

File: 3900-02

DATE: September 7, 2018

TO: Chair and Directors
Electoral Areas Services Committee

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

RE: Bylaw No. 1415 Amendment to Include a Tax Support for Denman Activities Centre

Purpose

The Comox Valley Regional District (CVRD) staff have been in discussions jointly with the Denman Island Seniors and Museum Society (DSMS) and the Denman Island Recreation Commission (DIRCS) to have the Denman Activities Centre become a tax supported service under the current Denman Island Community Hall Service function #675.

Recommendation from the Chief Administrative Officer:

THAT the Board proceed with expanding the purpose of the Denman Island Community Hall service in order to also provide funding for the Denman Activity Centre and increase the maximum requisition by 25 per cent and initiate the following:

1. A service amendment bylaw be submitted to the electors for approval by way of the Alternative Approval Process to be conducted for the Denman Island Community Hall service area being Denman Island (a defined portion of Electoral Area A);
2. The notice to electors (includes synopsis of proposed bylaw) attached to the staff report as Appendix A dated September 7, 2018 be approved;
3. The elector response form Appendix C attached to the staff report dated September 7, 2018 be approved;
4. The deadline for receiving the elector response forms be set at 4:30 pm on Thursday, January 17, 2019; and
5. The total number of electors within the service area to which the alternative approval process applies is determined to be 926 of which 10 per cent or 93 must submit elector response forms to prevent the Comox Valley Regional District from adopting the Denman Island Community Hall Service Establishment Amendment Bylaw without first obtaining the assent of the electors by way of referendum.

Executive Summary

- The DSMS has requested the Denman Activities Centre be a tax supported service;
- Purpose of the DSMS is to maintain and operate the Denman Activity Centre and Museum;
- DSMS does not receive any form of government funding;
- DSMS relies on memberships, volunteer efforts and fundraising activities for financial support;
- DSMS is a registered non-profit society in B.C;
- Recent conversations with DIRCS has their support for this change and a willingness to work with DSMS;
- Activity Centre is a multi-purpose facility used for community social events and recreational activities;

- Activity Centre is facing aging infrastructure challenges and may require a stable funding source to maintain sustainability for community use.
- Amend existing Bylaw No. 1415 to include the Denman Activity Centre through an Alternative Approval Process (AAP).
- Should the amendment to Bylaw No. 1415 be adopted, the updated Community Hall Service would be referenced as the Denman Island Community Facilities Service.

Prepared by:

T. Ian Smith

T. Ian Smith, MCE
 General Manager of Community Services

Stakeholder Distribution (Upon Agenda Publication)

Denman Island Residents Association	✓
Denman Seniors and Museum Society	✓
Denman Island Recreation Commission Society	✓

Background/Current Situation

At the February 17, 2018 meeting of the CVRD Board, DSMS brought forward a request for tax supported funding which was supported. Please see Appendix B for staff report dated February 15, 2018. This would help to enable the society to maintain and operate the Denman Activity Centre with a stable funding source. DSMS is a registered non-profit Society in B.C.

On August 24, 2018 staff met with both societies to discuss the potential of including the Denman Activities Centre into the existing service of function #675 for the Denman Island Community Hall. At this time it appears both groups are willing to work together to achieve this goal. DSMS have created a draft business plan for review and consideration by the CVRD.

Policy Analysis

In 1992 the then Comox Strathcona Regional District enacted Bylaw No. 1415, being the "Denman Island Community Hall Local Service Establishment Bylaw, 1992". This bylaw established a local service within a portion of Electoral Area A for the purpose of providing operating funds assistance for the Denman Island Community Hall.

At the February 27, 2018 meeting of the CVRD Board the following motion was passed:

THAT staff provide a report to the Comox Valley Regional District Board to amend the existing Denman Island Community Hall Service, Function 675, to incorporate the request of Denman Island Seniors and Museum Society to become a tax supported service;

AND FURTHER THAT the report is to include a full cost analysis, outline public consultation plan and implementation plan to be incorporated in the 2019-2023 financial plan.

