

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, December 5, 2017 at 7:00 p.m. in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC



1. Call to Order

2. Approval of the Agenda

Recommendation: That the Agenda be approved as circulated.

3. Public Input

Note: The public is permitted to provide comments to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

4. Delegations

5. Adoption of Minutes

(a) **Minutes of the Regular Council Meeting held on November 21, 2017**

Recommendation: That the Minutes of the Regular Council Meeting held on November 21, 2017 be adopted as circulated.

6. Business Arising from Minutes

7. Consent Agenda

Note: Any Council member who wants to remove an item for further discussion may do so at this time.

Recommendation: That the Consent Agenda be adopted.

(a) **Public Safety Committee Recommendations of June 19, 2017 – Emergency Matters**

(i) Committee requested that staff update emergency binders to include all possible contact numbers.

(ii) Committee requested that, in the event of an emergency, staff ensure that the appropriate measures are adhered to and that communications are fully operational.

(b) Ambulance Paramedics of British Columbia – Ambulance Services in Your Community

page 8

Recommendation: That the letter dated November 21, 2017 from Ambulance Paramedics of British Columbia be received for information.

(c) District of Sicamous – Prevention of Quagga and Zebra Mussels

page 17

Recommendation: That the letter dated November 29, 2017 to Honourable George Heyman from District of Sicamous be received for information.

(d) BC Council of Forest Industries and Coast Forest Products Association – Stronger Together

page 22

Recommendation: That the letter dated November 30, 2017 from BC Council of Forest Industries and Coast Forest Products Association be received for information.

8. Items Removed from the Consent Agenda

9. Legislative Reports

10. Unfinished Business

11. New Business

(a) Village Centre Site Development Plan (Draft)

HCMA Architecture + Design to present the (draft) Village Centre Site Development Plan.

(b) Infill / Community Amenity Contributions - Analysis

page 23

Report dated November 30, 2017 from the Manager of Development Services is attached.

(c) Multi-Function Vehicle Options

page 34

Report dated November 30, 2017 from the Chief Administrative Officer is attached.

(d) Community Emergency Preparedness Fund - Application

page 38

Report dated November 30, 2017 from the Manager of Corporate Services is attached.

12. Mayor's Report

13. Councillors Reports

14. Chief Administrative Officer's Report

15. Information Items

(a) Committees, Commissions and Boards – Minutes

(b) General Correspondence

16. Public Question Period

Note: The public is permitted to ask questions of Council regarding any item pertaining to Village business. A two-minute time limit applies to speakers.

17. Adjournment

REGULAR COUNCIL MEETING – MINUTES



Minutes of the Regular Council Meeting held on
Tuesday, November 21, 2017 in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC

ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Ann-Marie Thiele
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Councillor Ryan Froese
Councillor Kim Trowbridge

OTHERS PRESENT

Juli Halliwell, Chief Administrative Officer
Christine Baird, Manager of Corporate Services
Jason Smith, Manager of Development Services
Luke Guerin, Operations Superintendent

1. Call to Order

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

2. Approval of the Agenda

Council discussed whether or not to defer item 9(a) and item 11(a).

It was MOVED and SECONDED:

R215/2017 “THAT THE AGENDA BE APPROVED AS AMENDED.”

MOTION DEFEATED

It was MOVED and SECONDED:

R216/2017 “THAT THE AGENDA BE APPROVED AS CIRCULATED.”

CARRIED UNANIMOUSLY

3. Public Input

Nil

4. Delegations

Nil

5. Adoption of Minutes**(a) Minutes of the Regular Council Meeting held on November 7, 2017**

It was MOVED and SECONDED:

R217/2017 **“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON NOVEMBER 7, 2017 BE ADOPTED AS
CIRCULATED.”**

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

Nil

7. Consent Agenda

It was MOVED and SECONDED:

R218/2017 **“THAT THE CONSENT AGENDA BE ADOPTED AS
CIRCULATED WITH ITEMS 7(B) AND (F) REMOVED.”**

CARRIED UNANIMOUSLY

(a) Council Meeting Schedule (2018)

R219/2017 **“THAT THE 2018 REGULAR COUNCIL MEETING SCHEDULE BE
SET AS FOLLOWS:**

JANUARY 9, 23	JULY 3, 17
FEBRUARY 6, 20	AUGUST (NO MEETINGS)
MARCH 6, 20	SEPTEMBER 4, 18
APRIL 3, 17	OCTOBER 2, 16
MAY 1, 15	NOVEMBER 6, 20
JUNE 5, 19	DECEMBER 4.”

ADOPTED ON CONSENT

**(c) Parks and Recreation Committee Recommendation of October 10, 2017 –
Drainage at Spirit Park**

R220/2017 **“THAT WE ASK THAT STAFF PROVIDE US WITH THE
RESULTS OF THE INVESTIGATION AS IT RELATES TO THE
DRAINAGE AT SPIRIT PARK.”**

ADOPTED ON CONSENT

(d) Parks and Recreation Committee Recommendation of October 10, 2017 – Mossom Creek Bridge Project

R221/2017 “THAT WE ASK STAFF TO INVESTIGATE THE VALIDITY OF THE ENVIRONMENTAL STUDY FROM ISL ENGINEERING DATED OCTOBER 14, 2015; AND ASK STAFF TO ESTABLISH CURRENT COSTS TO COMPLETE THE MOSSOM CREEK BRIDGE PROJECT.”

ADOPTED ON CONSENT

(e) Parks and Recreation Committee Recommendation of October 10, 2017 – Proposed Stairs at Summerwood Lane

R222/2017 “THAT WE ASK STAFF TO INVESTIGATE THE COSTS OF BUILDING THE STAIRS AT SUMMERWOOD LANE.”

(g) Invasive Species Council of Metro Vancouver – 2017 Invasive Plant Management Report

R223/2017 “THAT THE 2017 INVASIVE PLANT MANAGEMENT REPORT PREPARED BY INVASIVE SPECIES COUNCIL OF METRO VANCOUVER BE RECEIVED.”

ADOPTED ON CONSENT

(h) Ministry of Children and Family Development

R224/2017 “THAT NOVEMBER BE PROCLAIMED AS ADOPTION AWARENESS MONTH IN IN THE VILLAGE OF ANMORE.”

ADOPTED ON CONSENT

(i) Metro Vancouver – Anmore Green Estates Request for Sewerage Services

R225/2017 “TO RECEIVE THE LETTER DATED NOVEMBER 2, 2017 FROM METRO VANCOUVER REGARDING ANMORE GREEN ESTATES REQUEST FOR SEWERAGE SERVICES.”

ADOPTED ON CONSENT

(j) **City of Port Moody – Anmore Green Estates Request for Sewage Services**

R226/2017 “TO REFER THE LETTER DATED NOVEMBER 3, 2017 FROM CITY OF PORT MOODY REGARDING ANMORE GREEN ESTATES REQUEST FOR SEWAGE SERVICES TO STAFF FOR A RESPONSE INDICATING THAT THE VILLAGE OF ANMORE IS NOT INTERESTED IN JOINING THE GVS&DD OR CHANGING THE MUNICIPAL BOUNDARY.”

ADOPTED ON CONSENT

8. **Items Removed from the Consent Agenda**

(a) **Council Meeting Schedule (2018)**

It was MOVED and SECONDED:

R227/2017 “THAT THE 2018 ACTING MAYOR SCHEDULE BE SET AS FOLLOWS:

JANUARY, FEBRUARY, MARCH	COUNCILLOR FROESE
APRIL, MAY, JUNE	COUNCILLOR THIELE
JULY, AUGUST, SEPTEMBER	COUNCILLOR TROWBRIDGE
OCTOBER, NOVEMBER	COUNCILLOR WEVERINK.”

CARRIED UNANIMOUSLY

(b) **Public Safety Committee Recommendations of June 19, 2017 – Emergency Matters**

It was MOVED and SECONDED:

R228/2017 “TO DEFER ITEM 8(B).”

CARRIED UNANIMOUSLY

9. **Legislative Reports**

(a) **Anmore Fees and Charges Bylaw No. 571-2017**

It was MOVED and SECONDED:

R229/2017 “THAT ANMORE FEES AND CHARGES AMENDMENT BYLAW NO. 571-2017 BE READ A FIRST, SECOND AND THIRD TIME.”

MOTION DEFEATED

It was MOVED and SECONDED:

R230/2017 **“THAT ANMORE FEES AND CHARGES BYLAW NO. 571-2017 BE DEFERRED TO JANUARY 2018, AND BROUGHT BACK WITH A STAFF COVERING REPORT OUTLINING THE CHANGES BETWEEN THE 2016 BYLAW AND THE 2017 BYLAW.”**

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business

(a) Multi-Function Vehicle Options

It was MOVED and SECONDED:

R231/2017 **“TO DEFER ITEM 11(A) TO THE NEXT MEETING.”**

CARRIED UNANIMOUSLY

(b) Community Emergency Preparedness Fund – Application

It was MOVED and SECONDED:

R232/2017 **“THAT COUNCIL ENDORSE THE STAFF APPLICATION MADE TO THE COMMUNITY EMERGENCY PREPAREDNESS FUND TO SUPPORT BUILDING LOCAL CAPACITY FOR EMERGENCY SOCIAL SERVICES IN ANMORE.”**

CARRIED UNANIMOUSLY

12. Mayor's Report

Mayor McEwen reported that:

- On November 8, he attended the Metro Vancouver Regional Parks Meeting, where they discussed the Belcarra cabins.
- On November 11, he attended the Remembrance Day ceremony in Belcarra.
- On November 12, he helped install lights at Spirit Park for Light Up Spirit Park.
- On November 14, he met with MLA Rick Glumac and several Anmore residents who would be directly impacted by the Metro North Transmission Line project.

