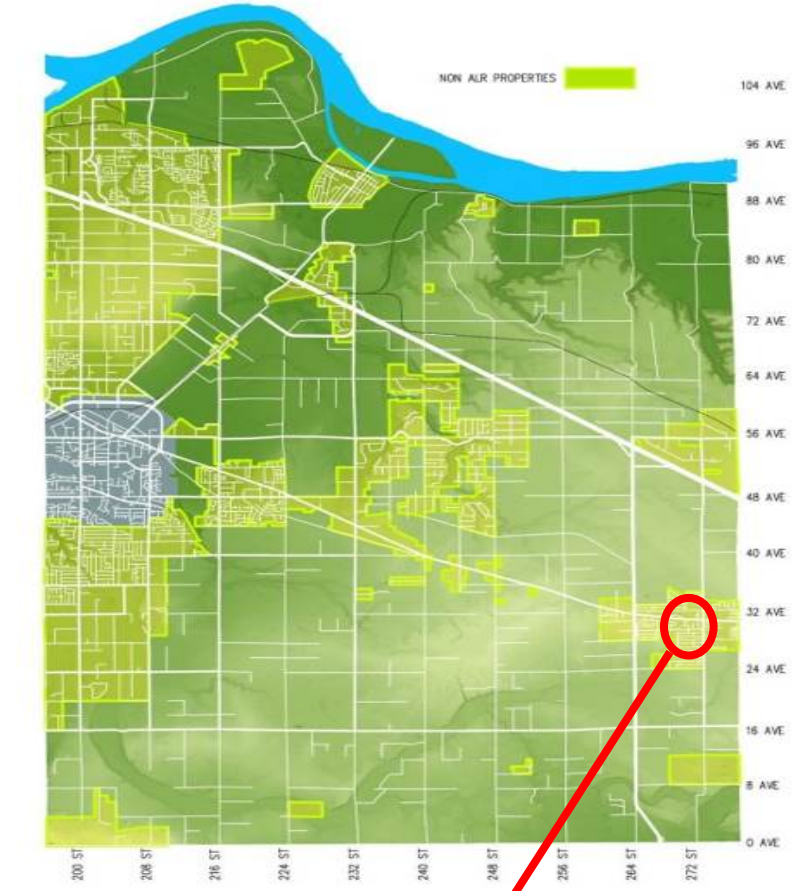
ATTACHMENT B

PID Nos.: 011-427-191, 009-271-457 and 012-314-951



ATTACHMENT C

3011 – 270B Street and legally described as
Lot 85 Section 19 Township 13 New Westminster District Plan 34998






FRASER
A
27030
B
C
D
E
26970
27088
27070
27094
27080
LAN
270 ST
27032
3013
3011
3012
3005
3015
2984
2983
2982
2981
2980
30 AVE
2982
2979
270B ST
26976
26986
26994
2975
2972
2977
2978

ATTACHMENT D

Township of Langley
Est. 1873

Elector Response Form
Land Acquisition

The Township of Langley is seeking elector approval for the borrowing of funds, $16.398 million, to undertake Land Acquisition. Elector approval is requested using the alternative approval process as described in Section 86 of the *Community Charter*.

The question being put forward to the electors of the Township of Langley is whether they are opposed to the borrowing of funds to undertake Land Acquisition.

The number of electors within the Township of Langley on October 20, 2018, was 85,452. If valid Electoral Response Forms are received from 8,545 electors, Council cannot proceed with the borrowing without receiving the assent of the voters by referendum.

If you are opposed to the borrowing of funds to undertake Land Acquisition and are a qualified elector in the Township of Langley, you can sign an Elector Response form.

If you are not opposed to the borrowing of funds to undertake Land Acquisition, no action is required.

All Elector Response forms must be received by the Township Clerk at the Township of Langley Civic Facility, 20338 – 65 Avenue, Langley on or before 4:30pm (PST) on November 29, 2019. All forms must have an original signature and cannot be copied or scanned versions of the signature.

Further information can be obtained from the Township Clerk at:

Wendy Bauer, Township Clerk
604-533-6101
wbauer@tol.ca

Township of Langley

Est. 1873

Alternative Approval Process
Land Acquisition

Elector Response Form

I hereby declare the following:

1. That I am a Canadian citizen;
2. That I am an individual who is age 18 or older;
3. I have been a resident of British Columbia for at least the past 6 months;
4. I have been a Township of Langley resident or owner of property within the Township of Langley for at least the last 30 days;
5. I am not disqualified by the *Local Government Act* or any other enactment from voting in an election or otherwise disqualified by law.

