



# City of Richmond

# Report to Committee

**To:** General Purposes Committee  
**From:** Suzanne Bycraft  
 Manager, Emergency & Environmental Programs

**Date:** August 19, 2005  
**File:** 10-6125-04-14/2005-Vol 01

**Re:** **Establishment of Mosquito Control Administration and Coordination Service - GVRD Bylaw Approval**

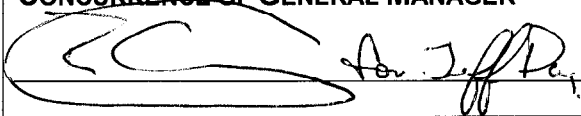
### Staff Recommendation

That participating area approval be given to the adoption of the Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No.1034, 2005.



Suzanne Bycraft  
 Manager, Emergency & Environmental Programs  
 (3338)

Att.

<b>FOR ORIGINATING DIVISION USE ONLY</b>		
<b>CONCURRENCE OF GENERAL MANAGER</b>		
		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> <i>DW</i>	NO <input type="checkbox"/>
<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/> <i>M.K.</i>	NO <input type="checkbox"/>

## Staff Report

### Origin

At the June 13, 2005 Regular Council Meeting, Council considered and gave participating area approval to a GVRD bylaw to establish a mosquito control administration and coordination service. (See **Attachment 1** for the Council resolution and accompanying staff report). However, a letter and accompanying report has been recently received from Marvin Hunt, Chair of the GVRD Board, requesting that all participating area Councils once again consider and provide participating area approval to a *revised* bylaw (**Attachment 2**). Seeking approval for the revised bylaw is a procedural requirement under section 801.4 of the local Government Act, even though the content of the bylaw has not changed in any substantive manner. Participating area consideration is requested as soon as possible in September in order to meet other program deadlines.

### Analysis

The previously approved bylaw had to be revised because Lions Bay had decided not to participate. In all other respects, the content of the new bylaw is identical to the previous bylaw that was presented to Council in June, 2005.

### Financial Impact

The revised bylaw does not introduce any financial changes to the program as previously described. The previous report indicated that the GVRD service function has a ceiling amount of \$950,000 established in the bylaw, although current budgeted costs are \$350,000. These costs will be recovered in the overall GVRD levy to member municipalities.

### Conclusion

That the revised GVRD District Mosquito Control Administration and Coordination Service Establishment Bylaw be given participating area approval by Richmond City Council in accordance with section 801.4 of the Local Government Act.



Suzanne Bycraft  
Manager, Emergency & Environmental Programs  
(3338)



Regular Council Meeting

Monday, June 13<sup>th</sup>, 2005

RES NO. ITEM



ENGINEERING & PUBLIC WORKS DIVISION

- 19. **ESTABLISHMENT OF MOSQUITO CONTROL ADMINISTRATION AND COORDINATION SERVICES – GVRD BYLAW APPROVAL**  
(Report: June 7/05, File No.: 10-6125-04-14/2005 – Vol 01; xr. 0157-01) (REDMS No. 1589938)

R05/11-21

It was moved and seconded  
*That participating area approval be given to the adoption of the Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1032, 2005.*

CARRIED

CHIEF ADMINISTRATIVE OFFICE

- 20. **UBCM COMMUNITY EXCELLENCE AWARDS**  
(Report: June 6/05, File No.: 01-0083-01) (REDMS No. 1589618)

R05/11-22

It was moved and seconded  
*That the City's entries in the Union of British Columbia Municipalities' 2005 Community Excellence Awards, be supported, including:*

- (1) *Best Practices/General: RAV Public Consultation;*
- (2) *Best Practices/Website: Redesign and re-launch of City of Richmond Website; and*
- (3) *Best Practices/Best Annual Reporting: City of Richmond 2004 Annual Report.*

CARRIED

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

- 21. See Page 2 of these minutes for action taken on this matter.



**City of Richmond**

**Report to Council**

**To:** Richmond City Council  
**From:** Suzanne Bycraft  
 Manager, Emergency & Environmental Programs  
**Re:** **Establishment of Mosquito Control Administration and Coordination Service – GVRD Bylaw Approval**

*To Council - June 13, 2005*  
**Date:** June 7, 2005  
**File:** 10-6125-04-14/2005-Vol 01  
*Xr: 0157-01*

**Staff Recommendation**

That participating area approval be given to the adoption of the Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1032, 2005.