- On November 15, Council met with MLA Rick Glumac with request for Provincial support for the challenges that Anmore is faced with.
- On November 16, he attended a TransLink meeting.
- On November 17, he attended an elected officials workshop on mobility pricing.
- On November 19, he helped install lights at Spirit Park for Light Up Spirit Park.
- On November 21, he attended a meeting regarding ride sharing, where he expressed disappointment that Uber will not be in effect for service in Anmore for this holiday season, as was promised.
- The Village's Christmas event - Light Up Spirit Park - will take place on Sunday, December 3, which will include: a bonfire, lights, horse and carriage ride, hot chocolate, food trucks, cake, carollers, and Santa.

13. Councillors Reports

Councillor Thiele reported that:

- There is a Finance Committee meeting on November 27 at 8:00 p.m.

14. Chief Administrative Officer's Report

Juli Halliwell reported that:

- The abatement has been completed in the old village hall, and it has been challenging trying to find a contractor willing to take on the job of moving the historical items.
- Staff is preparing for financial year-end. The budget recast will be discussed at the upcoming Finance Committee meeting, and the auditors will be on-site the week of December 4 to conduct their interim audit.

On question from Council regarding the previous request to have photos and video footage of the old village hall interior and exterior, staff responded that interior and exterior photos and video were done.

15. Information Items

(a) Committees, Commissions and Boards – Minutes

- Public Safety Committee Meeting minutes of June 19, 2017

(b) General Correspondence

Nil

16. Public Question Period

Nil

17. Adjournment

It was MOVED and SECONDED:

R233/2017 **“TO ADJOURN.”**

CARRIED UNANIMOUSLY

The meeting adjourned at 7:35 p.m.

Certified Correct:

Approved by:

Christine Milloy
Manager of Corporate Services

John McEwen
Mayor



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November 21, 2017

To: Mayors and Councillors of British Columbia

Re: Ambulance services in your community

Dear Mayors and Councillors,

It was a true pleasure for our executive team and staff to connect with you at the end of September at the annual Union of BC Municipalities (UBCM) conference in Vancouver. Attending this annual event is very important to our organization because of the precious opportunity it provides us to connect with you, mayors and council members from communities across the entire province. It gives us the chance to hear directly from the leaders in rural and larger communities about your specific concerns and needs with regard to ambulance service and community paramedicine care and needs in your areas. We also appreciate the opportunity to share with you what our top priorities are in terms of our advocacy efforts with government and to discuss what you can do to help us improve ambulance and paramedicine service in your community.

For UBCM, we prepared info sheets outlining our key issues in rural and in urban communities.

The three main issues we are facing at the moment are:

1. Downloading of emergency response to firefighters
2. Opioid addiction, abuse and death in both rural and urban communities
3. Community Paramedicine Initiative

We are attaching copies of the advocacy documents we shared with you at UBCM. One is tailored for urban communities and the other for rural communities. We would like to renew our invitation to you to reach out to our provincial government to deliver on the mandated instructions from the premier to “invest in more paramedics” which would help us provide better care and shorter response times in your community. Please take a moment to review the action steps we recommend for each issue and reach out to your government representative. We know that by working together we can achieve our goals of improving service to the residents of BC, as we saw with the initial implementation of the Community Paramedicine Initiative last year.

At UBCM, our executive leadership had the opportunity to liaise directly with Minister of Health, Adrian Dix, Minister of Mental Health and Addictions, Judy Darcy, as well as other key government officials. We spoke about investing in more paramedics (a pdf of the mandate letter is also attached for your reference) and about other key priorities including; rural health care gaps, seniors home care, chronic disease treatment, the overdose epidemic and ambulance response times. Those conversations left us feeling optimistic, as new funding for paramedic services has been established and government is focusing in on addressing these issues.

We look forward to continuing our positive dialogue with you. Please stay in touch and let us know if you would like to meet with us in your community. We would be more than pleased to come to hear and see what's working in your community and what we can work on improving together.

Thank you for your continued commitment to serving your constituents. We look forward to working together to help you provide the level of ambulance service and care they deserve.

Sincerely,



Cameron Eby
Provincial President
Ambulance Paramedics and Emergency Dispatchers of BC
CUPE Local 873

Attachments:

Rural Communities briefing document
Urban Communities briefing document
Letter of Mandate from Premier Horgan to Minister of Health, Adrian Dix.

CE/sw/MoveUp





Ambulance Paramedics Community Solutions

RURAL COMMUNITIES

VISIT US AT BOOTH 617

UBCM 2017

Let's work together to find solutions to the **most critical public healthcare issues facing BC's Rural Communities:**

1. Opioid addiction, overdose and death
2. Downloading paramedics' work to fire fighters
3. Community Paramedicine Initiative

Did you know...?

The national benchmark for ambulance response times to urgent calls is 9 minutes.

Currently the BCAS averages approximately 13 minutes in urban areas and significantly longer in rural areas.

Response times suffer due to staffing shortages in rural areas.

Most other Provinces in Canada have implemented new community-based paramedic services to address failing response times and workload issues.

Challenges in BC's Rural Communities

Many small- to medium-sized British Columbia communities are facing serious Paramedic recruitment and retention problems. Low emergency call volumes prevent adequate funding to justify the expense of full time Paramedic staffing. The withdrawal of locally funded Paramedic training has resulted in a steep decline of applicants for rural communities. Today, we face critical staffing shortages across the province.

This staffing shortage leaves many communities facing long periods of time with reduced or no ambulance service at all. With an aging population, it is even more important that all British Columbians have an active and reliable ambulance service in their community.

Along with staffing shortages, the regionalization of more and more healthcare services means patients face longer and longer travel times to receive the care they need.

The BC Ambulance Service must respond to these challenges by adapting to local needs and ensuring a reliable service to connect patients to the care they require.

Healthcare costs continue to grow and the need to find efficiencies within existing budgets is becoming more and more important. In order to maximize efficiencies, we need to consider new healthcare delivery models on a specific, community-by-community basis.

The implementation of new ambulance delivery models requires all key stakeholders to work together. The existing bargaining structure prevents these discussions and means the issues facing the BC Ambulance Service are difficult to address.

Dealing with Opioid Addiction, Overdose and Death

Opioid addiction, overdose and death are tragically part of our new reality in both urban and rural communities and we need to find new solutions to this devastating phenomenon. Paramedics are working collaboratively with government and other emergency responders to aggressively explore better ways to help. The Premier has mandated a greater investment in paramedics and that's an important first step but we **urgently need to see more paramedics out on the front line now.**

According to B.C.'s chief coroner overdose fatalities increased from 414 to 780 during the period between January and June from 2016 to 2017. Fentanyl was detected in almost 80 per cent of fatalities between January and May 2017.

TAKE ACTION! How Mayors and Councillors can help:

- Speak to your MLA and government about the Premier's mandate to "Invest in more paramedics"; ask when you can expect to see additional paramedics in your community.
- Let them know how urgently your community needs more paramedics.
- Provide them with the specific and unique situation in your area.
- Share this information with other community leaders and members and urge them to reach out to their MLA and government.

As a municipal leader, you know the unique health care needs and health-related emergencies in your community. Your constituents are counting on you to mobilize and work with our Ministers and APBC to bring about the changes and improvements in health services they desperately need.

Patients deserve access to front-line medical professionals, paramedics and the continuum of care to the hospital.

Let's talk
about your community
health concerns and how
paramedics can help.
Bronwyn Barter, President
APBC – booth 617

Contact Resources:

Hon. Adrian Dix,
Minister of Health
adrian.dix.MLA@leg.bc.ca
Ph. (250) 953-3547 or
Vancouver constituency
office (604) 660-0314
<https://goo.gl/WRM428>

Hon. Judy Darcy,
Minister of Mental Health
and Addictions
judy.darcy.MLA@leg.bc.ca
Ph. (250) 952-7623 or New
Westminster constituency
office (604) 775-2101
<https://goo.gl/mfjNWB>



Ambulance
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Downloading Ambulance Service to Firefighters is dangerous and costly

Given their superior level of training and equipment, BC Paramedics are the only frontline medical professionals qualified to handle BC patients during a medical crisis for early assessment, critical intervention, treatment, monitoring, transport and continuum of care to the emergency department.

By downloading emergency medical response to firefighters communities take on increased liability for those medical responses. In addition, we put patients and their communities at risk and overlap the use of valuable resources, which risks to over-load and exhaust our firefighters who have their own crucial role to play in keeping us safe.

TAKE ACTION! How Mayors and Councillors can help:

- Speak to government about the Premier's mandate to "Invest in more paramedics"; ask when you can expect to see more paramedics in your community.
- Express your concern to government and to your constituents about the risks to communities and to firefighters that come with downloading. Seek their commitment to oppose this trend with clear legislation.