The strategic plan goal established by the CVRD board is “To promote and develop a healthy community within the Comox Valley by developing a framework to deliver recreation and cultural services that are cost effective and equitable for all residents”. The Denman Activity Centre is one of the focal points on the island where many cultural and recreational events are held.

Part 10 of the *Local Government Act* (RSBC, 2015, c.1) authorizes the CVRD to amend its service establishment bylaws. Such amendments require elector approval, which may be accomplished by

way of assent voting (referendum), an AAP, petition or director written consent on behalf of the voters. An AAP is proposed for the Denman Island Community Hall Service amendment.

Financial Factors

Currently the Denman Activities Centre is not funded by any branch of government and relies on memberships, volunteer effort and fundraising activities for financial support. The DSMS is finding it to be more challenging to operate and maintain the centre due to its age and to remain compliant with the various regulations relating to operating a public facility. Having access to a stable source of tax supported funding would benefit DSMS to operate the centre to meet public facility regulatory requirements, maintain the facility's infrastructure and ensure the centre is clean and safe for users.

If the board agrees to amend the existing service establishment bylaw for the Denman Island Community Hall Service function #675, to incorporate the request of DSMS, staff will provide a report outlining public consultation and an implementation plan, and will also conduct a full cost analysis to be incorporated in the 2019-2023 financial plan.

It is estimated the cost of \$3,000 will be required for an AAP process and public consultation.

The 2018 maximum requisition for the Denman Island Community Hall Service is \$60,407 based on \$0.16 per \$1,000 of assessed value. The 2018 tax requisition was \$40,000 resulting in an estimated residential tax rate of \$0.1033 per \$1,000. For a home assessed at \$400,000, the tax levy for this service would have been \$41.32.

Options

The timing associated with conducting this AAP is listed below, ending with the ability to fund the Denman Activities Centre after the CVRD adopts its financial plan in March 2019.

1. September 17 – Electoral Areas Services Committee meeting with staff report identifying AAP logistics, reasons for change, degree of community awareness / support, etc
2. October 2 - Board meeting to give amending bylaw three readings and set logistics and closing date of January 17, 2019 for AAP
3. October 3 - CVRD submits bylaw amendment package to the Ministry for inspector approval (allow 6-8 weeks for approval)
4. December 11 and 13 - legal ads to initiate AAP
5. December 14 to January 17 - 30 day period for submitting elector response forms
6. End of January 2019 - Board meeting to adopt amending bylaw should we receive fewer than 10 per cent response forms

Funding for the Denman Activities Centre is not guaranteed for 2019 as a number of legislative steps must occur before the funds can be provided.

The CVRD may consider other options associated with this funding request, which includes

1. Amend the existing Denman Island Community Hall Service and service establishment Bylaw No. 1415.
2. Establish a new service
3. Deny the request of DSMS.

Staff are recommending option 1.

Legal Factors

The processes for conducting an AAP are shown under the options section above and follow the *Local Government Act* requirements.

The proposed changes to the service establishment bylaw (Appendix D) include expanding the scope to provide funds to both the community hall and the activities centre for capital and operating purposes and to increase the maximum requisition by 25 per cent. The current maximum requisition is the greater of \$14,620 or \$0.16 per \$1,000 of assessed value. The proposed amendment would set the new maximum levy at the greater of \$75,508 or \$0.20 per \$1,000 of assessed value. For a home assessed at \$400,000, the tax levy would be \$78.01 if the full \$75,508 was requisitioned.

The bylaw requires the approval of the electors and the inspector of municipalities. Staff are recommending that elector approval be sought via an AAP.