I understand that by signing this form I am declaring the above facts and I am petitioning against the Corporation of Township of Langley borrowing of funds to undertake Land Acquisition.

NAME OF ELECTOR: _____
(Please Print Full Name)

RESIDENTAL ADDRESS: _____
(or address of property for which you are eligible to be a non-resident Property elector)

SIGNATURE OF ELECTOR: _____

NOTE: This **originally-signed form** must be returned to the Township Clerk at the Township of Langley, Township of Langley Civic Facility, 20338 – 65 Avenue, Langley, BC, V2Y 3J1 **no later than 4:30pm on November 29, 2019.**

Accurate copies of this elector response form may be made and used for signing. A person must not sign an elector response form more than once and may not withdraw their name from the alternative approval process petition after the November 29, 2019 deadline.

Any personal information collected on this form will be managed in accordance with the *Freedom of Information and Protection of Privacy Act.* Direct enquiries, questions, or concerns regarding the collection, use, disclosure, or safeguarding of personal information associated with this form to:
Supervisor, Information, Privacy and Records Management.
20338 – 65 Avenue, Langley, BC V2Y 3J1 604-532-7396

PUBLIC NOTICE

Notice of Elector
Alternative Approval Process

The Township of Langley is seeking elector approval for the borrowing of funds to undertake McLeod Athletic Park capital works and a number of land acquisitions included in two bylaws as follows:

- McLeod Athletic Park Capital Works Loan Authorization Bylaw 2019, No 5507 ($1.919 million);
- Land Acquisition Loan Authorization Bylaw 2019, No 5508 ($16.398 million);
- Strategic Land Acquisition Loan Authorization Bylaw 2019, No 5509 ($67.67 million).

For each of the above bylaws, the borrowing may occur unless at least 10% of the electors of the Township of Langley sign an Elector Response form confirming their opposition. Council has determined that 10% of eligible electors within the Township of Langley is 8,545 electors.

Copies of McLeod Athletic Park Capital Works Loan Authorization Bylaw 2019, No 5507, Land Acquisition Loan Authorization Bylaw 2019, No 5508, and Strategic Land Acquisition Loan Authorization Bylaw 2019, No 5509 and related documents are available on the Township website at www.tol.ca/aap and from the Legislative Services Department at the Township of Langley Civic Facility, 20338 – 65 Avenue, Monday to Friday (except for statutory holidays) from 8:00am to 4:30pm.

Who can sign an Elector Response form?

Only eligible electors may sign an Elector Response form. Eligible electors must meet the following qualifications:

- a Canadian citizen;
- an individual over the age of 18;
- a resident of British Columbia for at least the past 6 months;
- a Township of Langley resident or property owner for at least the past 30 days; and
- not disqualified from voting by the Local Government Act or any other enactment.

Corporations are not entitled to submit Elector Response forms.

For non-resident electors, individuals owning land within the Township of Langley but not residing in the Township, only one non-resident owner may submit the Elector Response form for the property.

What to do if you are not opposed:

If you agree with the borrowing of funds to undertake the McLeod Athletic Park capital works and the land acquisitions included in two bylaws, no action on your part is necessary.

What to do if you are opposed:

If you are opposed to any of the proposals, Elector Response forms are available at the Information Counter at the Township of Langley Civic Facility at 20338 – 65 Avenue, Monday to Friday (except for statutory holidays) from 8:00am to 4:30pm or at www.tol.ca/aap.

The form must be received at the Township Civic Facility at 20338 – 65 Avenue, Langley by the Township Clerk on or before **4:30pm on Friday, November 29, 2019**.

The form must have an original signature. Faxed, imaged, or emailed signed forms cannot be counted.

ATTACHMENT C

Township of Langley
Est. 1873

Elector Response Form
Strategic Land Acquisition

The Township of Langley is seeking elector approval for the borrowing of funds, $67.67 million, to undertake Strategic Land Acquisition. Elector approval is requested using the alternative approval process as described in Section 86 of the *Community Charter*.

The question being put forward to the electors of the Township of Langley is whether they are opposed to the borrowing of funds to undertake Strategic Land Acquisition.

The total number of electors within the Township of Langley, as supplied by Elections BC on October 20, 2018 and approved by Council, is 85,452 electors. If valid Electoral Response Forms are received from 8,545 electors, Council cannot proceed with the borrowing without receiving the assent of the voters by referendum.

If you are opposed to the borrowing of funds to undertake Strategic Land Acquisition and are a qualified elector in the Township of Langley, you can sign an Elector Response form.

