

## REGULAR COUNCIL MEETING – AGENDA

Minutes for the Regular Council Meeting scheduled for  
Tuesday, April 16, 2019 at 7:00 p.m. in Council Chambers at  
Village Hall, 2697 Sunnyside Road, Anmore, BC



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### ELECTED OFFICIALS PRESENT

Mayor John McEwen  
Councillor Polly Krier  
Councillor Kim Trowbridge  
Councillor Paul Weverink

### ELECTED OFFICIALS ABSENT

Councillor Tim Laidler

### OTHERS PRESENT

Juli Halliwell, CAO  
Karen Elrick, Manager of Corporate Services  
Jason Smith, Manager of Development Services

#### 1. Call to Order

Mayor McEwen called the meeting to order at 7:00 p.m.

#### 2. Approval of the Agenda

It was MOVED and SECONDED:

R297            THAT THE AGENDA BE APPROVED AS AMENDED TO INCLUDE THE  
                         ADDITION OF ITEM 11 (A) LIQUID WASTE MANAGEMENT PLAN AS  
                         DISTRIBUTED BY ADDENDUM.

CARRIED UNANIMOUSLY

#### 3. Public Input

Charles Christie, Anmore, spoke regarding sewer connection at Anmore Green Estates and timeline for hook up.

Coleen Hackinen, Anmore, spoke regarding the Liquid Waste Management Plan (LWMP) and provided a marked up copy of the LWMP with suggested edits related to grammar, and legislation references. Noted concerns regarding presumption of LWMP that a future extension beyond Anmore Green Estates would be contemplated and concerns related to recovery of Village expenses including administration of staff resources.



**Meeting held on April 9, 2019:**

At the In Camera meeting held on April 9, 2019, Council authorized the release of the following resolutions:

“THAT Council appoint Chloe Heisler to the Community Engagement, Culture, and Inclusion Committee for a two year term commencing April 1, 2019, and that Council appoint Jay Sheere to the Parks and Recreation Committee for a two year term commencing April 1, 2019.”

**8. Items Removed from the Consent Agenda****9. Legislative Reports****(a) Anmore Five-Year Financial Plan Bylaw No. 595-2019**

Ms. Juli Halliwell, CAO, provided a Powerpoint presentation of the Five-Year Financial Plan which is included as Attachment 1 and forms part of the original minutes:

Points included:

- Legislative requirements
- Budget process
  - Draft budget presented to Financial committee March 7, 2019
- Overview of revenue and expenditure changes
- Asset replacement levy
- Proposed budget impact on property tax increase of 9.4% is based on the average assessed value and would result in a \$227 increase
- 2019-2023 capital budget overview
- 2018-2022 Water Budget

Members of the public were invited to ask questions and provide comments and points included:

- Number of water meter replacements anticipated. It was noted that replacements will be conducted as needed within the \$5,000 budget allotment.
- Clarification on breakdown of expenditures. It was noted that a detailed budget is included in the March 7, 2019 Finance Committee Agenda which is posted on the Village Website or through contacting staff.
- Cost of solid waste disposal and that flat fee provides no incentive for those who choose to reduce their solid waste disposal.

It was MOVED and SECONDED:

R300                      THAT COUNCIL GRANT ANMORE FIVE-YEAR FINANCIAL PLAN  
BYLAW NO. 595-2019 FIRST, SECOND, AND THIRD  
READINGS.

CARRIED UNANIMOUSLY

**(b)     Anmore Tax Rates Bylaw No. 596-2019**

It was MOVED and SECONDED:

R301                      THAT COUNCIL GRANT ANMORE TAX RATES BYLAW NO.  
596-2019 FIRST, SECOND, AND THIRD READINGS.

CARRIED UNANIMOUSLY

**10.    Unfinished Business**

**11.    New Business**

**(a)     Liquid Waste Management Plan**

Mr. Jason Smith, Manager of Development Services, provided an overview of the Liquid Waste Management Plan (LWMP) noting that the LWMP was prepared in order to comply with the Ministerial Order issued to the Village of Anmore.

It was MOVED and SECONDED:

R302                      THAT COUNCIL ADOPT THE VILLAGE OF ANMORE LIQUID  
WASTE MANAGEMENT PLAN, AS AMENDED TO CORRECT  
GRAMMATICAL, SPELLING, AND LEGISLATIVE REFERENCES,  
AND REQUEST STAFF TO SUBMIT IT TO THE MINISTRY OF  
ENVIRONMENT AND CLIMATE CHANGE FOR APPROVAL.

CARRIED UNANIMOUSLY

**12. Recommendations of Committees.****(a) Parks and Recreation Committee Meeting held on April 3, 2019**

It was MOVED and SECONDED:

R303                      THAT COUNCIL ENDORSE DEVELOPMENT OF LAND ACQUISITION STRATEGIES FOR ADDITIONAL TRAIL NETWORK SYSTEMS.

CARRIED UNANIMOUSLY

Discussion points included:

- Need for resources for connectivity and trail extensions
- Privately owned real estate, land right of way, or trail dedication could be contemplated

It was MOVED and SECONDED:

R304                      THAT COUNCIL DIRECT STAFF TO EXPLORE THE FINANCIAL VIABILITY OF PROCEEDING WITH CONSTRUCTION OF THE STAIRWAY TRAIL TO THE HATCHERY.