Community Paramedicine Initiative (CPI)

The CPI launched in April 2015 in nine prototype communities, followed by a provincial rollout that began in April 2016 with the inclusion of the first rural and remote communities. So far, the CPI has been implemented in 76 communities across the province, with more to come by March 2018. The further expansion of the CPI is on the horizon, including establishment of Advanced Care Paramedic CP's, which will be able to provide an even higher level of in-home care. Quite simply, Community Paramedicine makes sense for BC's rural and urban communities, both economically and also in terms of improving safety and the quality of healthcare we provide for our communities.

Benefits of the Community Paramedicine Initiative to the people of BC:

- CPI mainly serves patients 65 years and older who are living with chronic conditions such as heart failure, chronic obstructive pulmonary disease (COPD) and diabetes, or are at risk of falls.
- CPs assess/triage patients in their homes and transport to hospital only if needed, helping to alleviate ED overcrowding.
- The CPI is a sensible and cost-effective way to retain emergency responders on duty who can also make drop-in home visits to ensure the safety and health status of the elderly or infirmed.
- The CPI integrates CPs into the healthcare system without displacing other healthcare professionals.
- According to the March 2017 evaluation and snapshot report on the CPI, the initiative is making substantive progress in reaching its goals:
- Helping stabilize paramedic staffing in rural and remote communities by introducing community paramedics.
- Bridging health service delivery gaps in communities as identified in collaboration with local primary care teams.
- Reducing the number of 911 calls and emergency department visits.

TAKE ACTION! How Mayors and Councillors can help:

- Speak to government about the Premier's mandate to "Invest in more paramedics" and ask when you can expect to see more paramedics in your community.
- Inform government about your community's specific need for Community Paramedicine and ask when the CPI can be rolled out in your community.
- Share this information with other community leaders and constituents and urge them to reach out to government.



Ambulance Paramedics Community Solutions

URBAN COMMUNITIES

VISIT US AT BOOTH 617

UBCM 2017

*Let's work together to find solutions to the **most critical public healthcare issues facing BC's Urban Communities:***

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Did you know...?

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Response times suffer due to high workload in urban areas.

Most other Provinces in Canada have implemented new community-based paramedic services to address failing response times and workload issues.

Challenges in BC's Urban Communities

Emergency department overcrowding and paramedic delays in response time remain serious and potentially life-threatening concerns for residents of BC's larger communities. According to Statistics Canada, the population of the metro Vancouver area has increased by 6.5% between 2011 and 2016 (outpacing the national growth average) and in most urban centres the number of ambulances serving these areas has had little or no increase over the same period.



With the backlog in hospital emergency departments, paramedics often find they need to stay to care for the patients while they await assessment. Another challenge facing urban communities is increasing ambulance call volumes – some of which are 'frequent callers' or other types of requests that do not actually require treatment at an emergency ward. Ambulance paramedics are obliged to respond to these non-urgent calls and this aggravates the problem of delayed response times.

On forming the new government, in his **mandate letter to the new Minister of Health**, Hon. Adrian Dix, Premier John Horgan listed seven **key priorities** for the Minister; one of them reads: **"Invest in more paramedics"**. The Paramedics of BC are grateful for the acknowledgement of the urgency of this need in our communities and we look forward to supporting the Minister as he takes action in this regard. **You can read the Premier's Mandate Letter to the Minister of Health, Hon. Adrian Dix here:** <https://goo.gl/4yWCEm>

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- Share this information with other community leaders and constituents and urge them to reach out to government.



July 18, 2017

Honourable Adrian Dix
Minister of Health
Parliament Buildings
Victoria, British Columbia V8V 1X4

Dear Minister Dix:

Congratulations on your new appointment as Minister of Health.

It has never been more important for new leadership that works for ordinary people, not just those at the top.

It is your job to deliver that leadership in your ministry.

Our government made three key commitments to British Columbians.

Our first commitment is to make life more affordable. Too many families were left behind for too long by the previous government. They are counting on you to do your part to make their lives easier.

Our second commitment is to deliver the services that people count on. Together, we can ensure that children get access to the quality public education they need to succeed, that families can get timely medical attention, and that our senior citizens are able to live their final years with dignity.

These and other government services touch the lives of British Columbians every day. It is your job as minister to work within your budget to deliver quality services that are available and effective.

Our third key commitment is to build a strong, sustainable, innovative economy that works for everyone, not just the wealthy and the well-connected. Together, we are going to tackle poverty and inequality, create good-paying jobs in every corner of the province, and ensure people from every background have the opportunity to reach their full potential.

These three commitments along with your specific ministerial objectives should guide your work and shape your priorities from day to day. I expect you to work with the skilled professionals in the public service to deliver on this mandate.

.../2

As you are aware, we have set up a *Confidence and Supply Agreement* with the B.C. Green caucus. This agreement is critical to the success of our government. Accordingly, the principles of “good faith and no surprises” set out in that document should also guide your work going forward.

As minister, you are responsible for ensuring members of the B.C. Green caucus are appropriately consulted on major policy issues, budgets, legislation and other matters as outlined in our agreement. This consultation should be coordinated through the Confidence and Supply Agreement Secretariat in the Premier’s Office. The secretariat is charged with ensuring that members of the B.C. Green caucus are provided access to key documents and officials as set out in the agreement. This consultation and information sharing will occur in accordance with protocols established jointly by government and the B.C. Green caucus, and in accordance with relevant legislation.

British Columbians expect our government to work together to advance the public good. That means seeking out, fostering, and advancing good ideas regardless of which side of the house they come from.

Our government put forward a progressive vision for a Better B.C. that has won broad support with all members of the legislature. There is consensus on the need to address many pressing issues such as reducing health-care wait times, addressing overcrowded and under-supported classrooms, taking action on climate change, tackling the opioid crisis, and delivering safe, quality, affordable child care for all. As one of my ministers, I expect you to build on and expand that consensus to help us better deliver new leadership for British Columbians.

As part of our commitment to true, lasting reconciliation with First Nations in British Columbia our government will be fully adopting and implementing the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and the Calls to Action of the Truth and Reconciliation Commission. As minister, you are responsible for moving forward on the calls to action and reviewing policies, programs, and legislation to determine how to bring the principles of the declaration into action in British Columbia.

In your role as Minister of Health I expect that you will make substantive progress on the following priorities:

- Prioritize the provision of team-based primary care by establishing urgent family-care centres across the province.
- Improve rural health services and expand the medical travel allowance for those who must travel for care.
- Work with the Parliamentary Secretary for Seniors to improve and strengthen services to ensure seniors receive dignified and quality care.
- Invest in more paramedics.
- Work to reduce wait times and implement province-wide co-ordination to manage and actively monitor waitlists.

- Provide the Therapeutics Initiative with the resources it needs to do its job effectively.
- Work with the federal government towards a national Pharmacare program and work with the B.C. Green caucus to develop a proposal to implement an essential drugs program.

All members of Cabinet are expected to review, understand and act according to the *Members Conflict of Interest Act* and to conduct themselves with the highest level of integrity. Remember, as a minister of the Crown, the way you conduct yourself will reflect not only on yourself, but on your Cabinet colleagues and our government as a whole.

I look forward to working with you in the coming weeks and months ahead.

It will take dedication, hard work, and a real commitment to working for people to make it happen, but I know you're up to the challenge.

Sincerely,

A handwritten signature in black ink that reads "John Horgan". The signature is written in a cursive, flowing style.

John Horgan
Premier

District of Sicamous

446 Main Street
PO Box 219
Sicamous, BC
VOE 2V0

T: 250 836 2477
F: 250 836 4314
E: info@sicamous.ca
sicamous.ca



November 29, 2017

Honourable George Heyman
Minister of Environment and Climate Change Strategy
Via E-mail: ENV.Minister@gov.bc.ca
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

Re: Prevention of Quagga and Zebra Mussels

Dear Honourable Heyman,

On behalf of the District of Sicamous we write to express our concern about the threat of Quagga and Zebra mussels. Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and Education for the threat of Quagga and Zebra mussels into BC Lakes.