Suzanne Bycraft  
 Manager, Emergency & Environmental Programs  
 (3338)

Att. 2

FOR ORIGINATING DIVISION USE ONLY			
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
City Clerk .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> <i>DW</i> NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/> <i>GD</i> NO <input type="checkbox"/>

## Staff Report

### Origin

In April of this year, member municipalities of the GVRD were asked whether they wished to be included as participating areas for a new service in relation to mosquito control. Council considered this request and supported the establishment of a GVRD Mosquito Control Administration and Coordination function at the April 25, 2005 Council meeting.

Subsequently, an establishing bylaw for such a service was brought before the Board of the GVRD and given first, second and third readings, and, as required under section 801.4 of the Local Government Act, was referred to all GVRD councils for participating area approval (Attachment 1). Due to the short time frame involved and the desire to approve the bylaw prior to the onset of the mosquito season, the GVRD has requested that this bylaw be brought before the participating area councils for approval as soon as possible (Attachment 2).

### Analysis

The proposed GVRD service function will provide administration services (establishment of consistent policies for treatment of service waters and catch basins, etc.) and communications functions, i.e. establishing a communications plan and templates for addressing the public information aspect of West Nile. The actual mosquito control treatment programs remain the individual municipalities' responsibility, as does the release of information to the public concerning municipal activities.

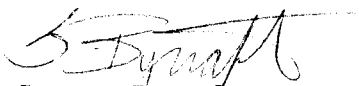
The City has contracted with Richmond Health Services to undertake the mosquito control services on City lands, including catch basins (if required). Richmond staff have actively participated with the GVRD on the West Nile communications plan, and are positioned to release information to the public in an appropriate manner.

### Financial Impact

The GVRD service function has a ceiling amount of \$950,000 established in the bylaw, although current budgeted costs are \$350,000. These costs will be recovered in the overall GVRD levy to member municipalities.

### Conclusion

That in accordance with section 801.4 of the Local Government Act, Richmond City Council approval the GVRD's District Mosquito Control Administration and Coordination Service Establishment Bylaw.



Suzanne Bycraft  
Manager, Emergency & Environmental Programs  
(3338)



Building A Sustainable Region

Greater Vancouver Regional District

4330 Kingsway, Burnaby, BC, Canada V5H 4G8

Greater Vancouver Regional District • Greater Vancouver Water District  
Greater Vancouver Sewerage and Drainage District • Greater Vancouver Housing Corporation

	INT
GU	
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DAW	
DB	
WB	

Office of the Chair  
Tel. 604 432-6215 Fax 604 432-6248

8060-02-01  
XV: 6125-04-14

August 9, 2005

File No. PA-04-02-MOS

Mayor and Council  
City of Richmond  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

Dear Mayor and Council:

**Re: Establishment of Mosquito Control Administration and Coordination Service**

Please be advised that at the GVRD Board of Director's meeting held July 29, 2005, the GVRD Board has asked that councils give participating area approval to the by-law, before the next meeting of the GVRD Board on June 24th, to establish a GVRD Mosquito Control Administration and Coordination function.

This is coming forward again because the list of participating municipalities has changed as a result of reconsideration. The body of the by-law is identical to the previous versions – only the list of participants and the by-law number has changed. Your council has already indicated a willingness to participate in the service function.

I am requesting that Council put this item on the agenda of their next meeting and give formal consent to this amended version of the by-law. Recognizing that many councils do not meet in August could you please send me a formal notification of the Council's decision so that we can complete the establishment process by the end of September.

If you require further explanation on this or any related matter, please do not hesitate to contact John MacFarlane at (604) 432-6372. If it would be useful he will accept an invitation to a council or committee meeting to brief you or answer questions.

17 AUG 2005

I have attached a copy of the Board report and Service Function by-law for your reference.

Yours truly,

A handwritten signature in black ink, appearing to read 'J. Marvin Hunt', written in a cursive style.