One further legal consideration relates to the determination of eligible electors in the service area. The *Local Government Act* requires the board to determine the total number of electors in the service area. The 2016 census establishes a population of 1,165 on Denman Island. When the estimated number of ineligible electors (under the age of 18, non-Canadian citizen, etc) and the number of known non-resident property electors are calculated, a total of 926 eligible electors is determined. If fewer than 10 per cent (or 93) of the eligible electors submit a response form through the AAP, the board may adopt the loan authorization bylaw for this project.

Intergovernmental Factors

The CVRD would work with Denman Island Residents Association, DIRCS and DSMS to assist with the implementation of this initiative.

Interdepartmental Involvement

The Community Services Branch has been working in conjunction with Corporate Services and Financial Services on this initiative.

Citizen/Public Relations

The Denman Activity Centre is a focal point for the community hosting various community events, provides recreational opportunities and cultural activities for the local resident. The operation and maintenance of this multi-purpose facility is the mandate of the Denman Seniors and Museum Society. They are a registered charity and non-profit Society in B.C. and are governed by a board of directors.

The legislatively required advertising and engagement will be provided for this elector approval process. Further, staff will work with DIRCS and DSMS to establish public engagement and awareness for the AAP process.

Attachments: Appendix A – “Notice to Electors”
Appendix B – “Staff Report Dated February 15, 2018”
Appendix C – “Elector Response Form
Appendix D – “Bylaw No. 1415 (includes recommended changes)”
Appendix E – “Letter of willingness to pursue tax funding”

PUBLIC NOTICE OF ALTERNATIVE APPROVAL PROCESS

Notice to Electors within Denman Island Community Hall Service regarding Bylaw No. 564 “Denman Island Community Facilities Service Establishment Bylaw, 1992, Amendment No. 2”

OVERVIEW: At its October 2, 2018 meeting, the Comox Valley Regional District (CVRD) Board of Directors proposed to adopt Bylaw No. 564 “Denman Island Community Facilities Service Establishment Bylaw, 1992, Amendment No. 2” that would amend the Denman Island Community Hall Service by

- a) Expanding the purpose to provide operational and capital funding for the Community Hall and Denman Activities Centre and
- b) Increasing the maximum requisition from the greater of \$14,620 or \$0.16 per \$1000 of assessed value to the greater of \$75,508 or \$0.20 per \$1000 of assessed value.

In general terms, the bylaw change would authorize the CVRD to provide funding to help support the operations and capital requirements of the Denman Island Community Hall and the Denman Activities Centre. The bylaw would also increase the maximum amount of taxes that could be collected from property owners to deliver the service.

AREA: The Denman Island Community Hall Service Area includes all of Denman Island.

RATEPAYER IMPLICATIONS: The current maximum requisition is equivalent to \$62.41 for a residential property assessed at \$400,000 whereas the proposed maximum requisition would be equivalent to \$78.01 for the same property. This does not mean that taxes for this service will increase to the maximum available as financial plans are adopted annually based on the service needs at the time. Rather, this change creates the flexibility for the service to respond to public expectations and demands.

ALTERNATIVE APPROVAL PROCESS: In accordance with Section 86 of the *Community Charter*, the CVRD is seeking the approval of the electors within the Denman Island Community Hall Service Area by means of the Alternative Approval Process (AAP). Therefore, eligible electors within the service area opposed to the CVRD amending the Denman Island Community Hall Service may petition against the adoption of Bylaw No. 564 by signing an elector response form, which may be obtained from the Comox Valley Regional District. The number of eligible electors within the boundaries of the service area has been fairly determined to be 926 and the number of valid elector response forms required to prevent the adoption of Bylaw No. 564 without first obtaining the assent of the electors by referendum is 93.

ELECTOR RESPONSE FORMS: Elector responses must be in the format established by the Board of Directors. Forms may be obtained from the CVRD or from its website at www.comoxvalleyrd.ca/aap and may only be signed by electors of the Denman Island Community Hall Service area.

DEADLINE: The deadline for delivering the signed elector response forms to the CVRD is 4:30 pm on January 17, 2019. Emailed or faxed copies are acceptable however they must include the elector’s signature. Forms must be received by the deadline in order to be counted.