The effects to ALL BC Lakes would be devastating:

- Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. One mussel can produce one million mussels per year.
- Impact fish and wildlife by increasing toxic algal blooms.
- Large colonies affect spawning areas, impacting the survival of fish eggs.
- Affects recreational activities by cutting swimmers feet as a result of their sharp shell
- Non-reversible once infested with mussels, all BC Lakes will be contaminated and there is currently no solution to destroy them.
- Cost to British Columbia will be Billions, to government, taxpayers and businesses if mussels manage to get into our eco-system
- Eco-system compromised, water intakes plugged, fish destroyed, beaches destroyed
- No long-term research provided on drinking water quality
- Negative tourism impact

Solutions:

- Guard the borders - cost British Columbia Millions to guard the borders 24/7 365 days per year to prevent infestation or Boat border crossing hours, that work.
- Train border patrols - this is a serious issue, they must collect the correct information from boaters (of all kinds such as zodiacs, blow up paddle boards)

- More conservation officers, with more authority
- This is no longer a campaign, it should now be a department of the government with funding to continue prevention
- This is no longer a provincial problem, it is a federal problem, lakes that are contaminated in Canada should not be allowed to let boats leave without inspection to prevent contaminating other lakes.
- Transport Canada should now prevent float planes from hopping provinces and states
- Education – Major Media campaign announcing BC's commitment to keep our waters pristine. TV, Billboards, News paper, social media
- All Municipalities and Regional Districts should run a banner on their website home pages – "British Columbia is Committed to keeping their lakes Quagga and Zebra Mussel free. Please respect our Lakes and boarder crossing patrols, STOP at the boat inspection stations". This should have a link to a website explaining the seriousness of this issue, and explain fines for breaking the law by transporting invasive species.
- All British Columbia tourism sites should also announce and run the banner on their sites. Tourism will stay healthy if BC lakes stays healthy.
- Boaters registration, should include education
- Immediate allocations of funds dedicated to research, to enable BC biologists to work on a solution with Manitoba & US studies research groups. Let's work on removing them, together.
- Collaborate with infested US bordering Lakes on research and prevention of cross contamination.
- Collaborate with Alberta and Saskatchewan to stay mussel free

Funding:

BC government will find the funds (billions) if we lose the battle against mussels, as we'll need to manage the problem. This is how can we help fund the prevention now (millions):

- Out of province user pay at all BC boat ramps
- Lake passes for BC boaters
- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,



Terry Rysz, Mayor
DISTRICT OF SICAMOUS

Cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via emails)

DATE, YEAR

Honourable George Heyman
Minister of Environment and Climate Change Strategy
Via E-mail: ENV.Minister@gov.bc.ca
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

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- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,

Cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via emails)

November 30, 2017

Stronger Together

We are pleased to advise you that the BC Council of Forest Industries [COFI] and the Coast Forest Products Association [CFPA] have decided to come together as one organization to create a stronger, unified voice for the B.C. forest industry.

The forest industry has long been the cornerstone of the B.C. economy and one of the largest employers in the province. Forestry creates one in every 17 jobs, or more than 140,000 total jobs, contributing \$12.9 billion in GDP to the province. These jobs also generate a total of \$8.6 billion in wages, supporting families in communities on B.C.'s coast, lower mainland, the interior, and the north.

Our members take great pride in British Columbia being a world leader in sustainable forestry. Healthy forests are part of the natural and ecological heritage of our province, and we work hard to honour these values.

By coming together under the BC Council of Forest Industries, the industry will work together across regions to advocate on behalf of the forest sector, its workers and the 140 communities that depend on the forest sector through their mills, operating facilities, silviculture, and logging operations. Our goal is to continue our focus on public policy issues with the provincial and federal governments, as well as to strengthen our relationships with communities, indigenous people, and local governments.

The organizational change will be effective April 1, 2018. Until that time, COFI and CFPA will continue to operate independently, and our members and staff will work collaboratively to ensure a smooth transition.

We value our relationship with you, and would be pleased to answer any questions you have. Please don't hesitate to contact either of us at any time.

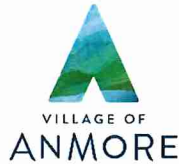
Warm regards,



Susan Yurkovich
President & CEO
BC Council of Forest Industries



Rick Jeffery
President & CEO
Coast Forest Products Assn.



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 29, 2017

Submitted by: Jason Smith, Manager of Development Services

Subject: Infill Development – Community Amenity Charges – Consultant's Report

Purpose / Introduction

The purpose of this report is to present the work of GP Rollo and Associates with regards to infill development and establishing Community Amenity Charges.

Recommended Resolution

THAT the report dated November 29, 2017 from the Manager of Development Services regarding Infill Development – Community Amenity Charges – Consultant's Report be received for information;

AND THAT staff be directed to organize a public meeting on Infill Development and Community Amenity Charges for early-2018;

AND FURTHER THAT a request be made for a representative from GP Rollo and Associates to be in attendance at the public meeting.

Background

Council directed staff in May 2017 to hire a development finance consultant to provide a recommendation on the appropriate approach and amount of Community Amenity Charges that should be expected for each new infill development lot created. This direction was based on staff's advice and the recommendation of the Mayor's Task Force on Land Use.

Discussion

Community Amenity Charges (CACs) are a commonly used tool that can help ensure that the benefits of new development are shared in the wider community and play a key role in developing or securing new amenities that might not be otherwise possible or financially feasible.

The intent of commissioning this report was to help Council, Village staff and the public better understand what CACs are, how they might be calculated, what an appropriate amount might be in the case of infill development and to recommend an amount. Staff hired GP Rollo and Associates to prepare a report and make a recommendation as to what an appropriate CAC charge for infill development could be. Their report and recommendations are attached.

Report/Recommendation to Council

Infill Development – Community Amenity Charges – Consultant's Report
November 29, 2017

The establishment of CACs is a new concept for the Village and there will likely be many questions from Council and the public in this regard. To provide additional opportunities for dialogue on CACs, a public meeting could be held, with a representative from GP Rollo and Associates in attendance, early in the new year.

Staff continue to work with the Advisory Planning Commission on the development of a draft Official Community Plan amendment and accompanying Infill Development Policy. The information and recommendations made by GP Rollo and Associates will be incorporated into the Infill Development Policy. Staff's intent is to return to Council at some point in the new year for further Council deliberation on infill development.

Options

The following options are provided for Council's consideration:

1. THAT the report dated November 29, 2017 from the Manager of Development Services regarding Infill Development – Community Amenity Charges – Consultant's Report be received for information;

AND THAT staff be directed to organize a public meeting on Infill Development and Community Amenity Charges for early-2018;

AND FURTHER THAT a request be made for a representative from GP Rollo and Associates to be in attendance at the public meeting.

[Recommended]

or

2. THAT the report dated November 29, 2017 from the Manager of Development Services regarding Infill Development – Community Amenity Charges – Consultant's Report be received for information.

Financial Implications

There will be a cost to having a representative from GP Rollo and Associates attend a public meeting. This cost fits within the \$7,000 that Council has already authorized be spent on this project.

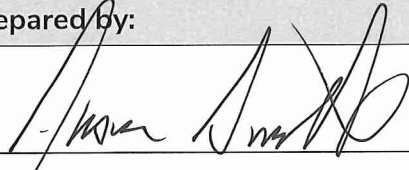
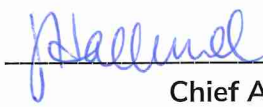
Attachments:

1. GP Rollo and Associates Report Dated November 28, 2017

Report/Recommendation to Council

Infill Development – Community Amenity Charges – Consultant's Report

November 29, 2017

Prepared by:	
 _____ Jason Smith Manager of Development Services	
Reviewed for Form and Content / Approved for Submission to Council:	
Chief Administrative Officer's Comment/Concurrence  _____ Chief Administrative Officer	



November 28, 2017

Jason Smith
 Manager of Development Services
 Village of Anmore
 2697 Sunnyside Road,
 Anmore, BC V3H 5G9

Re: Village of Anmore Infill Development and Community Amenity Contribution Study

G. P. Rollo & Associates (GPRA) has been retained to prepare an Infill Development and Community Amenity Contribution (CAC) Study for the Village of Anmore. The purpose of the analysis is to explore the potential to secure contributions from rezonings of infill development lots to assist in the funding of a new Village Hall community space, parks, trails and other infrastructure not funded through DCCs or by other means. In addition, GPRA has been asked to make recommendations on how best to update rates to reflect changes in the market.

To begin, GPRA conducted a scan of policies and practices of other jurisdictions in the Lower Mainland with regard to density bonusing and amenity contributions. The purpose of this scan was to provide background for the study and to provide a framework within which to prepare analysis.

The second piece consisted of the preparation of proforma analysis for 6 case studies looking at hypothetical potential rezoning scenarios that would involve an increase in density on the sites. These case studies are entirely hypothetical and are intended to be illustrative examples of the types of infill development rezonings that the Village might receive. Hypothetical case studies were chosen over specific sites due to the relatively small size of the community and the limited number of potential lots from which to select cases. It was determined through discussion with the Village that it was not appropriate to identify specific lots that would constitute the basis for analysis, but rather focus on the general attributes and conditions for the types of properties that would be appropriate candidates for this type of infill in Anmore through a set of hypothetical cases.

CAC & DENSITY BONUSING REVIEW OBSERVATIONS & COMMON PRACTICES

GPRA has observed the following common practices in jurisdictions in Metro Vancouver:

- Many jurisdictions use both density bonusing and CACs in conjunction with one another
- There is a trend toward more transparency in how CAC rates are calculated and toward set rates of contribution rather than primarily negotiated contributions
- Developers prefer established rates for contributions as it creates cost certainty when they are considering projects and negotiating purchase of lands
- Set CAC rates should not add to unit prices for end users, but should instead create downward pressure on land sales prices for land that will be rezoned
- Many jurisdictions have rates set for the entire jurisdiction with area specific rates set for designated growth areas/neighbourhoods
- Similar to DCCs, CACs should be regularly reviewed to keep current with market trends and housing values, as well as the projected cost of the basket of amenities
- Even with set rates for contribution many jurisdictions reserve the right to enter into negotiated contributions for unusual rezonings that may not have been considered in the OCP
- There is value in regularly testing whether contribution rates create an unfair burden on developers and create an inhospitable environment for developers to operate

On the page following GPRA has provided a table outlining current practices of jurisdictions in Metro Vancouver regarding Community Amenity Contributions.

