



REQUEST FOR DECISION

File # 3900-20

Report To: **Mayor and Council**
From: **Bonnie McCue, Corporate Officer**
Subject: **Administration Report No. 0102/26**
Aquatic Facility Loan Authorization Bylaw No. 2635, 2026
Meeting: **Regular Council**
Meeting Date: **June 22, 2026**

RECOMMENDATION:

"THAT, Aquatic Facility Loan Authorization Bylaw No. 2635, 2026, be introduced and read for the first three times by title only."

CAO'S COMMENTS:

The Aquatic Facility Loan Authorization Bylaw No. 2635, 2026 supports the construction of the Aquatic Facility, which includes both aquatics and an indoor fieldhouse, to serve the City of Fort St. John and surrounding area. A decision to move ahead with the project would follow a successful referendum outcome.

ALTERNATIVE RECOMMENDATION:

"THAT, Administration Report No. 102/26 - Aquatic Facility Loan Authorization Bylaw No. 2635, 2026 be received for information."

KEY ISSUES(S)/ CONCEPTS DEFINED:

Council is being asked to give first three readings to Aquatic Facility Loan Authorization Bylaw No. 2635, 2026.

This is the first step in the statutory process to obtain approval for long-term borrowing.

Following three readings, the City will seek approval from the Inspector of Municipalities in order to proceed to elector approval through an assent vote at the 2026 General Local Election.

RELEVANT POLICY:

Community Charter Section 179 and 180

IMPLICATIONS OF RECOMMENDATION

COMPLIANCE WITH STRATEGIC PILLARS:

Vibrant Community – Invest in community safety, social, cultural, and recreational programs.

Economic Development – Enhance community economic development to provide opportunities and sustainability for Fort St. John.

Managing Assets – Build and manage assets that support the current and future needs of the community.

COMPLIANCE WITH STRATEGIC OBJECTIVES:

- Provide and support robust, affordable, and accessible wellness and recreation opportunities for the whole community.
- Ensure accountable, transparent, and responsible financial management focused on value.

GENERAL:

The Aquatic Facility Loan Authorization Bylaw No. 2635, 2026 supports the construction of the Aquatic Facility, which includes both aquatics and an indoor fieldhouse, to serve the City of Fort St. John and surrounding area.

A loan authorization bylaw is required under the *Community Charter* for a municipality to incur long-term debt. The bylaw establishes the purpose of the borrowing, the maximum amount to be borrowed, and the maximum term of the debt. Once adopted, the bylaw provides the legal authority for the City to borrow funds through the Municipal Finance Authority to support the project.

The bylaw authorizes borrowing of up to \$90,000,000, toward a total estimated project cost of \$185,000,000, with a maximum borrowing term of up to 30 years.

The borrowing amount authorized through the bylaw represents a maximum “up to” amount. The City will continue to refine the project scope, design, and funding strategy, with the goal of reducing borrowing where possible through cost efficiencies, external funding opportunities, and other revenue sources. The loan authorization bylaw establishes the upper limit of borrowing authority and does not require the City to borrow the full amount.

The overall approval process involves Council giving first three readings of the bylaw, after which it is submitted to the Inspector of Municipalities for approval, followed by elector approval, and, if

successful, final adoption by Council. Once these approvals are obtained, the City has the authority to proceed with long-term borrowing as part of the overall project financing strategy.

For this project, elector approval will be sought through an assent vote held in conjunction with the 2026 General Local Election. This approach ensures that all eligible electors have the opportunity to vote on the proposed borrowing and supports transparency for a project of this scale.

Advancing the bylaw at this stage enables the City to proceed with required provincial approvals and maintain timelines for the planned assent vote and overall project delivery.

The Aquatic Facility has been identified as a major capital project. Advancing a loan authorization bylaw enables provincial review of the City's borrowing authority, provides clarity on the proposed funding model, and supports timely preparation for the assent vote.

ORGANIZATIONAL:

The implementation of the loan authorization bylaw process will require coordination across multiple departments, including Legislative Services, Finance, Communications, and project leads.

Administration will support the legislative approval process, coordinate provincial approvals, and ensure readiness for the assent vote in alignment with the 2026 General Local Election timeline.

Work associated with this process will be integrated into ongoing project planning and election preparation activities and does not require additional organizational restructuring.

FINANCIAL:

The bylaw authorizes borrowing of up to \$90,000,000, representing a portion of the total project cost

The borrowing authority reflects a maximum limit to ensure flexibility as project costs and funding sources are refined.

FOLLOW UP ACTION:

Following the first three readings:

- the bylaw will be submitted to the Inspector of Municipalities for review and approval
- staff will prepare materials required for the assent vote
- elector approval will be sought through an assent vote held in conjunction with the October 17, 2026 General Local Election
- if the assent vote is successful, the bylaw will be brought forward to Council for final adoption
- further reports regarding the proposed project will be brought forward to Council as required through the process

COMMUNITY CONSULTATION:

Elector approval is required prior to adoption of the loan authorization bylaw and will be obtained through an assent vote conducted in conjunction with the 2026 General Local Election.

In advance of the assent vote, the City will fulfill all legislated notice requirements and provide information to electors regarding the proposed borrowing, including the purpose of the project, estimated costs, and financial implications.

Additional communication and information sharing will be undertaken to support transparency and ensure electors have sufficient information to make an informed decision, in accordance with legislative requirements and corporate communication practices.

COMMUNICATION:

A communications approach will be implemented to support transparency and ensure electors have access to clear, factual, and balanced information regarding the proposed borrowing.

Information provided will focus on the purpose of the project, the borrowing being considered, and the implications for the City and its residents. Communication materials will be prepared in alignment with legislative requirements and corporate communication practices to support informed participation in the assent vote.

DEPARTMENTS CONSULTED ON THIS REPORT:

Finance

Communications

ATTACHMENTS:

Aquatic Facility Loan Authorization Bylaw No. 2635, 2026

RESPECTFULLY SUBMITTED:

Bonnie McCue, Corporate Officer

City of Fort St. John
Loan Authorization Bylaw

Bylaw No. 2635, 2026

A bylaw to authorize the City of Fort St. John to borrow the estimated cost of constructing an aquatic facility.

WHEREAS it is deemed desirable and expedient to construct the Aquatic Facility, containing both aquatics and an indoor field house, that will service the City of Fort St. John and surrounding area.

AND WHEREAS the estimated cost of constructing the Aquatic Facility including expenses incidental thereto, is the sum of One Hundred and Eighty-Five million dollars, \$185,000,000.00, of which the sum of Ninety million dollars, \$90,000,000.00, is the amount of debt intended to be borrowed by this bylaw;

NOW THEREFORE, the Council of the City of Fort St. John in open meeting assembled, enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of the Aquatic Facility, containing both aquatics and an indoor field house, generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Municipality a sum not exceeding Ninety million dollars, \$90,000,000.00 total borrowing dollars.
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of an aquatics facility.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 30 years.
3. This bylaw may be cited as "Aquatic Facility Loan Authorization Bylaw No. 2635, 2026".

READ A FIRST TIME this ____ day of _____, 2026.

READ A SECOND TIME this ____ day of _____, 2026.

READ A THIRD TIME this ____ day of _____, 2026.

RECEIVED the approval of the Inspector of Municipalities this ____ day of _____, 2026.

RECEIVED the approval of the electors this ____ day of _____, 2026.

ADOPTED this ____ day of _____, 2026.

LILIA HANSEN
MAYOR

BONNIE MCCUE
CORPORATE OFFICER