Copies of Bylaw No. 564 and records relating to the bylaw may be obtained from the CVRD offices at 600 Comox Road, Courtenay, BC during regular office hours Monday to Friday (excluding public holidays) from the date of this notice until January 17, 2019 or from the website at www.comoxvalleyrd.ca/aap.

For further information, or to obtain the elector response forms, please contact the Comox Valley Regional District office at 600 Comox Road, Courtenay, B.C. V9N 3P6 or by telephone at 250-334-6000 or toll-free at 1-800-331-6007 or by e-mail at administration@comoxvalleyrd.ca.

DATE: February 15, 2018

TO: Chair and Directors
Electoral Areas Services Committee

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

FROM: Russell Dyson
Chief Administrative Officer

RE: Tax Support for Denman Island Seniors and Museum Society

Purpose

The Comox Valley Regional District (CVRD) staff have been in discussion with the Denman Island Seniors and Museum Society (DSMS) regarding their request to become a tax supported service.

Recommendation from the Chief Administrative Officer:

THAT staff provide a report to the Comox Valley Regional District Board to amend the existing Denman Island Community Hall Service, function 675, to incorporate the request of Denman Island Seniors and Museum Society to become a tax supported service;

AND FURTHER THAT the report is to include a full cost analysis, outline public consultation plan and implementation plan to be incorporated in the 2019-2023 financial plan.

Executive Summary

The DSMS has requested to be a tax supported service.

- They are registered non-profit DSMS in B.C;
- DSMS does not receive any form of government funding;
- DSMS relies on memberships, volunteer effort and fundraising activities for financial support;
- Purpose of the DSMS is to maintain and operate the Denman Activity Centre and Museum;
- Activity Centre is a multi-purpose facility used for community social events and recreational activities;
- Activity Centre is facing aging infrastructure challenges and may require a stable funding source to maintain sustainability for community use.

Prepared by:

T. Ian Smith

T. Ian Smith, MCE
General Manager of Community Services

Stakeholder Distribution (Upon Agenda Publication)

DIRA	✓
Denman Seniors and Museum Society	✓

Background/Current Situation

A request has been brought forward from DSMS to receive tax funding support. This would help to enable the society to maintain and operate the Denman Activity Centre with a stable funding source. DSMS is a registered non-profit Society in B.C. The purposes of DSMS are:

1. To maintain and operate the building known as the Denman Activity Centre, including the Museum and other facilities.
2. To provide facilities for community social events and recreational activities.
3. To partner with other organizations to provide community services, events and activities.

The Activity Centre is a multi-purpose facility located in the heart of downtown Denman Island. Located in the centre is the Denman Island Museum, fitness centre, gymnasium and Denman WORKS! Resource Centre. Many community and social events are hosted at the centre such as public meetings, elections, sports events, community dinners and fund raisers.

Policy Analysis

In 1992 the then Comox Strathcona Regional District enacted Bylaw No. 1415, being the "Denman Island Community Hall Local Service Establishment Bylaw, 1992". This bylaw established a local service within a portion of Electoral Area A for the purpose of providing operating funds assistance for the Denman Island Community Hall.

The strategic plan goal established by the CVRD board is "To promote and develop a healthy community within the Comox Valley by developing a framework to deliver recreation and cultural services that are cost effective and equitable for all residents". The Denman Activity Centre is one of the focal points on the island where many cultural and recreational events are held.

Financial Factors

Currently the DSMS is not funded by any branch of government and relies on memberships, volunteer effort and fundraising activities for financial support. The DSMS is finding it to be more challenging to operate and maintain the centre due to its age and to remain compliant with the various regulations relating to operating a public facility. Having access to a stable source of tax supported funding would benefit DSMS to operate the centre to meet public facility regulatory requirements, maintain the facility's infrastructure and ensure the centre is clean and safe for users.