J. Marvin Hunt  
Chair, GVRD Board  
MH/JMM/mlt

Attachment



Board Meeting Date: July 29, 2005

To: GVRD Board of Directors

From: John M. MacFarlane, GVRD West Nile Virus Mosquito Coordinator  
Paulette Vetleson, Corporate Secretary

Date: July 13, 2005

Subject: **Establishment of a Service Function for the Coordination and Administration of Mosquito Control Activities – Bylaw 1034, 2005**

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*Recommendation:*

That the GVRD Board:

- a) Give leave to introduce “Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005” and that it be read a first, second and third time;
  - b) Direct staff to:
    - i. seek the approval of the Inspector of Municipalities to “Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005”;
    - ii. implement an alternative approval process to obtain participating area approval from Electoral Area ‘A’ for “Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005” pursuant to section 801.3 of the *Local Government Act*;
  - c) Establish the deadline for receiving elector responses as September 30, 2005;
  - d) Establish elector response forms in the form attached as Attachment 2 to the report dated July 13, 2005 titled “Establishment of a Service Function for the Coordination and Administration of Mosquito Control Activities – Bylaw 1034, 2005”;
  - e) Determine that, in accordance with the calculations set out in Attachment 3 to the report dated July 13, 2005 titled “Establishment of a Service Function for the Coordination and Administration of Mosquito Control Activities – Bylaw 1034, 2005”, the total number of electors in Electoral Area ‘A’ for the purposes of the alternative approval process is 6466;
  - f) Provide that participating area approval be obtained for the entire service area under the Bylaw pursuant to section 801.4 of the *Local Government Act*.
- 

At the July 8, 2005 meeting of the Corporate and Intergovernmental Committee, members considered the attached report dated July 6, 2005 titled “Establishment of a Service Function for the Coordination and Administration of Mosquito Control Activities” (Attachment 4) related to “Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005” (Bylaw 1034).



Discussion ensued regarding the participating areas listed in Bylaw 1034, where some assumptions had to be made prior to the final version of the bylaw being presented to the Board. Staff was subsequently requested to revise Bylaw 1034 to include the Township of Langley which was inadvertently omitted. Staff was also requested to consider Port Moody's decision which would be made at its next Council meeting. Port Moody has since advised of its approval. The attached Bylaw 1034 (Attachment 1) reflects these changes. Bowen Island Council had requested further information from GVRD staff and will be considering the information at its next Council meeting. Decision by Bowen Island Council or any other changes that will affect the list of participating areas in Bylaw 1034 will be presented on-table at the July 29, 2005 Board meeting.

Further, members were advised that the September 16, 2005 deadline for receiving elector response forms for the alternative approval process for Bylaw 1034 may need to be revised to accommodate sufficient time for ministerial approval of the bylaw before the alternative approval process commences. Staff has since confirmed that the deadline does need to be changed. The above recommendation reflects a revised deadline of September 30, 2005 rather than that originally proposed as September 16, 2005, as does the attached Elector Response Form (Attachment 2).

Attachments:

1. Bylaw: Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005 (Revised)
2. Form: Elector Response Form – Bylaw No. 1034, 2005 (Revised)
3. Report: Determination of Total Number of Eligible Electors in Electoral Area 'A' for the Alternative Approval Process for GVRD Bylaw No. 1034, 2005
4. Report: Establishment of a Service Function for the Coordination and Administration of Mosquito Control Activities

**GREATER VANCOUVER REGIONAL DISTRICT**

**BYLAW NO. 1034, 2005**

**A Bylaw to Establish the Service of Mosquito Control Administration and Coordination**

WHEREAS:

A. A regional district may, under section 796(1) of the *Local Government Act*, operate any service that the board considers necessary or desirable for all or part of the regional district subject to certain limitations and conditions;

B. Under section 800(1) of the *Local Government Act*, in order to operate a service, the board of a regional district must first adopt an establishing bylaw for the service;

C. The board of the Greater Vancouver Regional District (the "Board") wishes to establish the service of administration and coordination of mosquito control activities;

D. The Board has obtained participating area approval pursuant to subsections 801(2)(b) and (c) of the *Local Government Act* to establish the service of mosquito control administration and coordination;

NOW THEREFORE the Board in open meeting assembled enacts as follows:

**Service**

1. The service of coordination and administration of mosquito control activities, including, without limiting the foregoing, the development of preparedness and communication plans for mosquito control, (the "Service"), is hereby established.