If you are not opposed to the borrowing of funds to undertake Strategic Land Acquisition, no action is required.

All Elector Response forms must be received by the Township Clerk at the Township of Langley Civic Facility, 20338 – 65 Avenue, Langley on or before 4:30pm (PST) on November 29, 2019. All forms must have an original signature and cannot be copied or scanned versions of the signature.

Further information can be obtained from the Township Clerk at:

Wendy Bauer, Township Clerk
604-533-6101
wbauer@tol.ca

ATTACHMENT C

Township of Langley
Est. 1873

Alternative Approval Process
Strategic Land Acquisition

Elector Response Form

I hereby declare the following:

1. That I am a Canadian citizen;
2. That I am an individual who is age 18 or older;
3. I have been a resident of British Columbia for at least the past 6 months;
4. I have been a Township of Langley resident or owner of property within the Township of Langley for at least the last 30 days;
5. I am not disqualified by the *Local Government Act* or any other enactment from voting in an election or otherwise disqualified by law.

I understand that by signing this form I am declaring the above facts and I am petitioning against the Corporation of Township of Langley borrowing of funds to undertake Strategic Land Acquisition.

NAME OF ELECTOR: _____
(Please Print Full Name)

RESIDENTAL ADDRESS: _____
(or address of property for which you are eligible to be a non-resident Property elector)

SIGNATURE OF ELECTOR: _____

NOTE: This **originally-signed form** must be returned to the Township Clerk at the Township of Langley, Township of Langley Civic Facility, 20338 – 65 Avenue, Langley, BC, V2Y 3J1 **no later than 4:30pm on November 29, 2019.**

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If you are opposed to one or all of the proposals, Elector Response forms are available at the Information Counter at the Township of Langley Civic Facility at 20338 – 65 Avenue, Monday to Friday (except for statutory holidays) from 8:00am to 4:30pm or at www.tol.ca/aap.

The form must be received at the Township Civic Facility at 20338 – 65 Avenue, Langley by the Township Clerk on or before **4:30pm on Friday, November 29, 2019**.

The form must have an original signature. Faxed, imaged, or emailed signed forms cannot be counted.

Township of Langley
Capital Project Description
Transportation Utility

Project Title — **Road Construction: 212 Connector 208 St/74 Ave to 212 St/77A Ave**

Work Breakdown (if it exists) (Use Asset ID if exists and WrkBrk not known): RDS1306-01 — **Category**: TRNNCON

	2020 CFWD	2021	2022	2023	2024	2025
New Request Amount		2,000,000	42,840,000	-	-	-
Carry Forward Amount	-					
Total Project Cost	**-**	**2,000,000**	**42,840,000**	**-**	**-**	**-**

Project Description *(Phased Project)

To construct a portion of a four lane urban arterial 212 Street connector from 208 Street/74 Avenue to 212 Street/77A Avenue leading to the 216 Street Interchange. Construction includes median, curb and gutter, traffic signals, street lights and sidewalks. It is anticipated the portion north of 77A Avenue will be constructed through development in the Williams Neighbourhood.

Project Justification & Consequences of Not Proceeding *(Phased Project)

To address road safety, traffic flows, increasing traffic congestion and to meet development related growth demands as part of the Township's Official Community plan and the Master Transportation Plan. 2021 funding requested in order to construct portion of road on Township own lands to meet May of 2021 ALC deadline.

***Project Priority Ranking**: **CRITICAL 06**

Length of Project (in Years): 2

Proposed Funding Source	2020 CFWD	2021	2022	2023	2024	2025
Reserve Future Capital Expenditure	-					
Operating Revenue	-	20,000				
Prior Year's Surplus	-					
Federal/Provincial/Other Grants	-					
Development Cost Charges (DCCs)	-	1,980,000	15,840,000			
Capital Works Reserve	-					
Equipment Replacement Reserve	-					
Land Reserve	-					
Infrastructure Reserve	-					
Local Area Service (LAS) Reserve	-					
Municipal Finance Authority (MFA)	-					
TransLink	-					
ICBC	-					
Internal Debt	-					
*Other: WARCAP	-		27,000,000			
Total Funded	-	2,000,000	42,840,000	-	-	-
UNFUNDED						
Total Project Funding	**-**	**2,000,000**	**42,840,000**	**-**	**-**	**-**
***Estimated Annual Operating impact**		-	-	-	-	-
Please Specify:						

Township of Langley
Capital Project Description
Corporate Administration - Information Technology

