

REGULAR COUNCIL MEETING AGENDA

VILLAGE OF ANMORE

Agenda for the Regular Council Meeting scheduled for
Tuesday, May 3, 2016 at 7:00 p.m. in the portable classroom
at Anmore Elementary School 30 Elementary 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.

4. **Delegations**

5. **Adoption of Minutes**

page 1

(a) **Minutes of the Regular Council Meeting held on April 19, 2016**

Recommendation: That the Minutes of the Regular Council Meeting held on April 19, 2016 be adopted as circulated.

6. **Business Arising from Minutes**

7. **Consent Agenda**

Note: Council may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request that an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

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

9. **Legislative Reports**

page 6

(a) **Water Shortage Response Plan Bylaw No. 550-2016**

Recommendation: THAT ANMORE WATER SHORTAGE RESPONSE PLAN BYLAW NO. 550-2016 BE FINALLY RECONSIDERED AND ADOPTED.

page 23 **(b) Tax Rates Bylaw No. 551-2016**

Recommendation: THAT THIRD READING OF ANMORE TAX RATES BYLAW NO. 551-2016 BE FINALLY RECONSIDERED AND ADOPTED.

10. Unfinished Business

11. New Business

(a) National Public Works Week, May 15-21, 2016 – Public Works – Always There

page 26 Letter dated March 22, 2016 from Deryk Lee, PWABC President, is attached for consideration of proclamation.

(b) Transportation and Accommodation Services in British Columbia

page 28 Letter dated April 8, 2016 from Minister Peter Fassbender, Ministry of Community, Sport and Cultural Development and Minister Responsible for TransLink, is attached for consideration of providing comments.

(c) Village Hall Update

page 30 Report dated April 29, 2016 from the Chief Administrative Officer is attached.

(d) Rezoning Application – 3230 Sunnyside Road, Anmore, BC

page 34 Report dated April 29, 2016 from the Chief Administrative Officer is attached.

12. Mayor's Report

13. Councillors Reports

14. Chief Administrative Officer's Report

15. Information Items

(a) Committees, Commissions, and Boards – Minutes

- pages 43-52
 - Environment Committee Meeting Minutes of February 1, 2016
 - Parks and Recreation Committee Meeting Minutes of December 17, 2015
 - Parks and Recreation Committee Meeting Minutes of February 18, 2015

(b) General Correspondence

pages 53-84

- Letter dated April 13, 2016 from MLA for Port Moody – Coquitlam regarding DNA Analysis Costs.
- Letter dated April 14, 2016 from BCGEU regarding wine sales in grocery stores.
- Letter dated April 15, 2016 from Metro Vancouver to Ministry of Public Safety & Solicitor General regarding 911 Information Request for Regional Districts
Note: Attachments filed in the Village office
- Letter dated April 19, 2016 from City of Port Moody regarding Joint Family Court and Youth Justice Committee

16. Public Question Period

Note: The public is permitted to ask questions of Council regarding any item pertaining to Village business.

17. Adjournment

REGULAR COUNCIL MEETING – MINUTES

VILLAGE OF ANMORE

Minutes of the Regular Council Meeting held on Tuesday, April 19, 2016 in the portable classroom at Anmore Elementary School, 30 Elementary Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Ryan Froese
Councillor Ann-Marie Thiele
Councillor Kim Trowbridge
Councillor Paul Weverink

STAFF PRESENT

Christine Milloy, Manager of Corporate Services

1. Call to Order

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

2. Approval of the Agenda

Council accepted addendum item 11(b) Emergency Program Act – Response to Public Consultation to the agenda.

It was MOVED and SECONDED:

R94/2016

“THAT THE AGENDA BE APPROVED, AS AMENDED.”

CARRIED UNANIMOUSLY

3. Public Input

Nil

4. Delegations

Nil

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on April 5, 2016

It was MOVED and SECONDED:

R95/2016

“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING HELD ON APRIL 5, 2016 BE ADOPTED AS CIRCULATED.”

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

Nil

7. Consent Agenda

Nil

8. Items Removed from the Consent Agenda

Nil

9. Legislative Reports

(a) Water Shortage Response Plan Bylaw No. 550-2016

It was MOVED and SECONDED:

“THAT ANMORE WATER SHORTAGE RESPONSE PLAN BYLAW NO. 550-2016 BE FINALLY RECONSIDERED AND ADOPTED.”

It was MOVED and SECONDED:

R96/2016

“THAT THIRD READING OF ANMORE WATER SHORTAGE RESPONSE PLAN BYLAW NO. 550-2016 BE REPEALED.”

CARRIED UNANIMOUSLY

It was MOVED and SECONDED:

R97/2016

“THAT THIRD READING OF ANMORE WATER SHORTAGE RESPONSE PLAN BYLAW NO. 550-2016 BE READ A THIRD TIME, AS AMENDED.”

CARRIED UNANIMOUSLY

(b) Tax Rates Bylaw No. 551-2016

It was MOVED and SECONDED:

R98/2016 **“THAT THIRD READING OF ANMORE TAX RATES BYLAW NO. 551-2016 BE REPEALED.”**

CARRIED UNANIMOUSLY

It was MOVED and SECONDED:

R99/2016 **“THAT ANMORE TAX RATES BYLAW NO. 551-2016 BE READ A THIRD TIME, AS AMENDED.”**

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business

(a) Award of Asset Management Plan Contract

It was MOVED and SECONDED:

R100/2016 **“THAT COUNCIL APPROVE THE AWARD OF THE ASSET MANAGEMENT PLAN CONTRACT TO URBAN SYSTEMS LIMITED AS RECOMMENDED IN THE REPORT DATED APRIL 14, 2016 FROM THE CHIEF ADMINISTRATIVE OFFICER REGARDING AWARD OF ASSET MANAGEMENT PLAN CONTRACT.”**

CARRIED UNANIMOUSLY

(b) Emergency Program Act – Response to Public Consultation

It was MOVED and SECONDED:

R101/2016 **“THAT ANMORE COUNCIL ENDORSES THE COMMENTS IN THE GVRD STAFF REPORT DATED MARCH 1, 2016, TITLED “RESPONSE TO THE PROVINCIAL CONSULTATION ABOUT REVISIONS TO THE EMERGENCY PROGRAM ACT”; AND THAT WRITTEN SUPPORT SHALL BE PROVIDED BY STAFF TO THE MINISTER OF STATE FOR EMERGENCY PREPAREDNESS.”**

CARRIED UNANIMOUSLY

12. Mayor's Report

Mayor McEwen reported that:

- He and all of Council toured the village hall with Heritage BC; they had a constructive conversation.
- He helped the Garden Club and Anmore Scouts clean up the fire hall.
- He attended the Eagle Ridge Hospital Foundation event on Saturday.
- The mailbox on Sunnyside Road, across from the fire hall, will be moved next to the other one on Ravenswood.
- He will be attending the Council of Councils session on Saturday.

13. Councillors Reports

Councillor Weverink reported that:

- He attended the Garden Club's fire hall cleanup, adding that he was pleased with the community effort.
- He attended the village hall tour.
- He had a tour of the Ioco Lands with Brilliant Circle Group and he's looking forward to receiving future information.
- He received 5-year and 10-year recognition awards for his involvement as Secretary with 1st Anmore Scouts.

Mayor McEwen reported that SVFD Fire Trustees authorized purchase of a new truck.

