

## **Alternative Approval Process Frequently Asked Questions**

### **Q. What is an Alternative Approval Process**

**A.** Local governments must seek approval from local electors prior to passing a Loan Authorization Bylaw. Under Section 86 of the *Community Charter*, approval of the electors may be obtained through an Alternative Approval Process (AAP) whereby electors opposed to the bylaw complete a form to register their opposition. If 10% (741) of eligible voters in the Town of Ladysmith complete and submit the form, then Council must either abandon the bylaw or put it to Assent Voting to obtain assent of the electors.

### **Q. How was the 10% threshold of electors determined?**

**A.** The 10% threshold of 741 is based on the Provincial provisional number of registered Town of Ladysmith resident voters as of January 23, 2024 (7401) and the number of non-resident property electors on the 2022 Town of Ladysmith non-resident property elector voting list (4), the total number of electors being 7405. Accordingly, the 10% threshold of electors is 741.

### **Q. What is an Assent Voting**

**A.** Assent Voting, more commonly known as a referendum, is much like a local election and involves similar organization, time and cost. The difference is, in a local election voters choose from a list of candidates. In a referendum, voters choose “yes” or “no” to a specific question.

### **Q. Why are you using an AAP instead of a referendum to seek assent of the electors?**

**A.** An AAP is less costly and requires fewer resources than a referendum and allows electors to submit responses over a period lasting at least 30 days.

### **Q. I'm in favour of the proposed Loan Authorization Bylaw for a new City Hall and institutional space; what do I need to do to register my support?**

**A.** If you are in favour of the adoption of the bylaw, which will authorize borrowing to construct a new City Hall and institutional space, no action is required.

**Q. I'm opposed to the proposed Loan Authorization Bylaw for a new City Hall and institutional space; what do I need to do to register my opposition?**

**A.** If you are an elector of the Town of Ladysmith and you are **opposed** to the adoption of the bylaw authorizing borrowing funds to construct a new City Hall and institutional space, you may sign an Alternative Approval Process Elector Response form and submit it to the Town of Ladysmith.

**Q. Where can I obtain an Elector Response form?**

**A.** Elector Response forms are available at Cit Hall, 410 Esplanade and on the Town's AAP webpage at ladysmith.ca.

**Q. Can anyone sign an Elector Response form?**

**A. No.** To be eligible to sign an Elector Response form you must meet the following criteria for either a Resident Elector OR a Non-Resident (Property) Elector in the Town of Ladysmith:

Resident Elector	Non-Resident Elector
<ul style="list-style-type: none"> <li>✓ I am a Canadian citizen;</li> <li>✓ I am 18 years of age or older;</li> <li>✓ I have been a resident of British Columbia for at least the last six months;</li> <li>✓ I reside in the Town of Ladysmith;</li> <li>✓ I am not disqualified by law from voting in local elections; and</li> <li>✓ I am entitled to sign this elector response form for the proposed bylaw.</li> </ul>	<ul style="list-style-type: none"> <li>✓ I am a Canadian citizen;</li> <li>✓ I am 18 years of age or older;</li> <li>✓ I have been a resident of British Columbia for at least the last six months;</li> <li>✓ I have owned and held registered title to a property in the Town of Ladysmith for at least the last 30 days, (and have been designated as the elector in that property);</li> <li>✓ I am not disqualified by law from voting in local elections;</li> <li>✓ I may not sign an Elector Response form more than once in relation to this matter</li> </ul>

**Q. If more than one non-resident individual owns property in the Town, can all the owners of the property sign Elector Response forms?**

**A. No.** If there is more than one registered owner of the property, only one of those individuals may sign the Elector Response Form and only with the written consent of the majority of the owners.

**Q. When a corporation owns all or part of a property, can an Elector Response form be submitted on behalf of the property owner(s) as either resident or non-resident property elector?**

**A. No.** Eligibility to submit Elector Response forms for an AAP parallels eligibility to vote in general local elections. There is no business or corporate vote in British Columbia, therefore when a corporation owns all or part of a property, even if its in the minority or owns that property with an individual who is otherwise eligible to submit an elector response form, no one may submit an elector response form in relation to that property.

**Q. How do I submit my elector response form?**

**A.** Completed Alternative Approval Process Elector Response forms may only be submitted as follows:

- Hand-delivered to the reception desk at City Hall, 410 Esplanade, Ladysmith, BC ;  
OR
- Mailed to the attention of the Corporate Officer, Town of Ladysmith, PO Box 220, Ladysmith, BC V9G 1A2

**Q. What's the deadline to submit my elector response form?**

**A.** Elector Response forms must be received by 4:00 p.m., Tuesday, June 25, 2024.

**Q. Can I withdraw my elector response form after I've submitted it?**

**A. Yes.** Prior to the AAP deadline of Tuesday, June 25, 2024, you can ask the Corporate Officer to return your elector response form. You can no longer withdraw your form after the AAP deadline has passed.

**Q. Who can access and/or review the elector response forms during or after the AAP?**

**A.** Only the Corporate Officer, or their designate, can review and certify elector response forms during an AAP. The Corporate Officer is responsible for the safe-keeping of the elector response forms throughout, and after, the AAP. Local governments must retain elector response forms as per requirements established in the *Freedom of Information and Protection of Privacy Act* (FIPPA, Part 3) after the AAP has been completed.

**Q. How will the results of the AAP be communicated to the public?**

**A.** Following certification of the results by the Corporate Officer after the submission deadline of June 25, 2024, the results will be posted to the Town's website and a report to Council will be provided at the Regular Council Meeting on July 2, 2024.

**Q. Who can I contact for more information on the AAP?**

**A.** For more information on the Alternative Approval Process (AAP), contact:

Sue Bouma, Corporate Officer

Tel (250)245-6419

Email: [sbouma@ladysmith.ca](mailto:sbouma@ladysmith.ca)

**Q. How can I get more information on the Loan Authorization Bylaw and the initiatives for which the borrowing is proposed?**

**A.** Visit the Town's AAP webpage at [ladysmith.ca](http://ladysmith.ca) or contact:

Sue Bouma, Corporate Officer

Tel (250)245-6419

Email: [sbouma@ladysmith.ca](mailto:sbouma@ladysmith.ca)