Project Title	**Fraser River Presentation Theatre A/V Upgrades**					
Work Breakdown (if it exists)	TBD	**Category**	INFOTECH			
	2020 CFWD	**2021**	**2022**	**2023**	**2024**	**2025**
New Request Amount		320,000	-	-	-	-
Carry Forward Amount	56,000					
Total Project Cost	**56,000**	**320,000**	**-**	**-**	**-**	**-**

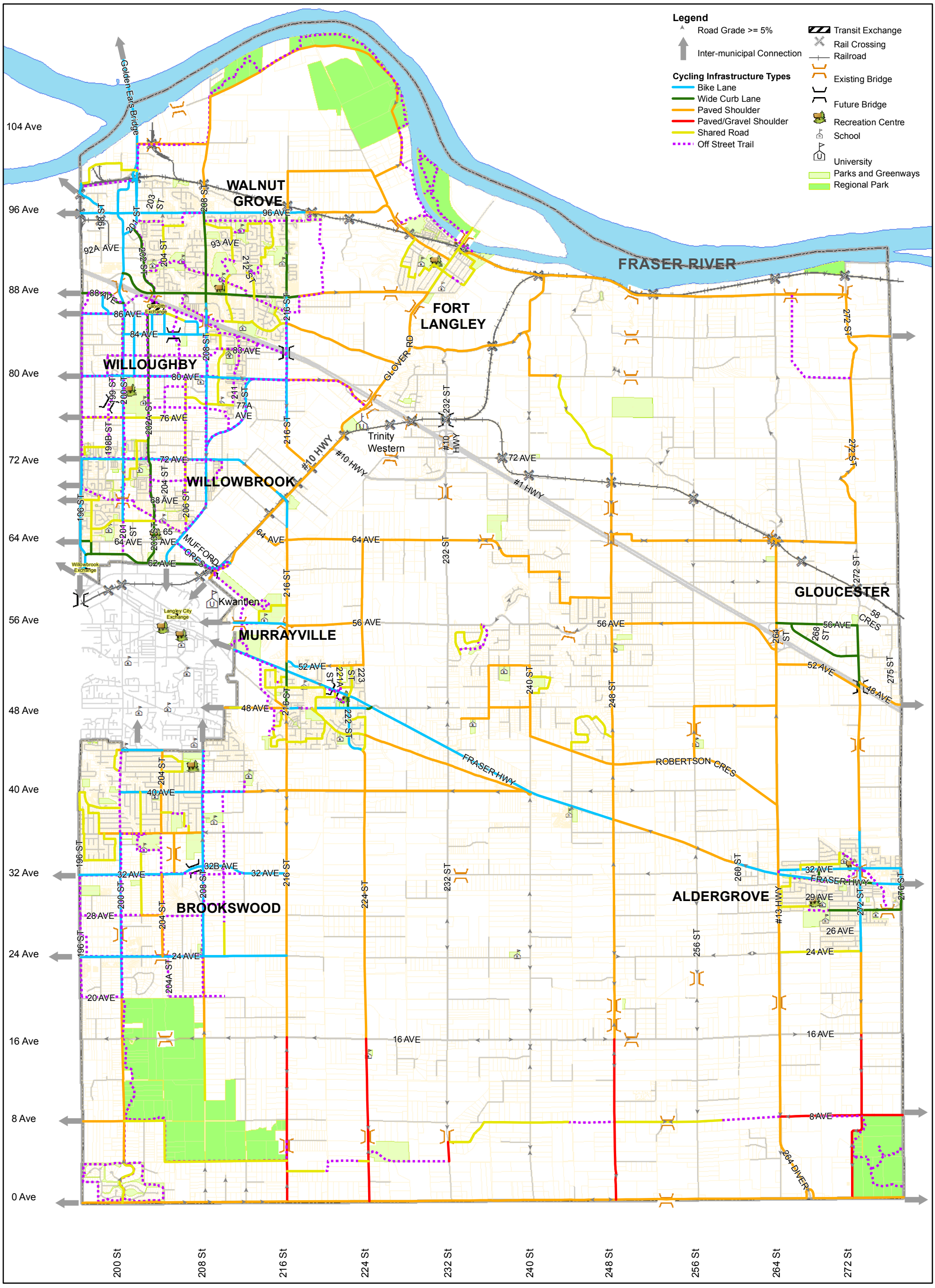
Project Description
***(Phased Project)**

The current A/V system in FRPT was originally deployed in 2006 and consisted of several subsystems for audio routing, multi-channel audio amplification, video, controls, voting, live camera production with a separate multi-viewer, camera control and streaming. At the time of deployment, this was a typical configuration for a Council Chambers. Since that time, several manufacturers have developed and refined purpose-built solutions that encompass all of the sub-systems we currently have deployed and provide more capabilities such as touch control, video content streaming, internal document sharing, remote participation/online meetings, digital name plates to name a few.