If the board agrees to amend the existing Denman Island Community Hall Service to incorporate the request of DSMS, staff will provide a full cost analysis and report outlining public consultation and implementation plan to be incorporated in the 2019-2023 financial plan.

The 2018 maximum requisition for the Denman Island Community Hall is \$60,481 based on \$0.16 per \$1000. The 2018 requisition is \$40,000 based on \$0.1032 per \$1000. A property assessed at \$400,000, the tax levy would \$41.28.

Legal Factors/Options

There are two options for the Denman Activity Centre to be established as a tax-supported service through the CVRD:

Option 1: Establish a new service

New services are established through a defined process whereby the concept is first explored through a feasibility study. If the proposed service is deemed feasible, a service establishing bylaw is developed and considered for approval by the province's Inspector of Municipalities, the electors

within the service area, and the CVRD Board. Approval by the electors can be obtained by referendum and in certain cases, through petition or an alternative approval process.

Option 2: Amend the existing Denman Island Community Hall Service

The Board may opt to amend Bylaw No. 1415, being the "Denman Island Community Hall Local Service Establishment Bylaw, 1992" to expand the service purpose to include the Denman Activity Centre and raise the tax requisition.

Similar to establishing a new service, amending the service establishing bylaw would require a study to determine costs and other implications followed by the introduction of an amending bylaw. The bylaw would then require approval by the province's Inspector of Municipalities, the electors within the service area, and the CVRD Board. In this case, elector approval may be obtained by way of petition, alternative approval process, referendum or director consent.

The *Local Government Act*, Divisions 4 and 5 provide the statutory process for creating new services and amending existing service establishment bylaws. The process includes specific approvals and other statutory conditions that have been generally described above.

Option 3: Deny the request of DSMS.

Intergovernmental Factors

The CVRD would work with DIRA and DSMS to assist with the implementation of this initiative.

Interdepartmental Involvement

The Community Services Branch has been working in conjunction with Legislative Services and Financial Services on this initiative.

Citizen/Public Relations

The Denman Activity Centre is a focal point for the community hosting various community events, provides recreational opportunities and cultural activities for the local resident. The operation and maintenance of this multi-purpose facility is the mandate of the Denman Seniors and Museum Society. They are a registered charity and non-profit Society in B.C. and are governed by a board of directors.

Proposed Bylaw No. 564 being “Denman Island Community Facilities Service Establishment Bylaw, 1992, Amendment No. 2” which would expand the Denman Island Community Hall Service to include providing capital and operating assistance for the Denman Activities Centre as well as the Community Hall and to increase the maximum requisition by 25 percent. The proposed bylaw applies to the Denman Island Community Hall Service Area, which is all of Denman Island in Electoral Area A. Please see the following page for further information.

Pursuant to Section 86 of the *Community Charter*, I certify that:

- I am a person entitled to be registered as an elector pursuant to the *Local Government Act* (see eligibility requirements on the following page);
- I have not previously signed an Elector Response Form with respect to this Bylaw; and
- I am **OPPOSED** to the adoption of Bylaw No. 564 being “Denman Island Community Facilities Service Establishment Bylaw, 1992, Amendment No. 2”.

Full name of elector: (please print)	
Elector’s residential address: (please provide full address)	
Signature of Elector:	
Date:	

To be completed by non-resident property electors only (see eligibility requirements on the following page)
I am entitled to register as a non-resident property elector as an owner of the property located at the following address: _____

For this Elector Response Form to be counted, it must be received by the Corporate Officer **no later than 4:30 pm on Thursday, January 17, 2019** by one of the following methods:

<p>Mail or in person: Comox Valley Regional District 600 Comox Road, Courtenay, BC V9N 3P6</p>	<p>Fax: 250-334-4358</p>	<p>Email: administration@comoxvalleyrd.ca</p>
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- **Postmarks will not be accepted as the date of submission.**
- **Accurate copies of this elector response form may be made and used for signing**
- **A person may not sign more than one elector response form**

Approval of the electors by the alternate approval process is obtained if less than 93 Elector Response Forms are received by the deadline.