**Participating Areas**

2. The participating areas for the Service consist of Electoral Area 'A', Village of Anmore, Village of Belcarra, Bowen Island Municipality, City of Burnaby, City of Coquitlam, Corporation of Delta, City of Langley, Township of Langley, District of Maple Ridge, City of New Westminster, City of North Vancouver, District of North Vancouver, District of Pitt Meadows, City of Port Coquitlam, City of Port Moody, City of Richmond, City of Surrey, City of Vancouver, District of West Vancouver and City of White Rock (the "Participating Areas").

**Service Area**

3. The service area for the Service is the area within the boundaries of the Participating Areas (the "Service Area").

**Cost Recovery**

- 4. The annual costs for the Service shall be recovered by:
  - (a) the imposition of fees and other charges that may be fixed by a separate bylaw;
  - (b) property value taxes imposed in accordance with Division 4.3 of the *Local Government Act*;
  - (c) revenues raised by other means authorized under the *Local Government Act* or another Act; or
  - (d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

**Cost Apportionment**

5. The costs of the Service after deducting the revenues (if any) raised or received under subsections 4(a),(c) and (d) above, shall be apportioned among all of the Participating Areas on the basis of the converted value of land and improvements in the Service Area.

**Maximum Requisition**

6. The maximum amount that may be requisitioned for the Service is nine hundred and fifty thousand (\$950,000) dollars.

**Citation**

7. This Bylaw may be cited as the "Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005".

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_, 2005.

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_, 2005.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2005.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this \_\_\_\_ day of \_\_\_\_\_, 2005.

RECONSIDERED, PASSED AND FINALLY ADOPTED by an affirmative vote this \_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR

## ELECTOR RESPONSE FORM



Greater  
Vancouver  
Regional  
District

## BYLAW NO. 1034, 2005

The Board of the Greater Vancouver Regional District proposes to adopt a bylaw to establish the service of mosquito control administration and coordination.

The participating areas for the Service consist of Electoral Area A, and the following member municipalities of the Greater Vancouver Regional District: Village of Anmore, Village of Belcarra, Bowen Island Municipality, City of Burnaby, City of Coquitlam, Corporation of Delta, City of Langley, Township of Langley, District of Maple Ridge, City of New Westminster, City of North Vancouver, District of North Vancouver, District of Pitt Meadows, City of Port Coquitlam, City of Port Moody, City of Richmond, City of Surrey, City of Vancouver, District of West Vancouver and City of White Rock. **This approval process applies only to Electoral Area A.**

*For the purposes of signing this elector response form, the "elector" means a person who, at the time of signing this form, meets the qualifications of the Local Government Act for registration as a resident elector, or as a non-resident property elector within Electoral Area A.*

**I DECLARE:**

- I am a Canadian citizen;
- I am or will be 18 years of age or older on September 30, 2005;
- I have been a resident of British Columbia for at least the last 6 months;
- I am not disqualified by the *Local Government Act* or any other enactment from voting in an election or otherwise disqualified from voting in an election;
- I am entitled to vote, and have not previously voted in this Alternative Approval Process;

**AND**

- I have been resident of Electoral Area A for at least the last 30 days.

**OR**

- I am NOT a resident of Electoral Area A but I have been the registered owner of real property in the Electoral Area A for at least the last 30 days.

**OR**

- If there is more than one registered owner of the property, I am the person named in the written consent (see over) as the person entitled to register as a non-resident property elector for the property described below.

Property Address \_\_\_\_\_

Address of Property in relation to which you are entitled to register as a Non-Resident Property Elector

**AND, by my signature, I hereby object to the approval of the Greater Vancouver Regional District Mosquito Control Administration and Coordination Bylaw No. 1034, 2005.**

Full Name \_\_\_\_\_

Surname

First Name

Residential Address \_\_\_\_\_

Street Address

Municipality

Signature \_\_\_\_\_

Please mail or deliver your completed form to:

Greater Vancouver Regional District

Attention: Corporate Secretary

4330 Kingsway, Burnaby, British Columbia, Canada, V5H 4G8

Responses must be received by the Corporate Secretary by **no later than 4:00 p.m. on September 30, 2005.**

Elector response forms **may not** be submitted by email or facsimile.

