



July 31, 2024

Ref: 275010

Their Worship Mayor Jamie Ross  
Village of Belcarra  
4084 Bedwell Bay Rd  
Belcarra BC V3H 4P8

Dear Mayor Ross:

Thank you for your letter of June 19, 2024, regarding the Village of Belcarra's request for a service review for the Sasamat Volunteer Fire Department.

I appreciate your interest in moving forward to review this service in a mutually respectful and beneficial way for all service partners. A review of a regional district service, such as the fire service shared between Village of Belcarra and Village of Anmore, is an opportunity for all partners to take a closer look at their participation in the service.

Under section 357(1) of the *Local Government Act*, a participant may initiate a service review if the participant has been a participant in the services for at least five years; the service has not been subject to a service review that was initiated within the past three years; the establishing bylaw does not include a provision under section 340(1)(e) establishing an alternative review process; and the participant considers the terms and conditions of participation in the service unsatisfactory.

As per requirements of section 359(1) of the Act, the regional district board must arrange a preliminary meeting of all party representatives within 120 days of receiving a notice to initiate a service review. The purpose of the meeting is to review the terms and conditions of the service and establish a negotiation process for the issues raised in the notice, and any other issues raised by a party during the meeting, with a view to reaching agreement on the negotiation process and issues to be addressed in the negotiations. Negotiations to reach agreement on relevant issues are to begin within 60 days of the preliminary meeting.

The regional district is responsible for the service review process, but Ministry of Municipal Affairs staff are available to answer any questions the parties may have about the process or to provide advice on process design.

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Please feel free to have Village staff contact Lisa Hoskins, Manager, Local Government Intergovernmental Relations and Policy, by telephone at: 236 478-1644, or by email at: [Lisa.Hoskins@gov.bc.ca](mailto:Lisa.Hoskins@gov.bc.ca), regarding any process questions.

Thank you again for writing.

Sincerely,

A handwritten signature in black ink, appearing to read "Anne Kang". The signature is fluid and cursive, with the first name "Anne" being more prominent than the last name "Kang".

Anne Kang  
Minister of Municipal Affairs

pc: Dorothy Shermer, Corporate Officer, Metro Vancouver  
Rhonda Schell, Corporate Officer, Village of Anmore