Councillor Thiele reported that:

- She and Council will take part in a village hall workshop on Monday.
- Last Thursday, the Village hosted an emergency preparedness stakeholder meeting that included 18 attendees from BC Hydro, Emergency Management BC, Ministry of Forests, City of Port Moody, Village Staff and the Emergency Preparedness Committee. She added that the meeting and tabletop exercise were facilitated by Scott Raesler of 3Si, and she was amazed at the participation during the session and is pleased at the level of support from other agencies regarding wildfire emergency preparation.

Mayor McEwen reported that the Port Coquitlam May Day event is coming up on May 7, and extended his invitation to the Acting Mayor as he will be out of town.

14. Chief Administrative Officer's Report

Nil

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

Nil

(b) General Correspondence

Nil

16. Public Question Period

Lynn Burton, Sugar Mountain Way, asked a question regarding tree cutting for the Bella Terra subdivision.

Ann Marie Oktaba, Alpine Drive, asked a question regarding the process for obtaining information about subdivisions.

Lynn Burton, Sugar Mountain Way, asked a question regarding the actual tax rate.

17. Adjournment

It was MOVED and SECONDED:

R102/2016 **"TO ADJOURN."**

CARRIED UNANIMOUSLY

The meeting adjourned at 7:50 p.m.

Certified Correct:

Approved by:

Christine Milloy
Manager of Corporate Services

John McEwen
Mayor

VILLAGE OF ANMORE

BYLAW NO. 550-2016

A bylaw to regulate water use and respond to water shortages in the Village of Anmore

WHEREAS, pursuant to section 8 of the *Community Charter*, Council has the authority to enact bylaws that regulate, prohibit and impose requirements in relation to a municipal service;

AND WHEREAS, the Village has established and maintains a water distribution system, under Anmore Works and Services Bylaw No. 242-1988, as amended, and recognizes the need to provide an effective method of water conservation in the Village and has agreed to cooperate with the Greater Vancouver Water District to regulate the use of water supplied by the water distribution system;

NOW THEREFORE, the Council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as “Anmore Water Shortage Response Plan Bylaw No. 550-2016”.

2. DEFINITIONS AND INTERPRETATION

In this bylaw,

Automatic Shut-off Device means a device attached to a water hose that is spring-loaded and shuts off the supply of water automatically unless hand pressure is applied to allow the supply of water;

Commissioner means the Commissioner of the Greater Vancouver Water District;

Manager of Development Services means the Manager of Development Services of the Village of Anmore, and shall include their duly authorized designate;

Manager of Corporate Services means the Manager of Corporate Services of the Village of Anmore, and shall include their duly authorized designate;

Drip Irrigation means a system using irrigation components which consume less than 20 gallons (91 litres) per hour and operate at less than 25 PSI (172 kPa) to deliver water to the root zone of the plant material being irrigated;

Permit means a permit as issued under Part 5;

Person does not include a municipality, a regional district, the provincial government, or any other body appointed or created under an enactment of British Columbia or Canada;

Public Announcement means one or more notifications or public service announcements in any combination of two or more of the following:

- (a) a radio broadcast from a station that broadcasts to the Village; or
- (b) the Village's website located at the web address of www.anmore.com; or
- (c) a newspaper or other publication intended for general circulation, including one that is distributed without charge to the reader, that contains news and advertising, and is distributed within the Village at least once per week; or
- (d) a mail drop circular, distributed to households by unaddressed mail.

Restriction Stage means Stage 1 Restrictions, Stage 2 Restrictions, Stage 3 Restrictions, or Stage 4 Restrictions;

Service includes, but is not restricted to, both the supply of water delivered in any manner to any person, company or corporation and all pipes, taps, valves, connections and facilities used for the purpose of such supply of water;

Stage 1 Restrictions means the restrictions on water use described in sections 1.1 and 1.2 of Schedule A;

Stage 2 Restrictions means the restrictions on water use described in sections 2.1 and 2.2 of Schedule A;

Stage 3 Restrictions means the restrictions on water use described in sections 3.1 and 3.2 of Schedule A;

Stage 4 Restrictions means the restrictions on water use described in sections 4.1 and 4.2 of Schedule A;

Village means the Village of Anmore

Water used as a noun means water supplied directly or indirectly by Greater Vancouver Water District, the City of Port Moody, or the Village of Anmore, whether or not mixed with rain water, gray water or recycled water;

Water used as a verb, and **Watering**, means the application or distribution of water (used as a noun) to lands or plants, but does not include the method known as 'drip irrigation'; and

Water Restriction Announcement means a Stage 1 Announcement, Stage 2 Announcement, a Stage 3 Announcement or a Stage 4 Announcement.

- 2.1 The schedules to this bylaw are integral parts of this bylaw.
- 2.2 The Manager of Development Services may delegate some or all of his/her powers and duties under this bylaw.

3. DECLARATION AND ANNOUNCEMENT OF RESTRICTION STAGES

- 3.1
 - (a) The Commissioner may declare, in writing to the Manager of Corporate Services or the Manager of Development Services, that the Greater Vancouver Water District has activated a Restriction Stage.
 - (b) If the Commissioner makes a declaration under subsection (a), the Restriction Stage described in the declaration comes into force in the Village seventy-two hours after the Commissioner or the Manager of Corporate Services or the Manager of Development Services makes a public announcement of the declaration.
 - (c) When a Restriction Stage comes into force under this section, a Restriction Stage that had been in force, if any, ceases to be in force.
- 3.2 If no Restriction Stage is in force on May 15 of any year, Stage 1 Restrictions come into force on that date without prior declaration of the Commissioner or announcement under section 3.3.
- 3.3
 - (a) If the Commissioner declares that the Greater Vancouver Water District has activated Stage 1 Restrictions, a public announcement by the Manager of Corporate Services or Manager of Development Services or the Commissioner is sufficient for the purposes of paragraph 3.1(b) if it contains substantially the information set out in Schedule B.
 - (b) If the Commissioner declares that the Greater Vancouver Water District has activated Stage 2 Restrictions, a public announcement by the Manager of Corporate Services or Manager of Development Services or the Commissioner is sufficient for the purposes of paragraph 3.1(b) if it contains substantially the information set out in Schedule C.
 - (c) If the Commissioner declares that the Greater Vancouver Water District has activated Stage 3 Restrictions, a public announcement by the Manager of Corporate Services or Manager of Development Services or the Commissioner is sufficient for the purposes of paragraph 3.1(b) if it contains substantially the information set out in Schedule D.

- (d) If the Commissioner declares that the Greater Vancouver Water District has activated Stage 4 Restrictions, a public announcement by the Manager of Corporate Services or Manager of Development Services or the Commissioner is sufficient for the purposes of paragraph 3.1(b) if it contains substantially the information set out in Schedule E.
- 3.4
 - (a) No Restriction Stage remains in force after October 15 of any year, unless the Commissioner makes a declaration under this section.
 - (b) At any time before or after October 15 of any year the Commissioner may, by letter to the Manager of Corporate Services or the Manager of Development Services, declare that notwithstanding subsection (a), a Restriction Stage will remain in force or come into force after October 15.
 - (c) Subsections 3.1(b), 3.1 (c) and section 3.3 apply to a declaration made under this section, with such changes as are necessary, except that a public announcement of a declaration under this section shall state that the Restriction Stage that is continued in force or that comes into force after October 15 will remain in force until further declaration of the Commissioner.
 - (d) The Commissioner may make one or more declarations under this section.