ELECTOR RESPONSE FORM (Continued from page 1)

*Complete this side of the form if there is more than one registered owner.  
Each registered owner must provide consent to the person registering as a Non-Resident Property Elector. The person designated as the Non-Resident Property Elector must be one of the owners of the property and must be one of the individuals granting consent.*

WE, together with the person registering as a non-resident property elector, constitute a majority of registered owners of real property situated in the GVRD, and hereby give consent to:

\_\_\_\_\_  
Surname, Given Name of Person Designated to be the Non-Resident Property Elector

to be registered as the Non-Resident Property Elector for the jointly owned property described above.

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Registered Owner's Surname, Given Name

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Signature

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

Corporate Secretary's Department  
Tel. 604-432-6250 Fax. 604-451-6686

To: GVRD Board

From: Paulette Vetleson, Corporate Secretary

Date: July 6, 2005

Subject: **Determination of Total Number of Eligible Electors in Electoral Area 'A' for the Alternative Approval Process for GVRD Bylaw No. 1034, 2005**

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## 1. PURPOSE

To establish the fair determination of the total number of electors in Electoral Area A for the purposes of an alternative approval process regarding a bylaw to establish the service of mosquito control administration and coordination (GVRD Bylaw No. 1034, 2005).

## 2. CONTEXT

The GVRD is proposing to establish by bylaw a new service function for the coordination and administration of mosquito control activities. Approval of establishing bylaws is required from the participating areas pursuant to Section 801 of the *Local Government Act*. Approval from the municipal participating areas will be sought from the Councils on behalf of the electors. However, approval from Electoral Area A must be obtained through the alternative approval process in this instance. Pursuant to Section 797.5 of the *Local Government Act* and Section 86(4) of the *Community Charter*, fair determination of electors in participating areas for a service is required for an alternative approval process.

Electoral Area 'A' refers to that part of the regional district not within the boundaries of a City, District, Island, Town, or Village municipality, or any land, foreshore, or land covered by water that may be hereafter incorporated within the boundaries of a municipality. This means the University Endowment Lands, University of British Columbia lands (including Hampton Place), Bowyer Island, Grebe Islets, Passage Island, Barnston Island, and those areas of Howe Sound, Indian Arm and West Pitt Lake in the GVRD not within a municipal corporation.

No voter list is maintained for Electoral Area 'A'. Therefore, a fair determination of the number of electors in Electoral Area A is calculated based on information from the 2001 Census administered by Statistics Canada.

To identify electors within this population dataset, individuals under the age of 18 were excluded as they would not be eligible electors, and students living in residence at the University of British Columbia at the time of the census were included. No consideration was given to those who may be ineligible for other reasons, such as citizenship or to the number of non-resident property owners.

The number of electors in 2001 is determined to have been 6353. A three-year population growth rate (0.017733%) derived from the BC Statistics Agency was applied to the 2001 number resulting in the estimated number of electors in 2005 to be 6466.

Approval of the electors by alternative approval process, pursuant to Section 86 of the *Community Charter*, is obtained if the number of elector responses received is less than 10% of the number of electors of the areas to which the approval process applies. Ten percent (10%) of 6466 is 647 electors.

### **3. ALTERNATIVES**

None presented.

### **4. CONCLUSION**

The total number of electors for the Electoral Area A is determined to be 6466 based on an extrapolation of Census 2001 information supplied by BC Statistics. Therefore, approval of the electors for GVRD Bylaw No. 1034, 2005 is obtained if the number of elector responses received is less than 10% of the number of electors (or 647 electors).



Corporate &amp; Intergovernmental Committee Meeting Date: July 8, 2005

Board Meeting Date: July 29, 2005

To: GVRD Board of Directors

From: John MacFarlane, GVRD West Nile Virus Mosquito Coordinator  
Paulette Vetleson, Corporate Secretary

Date: July 6, 2005

Subject: **Establishment of a Service Function for the Coordination and Administration of Mosquito Control Activities**

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*Recommendation:*

That the GVRD Board:

- a) Give leave to introduce "Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005" (Bylaw 1034) and that it be read a first, second and third time;
  - b) Direct staff to:
    - i. implement an alternative approval process to obtain participating area approval from Electoral Area 'A' for "Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005" pursuant to section 801.3 of the *Local Government Act*;
    - ii. seek the approval of the Inspector of Municipalities to Bylaw 1034;
  - c) Establish the deadline for receiving elector responses as September 16, 2005;
  - d) Establish elector response forms in the form attached as Attachment 2;
  - e) Determine that, in accordance with the calculations set out in Attachment 3, the total number of electors in Electoral Area 'A' for the purposes of the alternative approval process is 6466;
  - f) Provide that participating area approval be obtained for the entire service area under the Bylaw pursuant to section 801.4 of the *Local Government Act*.
- 

**1. PURPOSE**

To advance the granting of formal consent to "Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005" by presenting a new version that reflects the decision of the three municipalities that have issues in the timeframe prior to the impending 'mosquito season'.