CARRIED UNANIMOUSLY

**13. Mayor's Report**

Mayor McEwen report that:

- April 10 met with Juli Halliwell and SD 43 regarding sewer hook up
- April 10 attended Metro Vancouver Finance and Intergovernmental Committee
- April 11 attended Metro Vancouver Water meeting.
- April 11 attended Sasamat Volunteer Fire Department preliminary meeting in preparation for meeting this week to discuss next steps forward
- April 11 attended celebration of OIC Sean Maloney's retirement
- April 11 attended Belcarra volunteer appreciation
- April 15 participated in interviews for new RCMP Officer in Charge
- April 16 attended School District 43 Board meeting

**14. Councillors Reports**

Councillor Krier reported that:

- Attended Supt. Sean Maloney retirement celebration
- Community Engagement, Culture, and Inclusion Committee meeting:
  - Scheduling another dementia workshop
  - Would like to schedule a Picnic in the Park this summer
  - Bring Ma Murray back to May Murray Day.

**15. Chief Administrative Officer's Report**

- Easter Egg Hunt on Saturday
- Volunteer appreciation will take place on May 14

**16. Information Items****(a) Committees, Commissions and Boards – Minutes**

- Minutes of the Environment Committee meeting held on October 18, 2018
- Minutes of the Parks and Recreation Committee held on November 21, 2018
- Draft Minutes of the Parks and Recreation Committee held on April 3, 2019

**(b) General Correspondence**

- Communication from Tri-Cities Pride Society dated April 2, 2019

**17. Public Question Period**

Charles Christie, Anmore, spoke regarding potential grant opportunity for Village Hall

Doug Richardson, Anmore, spoke regarding clarification of Parks and Recreation Committee recommendation, minutes of committee meetings included on agenda, and comprehensive development zoning

Charles Christie, Anmore, spoke regarding sewer system costs, and effects of chlorine in drinking water

Doug Richardson, Anmore, spoke regarding septic at Countryside

**18. Adjournment**

It was MOVED and SECONDED:

**“TO ADJOURN.”**

**CARRIED UNANIMOUSLY**

The meeting was adjourned at 8:00 p.m.

"Karen Elrick"

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Karen Elrick  
Corporate Officer

"John McEwen"

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John McEwen  
Mayor



## Overview

- MUNICIPAL REQUIREMENTS
- BUDGET PROCESS
- 2019 – 2023 OPERATING BUDGET
- PROPOSED BUDGET IMPACT
- 2019 – 2023 CAPITAL BUDGET
- 2019 – 2023 WATER OPERATING & CAPITAL BUDGET
- PUBLIC INPUT





## Municipal Requirements

- ADOPT A 5 YEAR FINANCIAL PLAN BEFORE MAY 15 ANNUALLY (COMMUNITY CHARTER S. 165)
- INCLUDE PUBLIC CONSULTATION (REGULAR COUNCIL APRIL 16, 2019)
- ADOPT TAX RATES BY BYLAW BEFORE MAY 15 ANNUALLY (COMMUNITY CHARTER S. 197)



## Budget Process

- INITIAL DRAFT BUDGET PRESENTED TO FINANCE COMMITTEE MARCH 7, 2019 AND REFERRED TO COUNCIL
- PUBLIC CONSULTATION AND FIRST THREE READINGS OF THE FINANCIAL PLAN BYLAW ON APRIL 16, 2019
- ADOPTION (ANTICIPATED) APRIL 30, 2019 WITH TAX RATE BYLAW



## 2019 – 2023 Operating Budget

- **REVENUE CHANGES**
- Investment portfolio creation - \$60,000
- Shared services - \$10,000
- Increase in fees - \$11,000
- Building permit fees – (\$37,000)
- Other inflationary increases - \$7,000



## 2019 – 2029 Operating Budget

- **EXPENDITURE CHANGES**
- Salaries & benefits - \$31,500
- Remuneration - \$48,000
- Employer Health Tax Impact - \$12,000
- Increased solid waste fees - \$12,700
- Consultant Fees – \$21,500



## Asset Replacement Levy

- **CAPITAL ASSET LEVY**
  - Increased by \$135,000
  - Total \$1,095,000 annually
- **WATER INFRASTRUCTURE LEVY**
  - Increased by \$55,000
  - Total \$285,000 annually



## Proposed Budget Impact

**\$2,015,786 AVERAGE 2019 ASSESSED VALUE HOUSEHOLD\***

	<b>Change (\$)</b>	<b>Change (%)</b>
Revenue Changes	(\$51,350)	(2.5%)
Expenditure Changes	105,950	5.2%
Fixed Asset Levy	135,000	6.7%
	<b>\$189,600</b>	<b>9.4%</b>

**\$24 FOR EACH 1% INCREASE = \$227/AVG. PER HOUSEHOLD**

\*BASED ON REVISED ROLL DATED MARCH 19, 2019



## 2019 – 2023 Capital Budget

- Replacement of 2008 Ford F550 (\$120,000)
- Sunnyside Culvert & Pedestrian Bridge Replacement (\$64,000)
- Pathway Upgrades (\$15,000)
- Trail Upgrades (\$25,000)
- Culvert Repairs (\$103,000)



## 2019 – 2023 Water Budget

- **WATER OPERATING BUDGET**
- Largest cost water from Port Moody
- Increase of 1.9% for 2019
- **WATER CAPITAL BUDGET**
- Automatic flushing valves
- Water meter replacement program



# PUBLIC INPUT