4. FIRE CHIEF AUTHORITY

In any area within the Village where the fire hazard rating has been set at “extreme” for a minimum of three consecutive days, the Fire Chief of Sasamat Volunteer Fire Department may issue a public announcement on behalf of the Village of Anmore to identify some or all of those areas within the Village as areas where the lawn sprinkling and garden watering regulations otherwise imposed under this bylaw will be suspended for the period specified in the notice, thereby allowing property owners and occupants to take the measures as specified by the Fire Chief in the public announcement to reduce the fire hazard to their property by watering their lawns and gardens. Authority is extended to the Fire Chief in accordance with Anmore Fire Prevention Bylaw No. 281-2000.

5. PERMITS

- 5.1 A person who has installed a new lawn, either by placing sod or turf or by seeding, or who has installed new landscaping on a substantial part of the outdoor portion of a premises may apply to the Manager of Development Services for a permit authorizing the person to water the new lawn and new landscaping when Stage 1 Restrictions or Stage 2 Restrictions are in force, at times specified in the permit, at the premises described in the permit, during the currency of the permit. A permit does not exempt the holder from Stage 3 Restrictions or Stage 4 Restrictions.

- 5.2 The Manager of Development Services, upon being satisfied that an applicant qualifies under section 5.1, shall issue a permit to the applicant using a form similar to the form set out in Schedule F, upon receipt of payment of a fee prescribed in the Anmore Fees and Charges Bylaw.
- 5.3 A permit issued under section 5.2 shall be affixed to a post facing the street serving the premises, beside the principal driveway from the street to the premises.
- 5.4 A permit issued under section 5.2 shall expire and be of no force or effect 21 days after the date of its issue, unless the person has been issued an extension under section 5.5.
- 5.5 Before or after the expiration of a permit issued under section 5.2 a person may apply for one extension of the permit on the same terms and conditions as may be imposed under section 5.2. Such an extension shall end on or before 42 days from the date of the issue of the permit under section 5.2.
- 5.6 A person who has treated a lawn by applying nematodes that requires additional watering outside of the allowable sprinkling restrictions may apply to the Manager of Development Services for a permit authorizing the person to water the affected area when Stage 1 Restrictions or Stage 2 Restrictions are in force, at times specified in the permit, at the premises described in the permit, during the currency of the permit. A permit does not exempt the holder from Stage 3 Restrictions or Stage 4 Restrictions.
- 5.7 The Manager of Development Services, upon being satisfied that an applicant qualifies under section 5.6, shall issue a permit to the applicant similar in appearance to the form set out in Schedule G.
- 5.8 A permit issued under section 5.6 shall be affixed to a post facing the street serving the premises, beside the principal driveway from the street to the premises.
- 5.9 A permit issued under section 5.6 shall expire and be of no force or effect 14 days after the date of its issue.

6. OFFENCES AND PENALTIES

- 6.1 Any Person who violates or contravenes any of the provisions of this bylaw, or suffers or allows to be done any act or thing that violates or contravenes this bylaw, commits an offence.
- 6.2 A prosecution under this bylaw may be commenced by:
- (a) proceedings under Division 3 of Part 8 of the *Community Charter*; or
 - (b) prosecution of the offence in accordance with the *Offence Act*.

- 6.3 If a prosecution is commenced pursuant to section 6.2(a), upon conviction the offender shall be liable to a fine of:
- (a) \$100 if the offence is committed when Stage 1 Restrictions are in force;
 - (b) \$200 if the offence is committed when Stage 2 Restrictions are in force;
 - (c) \$300 if the offence is committed when Stage 3 Restrictions are in force;
 - (d) \$400 if the offence is committed when Stage 4 Restrictions are in force;
- 6.4 Subject to section 6.5, if a prosecution is commenced pursuant to section 6.2(b), upon conviction the offender shall be liable to pay a fine:
- (c) for a first conviction for an offence, of not more than \$10,000 and not less than \$3,000; and
 - (b) for a second or subsequent conviction for an offence, of not more than \$10,000 and not less than \$5,000 for each offence.
- 6.5 Where a prosecution is commenced against a commercial entity pursuant to section 6.2(b) for an offence committed while Stage 4 restrictions are in effect, upon conviction that person shall be liable to pay a fine of not less than \$5,000.
- 6.6 Section 6.4(b) applies whether or not a second or subsequent conviction is for conduct that preceded the conduct that is the subject matter of the prosecution then before the court.
- 6.7 If an offence under this bylaw continues for more than one day, separate fines each not exceeding the maximum fine for that offence may be imposed for each day or part thereof in respect of which the offence occurs or continues.
- 6.8 In a prosecution under this bylaw the onus of establishing an exemption under subsections 1.2, 2.2, or 3.2 of Schedule A lies on the person claiming the exemption.

REPEAL

Adoption of this bylaw will repeal "Anmore Lawn Sprinkler Regulation Bylaw No. 356-2003" in its entirety.

READ a first time the 5th day of April, 2016

READ a second time the 5th day of April, 2016

READ a third time, as amended, the 19th day of April, 2016

RECONSIDERED, FINALLY PASSED AND ADOPTED the day of , 2016

MAYOR

MANAGER OF CORPORATE SERVICES

Certified as a true and correct copy of “Anmore Water Shortage Response Plan Bylaw No. 550-2016”.

DATE

MANAGER OF CORPORATE SERVICES

SCHEDULE A
RESTRICTION STAGES

1. STAGE 1 RESTRICTIONS

1.1 Subject to section 1.2 of this Schedule, when Stage 1 Restrictions are in force, no person shall:

- (a) water lawns, except:
 - (i) at residential premises with even numbered civic addresses, on Mondays, Wednesdays and Saturdays between the hours of 4:00 a.m. and 9:00 a.m.;
 - (ii) at residential premises with odd numbered civic addresses, on Tuesdays, Thursdays and Sundays between the hours of 4:00 a.m. and 9:00 a.m.;
 - (iii) at non-residential premises with even numbered civic addresses, on Mondays and Wednesdays between the hours of 1:00 a.m. and 6:00 a.m., and Fridays between the hours of 4:00 a.m. and 9:00 a.m.; and
 - (iv) at non-residential premises with odd numbered civic addresses, on Tuesdays and Thursdays between the hours of 1:00 a.m. and 6:00 a.m., and Fridays between the hours of 4:00 a.m. and 9:00 a.m.
- (d) use a hose providing water to wash boats or motor vehicles, unless the hose is equipped with an Automatic Shut-off Device.

1.2 Section 1.1 of this Schedule does not apply to:

- (a) a person who waters lawns, waters landscaping or applies nematodes for chafer beetle control at a premises described in a valid and subsisting permit, provided the person is and has been at all times in compliance with the permit;
- (b) watering:
 - (i) school yards; or
 - (ii) flower gardens, vegetable gardens, decorative planters, shrubs or trees; and filling of pools, spas, water play parks and fountains.