CURRENT DENSITY BONUS/CAC POLICIES IN METRO VANCOUVER

Municipality	Density Bonus/CAC
Abbotsford	Small voluntary contribution for public art
Burnaby	\$ per sq. ft. (buildable) Bonus Density based on current market values
Coquitlam	\$3/sq. ft. new multifamily residential floorspace up to 2.5 FAR; \$4,800-\$5,500 for one-family lots
Langley City	\$1,000/unit
Maple Ridge	\$5,100 per one-family lot; \$4,100 per townhouse dwelling unit; \$3,100 per apartment dwelling unit; bonus density \$3,100 per multifamily unit or additional lot
New Westminster	ad hoc through negotiation
North Vancouver City	ad hoc through negotiation
North Vancouver District	Where case by case negotiations occur, the target is to capture 50% to 75% of value of land lift attributed to rezoning.
Pitt Meadows	\$2,100 per single family lot \$2,800 per townhouse unit \$2,400 per apartment unit
Port Coquitlam	100% in RA1 (low-rise apartment) zone, otherwise negotiated
Port Moody	ad hoc through negotiation
Richmond	\$2/sq.ft. buildable for single family; \$4/sq.ft. buildable for townhouse; \$6/sq.ft. buildable for apartments <81 units; 5% residential area for Affordable Housing for apartments >80 units
Surrey	Capital cost of NCP amenities determined by City in NCP areas
Township of Langley	ad hoc through negotiation
Vancouver	\$55/sq.ft. bonus area in Cambie Corridor; ad hoc through negotiation elsewhere
West Vancouver	ad hoc through negotiation
White Rock	\$30/ sq.ft. over 1.75 FAR in Town Centre; ad hoc through negotiation outside

While the rates indicated on the table may not be commensurate with what may be appropriate for the Village of Anmore it is useful to understand what other communities do insofar as density bonusing and amenity contributions. For instance, when establishing flat fees for density bonus rates or CACs, typically a jurisdiction will not seek 100% of monies being identified as being available, but will rather share a portion with the developer. The portion shared varies by community, with the share generally being higher in favour of the municipality in more urban centres (80% or more in Vancouver, 75% in Victoria, 100% in Burnaby's Metrotown), but usually closer to a 50/50 split in less urban jurisdictions. This sharing of the available monies is important for a variety of factors, not least of which is to reflect that not all developments are the same, and in some circumstances a share greater than 50% for the municipality could result in making a project economically unviable.

Also of note is that most, if not all, of the municipalities on this table are generally focused on infill development of a much denser form than the Village of Anmore is focused on here. In cases where there is a flat rate for single family lots the value is quite low, which reflects the smaller lot sizes that are being redeveloped in these jurisdictions (typically the properties are smaller than 10,000 square feet with the new lots being 5,000 square feet or smaller).

ANMORE MARKET CONDITIONS

Anmore represents a unique market compared to most other municipalities in Metro Vancouver in that there remain a significant number of large single family lots that have subdivision potential while still resulting in lot sizes in and around one acre or more in size. This combined with the attractiveness of Anmore for affluent buyers contributes to the high value for parcels around one acre.

When analyzing subdivision of single family parcels the key thing to note is that value lies in incremental utility created from a parcel of land through additional development potential. Purchasers in Anmore place a fairly high value on larger single family lots, but there is not a commensurate drop in value when the parcel is an acre versus 2+ acres – both are estate lots that attract wealthy purchasers and both can have quite large single family dwellings built on them. BC Assessment data for Anmore indicates that properties close to 2 acres have a value around \$800,000 to \$1 million per acre compared to a value of \$1.2 to \$1.4 million per acre for properties close to 1 acre in size (so a 2 acre property might have a value of \$1.6 million whereas a 1 acre property in the same area may have a value of \$1.4 million). Compare this to other municipalities in Metro that typically have existing single family lots that are less than 10,000 square feet in size. Values differ by area, but the difference in perceived value between a 10,000 square foot lot and one half that size is still there, but is less pronounced due to their smaller size, the size of the home that one could build on both sizes of lots, as well as market differences compared to properties in Anmore.

There is also competition for land among different development types and densities in most other areas of Metro Vancouver as opposed to Anmore which has resulted in higher base values for land in these more urban settings that reduces the lift value when looking at subdivisions on standard city lots. As such, a municipality such as Coquitlam might have a relatively small fee for

single family subdivision, but the reality is that they expect to see very few applications of this nature and the real increase in value lies in significant densification to townhouse or apartments.

Nonetheless, it is important to note that in most cases the rates on this table have been arrived at through a similar analysis to what is being presented here.

CASE STUDIES

GPRA has prepared 6 case studies for analysis. The cases were intended to be illustrative of the types of rezoning applications the Village might see if infill development were to be permitted in the Village. The cases involve rezoning from larger lot single family uses (ranging in size from roughly 1 to 2 acres with the stipulation that they must have at least 50 metre frontage) to higher density single family uses with average new parcel sizes being roughly half an acre.

METHODOLOGY & ASSUMPTIONS

For all test cases GPRA has looked at BC Assessment data for the Village to get a sense of the value per acre for existing land uses in the analysis.

The analyses are created using a standard developer proforma wherein estimates of revenues and costs are inputs and the remaining variable is the desired profit, which is determined following a revenues minus costs equals profit formula.

For the purpose of this analysis GPRA is preparing a set of residual land valuations. A residual land valuation uses a proforma to determine the highest possible value that a developer could pay for a parcel while still achieving an acceptable return on their investment. In a residual land valuation, however, an assumption on developer's return needs to be included in order to leave the land value as the variable to solve for. For these analyses GPRA has determined the residual value based on the developer achieving an acceptable profit of 15% on total project costs, calculated as a representative portion of overall project costs for the proposed development¹.

The residual values are the maximum supported land value a developer could pay for the site (under the density and conditions tested) while achieving an acceptable return for their project. This means that a developer could pay the indicated value for the land, develop and sell the finished product and achieve a profit of 15% at the end of the day. If by chance the land were bought for less than the indicated value, this would result in an increased profit for the developer and conversely if bought for more than the value indicated there would be less profit for the developer. The residual land value determined from this analysis is then compared to the

¹ 15% profit on project cost is used as an industry minimum standard developers need in order to consider a project viable and to secure financing through a lender.

value of the site under the current zoning to establish a 'lift' in value that arises from the change in density. This lift in value is the total potential monies that are available for public amenities.

GPRA determined sales revenues used in the analyses from a review of recent sales and offerings for sale of recently developed single family dwellings within the Village, with a focus on homes that were deemed comparable to those in the case studies. Costs were derived from sources deemed reliable, including the Village of Anmore, and information readily available from quantity surveyors on average hard construction costs in the area. Development or soft costs have been drawn from industry standards, and from the Village's sources. All other assumptions have been derived from a review of the market and from other sources deemed reliable by GPRA.

CASE STUDY RESULTS

The analysis prepared by GPRA indicates that there is potentially money available for the Village to collect for amenities from rezoning for higher density single family development. The table below shows the 6 test cases with the current value per acre, the indicated new lots created and the residual land value based on the proforma analysis, and the resulting lift value. The charge per new lot in the last column of the table is intended to represent one example of how the Village could capture a share with a fee: the 50% Village share divided by the number of new lots created beyond the first. The case studies themselves are included in an Excel file as a technical appendix.

HYPOTHETICAL CASE STUDIES ANALYSIS

Cases	Acres	Units	Base Value per Lot	Residual per Lot	Lift Value per Lot	Village Share 50%	Charge per New Lot
Case 1	1.00	2	\$1,178,878	\$1,477,305	\$298,427	\$149,214	\$149,214
Case 2	1.61	3	\$1,380,000	\$2,379,476	\$999,476	\$499,738	\$249,869
Case 3	1.00	2	\$1,332,000	\$1,477,305	\$145,305	\$72,652	\$72,652
Case 4	1.58	3	\$1,516,000	\$2,357,621	\$841,621	\$420,811	\$210,405
Case 5	0.96	2	\$1,014,000	\$1,398,895	\$384,895	\$192,448	\$192,448
Case 6	1.43	3	\$1,165,000	\$2,087,383	\$922,383	\$461,192	\$230,596

There is a high degree of variability of what the potential lift in value might be from rezonings of this nature, but generally speaking the rezoning will support a significantly higher land value in the test cases than indicated for the base value (indicated by the 2017 BC Assessment value) for the entire site.

Of note, Case 3 shows a significantly lower lift than the other case studies. In reviewing the assessment roll for properties that were considered to be infill candidates by the Village GPRA noted that a few properties had higher than average assessed values. As a result, GPRA chose to compare the supported value from a 1 acre parcel divided into 2 half acre parcels to this higher than average base value. This is intended to illustrate that not all subdivision rezonings will necessarily result in huge incremental value for the developer.

