

FAQs for Saanich's Alternative Approval Processes

Q1 Why is the District holding AAPs for Bylaws No. 10023, 10024, 10025, 10026, and 10027?

- The District's total cost of borrowing is at five percent of the annual calculation revenue of the municipality for the previous year, requiring elector approval in accordance with provincial legislation. In past years the District has not been required to obtain elector approval for standard budget-approved borrowing, as its total borrowing has been less than the five percent threshold. If the District receives elector approval for each of Bylaws No. 10023, 10024, 10025, 10026, and 10027, it will proceed with adopting each bylaw and long-term borrowing for the initiatives.
- Each year the District uses long-term borrowing bylaws to support capital works, rather than taxation for each initiative, to reduce the annual taxpayer costs.
- Holding AAPs for elector approval reduces taxpayer costs significantly compared with alternatives such as a District-wide referendum.

Q2 If I support Bylaws No. 10023, 10024, 10025, 10026, and 10027, am I required to do anything?

No action is required if you support Bylaws No. 10023, 10024, 10025, 10026, and 10027.

Q3 Can I submit an Elector Response Form to oppose one or more of Bylaws No. 10023, 10024, 10025, 10026, and 10027, while supporting the other bylaws?

Yes. Electors may register opposition, at their own discretion, to any or none of the initiatives. For example, an elector may submit an Elector Response Form to oppose borrowing for storm drainage replacements under Bylaw No. 10024, while not opposing any other bylaws.

Q4 How do I submit my Elector Response Form?

Forms may be accepted in any one of the following ways:

- Delivered in person at the Municipal Hall, 770 Vernon Ave, during regular office hours, Monday to Friday, 8:30 am to 4:30 pm, excluding statutory holidays, or after hours if deposited into the 24-hour secure drop box at the entrance of the Municipal Hall.
- By mail to: Corporate Officer, The District of Saanich, 770 Vernon Ave, Victoria BC, V8X 2W7.
- By emailing a legible scanned copy to aap@saanich.ca.

Q5 What happens if elector approval is not received via AAP?

- If the District cannot authorize long-term borrowing under all of Bylaws No. 10023, 10024, 10025, 10026, and 10027, and must finance the capital works via taxation, property taxes would need to increase by 5.25%.
- The District may consider additional funding options beyond long-term borrowing for each initiative, including direct taxation.
- If a bylaw does not receive elector approval via AAP the District may consider seeking elector assent via referendum, in accordance with the *Local Government Act*. Proceeding with a referendum would result in additional taxpayer costs. More than one referendum may be required if assent is needed for more than one of the bylaws.

Q6 Can I withdraw my elector response form after I have submitted it?

Yes. You can contact Legislative Services before the deadline to request your form be returned. You can no longer withdraw your form once the AAP deadline has passed.

Q7 I own a business in Saanich, can I submit a form?

Only resident electors and non-resident property electors may submit forms. Business owners may only submit a form if they meet the requirements as a resident elector or non-resident property elector. An elector may only sign one form in relation to an AAP. For example, if you submit a form as a resident elector, you may not also submit a form on behalf of an additional property. If you live outside Saanich but own property within Saanich, you may submit one form if you meet the requirements as a non-resident property elector.

Q8 How are residents notified of an AAP?

The District has placed public notices in local newspapers regarding all current AAPs. The item was also considered at the regular Council meeting, held January 20, 2025.

Q9 What are the borrowing amounts for each of Bylaws No. 10023, 10024, 10025, 10026, and 10027 to be used for?

The bylaws facilitate funding for the following projects approved in the 2024 Financial Plan:

- Sewer Capital Program (Bylaw No. 10023) \$400,000
Albina-Gorge Forcemain Upgrade.
- Storm Drainage Capital Program (Bylaw No. 10024) \$1,700,000
Substandard drain replacement for Shelbourne Street, Homer Road, Kamloops Avenue, Hodgson Place, Jamaica Road, Albina Street, Orillia Street, and Maddock Avenue.
- Transportation Capital Program (Bylaw No. 10025) \$3,100,000
Active Transportation programs such as sidewalk and cycling infrastructure installation, bike facilities and crosswalk installation, as well as street light replacement and sidewalk rehabilitation.
- Parks Capital Program (Bylaw No. 10026) \$1,200,000
Fowler Park pickleball courts; Cedar Hill Golf Course parking lot; Maynard Playground; Viewmont Tennis Court reconstruction; Streetscapes; bridges and structures programs.
- Community Facilities Capital Projects (Bylaw No. 10027) \$3,215,000

Cedar Hill Recreation Centre climate retrofits and green and inclusive upgrades, Saanich Commonwealth Place waterslide replacement, Municipal Hall Annex HVAC upgrades, Les Passmore Centre and Cedar Hill Golf Course Maintenance building electrification retrofits.

Q10 How will the results of each AAP be communicated to the public?

Following the deadline for Elector Responses of 4:30 PM, Wednesday, March 19, 2025, the Corporate Officer will determine and certify the results of each AAP to confirm whether elector approval has been obtained for Bylaws No. 10023, 10024, 10025, 10026, and 10027. The Corporate Officer's Certification will be included at a subsequent Council meeting with recommendations on the next steps – either to adopt the bylaws and proceed with long-term borrowing or to consider additional options if necessary. This section of the website will also be updated with the certified results of each AAP

Q11 What will the annual tax impact be for a residential property if each of Bylaws No. 10023, 10024, 10025, 10026, and 10027 are approved via AAP?

There will be no tax increase as a result of any of the bylaws. The annual debt servicing costs would be approximately as follows:

- Bylaw No. 10023: 37,777
- Bylaw No. 10024: 160,554
- Bylaw No. 10025: 292,775
- Bylaw No. 10026: 113,332
- Bylaw No. 10027: 303,636

Q12 Whom can I contact for more information on the AAP process?

For additional information on the AAPs, please contact the District of Saanich Legislative Services department at aap@saanich.ca or 250-475-5501.

Resources

1. Report to Council January 20, 2025
 - [Alternative Approval Processes – Capital Program Loan Authorization Bylaws No. 10023, 10024, 10025, 10026, and 10027](#)
2. Report to Council May 6, 2024
 - [2024 Financial Plan, Tax Rates, Parcel Tax and Borrowing Bylaws and Resolution](#)