Denman Island Community Hall Service Expanded Purpose and Increased Maximum Requisition

The Denman Island Community Hall Service is operated by the Comox Valley Regional District under Bylaw No. 1415 and provides tax dollars to assist with annual operations at the Denman Island Community Hall. The CVRD is proposing two changes to the Community Hall Service:

- To expand the Service's purpose in order that tax dollars may also be provided to assist with annual operations at the Denman Activities Centre. Capital expenses at both facilities would also be an eligible expense under the expanded service.
- To increase the maximum amount of tax dollars that can be collected under this service in order to help fund both facilities. The current maximum requisition is the greater of \$0.16 / \$1000 of assessed value or \$14,620 and the proposed amendment would set the new maximum requisition at greater of \$0.20 / \$1000 of assessed value or \$75,508. For a home assessed at \$400,000, the tax levy would be \$78.01 if the full \$75,508 was requisitioned.

Elector Eligibility Requirements

Resident elector (section 65 of the *Local Government Act*)

1. I am 18 years of age or older;
2. I am a Canadian citizen;
3. I have lived in British Columbia for at least six months immediately before signing this elector response form;
4. I have lived in the Denman Island Community Hall Service area, which is all of Denman Island in Electoral Area A, for at least 30 days before signing this elector response form.
5. I am not disqualified from voting under the *Local Government Act* or any other enactment or otherwise disqualified by law from voting.

Non-resident property electors (section 66 of the *Local Government Act*)

1. I am not entitled to vote as a resident elector in the Comox Valley Regional District for purposes of this matter;
2. I have been a registered owner of real property in the Denman Island Community Hall Service area for at least 30 days before signing this elector response form;
3. I acknowledge that I may sign this elector response form on behalf of only one property that I own in the Denman Island Community Hall Service area;
4. If there is more than one individual who is the registered owner of the property, only one of those individuals may sign this elector response form in relation to the property, assuming the non-resident property elector has the written consent of the number of individuals who, together with the person signing this elector response form constitutes a majority of the registered owners.
5. The only persons who are registered owners of the real property are individuals who do not hold the property in trust for a corporation or another trust.
6. I am not disqualified from voting under the *Local Government Act* or any other enactment or otherwise disqualified by law from voting.

More Information

For further information, please contact:

Comox Valley Regional District
600 Comox Road, Courtenay, BC V9N 3P6
Phone: 250-334-6000 toll free: 1-800-331-6007
Office hours: Monday to Friday 8:00 am to 4:30 pm
www.comoxvalleyrd.ca/aap



Denman Island Community
 Hall **Facilities** Service
 Establishment Bylaw

The following is a consolidated copy of the Denman Island Community **Hall Facilities** Service Establishment Bylaw and includes the following bylaws:

Bylaw No.	Bylaw Name	Adopted	Purpose
1415	Denman Island Community Hall Local Service Establishment Bylaw, 1992	March 30, 1992	A bylaw to establish a local service within a portion of Electoral Area 'A' for the purpose of providing operating funds assistance for the Denman Island Community Hall
2618	Denman Island Community Hall Local Service Area Establishment Bylaw 1992, Amendment Bylaw No. 1	November 29, 2004	Amends Bylaw No. 1415
564	Denman Island Community Hall Local Service Area Establishment Bylaw 1992, Amendment Bylaw No. 2	TBD	To expand the purpose to include providing operating and capital funds to the Community Hall and Activities Centre

This bylaw may not be complete due to pending updates or revisions and therefore is provided for reference purposes only. Titles and whereas clauses may be different than in original bylaws to make this consolidated version more clear and identify historical changes and conditions. THIS BYLAW SHOULD NOT BE USED FOR ANY LEGAL PURPOSES. Please contact the corporate legislative officer at the Comox Valley Regional District to view the complete bylaw when required.