There is typically some sharing of the lift between the community and the developer, and GPRA suggests that a 50/50 share would be appropriate for the Village to pursue. If this is the direction pursued by the Village GPRA recommends choosing a fee that is on the lower end of the examples from the Case Studies. From this analysis GPRA would suggest a fee of \$150,000 for each additional lot created beyond the first would be appropriate.

CONCLUSIONS & RECOMMENDATIONS

After having completed a scan of density bonusing and community amenity contribution policies and practices of other Lower Mainland jurisdictions and preparation of six hypothetical test cases looking at adding density through infill development rezonings in the Village of Anmore, GPRA has the following conclusions and recommendations to share:

- Although there is not uniformity in the Lower Mainland, most jurisdictions collect money for amenity contributions at rezoning and through density bonusing.
 - Few jurisdictions have a set 'basket of goods' for public amenities that have been costed out that monies are specifically collected to pay for, although indications are that more jurisdictions are taking this approach than in the past.
 - Few jurisdictions rely solely on negotiated contributions – most have a fixed fee or formula for amenity contributions, primarily based on a rate per square foot/metre of building area.
 - Many jurisdictions have distinct amenity contribution rates for different planning areas or neighbourhoods in their community.
- The analysis of the six hypothetical test sites situated within the Village of Anmore indicates that there is potential for the Village to collect some money for amenity contributions through rezonings.
 - However, BC Assessment has increased property values for the Village in general for the 2017 roll, some by as much as 40% or more compared to 2016 values.
 - There are signs that the market is slowing with reduced sales across all housing types in recent months in year over year trends. This may be due a confluence of circumstances, including the Province's recent 15% tax on foreign buyers, the Federal Government's tightening of lending rules, and the relative attractiveness of other markets in consideration of higher price points in the Lower Mainland than elsewhere.
 - This is all to say that this analysis is using high sales prices for residential single family housing, which may not hold, and high base land values (using assessed values), which may be showing some signs of weakening in recent sales trends.

- The result is an analysis with a high degree of variability that could see significant swings up or down depending on a variety of factors.
- GPRA notes that the analysis is intended to show the total potential amount of additional value per acre of land generated through additional density or rezoning.
- In general, GPRA recommends that jurisdictions seek no more than 50% of the indicated lift from rezonings when deriving a flat fee.
- If the Village wishes to, GPRA estimates that there is the potential add a CAC of \$150,000 for each additional single family lot created beyond the first.
- Should the Village choose to introduce the new CACs we do recommend consultation with the public and local development community to hear feedback.
- GPRA recommends that, like the DCC program, CAC rates are revisited periodically (ideally every 2-3 years, but not less than every 5 years). In the intervening period CACs can be updated annually through indexing them to match CPI, with the major adjustments coinciding with the periodic review.

In conclusion, GPRA suggests that the Village has the potential to collect monies for public amenities without adversely impacting development. Most other jurisdictions in the Lower Mainland also collect amenity contributions without significant developer pushback.

I trust that our analysis will be helpful in informing the Village in their future policies around infill development and community amenity contributions. I anticipate that after reviewing this memo that staff will wish to have a meeting to discuss further.

Yours truly,



Gerry Mulholland | Vice President
G.P. Rollo & Associates Ltd., Land Economists
T 604 275 4848 | M 778 772 8872 | F 1 866 366 3507
E gerry@rolloassociates.com | W www.rolloassociates.com



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 30, 2017

Submitted by: Juli Halliwell, Chief Administrative Officer

Subject: Multi-Function Vehicle Options – Report Back

PURPOSE / INTRODUCTION

To obtain Council direction on the leasing of a multi-function vehicle(s) to provide services within the Village.

RECOMMENDATIONS

1. That Council direct staff to enter into a 24-month lease with Westerra Equipment LP for a Bobcat Toolkat 5600 as outlined in the report from the Chief Administrative Officer dated November 16, 2017 referencing Multi-Function Vehicle Options.

OR

2. That Council direct staff to enter into a 24 month lease with Rollins Machinery for a Ventrac 4500 as outlined in the report from the Chief Administrative Officer dated November 16, 2017 referencing Multi-Function Vehicle Options.

OR

3. That Council direct staff to enter into a 60 month financing agreement with Handlers Equipment Limited for a Mahindra Max 26 as outlined in the report from the Chief Administrative Officer dated November 16, 2017 referencing Multi-Function Vehicle Options.

OR

4. That Council direct staff to purchase a multi-function utility vehicle as outlined in the report from the Chief Administrative Officer dated November 16, 2017 referencing Multi-Function Vehicle Options.

BACKGROUND

The Village issued an RFP for the supply and delivery of one (1) multi-function utility vehicle on June 30, 2017. At the time of closing on July 17, 2017, the Village had received two bids. One for a Ventrac 4500 and one for a Polaris Brutus HDPTO Deluxe. The latter was not considered to be a viable option as the closest dealer for repairs and maintenance is located in Williams Lake, BC.

Report/Recommendation to Council

Multi-Function Vehicle Options – Report Back

November 30, 2017

During the Regular Council meeting held on October 3, 2017, Council passed the following resolution:

“That Council direct staff to investigate (three) lease and purchase options of a Ventrac 4500 or a compact utility tractor for snow clearing, trail maintenance and sidewalk maintenance.”

At the November 21, 2017 Regular Council meeting, the following resolution was passed a resolution to defer the consideration of the item to the next meeting.

DISCUSSION

Quotes were solicited to lease three types of multi-function utility vehicles including a Bobcat Toolkat 5600, Mahindra Max 26 and Ventrac 4500. The following table outlines the lease costs and features of each vehicle:

Equipment Type	24 month lease amount	Purchase Price	Differentiating Features
Bobcat Toolkat 5600	\$53,021	~\$90,000	Dump box (allows for more material to be delivered more easily, also for tools/equipment to be transported); can be licensed for the road; 2 man crew
Mahindra Max 26	\$13,032*	~\$36,500	No dump box; front plow; can be licensed for the road; 1 man crew
Ventrac 4500	\$57,070	~\$50,000	No dump box; front plow; <u>cannot</u> be licensed for the road; 1 man crew

*represents 24-months of 60-month financing charge; lease option not provided

As part of the 2017-2021 5-Year Financial Plan, a project was approved for \$10,000 to purchase a utility trailer in order to move the multi-function utility vehicle throughout the Village. However, if the Bobcat Toolkat 5600 or Mahindra Max 26 is leased, this will not be required as both vehicles can be licensed for road driving.

Feedback from various municipalities has been solicited and is included in the table below. Feedback was sought on a Kubota, Bobcat Toolkat and Mahindra:

Machinery	Municipality	Comments
Kubota	Burnaby	Fills all requirements for trail use and snow removal
Kubota	Belcarra	<ul style="list-style-type: none">Has 3 gears plus 4 wheel drive, which gets them up all kinds of hills and terrainIs easy to stop and start, our previous truck's transmission possibly failed due to this task

Report/Recommendation to Council

Multi-Function Vehicle Options – Report Back

November 30, 2017

		<ul style="list-style-type: none">• Is easier to get in and out of, and some functions can be done from the cab such as picking up garbage• Is narrower than the truck and can get into tighter spaces and off the road• Is easier on diesel than our 3T truck• Can be trailered to sites or for annual maintenance• Is insured to drive on the road• Is slower than the truck, ± 30kph• Needs road tires• No opening side windows, new ones might
Bobcat Toolkat	Coquitlam	<p>This is probably one of the more versatile machines we have had for our trail system. With the all - wheel steer it is easy to maneuver into tight spots while hauling a pretty hefty load of material for new trails or resurfacing older trails.</p> <p>The sander and plow attachment make easy work of moving snow off Multi use pathways and being able to lay down a layer of ice-melt or salt behind.</p> <p>For areas that are hard to plow off, it is quick and easy to remove the plow and use the bucket to plow and lift off the snow off to the side.</p> <p>The blower attachment has come in very handy with being able to do in a few hours what it would have taken a crew a few days to complete the same amount of work.</p> <p>This machine replaced a John Deere gator and is much better upgrade in comparison.</p> <p>I had phoned quite a few other municipalities to ask questions of the operation and durability of the machine before we decided to purchase. All the feedback I received was positive.</p>
Mahindra	n/a	None of the municipalities that were contacted had experience using a Mahindra tractor.

Report/Recommendation to Council

Multi-Function Vehicle Options – Report Back

November 30, 2017

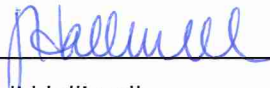
FINANCIAL IMPLICATIONS

The purchase of the multi-function vehicle has an approved budget of \$50,000 as per the 2017-2021 5-Year Financial Plan.

COUNCIL STRATEGIC PLAN OBJECTIVES

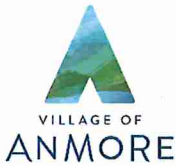
The purchase of a multi-function vehicle aligns with Council's Corporate Strategic Objective to keep pace with best practices for the safety, operations and maintenance of municipal roads and services.

Prepared by:



Juli Halliwell

Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 30, 2017
Submitted by: Christine Baird, Manager of Corporate Services
Subject: Community Emergency Preparedness Fund Application

PURPOSE / INTRODUCTION

To request Council endorsement for the revised grant application submitted by staff to the Community Emergency Preparedness Fund for the proposed Emergency Social Services project.