2. STAGE 2 RESTRICTIONS

2.1 Subject to section 2.2 of this Schedule, when Stage 2 Restrictions are in force, no person shall:

- (a) water lawns, except:
 - (i) at residential premises with even numbered civic addresses on Mondays between the hours of 4:00 a.m. and 9:00 a.m.;
 - (ii) at residential premises with odd numbered civic addresses on Thursdays between the hours of 4:00 a.m. and 9:00 a.m.;
 - (iii) at non-residential premises with even numbered civic addresses on Wednesdays between the hours of 1:00 a.m. and 6:00 a.m.; and
 - (iv) at non-residential premises with odd numbered civic addresses on Tuesdays between the hours of 1:00 a.m. and 6:00 a.m.
- (b) use a hose providing water to wash boats or motor vehicles, unless the hose is equipped with an automatic shut-off device.
- (c) use a hose providing water to wash sidewalks, driveways, walls, roofs or other outdoor surfaces, unless the hose is equipped with an automatic shut-off device, and the purpose of washing the surface is:
 - (i) to prepare a surface for painting, sealing, or similar treatment; or
 - (ii) for the health or safety of any person, or to prevent or control fires.

2.2 Section 2.1 of this Schedule does not apply to:

- (a) a person who waters lawns, waters landscaping or applies nematodes for chafer beetle control at a premises described in a valid and subsisting permit, provided the person is and has been at all times in compliance with the permit;
- (b) watering:
 - (iii) school yards; or
 - (iv) flower gardens, vegetable gardens, decorative planters, shrubs or trees; and filling of pools, spas, water play parks and fountains; and
- (c) hosing of outdoor surfaces for the purpose of aesthetic cleaning, if performed by a commercial cleaning services, and must be done using an automatic shut-off device.

3. STAGE 3 RESTRICTIONS

3.1 Subject to section 3.2 of this Schedule, when Stage 3 Restrictions are in force, no person shall:

- (a) water:
 - (i) lawns; or
 - (ii) flower gardens, vegetable gardens, decorative planters, shrubs or trees, unless such watering is carried by hand with hoses equipped with Automatic Shut-off Devices, and is not carried out using sprinklers or soaker hoses.
- (b) use a hose providing water to wash boats or motor vehicles, unless the hose is equipped with an Automatic Shut-off Device, and the purpose of washing is to maintain visibility of lights or licence plates, or through windows, or is otherwise for the safe operation of the boat or motor vehicle;
- (d) use a pressure washer or hose providing water to wash sidewalks, driveways, walls, roofs or other outdoor surfaces, unless the hose is equipped with an Automatic Shut-off Device, and the purpose of washing the surface is:
 - (i) to prepare a surface for painting, sealing, or similar treatment; or
 - (ii) for the health or safety of any person, or to prevent or control fires.
- (e) operate ornamental fountains;
- (f) use water to fill or re-fill garden ponds, ornamental fountains, hot tubs, or swimming pools; or
- (g) use a hose providing water unless the hose is equipped with an Automatic Shut-off Device.

3.2 Section 3.1 of this Schedule does not apply to:

- (a) watering:
 - (i) school yards; and
- (b) exemption permits issued by the Manager of Development Services, to water new lawns or landscaping, or for nematode application, prior to the date on which the Commissioner declared Stage 3 restrictions to be in effect.

4. STAGE 4 RESTRICTIONS

4.1 Subject to section 4.2 of this Schedule, when Stage 4 Restrictions are in force, no person shall:

- (a) water, or engage in drip irrigation using water, of:
 - (i) lawns or landscaping, whether newly planted or otherwise;
 - (ii) flower or vegetable gardens;
 - (iii) decorative planters;
 - (iv) shrubs or trees; or
 - (v) artificial turf.
- (c) use a hose providing water to wash boats or motor vehicles, unless the hose is equipped with an Automatic Shut-off Device, and the purpose of washing is to maintain visibility of lights or licence plates, or the ability to see through windows, or is otherwise for the safe operation of the boat or motor vehicle;
- (c) operate a lawn sprinkler using water for play;
- (d) use a hose or pressure washer providing Water to wash sidewalks, driveways, walls, roofs or other outdoor surfaces, unless the hose is equipped with an Automatic Shut-off Device, and the washing has been ordered by a regulatory authority;
- (e) operate ornamental fountains;
- (f) operate a water play park or water slide;
- (g) use water to fill or re-fill garden ponds, ornamental fountains, hot tubs, or swimming pools; or
- (h) use water from a hose providing water unless the hose is equipped with an Automatic Shut-off Device.

4.2 For greater certainty, section 4.1 of this Schedule applies to all areas of:

- (a) school yards.

SCHEDULE B
INFORMATION FOR PUBLIC ANNOUNCEMENT OF STAGE 1 RESTRICTIONS

Public Announcement of Stage 1 Restrictions is sufficient for the purposes of section 3.3 of this bylaw if it includes substantially the following information:

- (a) for residential premises with even numbered civic addresses, watering is only allowed on Mondays, Wednesdays and Saturdays between the hours of 4:00 a.m. and 9:00 a.m.;
- (b) for residential premises with odd numbered civic addresses, watering is only allowed on Tuesdays, Thursdays and Sundays between the hours of 4:00 a.m. and 9:00 a.m.;
- (c) for non-residential premises with even numbered civic addresses, watering is only allowed on Mondays and Wednesdays between the hours of 1:00 a.m. and 6:00 a.m., and on Fridays between the hours of 4:00 a.m. and 9:00 a.m.;
- (d) for non-residential premises with odd numbered civic addresses, watering is only allowed on Tuesdays and Thursdays between the hours of 1:00 a.m. and 6:00 a.m., and on Fridays between the hours of 4:00 a.m. and 9:00 a.m.;
- (e) that these sprinkling regulations apply only to lawns, and not to gardens, shrubs, trees and flower beds; and
- (f) that when washing a boat or motor vehicle water hoses must be equipped with an automatic shut-off device (e.g. a nozzle that shuts off automatically unless hand pressure is applied).

SCHEDULE C
INFORMATION FOR PUBLIC ANNOUNCEMENT OF STAGE 2 RESTRICTIONS

Public Announcement of Stage 2 Restrictions is sufficient for the purposes of section 3.3 of this bylaw if it includes substantially the following information:

- (a) for residential premises with even numbered civic addresses, watering is only allowed on Mondays between the hours of 4:00 a.m. and 9:00 a.m.;
- (b) for residential premises with odd numbered civic addresses, watering is only allowed on Thursdays between the hours of 4:00 a.m. and 9:00 a.m.;
- (c) for non-residential premises with even numbered civic addresses, watering is only allowed on Wednesdays between the hours of 1:00 a.m. and 6:00 a.m.;
- (d) for non-residential premises with odd numbered civic addresses, watering is only allowed on Tuesdays between the hours of 1:00 a.m. and 6:00 a.m.;
- (e) that these sprinkling regulations apply only to lawns, and not to gardens, shrubs, trees and flower beds;
- (f) that hosing or pressure washing of outdoor surfaces is only allowable for health, safety, or preparing a surface for painting, sealing, or similar treatment, unless used by commercial cleaning services for aesthetic cleaning;
- (g) that ornamental fountains must be shut down;
- (h) that when washing a boat or motor vehicle water hoses must be equipped with an automatic shut-off device (e.g. a nozzle that shuts off automatically unless hand pressure is applied).