**2. CONTEXT**

At its May 16<sup>th</sup> meeting the GVRD Board directed staff to:

- i. seek the approval of the Inspector of Municipalities to the Bylaw; and,
- ii. seek participating area approval for the Bylaw from the councils of the participating member municipalities and from the director of Electoral Area 'A'.



The Ministry of Community, Aboriginal and Women's Services subsequently directed that an Alternative Approval Process be implemented in the Electoral Area to obtain consent to the bylaw from electors. This process was described in a separate report to the Communities Committee and is now on-hold pending the finalization of member municipalities' granting of consent to participate in the Service Function.

At the June 24<sup>th</sup> meeting of the Board the action on this issue was delayed to provide information and time for Port Moody to reconsider granting formal consent to the bylaw. This is needed to advance the establishment process – without their approval the current bylaw is stalled because the alternate approval process for the Electoral Area cannot be implemented.

As it now appears that Port Moody, Lions Bay and Bowen Island are not agreeable to participate in the proposed service function it is essential that the establishing bylaw be reconsidered by the municipalities that have already given consent to the previous version.

The new bylaw (Bylaw 1034), included as Attachment 1 to this report, is identical to the previous version that has already been considered with the exception that the list of municipalities included in the service function does not include Port Moody, Lions Bay or Bowen Island. These municipalities have the option of joining the service function later under the provisions of the Local Government Act with the consent of the municipalities then participating.

Bylaw 1034 is now brought to the Board for first, second and third reading, and following that will be forwarded to the participating municipal councils for approval pursuant to section 801.4 of the Local Government Act (Act). The approval of Electoral Area 'A' will be sought by way of the alternative approval process pursuant to section 801.5 of the Act. A sample Elector Response Form and the determination of total number of eligible electors in Electoral Area 'A' are included as Attachments 2 and 3 respectively. Approval by the Inspector of Municipalities will also be required. Once these approvals have been obtained, the Bylaw will be brought back to the Board for final approval and adoption.

By legal requirement the proposed Bylaw contains a spending cap. There is still some misunderstanding of this amount, \$950,000 that is contained in the bylaw. This clause prevents expenditures, even in dire emergencies, from exceeding that stated amount. This figure cannot be exceeded under any circumstances without amending the bylaw. This sum was recommended as one that was set high enough that it allows for a dire emergency (when a bylaw review might not be practical) or to allow for inflation over the next couple of decades. This is not the budget. As with any GVRD program, the budget is established by the Board. The current (2005) and projected budget for this service is \$127,000.

### **3. ALTERNATIVES**

None presented.

**Establishment of a Service Function for the Coordination and Administration of Mosquito Control Activities**

Corporate and Intergovernmental Committee – July 8, 2005

Page 3 of 3

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**4. CONCLUSION**

In order to include the listed municipalities as participating areas for the proposed mosquito control and administration service, the GVRD must obtain Electoral Area 'A' approval through granting of each municipal council must be obtained.

The new version of the Greater Vancouver Regional District Mosquito Control and Administration and Coordination Service Establishment Bylaw No. 1034, 2005 must be presented for formal consent to Electoral Area 'A' and all of the municipalities named in it for formal consent prior to the October 2005 meeting the GVRD Board.

The new version of the Greater Vancouver Regional District Mosquito Control and Administration and Coordination Service Establishment Bylaw No. 1034, 2005 must be reviewed and approved by the Inspector of Municipalities prior to the October 2005 meeting the GVRD Board.