RECOMMENDATION

THAT Council endorse the revised application made by staff to the Community Emergency Preparedness Fund to support building local capacity for Emergency Social Services in Anmore.

BACKGROUND

Recently, the BC Ministry of Transportation and Infrastructure announced an agreement between the Union of BC Municipalities and the Province to establish a \$32 million fund for specific programs to increase local government resiliency in the face of disasters.

There is no cost sharing formula. Costs are to be 100% fully funded.

The Village is an eligible applicant, and is allowed to submit one application for each of the five funding streams, which are:

- Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning
- Emergency Social Services
- Emergency Operations Centres & Training
- Structural Flood Mitigation
- Evacuation Route Planning.

Additional details about the funding streams are provided (Attachment 1).

The Emergency Social Services funding stream is intended to support eligible applicants to build local capacity to provide emergency social services through training, volunteer recruitment and retention, and the purchase of equipment.

Report/Recommendation to Council

Community Emergency Preparedness Fund Application

November 30, 2017

DISCUSSION

In early-2015, staff and Councillor Thiele met with Canadian Red Cross regarding their Emergency Social Services program.

On June 25, 2015, the Emergency Preparedness Committee received a presentation from the Canadian Red Cross. The Committee highlighted the need to increase capacity for emergency social services in Anmore. The Canadian Red Cross advised that training could be provided to community members, at an annual cost of \$1,200 per volunteer, for four to six volunteers.

On October 8, 2015, Council considered a request from the Emergency Preparedness Committee to increase ESS capacity in Anmore, where they passed the following resolution.

“THAT ON THE RECOMMENDATION FROM THE EMERGENCY PREPAREDNESS COMMITTEE COUNCIL CONSIDER ENGAGING THE CANADIAN RED CROSS FOR THE PERIOD OF TWO YEARS AND INTERVALS OF TWO YEARS THEREAFTER AND FURTHER; TO BE FORWARDED TO THE FINANCE COMMITTEE.”

On November 16, 2015, the Finance Committee reviewed the Emergency Preparedness Committee’s request for funding of \$4,800. The Committee echoed the need for emergency social services and highlighted two incidents that could have benefitted from ESS resources. The Committee asked for further clarification on whether the Red Cross would cover the costs for two additional volunteers (i.e. to have eight total volunteers), and when contacted, the Village was advised that the costs could not to be customized for the Village.

Since 2015, no efforts have been documented with respect to increasing ESS capacity in Anmore.

An application was submitted to the Community Emergency Preparedness Fund for the project titled Anmore ESS – Increase Local Capacity (Attachment 2), and subsequently the Council resolution of November 21, 2017 was provided to complete the application.

Following the full application submission to the CEPF, the Village was contacted by their staff and we were encouraged to review our application to determine whether additional funding could be utilized by the Village through this funding stream.

Resulting from further review, it was recognized that additional funds could be utilized for purchase of a cargo trailer, to house and transport ESS supplies, and for purchase of portable signage, to indicate the location of a reception centre, and to provide notification for traffic management at the Village’s main roadway access points and on other roads as required.

Staff requests that Council endorse the revised application (Attachment 3), to complete the submission process.

Report/Recommendation to Council

Community Emergency Preparedness Fund Application

November 30, 2017

FINANCIAL IMPLICATIONS

None

COUNCIL STRATEGIC PLAN OBJECTIVES

Keep pace with best practices for the safety, operations and maintenance of municipal roads and services, and the relative initiative to Continue Wildfire Preparation and Emergency Planning.

Attachments:

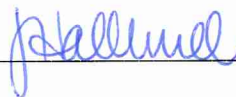
1. Community Emergency Preparedness Fund announcement
2. Application to the Community Emergency Preparedness Fund – Emergency Social Services intake, including Council resolution of November 21, 2017
3. Revised Application to the Community Emergency Preparedness Fund – Emergency Social Services intake

Prepared by:

Christine Baird
Manager of Corporate Services

Reviewed for Form and Content / Approved for Submission to Council:

Chief Administrative Officer's Comment/Concurrence



Juli Halliwell
Chief Administrative Officer



Community Emergency Preparedness Fund

In order to help BC municipalities better prepare for disasters, the Province signed an agreement with the Union of BC Municipalities (UBCM) to establish a \$32 million fund for specific programs to increase local government resilience in the face of disasters. The funds will be administered by UBCM with assistance from Emergency Management BC when technical expertise is required (e.g. assessing flood projects). Funding is divided into five streams:

- **Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning** - The intent of this funding stream is to support eligible applicants to ensure they have accurate knowledge of the flood hazards they face and to develop effective strategies to mitigate and prepare for those risks. Applicants may apply for one or all three streams in the same application. Applications must be for new projects.
 - Grants of up to \$150,000 with an application deadline of **October 27, 2017**
- **Emergency Social Services** - The intent of this funding stream is to support eligible applicants to build local capacity to provide emergency social services through training, volunteer recruitment and retention, and the purchase of ESS equipment (cots, blankets, toiletries, diapers, pet carriers, wheel chairs, radios, storage containers, etc.).
 - Grants of up to \$25,000 with an application deadline of **November 17, 2017**
- **Emergency Operations Centres** - The intent of this funding stream is to support the purchase of equipment & supplies required to maintain or improve Emergency Operations Centres and to enhance EOC capacity with training and exercises.
 - Grants of up to \$25,000 with an application deadline of **February 2, 2018**
- **Structural Flood Mitigation** - The intent of this funding stream is to support eligible applicants to prevent, eliminate or reduce the impacts of hazards through construction of structural flood mitigation projects. Ongoing operational costs are not eligible.
 - Grants of up to \$750,000 with an application deadline of **April 13, 2018**
- **Evacuation Route Planning** - The intent of this funding stream is to support applicants to develop evacuation route plans for communities that would be challenged to remove people to safety in the event of an emergency.
 - Program details are under development and will follow in late 2017

Program Guides for the first four streams are posted online, outlining eligible costs and activities, application screening criteria, and the process for applying on the UBCM website:

<http://www.ubcm.ca/cepf>

The development of the Evacuation Route Program guide will follow soon. A second application intake is planned for the first four program streams, but is funding dependent. Local governments and Treaty First Nations in BC qualify for the program.

Inquiries about the Community Emergency Preparedness Fund may be directed to the UBCM Program Officer managing this funding stream, Rebecca Bishop:

- rbishop@ubcm.ca
- 250-387-4470

Community Emergency Preparedness Fund**Emergency Social Services**Phone: 250 387-4470 E-mail: cepf@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

2017 APPLICATION FORM

Please complete and return this form by **November 17, 2017**. All questions are required to be answered by typing directly in this form. For detailed instructions regarding application requirements, please refer to the *2017 Emergency Social Services Program & Application Guide*.

SECTION 1: APPLICANT INFORMATION**Applicant:** Village of Anmore**Date of Application:** November 17, 2017**Contact Person*:** Christine Baird**Title:** Manager of Corporate Services -
Emergency Program Coordinator**Phone:** 604-469-9877**E-mail:** christine.baird@anmore.com

* Contact person must be an authorized representative of the applying local government or Treaty First Nation.

SECTION 2: PROJECT INFORMATION**1. NAME OF PROJECT.**

Anmore ESS - Increase Local Capacity

2. EMERGENCY PLAN. Please describe the extent to which the proposed project will support recommendations or requirements identified in the local Emergency Plan.

At present, no ESS plan exists. Trained community volunteers are needed to address this gap in Anmore's emergency response plan.

3. TRANSFERABILITY. Please describe the extent to which the proposed project may offer transferable resources and supplies (i.e. ESS volunteers, training resources, cots, blankets, etc.) to other local governments and/or Treaty First Nations.

The Anmore ESS project will provide the opportunity for neighbouring local governments to utilize trained ESS volunteers who reside nearby, in the event of an emergency outside of Anmore, as well as in the event of an emergency within Anmore where ESS volunteer resources would be more beneficial to another local government.

4. PARTNERSHIPS. Please identify any other authorities you will collaborate with on the proposed project and outline how you intend to work together.

N/a

How will a collaborative approach leverage efficiencies and be a cost effective approach to ESS.

N/a

5. PROPOSED ACTIVITIES. What specific activities will be undertaken as part of the proposed project. Please refer to Section 4 of the Program & Application Guide.

Anmore's Emergency Program Coordinator will coordinate ESS training, to be provided by the Red Cross, for four (4) interested volunteers who reside full-time in Anmore.

6. CAPACITY BUILDING. Describe how the proposed project will increase capacity to deliver emergency social services in your community.

The need is evident to increase local ESS capacity in the Village of Anmore to ensure that social services needs are being provided to the community within the first three hours of an emergency.

At present, no ESS plan exists. This has been identified as a critical vulnerability due to jurisdictional location in the Metro Vancouver region; with limited road access (i.e. two roads in/out of Anmore) and limited emergency air access. Of the 10 full-time staff personnel, one resides in Anmore and the next closest employee lives 20 minutes away, by vehicle.