SCHEDULE D
INFORMATION FOR PUBLIC ANNOUNCEMENT OF STAGE 3 RESTRICTIONS

Public Announcement of Stage 3 Restrictions is sufficient for the purposes of section 3.3 of this bylaw if it includes substantially the following information:

- (a) That lawn sprinkling is not allowed by homes or businesses, including use of sprinklers for playing;
- (b) That residential gardens, shrubs, trees and flower beds may only be watered by hand, by containers, or drip irrigation;
- (c) That residential (private) pressure washing is prohibited, and that commercial hosing or pressure washing is only allowed for health, safety or preparing a surface for painting;
- (d) That ornamental fountains must be shut down;
- (e) That hand washing of vehicles is restricted to features required for safety (i.e. windows, lights, license plates);
- (f) That refilling of private, commercial and public swimming pools is prohibited;
- (g) That when washing a boat or motor vehicle hoses must be equipped with an automatic shut-off device (e.g. a nozzle that shuts off automatically unless hand pressure is applied);
- (h) That exemption permits issued prior to the announcement of a Stage 3 Restriction shall remain valid.

SCHEDULE E
INFORMATION FOR PUBLIC ANNOUNCEMENT OF STAGE 4 RESTRICTIONS

Public Announcement of Stage 4 Restrictions is sufficient for the purposes of section 3.3 of this Bylaw if it includes substantially the following information:

- (a) That lawn sprinkling by homes or businesses is prohibited, including using sprinklers for playing;
- (b) That watering of residential and commercial gardens, shrubs, trees and flower beds by any method is prohibited;
- (c) That drip irrigation is prohibited;
- (d) That private and commercial hosing or pressure washing is prohibited except if ordered by the Fire Chief or a regulatory authority;
- (e) That washing of vehicles using any method is prohibited except for features required for safety (windows, lights, license plates);
- (f) That ornamental fountains must be shut down;
- (g) That refilling of private, commercial and public garden ponds, ornamental fountains, hot tubs and swimming pools is prohibited; and
- (h) That the operation of water play parks is prohibited.

SCHEDULE F
SAMPLE TEMPORARY EXEMPTION PERMIT – NEW LAWN OR LANDSCAPING

**THIS PROPERTY IS TEMPORARILY EXEMPT
FROM CURRENT WATER RESTRICTIONS FOR NEW LAWN OR LANDSCAPING**

In compliance with Anmore Water Shortage Response Plan Bylaw No. 550-2016

HOURS OF IRRIGATION WITH PERMIT
4:00 A.M. TO 9:00 A.M. DAILY

PROPERTY OWNER	
PROPERTY ADDRESS	
EXPIRY DATE	
PERMIT NUMBER	L2016-
APPROVED BY	

FOR FURTHER INFORMATION PLEASE PHONE VILLAGE OF ANMORE STAFF AT 604-469-9877

This permit **MUST BE DISPLAYED** in the front yard next to the principal driveway
This permit does not exempt the holder from Stage 3 or Stage 4 Restrictions

SCHEDULE G
SAMPLE TEMPORARY EXEMPTION PERMIT – NEMATODE TREATMENT

**THIS PROPERTY IS TEMPORARILY EXEMPT
FROM CURRENT WATER RESTRICTIONS FOR NEMATODE APPLICATION**

In compliance with Anmore Water Shortage Response Plan Bylaw No. 550-2016

HOURS OF IRRIGATION WITH PERMIT
4:00 A.M. TO 9:00 A.M. DAILY

PROPERTY OWNER

PROPERTY ADDRESS

EXPIRY DATE

PERMIT NUMBER

N2016-

APPROVED BY

FOR FURTHER INFORMATION PLEASE PHONE VILLAGE OF ANMORE STAFF AT 604-469-9877

This permit **MUST BE DISPLAYED** in the front yard next to the principal driveway

This permit does not exempt the holder from Stage 3 or Stage 4 Restrictions

VILLAGE OF ANMORE

BYLAW NO. 551-2016

A bylaw for the levying of rates for municipal general purposes,
water utility and for regional district purposes for the fiscal year 2016

WHEREAS pursuant to the provisions of section 197 of the *Community Charter*, after adoption of the five year financial plan and before May 15, a municipality must by bylaw impose property value taxes for the year;

AND WHEREAS the required bylaw establishes the tax rates for the municipal revenue proposed to be raised in the year from property value taxes as provided in the financial plan;

AND WHEREAS the required bylaw establishes the tax rates for the amounts to be collected in the year by the municipality to meet its taxing obligations to the regional district;

NOW THEREFORE the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “Anmore Tax Rates Bylaw No. 551-2016”.
2. The following rates are hereby imposed and levied for the year 2016;
 - (a) For all lawful and general purposes of the Municipality on the value of land and improvements for general municipal purposes, rates appearing in column A of Schedule A attached hereto and forming a part hereof.
 - (b) For all lawful and general purposes of the Capital Asset on the value of land and improvements for general municipal purposes, rates appearing in column B of Schedule A attached hereto and forming a part hereof.
 - (c) For all lawful and general purposes of the Metro Vancouver Regional District on the value of land and improvements taxable for regional hospital district purposes, rates appearing in column C of Schedule A attached hereto and forming a part hereof.
3. The minimum amount of taxation on a parcel of real property shall be one dollar (\$1.00).

READ a first time the 5th day of April, 2016

READ a second time the 5th day of April, 2016

READ a third time, as amended, the 19th day of April, 2016

RECONSIDERED, FINALLY PASSED AND ADOPTED this day of , 2016

MAYOR

MANAGER OF CORPORATE SERVICES

Certified as a true and correct copy of "Anmore Tax Rates Bylaw No. 551-2016".

DATE

MANAGER OF CORPORATE SERVICES

**VILLAGE OF ANMORE
BYLAW NO. 551-2016
SCHEDULE "A"**

PROPERTY CLASS	A	B	C
	GENERAL MUNICIPAL	CAPITAL ASSET	REGIONAL DISTRICT
	per \$1,000 assessed value	per \$1,000 assessed value	per \$1,000 assessed value
1. RESIDENTIAL	0.9786	0.6966	0.2280
2. UTILITY	0.9786	0.6966	0.7978
3. SUPPORTIVE HOUSING	0.0000	0.0000	0.2280
4. MAJOR INDUSTRY	0.0000	0.0000	0.7750
5. LIGHT INDUSTRY	0.0000	0.0000	0.7750
6. BUSINESS	0.9786	0.6966	0.5585
7. MANAGED FOREST LAND	0.0000	0.0000	0.6839
8. SEASONAL/RECREATIONAL	0.9786	0.6966	0.2280
9. FARM	0.0000	0.0000	0.2280



RECEIVED

APR 07 2016

Village of Anmore

March 22, 2016

**Attention: Honourable Mayors,
Members of Council and
Chief Administrative Officers**

Re: National Public Works Week, May 15-21, 2015 – "Public Works – Always There"

The Public Works Association of British Columbia (PWABC) is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 15-21, 2016 as National Public Works Week in your community. This year's theme is "Public Works – Always There".

National Public Works Week is observed each year during the third full week of May and this is the 56th year. NPWW calls attention to the importance of public works in community life and seeks to acknowledge the efforts of tens of thousands of men and women in North America who provide and maintain civil infrastructure and services. NPWW also allows Councils to remind the public of the 24/7 services that they are responsible for and are proud of. Many Councils and Public Works departments make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. A digital copy is available on our website www.pwabc.ca as well as further information about this year's theme and resources on making your Public Works Week a success. If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 250.819.6290. Thank you for making a difference.