COMOX VALLEY REGIONAL DISTRICT

BYLAW NO. 1415

A bylaw to establish a local service within a portion of Electoral Area 'A' for the purpose of providing operating **and capital funds assistance for the Denman Island Community Hall **and Denman Activities Centre****

WHEREAS the Comox Valley Regional District has been requested to establish a local service for the purpose of providing operating funds assistance for the Denman Island Community Hall;

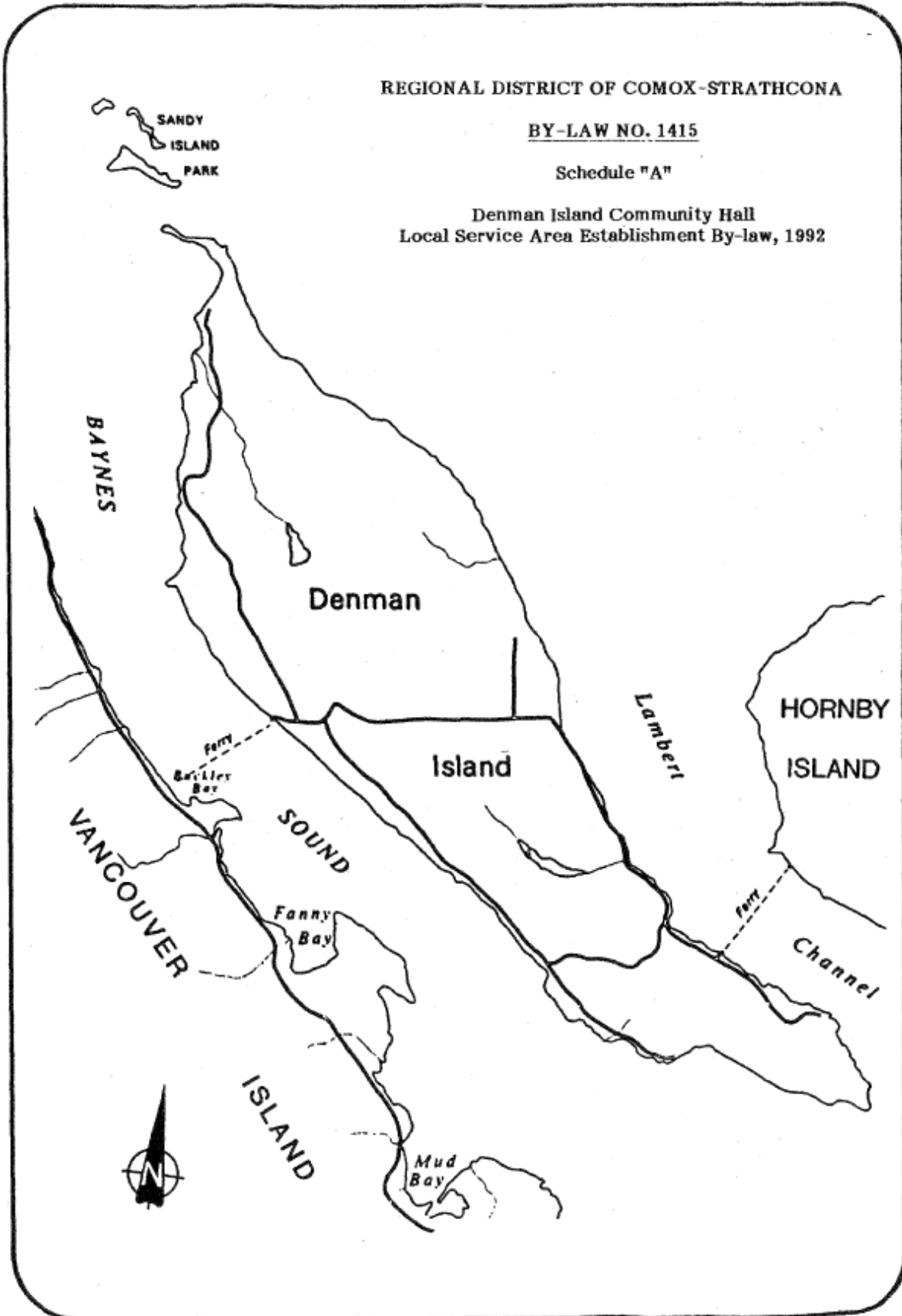
AND WHEREAS the assent of the electors of the Denman Island Community Hall Local Service Area has been obtained;