**ATTACHMENTS**

1. "Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005"
2. Elector Response Form – Bylaw No. 1034, 2005
3. Determination of Total Number of Eligible Electors in Electoral Area 'A' for the Alternative Approval Process for GVRD Bylaw No. 1034, 2005

GREATER VANCOUVER REGIONAL DISTRICT

BYLAW NO. 1034, 2005

**A Bylaw to Establish the Service of Mosquito Control Administration and Coordination**

WHEREAS:

- A. A regional district may, under section 796(1) of the *Local Government Act*, operate any service that the board considers necessary or desirable for all or part of the regional district subject to certain limitations and conditions;
- B. Under section 800(1) of the *Local Government Act*, in order to operate a service, the board of a regional district must first adopt an establishing bylaw for the service;
- C. The board of the Greater Vancouver Regional District (the "Board") wishes to establish the service of administration and coordination of mosquito control activities;
- D. The Board has obtained participating area approval pursuant to subsections 801(2)(b) and (c) of the *Local Government Act* to establish the service of mosquito control administration and coordination;

NOW THEREFORE the Board in open meeting assembled enacts as follows:

**Service**

- 1. The service of coordination and administration of mosquito control activities, including, without limiting the foregoing, the development of preparedness and communication plans for mosquito control, (the "Service"), is hereby established.

**Participating Areas**

- 2. The participating areas for the Service consist of Electoral Area 'A' , Village of Anmore, Village of Belcarra, City of Burnaby, City of Coquitlam, Corporation of Delta, City of Langley, District of Maple Ridge, City of New Westminster, City of North Vancouver, District of North Vancouver, District of Pitt Meadows, City of Port Coquitlam, City of Richmond, City of Surrey, City of Vancouver, District of West Vancouver and City of White Rock (the "Participating Areas").

**Service Area**

- 3. The service area for the Service is the area within the boundaries of the Participating Areas (the "Service Area").

**Cost Recovery**

4. The annual costs for the Service shall be recovered by:
- (a) the imposition of fees and other charges that may be fixed by a separate bylaw;
  - (b) property value taxes imposed in accordance with Division 4.3 of the *Local Government Act*;
  - (c) revenues raised by other means authorized under the *Local Government Act* or another Act; or
  - (d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

**Cost Apportionment**

5. The costs of the Service after deducting the revenues (if any) raised or received under subsections 4(a),(c) and (d) above, shall be apportioned among all of the Participating Areas on the basis of the converted value of land and improvements in the Service Area.

**Maximum Requisition**

6. The maximum amount that may be requisitioned for the Service is nine hundred and fifty thousand (\$950,000) dollars.

**Citation**

7. This Bylaw may be cited as the "Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Establishment Bylaw No. 1034, 2005".

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_, 2005.

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_, 2005.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2005.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this \_\_\_\_ day of \_\_\_\_\_, 2005.

RECONSIDERED AND FINALLY ADOPTED by an affirmative vote this \_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR

**ELECTOR RESPONSE FORM**



Greater  
Vancouver  
Regional  
District

**BYLAW NO. 1034, 2005**

The Board of the Greater Vancouver Regional District proposes to adopt a bylaw to establish the service of mosquito control administration and coordination.

The participating areas for the service consists of Electoral Area 'A' and the following member municipalities of the Greater Vancouver Regional District: City of Surrey, City of Richmond, Township of Langley, Corporation of Delta, City of Vancouver, City of White Rock, District of North Vancouver, City of North Vancouver, City of Coquitlam, District of Pitt Meadows, City of Langley, District of Maple Ridge, City of Burnaby, City of New Westminster, City of Port Coquitlam, District of West Vancouver, Village of Anmore, and Village of Belcarra. This approval process applies only to Electoral Area 'A'.

*For the purposes of signing this elector response form, the "elector" means a person who, at the time of signing this form, meets the qualifications of the Local Government Act for registration as a resident elector, or as a non-resident property elector within the Greater Vancouver Regional District.*

**I declare:**

- I am a Canadian citizen;
- I am or will be 18 years of age or older on September 16, 2005;
- I have been a resident of British Columbia for at least the last 6 months;
- I am not disqualified by the *Local Government Act* or any other enactment from voting in an election or otherwise disqualified from voting in an election;
- I am entitled to vote, and have not previously voted in this Alternative Approval Process; and
- I have been resident of the participating area for at least the last 30 days; **OR**
- I am not a resident of the participating area but I have been a registered owner of real property in the jurisdiction for at least the last 30 days. (If there is more than one owner of the property, I am the person named in the written consent (see over) as the person entitled to register as a non-resident property elector for the property described below.)