Please note that we have a new address and declarations should be forwarded to:

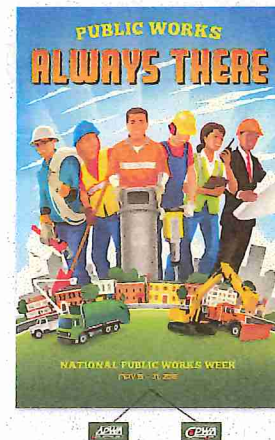
PWABC

#102 – 211 Columbia ST

Vancouver BC V6A 2R5

Yours truly,

Deryk Lee, PWABC President



PROCLAMATION
"Community Begins Here"
PUBLIC WORKS WEEK
MAY 15-21, 2016

WHEREAS: public works infrastructure, facilities and services are vital to the health, safety and well-being of the residents of (Enter your city/municipality/town/etc name); and

WHEREAS: such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers and administrator who are responsible for building, operating and maintaining the public works systems that serve our citizens; and

WHEREAS: the Public Works Association instituted Public Works Week as a public education campaign "to inform communities and their leaders on the importance of our nation's public infrastructure and public works services"; and

WHEREAS: it is in the public interest of citizens and civic leaders to gain knowledge of the public works needs and programs of their respective communities;

WHEREAS: Public Works Week also recognizes the contributions of public works professionals.

NOW THEREFORE, I, (Enter Mayor's Name), Mayor of the (Enter your city/municipality/town/etc name), do hereby proclaim the week of May 15-21, 2016, as Public Works Week in Enter your municipality.

Dated this day of _____, 2016.

(Enter Mayor's Name), Mayor



April 8, 2016

Ref: 166815

His Worship Mayor John McEwen
Village of Anmore
2697 Sunnyside Rd
Anmore, BC V3H 5G9

Dear Mayor McEwen:

The Province of British Columbia knows that British Columbians have expressed an interest in seeing greater choice, convenience and competition in the availability and provision of transportation and accommodation services. Companies such as Uber, Lyft and Airbnb may present opportunities to meet changing public expectations.

In considering the opportunities that these services may provide, it is important that the Province understands any impacts that could result for consumers, host communities and existing service providers. The many people currently providing passenger and accommodation services in British Columbia have made investments, providing jobs and valuable contributions to the economy. Thought must be given as to how any new services are regulated, recognizing the need to be respectful of existing industry participants while at the same time being fair and equitable to any possible new entrants to these sectors.

To this end, over the coming months, I will be meeting with a wide array of stakeholders to explore issues pertaining to the sharing economy and develop a better understanding of the opportunities and challenges that they provide for citizens and communities.

Locally elected officials from both urban and rural regions will have important perspectives on the issues and opportunities surrounding the sharing economy, and I am eager to draw these out as part of the consultation process. It is my hope that I will be able to engage with as many local governments as possible in person over the coming months. Regardless of whether we are able to undertake this discussion in person, I would also value the opportunity to review your thoughts on this matter via any written submission you may care to provide to me, and I encourage you to consider sending your thoughts to me directly by email at: CSCD.Minister@gov.bc.ca.

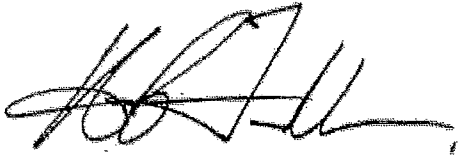
Your perspectives could include ideas on how sharing and existing service economies could be integrated, on perceived challenges and opportunities, and on provincial and local government roles in regulating and facilitating any changes we might contemplate.

.../2

His Worship Mayor John McEwen
Page 2

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Fassbender', with a stylized, cursive script.

Peter Fassbender
Minister



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: April 29, 2016
Submitted by: Juli Kolby, Chief Administrative Officer
Subject: Village Hall Update

Purpose / Introduction

To provide Council with an update on the Old Village Hall and Village Hall expansion project and to seek approval for entering into an agreement with Atco to lease and deliver an additional 36' X 60' unit for the purposes of Council Chambers, record storage and community use, as applicable.

Resolutions

1. THAT Council authorize staff to issue a call for proposals for the relocation of the original homestead, as described in the report dated April 29, 2016 from the Chief Administrative Officer titled Village Hall Update;

AND THAT Council authorize staff to enter into an agreement with Atco to lease and deliver an additional 36' X 60' unit for the purposes of Council Chambers, record storage and community use, as applicable.

OR

2. THAT Council request further information to be brought back by staff.
 3. THAT Council direct staff to determine the feasibility of renting additional space for record storage/meeting space from School District #43.
-

Background

At the January 5, 2016 Regular Council meeting, the following resolution was passed:

"THAT COUNCIL ENDORSE THE VILLAGE HALL REPLACEMENT NEXT STEPS AS OUTLINED IN THE REPORT DATE DECEMBER 21, 2015 FROM THE CHIEF ADMINISTRATIVE OFFICER REGARDING VILLAGE HALL REPLACEMENT – NEXT STEPS."

Report/Recommendation to Council

Village Hall Update

April 29, 2016

The next steps included the following:

1. Seal off the old Village Hall (Ma Murray homestead) from the 2006 addition
2. Renovate the 2006 addition to be used as Council Chambers, meeting room, community space and park washrooms
3. Issue and award an RFP for the design of the replacement Village Hall
4. Finalize the design of the replacement Village Hall, following public consultation
5. Issue and award an RFP for the construction of the new Village Hall

At the March 1, 2016 Regular Council meeting, Marcus Schmieder presented, as a delegation, his proposal for converting the Old Village Hall into a restaurant. Council asked that Mr. Schmieder come back with additional information regarding his proposal and clarified that the Village would not be willing to sell the land that the Old Village Hall is located on, but would be willing to consider a long term lease arrangement.

Discussion

Old Village Hall Update

While moving forward the project to renovate the 2006 addition of the Old Village Hall, a significant rodent infestation was discovered in the ceiling of the addition. As a result, it has been deemed unusable as a Council Chambers/community space. In addition, a significant amount of black mould was discovered in the archive room, rendering that space unsafe until such time as a costly remediation takes place.

Following the March 1, 2016 Regular Council meeting, Mr. Schmieder advised he would not be moving forward with his restaurant proposal.

At the request of Heritage BC, a local not-for-profit association that supports heritage conservation in BC, members of Council provided a tour of the Old Village Hall for Mr. Tim Ankenman on Friday, April 15, 2016. During the tour, Mr. Ankenman identified that the original homestead of George and Margaret "Ma" Murray, which consisted of the left most portion of the home (previously where Council Chambers was located), could be considered of heritage significance. Mr. Ankenman arranged for Nickel Bros. moving company to assess whether it was feasible that the original homestead be relocated. Following their site visit on Thursday, April 28, 2016, Mr. Nickel advised that it was feasible and that he would prepare a cost estimate for Heritage BC.

Heritage BC has committed to researching grant opportunities for the relocation and potential renovation of the building, as well as assisting the Village in preparing a call for proposals for a member of the public to take on such a project. The Village does not have resources allocated to facilitate a project of this nature.

Report/Recommendation to Council

Village Hall Update

April 29, 2016

In light of the new information presented above, it is recommended that the portions of the Old Village Hall which have not been deemed to have heritage significance, be demolished following a resolution to the call for proposals in relation to the original homestead. If the call for proposals for the relocation of the original homestead is unsuccessful, it is recommended that the Old Village Hall be demolished in its entirety.

Village Hall Expansion Project

As part of the recently approved 2016-2020 5 Year Financial Plan, Council approved a project for the expansion of the Village Hall. The purpose of the project was to provide a space for Council Chambers and meeting space for the Village and community. It was initially thought that the 2006 addition could provide such a space, but given the above information, it is not useable. As an alternative, staff have acquired a cost estimate to lease an additional unit of trailers to match the size of the current trailers being used for the Village Hall. The additional 36' X 60' space would be tailored to be able to be used as a Council Chambers, record storage and community space and would be placed adjacent to the current Village Hall.