Project Justification & Consequences of Not Proceeding
***(Phased Project)**

The current video distribution system had a refresh in 2014. However, the heart of the system is hardware that is 13 years old and has been end of life for several years. Part of the existing deployment consists of a Crestron control processor with relay cards that provides all the logic for request to speak, voting, button and microphone feedback. There is no support for this hardware and parts are no longer available. The current audio platform is also 13 years old and we anticipate this equipment will be end of life in the near future. A failure would result in a loss of A/V capability for Council meetings and rental groups. Repairs may not be possible resulting in an outage that could span several months.

***Project Priority Ranking**	**High 05**					
Length of Project (in Years)						
Proposed Funding Source	**2020 CFWD**	**2021**	**2022**	**2023**	**2024**	**2025**
Reserve Future Capital Expenditure	56,000					
Operating Revenue	-					
Prior Year's Surplus	-					
Federal/Provincial/Other Grants	-					
Development Cost Charges (DCCs)	-					
Capital Works Reserve	-					
Equipment Replacement Reserve	-					
Land Reserve	-					
Infrastructure Reserve	-					
Local Area Service (LAS) Reserve	-					
Municipal Finance Authority (MFA)	-					
TransLink	-					
ICBC	-					
Internal Debt	-					
*Other: _____	-					
Total Funded	56,000	-	-	-	-	-
UNFUNDED		320,000				
Total Project Funding	**56,000**	**320,000**	**-**	**-**	**-**	**-**
***Estimated Annual Operating impact**		10,000				
Please Specify:	**Annual maintenance/support for the upgraded system**					



Township of Langley

Est. 1873

Ultimate Cycling Network Infrastructure

Version Date: October 2013

Adopted by Council: Sept 23, 2013

Print Date: Date: 04/10/2013

0 0.5 1 2 3 4 5 Kilometres

N W E S

Path: N:\Maps\Custom Maps\Transportation\Trn_20130001_NetworkCyclingPlan\2013_2018_InfrastructureCyclingPlan_AllRoutes.mxd

Disclaimer:
The data provided has been compiled from various sources and is not warranted as to its accuracy or sufficiency by the Township of Langley. The user of this information is responsible for confirming its accuracy or sufficiency.

Township of Langley
Capital Project Description
Transportation Utility

Project Title — **Urban Arterial Road Construction: Willowbrook Connector: 64 to 68 Ave**

Work Breakdown (if it exists) (Use Asset ID if exists and WrkBrk not known): RDS1239-01 — **Category**: TRNWIDN

	2020 CFWD	2021	2022	2023	2024	2025
New Request Amount		14,000,000	-	-	-	-
Carry Forward Amount	173,319					
Total Project Cost	**173,319**	**14,000,000**	**-**	**-**	**-**	**-**

Project Description *(Phased Project)

To widen the Willowbrook Connector to 4-lane roadway including curb and gutter, sidewalk, cycling lanes and a median between 64 Ave and 68 Ave. This will result in improved road capacity & road safety for motorists, cyclists and pedestrians

Project Justification & Consequences of Not Proceeding *(Phased Project)

The project connects the existing 4-lane road south of 64 Ave to the future 4-lane road north of 68 Ave which is being constructed by development. The project improves traffic capacity, safety and accommodates road users considered vulnerable such as cyclists and pedestrians. There is no development potential along this section of 208 St and it must be constructed through a Township capital project, compared to the remainder of the corridor which does have development potential.

***Project Priority Ranking**: **CRITICAL 14**

Length of Project (in Years): 2

Proposed Funding Source	2020 CFWD	2021	2022	2023	2024	2025
Reserve Future Capital Expenditure	-					
Operating Revenue	-	140,000				
Prior Year's Surplus	-					
Federal/Provincial/Other Grants	-					
Development Cost Charges (DCCs)	171,585	13,860,000				
Capital Works Reserve	1,734					
Equipment Replacement Reserve	-					
Land Reserve	-					
Infrastructure Reserve	-					
Municipal Finance Authority (MFA)	-					
TransLink	-					
ICBC	-					
Internal Debt	-					
*Other:	-					
Total Funded	173,319	14,000,000	-	-	-	-
UNFUNDED						
Total Project Funding	**173,319**	**14,000,000**	**-**	**-**	**-**	**-**
***Estimated Annual Operating impact**		-	1,497	-	-	-
Please Specify:						