

Municipal Loan Authorization and Security Issuing Procedures	Community Charter / Local Government Act – Section # or Form#
<p>1. Municipal Loan Authorization Bylaw</p> <ul style="list-style-type: none"> - Bylaw preparation and presentation to Council - Refer to the Requirements for passing bylaws - Check to see if bylaw is subject to both requirements referred to in subsection CC – S.135 (5) <p>a) Three readings of the bylaw by Council</p> <ul style="list-style-type: none"> - Submission of the bylaw to Ministry of Community Services (MCS) for review and approval of the Inspector - Submission of Liability Servicing Limit Certificate <p>b) Elector approval of the bylaw</p> <ul style="list-style-type: none"> - Where approval is required it may be obtained either by “assent of the electors (referendum)” or by “approval of the electors by the alternative approval process (modified counter-petition process) - Where approval is not required as set down as a specific exemption or where prescribed by regulation (“assent-free zone”) <p>c) Reconsideration and adoption of the bylaw by Council</p> <p>d) After adoption of the bylaw , at least one month quashing period prior to applying to the MCS for a Certificate of Approval for the bylaw</p> <p>2. Certificate of Approval (Municipal LA Bylaw)</p> <ul style="list-style-type: none"> a) Application to MCS for a Certificate of Approval b) Completion of Corporate Officer’s Certificate c) Granting of a Certificate of Approval by the Inspector <p>3. Municipal Security Issuing Resolution and Agreement</p> <ul style="list-style-type: none"> - Council passes a resolution and forwards it on to the Regional District Board and the MFA 	<p>CC – S.179</p> <p>CC – S.135</p> <p>LSLC</p> <p>CC – S.84 – 86</p> <p>CC – S.180</p> <p>LGA – S.262</p> <p>LGA – S.1022</p> <p>Form LA1 – Elector Approval Form LA2 – Approval Free</p> <p>CC – S.122 & 182</p>

<p>4. Regional District Security Issuing Bylaw</p> <ul style="list-style-type: none"> a) Bylaw preparation and presentation to the Board. b) Three readings, reconsideration and adoption of the bylaw by the Board at the same Board meeting c) At least ten (10) day quashing period before applying to MCS for Certificate of Approval for the bylaw. <p>5. Certificate of Approval (Regional District SI Bylaw)</p> <ul style="list-style-type: none"> a) Application to MCS for a Certificate of Approval b) Completion of Corporate Officer's Certificate c) Granting of a Certificate of Approval by the Inspector 	<p>LGA - S.824 & 825</p> <p>LGA - S. 794</p> <p>LGA - S. 262(3.1)</p> <p>LGA – 1022 Form SI</p>
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*****Please Note:** This document is a guideline only and it is the responsibility of the user to read the pertinent sections of legislation.

January 8, 2008