Financial Implications

Once it is determined whether or not there is a member of the public that would take on the project of relocating the original homestead, an estimate will be provided to Council for the responsible demolition of the remaining portion of the Old Village Hall.

Costs associated with the lease and set up of the expansion on to the existing Village Hall are approximately \$30,000 per year for the term of the lease and \$35,000-\$50,000 for the site preparation and set up. This figure does not include furnishing the new space. The overall project budget of \$300,000 is expected to be adequate to cover all expenses associated with the expansion, including all three years of the lease cost.

Communications / Civic Engagement

A call for proposals will be publicly issued for the relocation and renovation of the original homestead.

Corporate Strategic Plan Objectives

The steps identified in this report achieve the strategic initiative of exploring the Village Hall funding options and next steps.

Report/Recommendation to Council

Village Hall Update

April 29, 2016

Prepared by:

A handwritten signature in blue ink, appearing to read "J. Kolby", is written over a horizontal line.

Juli Kolby

Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: April 29, 2016

Submitted by: Juli Kolby, Chief Administrative Officer

Subject: Rezoning Application – 3230 Sunnyside Road, Anmore, BC

Purpose / Introduction

Staff have received a proposal to rezone the subject property, the Anmore Campground. The proposal is to redevelop the temporary recreational accommodation use for a bare land strata development with a community amenity use, a small park addition and 47 small lots served by private roads and services. Staff are providing this report to Council to obtain early input on the proposal.

Resolutions

1. THAT the report dated April 29, 2016 referenced from Juli Kolby titled "Rezoning Application – 3230 Sunnyside Road, Anmore, BC" be received;

AND THAT the applicant be instructed to revise the application, to consult with the public and to provide additional information based on the subject report and Council discussion to enable a more complete and detailed evaluation the proposal.

OR

2. THAT the development proposal be rejected as Council sees no merit in this land use change for the Anmore Campground.
 3. THAT the development proposal be withheld until such time as staff can obtain further information from the applicant, as directed by Council.
-

Background

The owners of the subject lands have commissioned a local Engineering and Planning Consultant firm to investigate and propose the development of this 6.25 acre (2.5 hectare) property. The site is near the northern edge of the Village and it has been a recreational property for many years with good access to the BC Hydro recreation lands, including Buntzen Lake, to the north.

Report/Recommendation to Council

Rezoning Application – 3230 Sunnyside Road, Anmore, BC

April 29, 2016

Discussion

Staff and the Village's advisors' have reviewed the proposal. It seems clear that a Campground Use and other temporary accommodation and recreation uses are increasingly less compatible with the way the Village is developing. The Village is also keenly interested in providing an ability for current residents to age in place and for young people and families to move into the area.

The owners of the subject site are proposing a relatively compact single family form of development that will be a permanent replacement for the Campground. Forty seven (47) small lots are proposed as well as small Strata owned service roads and onsite parking. Staff believe the smaller lots are a reasonable proposal given the even denser, albeit temporary nature of the currently approved commercial use.

The applicant is also proposing to build and give a community amenity space (a store, or cafe or similar use complete with a parking area) and a small park land addition. All of these uses will respond to needs in the community — smaller more affordable housing, community amenity space and parkland are all highly desirable.

Staff note that the preferred location for a community amenity space in the OCP might be in the Village Centre. At Council's direction, staff could work with the applicant to investigate the opportunities and threats associated with locating the community amenity in the Village Centre.

Staff also are concerned about the adequacy of roads, parking and servicing in the proposal. More detailed research will be required of the applicant if Council is prepared to consider this proposal to ensure adequate, long term sanitary system(s) and that good firefighting access and pre-fire prevention can occur for this forest interface property.

In the view of staff, this proposal merits more consideration. Our recommendation will allow this work to proceed, along with public input and for a further report to Council when the research and public engagement is complete.

Financial Implications

Consultant costs and staff time is recoverable as per the Fees & Charges Bylaw No. 545-2015.

Communications / Civic Engagement

If Council agrees with the proposed direction, staff will have the applicant host a meeting/open house to gauge public opinion about the proposal. The results of this discussion will form part of our next report to Council.

Report/Recommendation to Council

Rezoning Application – 3230 Sunnyside Road, Anmore, BC

April 29, 2016

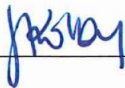
Corporate Strategic Plan Objectives

This development proposal, on principle, meets the corporate objectives of exploring diversity in land use, housing, parks and recreation and contributes to the financial sustainability of the Village.

Attachments:

1. Proposed Rezoning and Development of 3230 Sunnyside Road document, submitted by McElhanney, dated March 17, 2016.

Prepared by:



Juli Kolby
Chief Administrative Officer

March 17, 2016

2111-02471-01

Village of Anmore
2697 Sunnyside Road
Anmore BC V3H 5G9

Attention: Juli Kolby
Chief Administrative Officer / Chief Financial Officer

Dear Ms. Kolby:

Re: Proposed Rezoning and Development of 3230 Sunnyside Road, Anmore, BC

This letter provides our rationale concerning the proposal to redevelop the Anmore Campground, located at 3230 Sunnyside Road, into a mixed use, CD-zoned development including:

- A half-acre (2209m²) Country Bakery / Café commercial portion,
- A 47-lot Bareland Strata Cottage residential portion, and
- Close to half an acre (1980m²) of on-site Open Space.

Project Description

The proposed mixed use commercial/residential development will create a pleasing node on the northern edge of the Village that provides a much needed community gathering space amenity, and increases Anmore's housing diversity. This node marks the transition between the Village and the forested Buntzen Lake recreation area to the north, and will act as a gateway feature to the park.

The Country Bakery / Café will preserve the Commercial intention for a portion of the site in perpetuity, while the proposed 47 modest Cottage residences will be built to emphasize street presence and promote a pedestrian-friendly enclave. Two existing emergency accesses onto the Village servicing road will continue to be used in the proposed development.

The proposal includes a half-acre (2209m²) Commercial portion upon which will be built a 3,000 sq.ft. *Country Bakery / Café*. On the inside, the Country Bakery / Café is envisioned as the social heart of the Village, where community members and visitors can gather and chat over a light meal or a warm drink to *strengthen community ties and social connections*. On the outside, the Café will use appropriate *exterior materials and design standards* to ensure passers-by feel welcome and invited to stop by and experience the Village's *semi-rural character*. As this Commercial lot will be provided to the Village as a *voluntary community amenity* after it has been built, the exterior

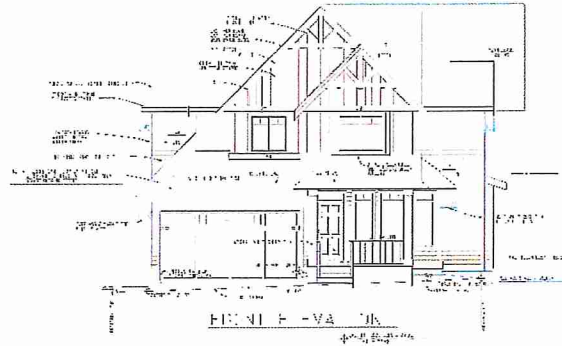


Suite 2300 Central City Tower Tel 604 596 0391
13450 – 102 Avenue Fax 855 407 3895
Surrey BC mcelhanney.com
Canada V3T 5X3



design, interior layout, and commercial lot landscaping design will be developed in consultation with the Village at the developers cost.