NOW THEREFORE the following is enacted:

1. The Regional District hereby establishes within a portion of Electoral Area "A", a Local Service for the purpose of providing operating **and capital** funds assistance for the Denman Island Community Hall **and Denman Activities Centre** within the boundaries of the service area shown outlined on the plan attached, as Schedule "A", to this by-law and known as "Denman Island Community Hall ~~Local~~ **Facilities** Service".
- ~~2. The annual costs of providing the Service shall be recovered by one or more of the following:~~
 - ~~(a) property value taxes imposed in accordance with Division 4.3 of the Local Government Act;~~
 - ~~(b) parcel taxes imposed in accordance with Division 4.3 of the Local Government Act;~~
 - ~~(c) fees and charges imposed in accordance with section 803 of the Local Government Act;~~
 - ~~(d) revenues raised by other means authorized by the Local Government Act or another Act;~~
 - ~~(e) revenues received by way of agreement, enterprise, gift, grant or otherwise.~~
2. **As provided in section 378 of the *Local Government Act (RSBC, 2015, C. 1)*, the annual cost for this service shall be recovered by one or more of the following:**
 - (a) property value taxes;**
 - (b) parcel taxes;**
 - (c) fees and charges imposed under section 397 of the *Local Government Act (RSBC, 2015, C. 1)*;**
 - (d) revenues raised by other means authorized by the *Local Government Act (RSBC, 2015, C. 1)* or another Act; and**
 - (e) revenues received by way of agreement, enterprises, gift, grant or otherwise.**
3. In accordance with section ~~800.1(1)(e)~~ **339(1)(e)** of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is the greater of:
 - (a) \$75,508.00; or

- (b) an amount equal to the amount that could be raised by a property value rate of \$0.20 per \$1,000.00 applied to the net taxable value of land and improvements within the Service Area.

- 4. This bylaw may be cited as the "**Denman Island Community ~~Hall~~ Facilities Service Establishment By-law, 1992**".



Denman Seniors and Museum Society
1111 Northwest Road
Box 28
Denman Island, BC V0R 1T0

September 4, 2018

Mr. Ian Smith
General Manager of Community Services
Comox Valley Regional District
600 Comox Road,
Courtenay, BC V9N 3P6

Dear Mr. Smith:

Further to our meeting with you and Kevin Douville on August 24, 2018, our Denman Seniors and Museum Society (DSMS) Board met this morning and agreed in a duly moved and unanimously carried motion to send you this letter of interest and to assure you of our intention to work with the Denman Island Recreation Commission Society (DIRCS) Board.

The DSMS Board is willing to work with the DIRCS Board for the purpose of amending the existing Establishment Bylaw to include the DSMS organization and to increase (uplift) the associated amount of tax revenue that will support these two organizations.

We prefer the amendment to include the maximum uplift, although it is our plan to only use a portion of that for the next few years. You have our commitment to work with DIRCS Board representatives in the development of our 5-year Financial Plan, due to you by November. Our Board member & treasurer, Robert Fox, intends to represent us at the September 17th CVRD Board meeting.

If there is any addition information required of us, please advise.

Yours truly,

A handwritten signature in cursive script, reading "Roxanna Mandryk".

Roxanna Mandryk, Chair
DSMS Board

cc. Stirling Fraser, Chair, DIRCS