In December 2015, a third-party review of Anmore's Municipal Emergency Program was conducted. In that review, it was recognized that Sasamat Volunteer Fire Department (SFVD) and City of Port Moody may have the capability to provide ESS resources and support during an emergency event. However, when a regional emergency event occurs, it is highly probable that Anmore would be solely responsible for meeting the ESS needs of the community.

The Village of Anmore Corporate Strategic Plan (2015 to 2018) includes an objective to keep pace with best practices for the safety, operations and maintenance of municipal roads and services, and the relative initiative to Continue Wildfire Preparation and Emergency Planning.

The Anmore ESS project will satisfy the Village's immediate concern of not having an ESS plan. With ESS trained volunteers in the community, it also helps to achieve one of the Village's corporate objectives.

7. EVALUATION. How will the project be evaluated?

Success for the Anmore ESS project will be achieved on completion of ESS training for four resident volunteers.

SECTION 3: REQUIRED APPLICATION MATERIALS

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- To Follow CB.
- ☒ Local government Council or Board resolution, or First Nation Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
 - ☒ Detailed budget for the proposed project. Include a breakdown of desired equipment to be purchased, training and recruitment activities, and other considerations or comments. The budget must also clearly identify the Community Emergency Preparedness Fund funding request, applicant contribution, and/or other grant funding.

SECTION 4: SIGNATURE (To be signed by Local Government or First Nation Applicant)

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our local authority's jurisdiction (or appropriate approvals are in place).

Name: Christine Baird

Title: Manager of Corporate Services -
Emergency Program Coordinator

Signature:

CBaird

Date: November 17, 2017

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Community Emergency Preparedness Fund
Emergency Social Services

Budget to Accompany Application

Description of Cost	Provided by	Cost Amount
ESS Training for four (4) resident volunteers, to be taken in the 2018 calendar year	Canadian Red Cross	\$1,250 per volunteer x 4 volunteers
Total project Cost		\$5,000.00

November 23, 2017

Community Emergency Preparedness Fund
Local Government Program Services
Union of BC Municipalities
525 Government Street
Victoria, BC V8V 0A8

VIA EMAIL

To Whom It May Concern:

Re: Community Emergency Preparedness Fund – Application

As supplement to the application submitted to your office on November 17, 2017 by email, I am writing to inform you that the Municipal Council passed the following resolution at the Regular Council Meeting held on November 21, 2017.

R232/2017 **"THAT COUNCIL ENDORSE THE STAFF APPLICATION MADE TO THE COMMUNITY EMERGENCY PREPAREDNESS FUND TO SUPPORT BUILDING LOCAL CAPACITY FOR EMERGENCY SOCIAL SERVICES IN ANMORE."**

CARRIED UNANIMOUSLY

Enclosed for additional information is the staff report considered by Council at the meeting.

If you have any questions regarding this information, please do not hesitate to contact me.

Sincerely,



Christine Baird
Manager of Corporate Services
T 604-469-9877
christine.baird@anmore.com

Enclosure

Community Emergency Preparedness Fund
Emergency Social Services

 Phone: 250 387-4470 E-mail: cepf@ubcm.ca

 Mail: 525 Government Street, Victoria, BC, V8V 0A8

2017 APPLICATION FORM

Please complete and return this form by **November 17, 2017**. All questions are required to be answered by typing directly in this form. For detailed instructions regarding application requirements, please refer to the *2017 Emergency Social Services Program & Application Guide*.

SECTION 1: APPLICANT INFORMATION
Applicant: Village of Anmore

Date of Application: November 17, 2017
(revised November 28, 2017)

Contact Person*: Christine Baird

Title: Manager of Corporate Services -
Emergency Program Coordinator

Phone: 604-469-9877

E-mail: christine.baird@anmore.com

* Contact person must be an authorized representative of the applying local government or Treaty First Nation.

SECTION 2: PROJECT INFORMATION
1. NAME OF PROJECT.

Anmore ESS - Increase Local Capacity

2. EMERGENCY PLAN. Please describe the extent to which the proposed project will support recommendations or requirements identified in the local Emergency Plan.

At present, no ESS plan exists. Trained community volunteers are needed to address this gap in Anmore's emergency response plan.

3. TRANSFERABILITY. Please describe the extent to which the proposed project may offer transferable resources and supplies (i.e. ESS volunteers, training resources, cots, blankets, etc.) to other local governments and/or Treaty First Nations.

The Anmore ESS project will provide the opportunity for neighbouring local governments to utilize trained ESS volunteers who reside nearby, in the event of an emergency outside of Anmore, as well as in the event of an emergency within Anmore where ESS volunteer resources

would be more beneficial to another local government.

The mobile cargo trailer and portable signage could readily be transferred for use by another local government and/or Treaty First Nations in need of these resources when not in demand by Anmore.

4. PARTNERSHIPS. Please identify any other authorities you will collaborate with on the proposed project and outline how you intend to work together.

N/a

How will a collaborative approach leverage efficiencies and be a cost effective approach to ESS.

N/a

5. PROPOSED ACTIVITIES. What specific activities will be undertaken as part of the proposed project. Please refer to Section 4 of the Program & Application Guide.

(A) Anmore's Emergency Program Coordinator will coordinate ESS training, to be provided by the Red Cross, for four (4) interested volunteers who reside full-time in Anmore.

(b) Village staff will purchase a mobile cargo trailer, for the containment and transport of ESS supplies as, and when, required in the community.

(c) Village staff will purchase signage for use in the event of an emergency as, and when, required to (i) direct the public to the nearest reception centre and to (ii) post road closures and other notification in advance of emergency response personnel (i.e. Police or Fire) being on-site to oversee traffic management control efforts.

6. CAPACITY BUILDING. Describe how the proposed project will increase capacity to deliver emergency social services in your community.

The need is evident to increase local ESS capacity in the Village of Anmore to ensure that social services needs are being provided to the community within the first three hours of an emergency. At present, no ESS plan exists. This has been identified as a critical vulnerability due to jurisdictional location in the Metro Vancouver region; with limited road access (i.e. two roads in/out of Anmore) and limited emergency air access. Of the 10 full-time staff personnel, one resides in Anmore and the next closest employee lives 20 minutes away, by vehicle.

In December 2015, a third-party review of Anmore's Municipal Emergency Program was conducted. In that review, it was recognized that Sasamat Volunteer Fire Department (SFVD) and City of Port Moody may have the capability to provide ESS resources and support during an emergency event. However, when a regional emergency event occurs, it is highly probable that Anmore would be solely responsible for meeting the ESS needs of the community.

The Village of Anmore Corporate Strategic Plan (2015 to 2018) includes an objective to keep pace with best practices for the safety, operations and maintenance of municipal roads and services, and the relative initiative to Continue Wildfire Preparation and Emergency Planning.

The Anmore ESS project will satisfy the Village's immediate concern of not having an ESS plan. With ESS trained volunteers in the community, it also helps to achieve one of the Village's corporate objectives.

With use of funds for signage, Anmore will be in a better position to maintain control of initial efforts to manage traffic and guide the public to an established reception centre. The use of funds for purchase of a cargo trailer, Anmore can begin to strategize how best to acquire an inventory of ESS supplies for the community without creating a major impact to the community's budget.

7. EVALUATION. How will the project be evaluated?

Success for the Anmore ESS project will be achieved on completion of ESS training for four resident volunteers, purchase of a cargo trailer, and purchase of appropriate signage for use in the initial hours of an emergency event.

SECTION 3: REQUIRED APPLICATION MATERIALS

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- ☐ Local government Council or Board resolution, or First Nation Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- ☒ Detailed budget for the proposed project. Include a breakdown of desired equipment to be purchased, training and recruitment activities, and other considerations or comments. The budget must also clearly identify the Community Emergency Preparedness Fund funding request, applicant contribution, and/or other grant funding.

SECTION 4: SIGNATURE (To be signed by Local Government or First Nation Applicant)

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our local authority's jurisdiction (or appropriate approvals are in place).

Name: Christine Baird

Title: Manager of Corporate Services -
Emergency Program Coordinator

Signature:



Date: November 17, 2017

Revised: November 28, 2017

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Community Emergency Preparedness Fund
Emergency Social Services

Budget to Accompany Revised Application
November 28, 2017

Description of Cost	Supplier	Cost, quoted
ESS Training for four (4) resident volunteers, to be taken in the 2018 calendar year	Canadian Red Cross	\$5,000.00 [\$1,250/volunteer x 4 at end-2015]
Purchase of one (1) 7'x14' cargo trailer	All Parts Trailer Sales	\$6,395.00 [at Nov. 28/17]
Purchase of three (3) custom signs to direct persons to Reception Centre and one (1) to denote Reception Centre	Traffic Sign Store	\$371.53 [4 x \$72.50 USD at Nov. 28/17]
Purchase of signage for initial traffic control at Anmore's three (3) roadway entrance/exit points at 1. Sunnyside Rd & First Ave 2. East Rd & Blackberry Dr 3. Crystal Creek Dr & Bedwell Bay Rd	Traffic Sign Store	\$1,878.62 [3 x 488.50 USD at Nov. 28/17]
Total Project Cost anticipated, excluding taxes		\$13,645.15

The Village commits to procuring the cargo trailer and signage from a local supplier (British Columbia) unless a better quality and/or more cost effective purchase can be obtained from a non-local supplier.