**And by my signature, I hereby object to the approval of the Greater Vancouver Regional District Mosquito Control Administration and Coordination Bylaw No. 1034, 2005.**

Full Name \_\_\_\_\_  
Surname First Name

Residential Address \_\_\_\_\_  
Street Address Municipality

If applicable,  
 Property Address \_\_\_\_\_  
Address of Property in relation to which you are entitled to register as an Non-Resident Property Elector

Signature \_\_\_\_\_

Please mail or deliver your completed form to:  
 Greater Vancouver Regional District  
 Attention: Corporate Secretary  
 4330 Kingsway, Burnaby, British Columbia, Canada, V5H 4G8

Responses must be received by the Corporate Secretary by **no later than 4:00 p.m. on September 16, 2005.**

Elector response forms **may not** be submitted by email or facsimile.

ELECTOR RESPONSE FORM (Continued from page 1)

If there is more than one registered owner, each must provide consent to the person registering as a non-resident property elector.

Complete if there is more than one property owner.

WE, together with the person registering as a non-resident property elector, constitute a majority of registered owners of real property situated in the GVRD, and hereby give consent to:

\_\_\_\_\_  
Surname, Given Name of Person Designated to be the Non-Resident Property Elector

to be registered as the Non-Resident Property Elector for the jointly owned property described above.

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Registered Owner's Surname, Given Name

\_\_\_\_\_  
Signature

Note: The person designated as the Non-Resident Property Elector must be one of the owners of the property and must be one of the individuals granting consent.

Corporate Secretary's Department  
Tel. 604-432-6250 Fax. 604-451-6686

To: GVRD Board

From: Paulette Vetleson, Corporate Secretary

Date: July 6, 2005

Subject: **Determination of Total Number of Eligible Electors in Electoral Area 'A' for the Alternative Approval Process for GVRD Bylaw No. 1034, 2005**

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## 1. PURPOSE

To establish the fair determination of the total number of electors in Electoral Area A for the purposes of an alternative approval process regarding a bylaw to establish the service of mosquito control administration and coordination (GVRD Bylaw No. 1034, 2005).

## 2. CONTEXT

The GVRD is proposing to establish by bylaw a new service function for the coordination and administration of mosquito control activities. Approval of establishing bylaws is required from the participating areas pursuant to Section 801 of the *Local Government Act*. Approval from the municipal participating areas will be sought from the Councils on behalf of the electors. However, approval from Electoral Area A must be obtained through the alternative approval process in this instance. Pursuant to Section 797.5 of the *Local Government Act* and Section 86(4) of the *Community Charter*, fair determination of electors in participating areas for a service is required for an alternative approval process.

Electoral Area 'A' refers to that part of the regional district not within the boundaries of a City, District, Island, Town, or Village municipality, or any land, foreshore, or land covered by water that may be hereafter incorporated within the boundaries of a municipality. This means the University Endowment Lands, University of British Columbia lands (including Hampton Place), Bowyer Island, Grebe Islets, Passage Island, Barnston Island, and those areas of Howe Sound, Indian Arm and West Pitt Lake in the GVRD not within a municipal corporation.

No voter list is maintained for Electoral Area 'A'. Therefore, a fair determination of the number of electors in Electoral Area A is calculated based on information from the 2001 Census administered by Statistics Canada.

To identify electors within this population dataset, individuals under the age of 18 were excluded as they would not be eligible electors, and students living in residence at the University of British Columbia at the time of the census were included. No consideration was given to those who may be ineligible for other reasons, such as citizenship or to the number of non-resident property owners.

The number of electors in 2001 is determined to have been 6353. A three-year population growth rate (0.017733%) derived from the BC Statistics Agency was applied to the 2001 number resulting in the estimated number of electors in 2005 to be 6466.

Approval of the electors by alternative approval process, pursuant to Section 86 of the *Community Charter*, is obtained if the number of elector responses received is less than 10% of the number of electors of the areas to which the approval process applies. Ten percent (10%) of 6466 is 647 electors.

### **3. ALTERNATIVES**

None presented.

### **4. CONCLUSION**

The total number of electors for the Electoral Area A is determined to be 6466 based on an extrapolation of Census 2001 information supplied by BC Statistics. Therefore, approval of the electors for GVRD Bylaw No. 1034, 2005 is obtained if the number of elector responses received is less than 10% of the number of electors (or 647 electors).