The *innovative residential* portion of the site includes the development of 47 strata single family lots (304m²-427m²) on which will be built modest houses with high Urban Design standards, increasing the choice of housing in the Village. It is anticipated that the residential unit sizes will have a total maximum habitable area of approximately 279 sq m (3,000 sq ft) (includes basement, excludes garage). Units will emphasize street presence by providing front porches and de-emphasize garages by setting them back on the lots. The proposed minimum lot size is 13.79m wide and 22.0m deep (15.0m wide and 22.0m deep for corner lots), with appropriate proposed setbacks for the form and character of the units (front yard 2.5m, rear yard 6m, side yard 1.8m, flanking side yard 2.5m).



The approximately 1980m² of on-site Open Space is sufficient for a development of this size, and will be governed by a landscape scheme that prioritizes *native species and water-conserving landscaping*. Landscape buffers along the north side of the site provides screening for the existing Village works yard, and on the south side (Alpine Drive) provides screening to existing neighbouring developments.

The applicant believes that this proposal is appropriate and desirable for the Village of Anmore for the following reasons:

- The proposal protects the Village's existing Commercial zoning;
- The proposal increases the Village's tax base;
- The proposal provides an income-generating community amenity to the Village (value >\$3,000,000);
- The proposal increases the diversity of housing choice within the Village, appropriate for those with smaller household sizes, 'downsizers' and/or semi-retired;
- Provision of a more affordable housing option for Anmore residents
- The current C2 zoning allows 108 commercial / RV lots to be developed. The proposed 47 unit strata and one commercial lot provides a significant amenity to the Village in the form of a custom-built Bakery / Café.

Application Specifics

Rezoning

Rezoning from Campground Commercial (C2) Zone to Comprehensive Development Zone for Mixed Use to permit the following uses:

- Commercial uses including retail commercial, café, bakery, art gallery, community centre, recreation use, rental/sale of sporting and recreations equipment
- Residential compact lots as a part of a comprehensively design bareland strata development.



- Maximum commercial floor area: 280 sq m (3000 sq ft) or to be determined; maximum commercial building height: 2 stories; setbacks, parking and site coverage to be determined
- Maximum residential floor area: 195 sq m (2100 sq ft) excluding garage and basement; maximum building height, setbacks and site coverage to be determined.

CD Zone to include a zoning 'block plan' to identify specific portions of the parent lot to be used as commercial or residential.

Subdivision

Proposed subdivision into 2 fee simple lots (commercial and residential) with the commercial lot to be conveyed to the Village of Anmore. Residential portion to be subdivided into 47 Bareland Strata lots plus common property (roads and amenity space) lots(s). The proposed bareland Strata may be phased.

Overall subdivision plan is attached.

OCP Amendment/Development Permit(s)

Currently, there is no Development Permit Area (DPA) identified for 'form and character' on the subject site. It is proposed that the OCP be amended to include the commercial portion of the site as a mandatory DPA for form and character.

The subject site is included within Schedule F of the OCP for a Watercourse Development Permit Area. A site review will be undertaken by a Qualified Environmental Professional (QEP) to verify the presence or absence of any watercourse/environmental feature(s). Subject to these findings, the need for a Watercourse DP can be confirmed by the Village

Additional information, design drawings etc to support the Development Permit(s) will be provided during the course of the application process pending Council and staff input.

Although the OCP stipulates a maximum unit density of 1.5 to 1.8 upa (OCP Policy RU-6 and RU-8 respectively), the subject site is currently zoned/designated "Commercial". Under the OCPs Commercial designation, there are no policies pertaining to residential use and/or residential unit density maximums. It is proposed that a text amendment of the OCP to include provisions or policy for "Mixed Use" (commercial/residential/community) within the "Commercial" designation be considered in order to facilitate the proposal. As the proposal captures aspects of the "Village Centre", "Residential" and "Commercial" designations of the OCP, no single designation within the current OCP adequately reflects the proposal. Supporting policies within the OCP include:

- RLU-10/11 (secure community amenities),
- CLU-3 (encourage the creation community space),
- CLU-4 (local commercial activities),
- S-3 (encourage and support innovative/affordable housing),
- S-7 (housing to support aging in place) and
- S-9 (develop display venues for art).



Page 4

Our File: 2111-02471-01

Conclusion

Anmore lacks a community focal point. The proposed development would facilitate the creation of a community gathering place to support the cultural and social needs of the Village. More importantly, the proponent is offering to build this commercial/community feature at their cost and transfer the building and land assets to the Village. This innovative and significant proposal necessitates amendments to the current OCP for which existing, supporting policies exist to support the amendments.

Please call if you require any additional information.

Sincerely,

McElhanney Consulting Services Ltd.

James Pernu, MSc
Senior Planner / Project Manager
Email: jpernu@mcelhanney.com
Phone: 604-424-4889

Enclosures
Bare Lands Sketch 15 (December 3, 2015)
Development Concept Information
Title Search
Letter of Authorization

cc: City Spaces Consulting (Mr. Brent Elliot)
client (via email)

March 17, 2016

Village of Anmore
2697 Sunnyside Road
Anmore, BC
V3H 5G9

Attention: Juli Kolby, Chief Administrative Officer

Letter of Authorization concerning the Rezoning, Subdivision, Development Permits and OCP
Amendment of: **LOT 8 SEC 20 TWP 39 NWMD PL LMP49309, Anmore BC.**

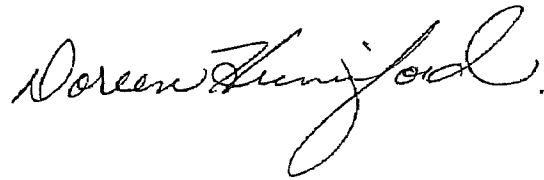
The purpose of this letter is to authorize 379852 B.C. LTD., INC.NO. 379852 AND 379853 B.C. LTD.,
INC.NO. 379853 and James Pernu of McElhanney Consulting Services Ltd., to represent the application
for the following properties in the Village of Anmore:

- **Lot 8 SEC 20 TWP 39 NWMD PL LMP49309**

Sincerely,

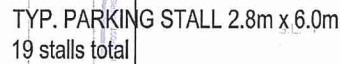
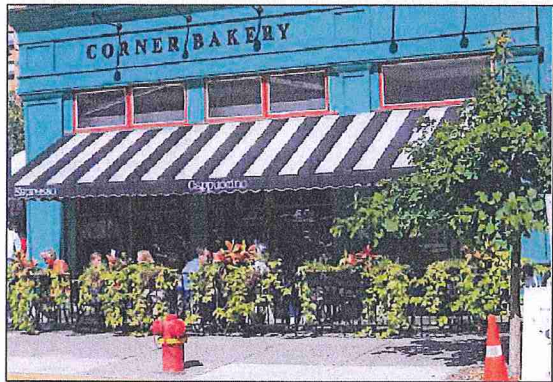


Milt Hunniford
For 379852 B.C. LTD.



Doreen C. Hunniford
For 379853 B.C. LTD.

DATE: Thursday, March 17, 2016 10:00:24 AM FILE: K:\PROJECT11\02471-1\HUNNIFORD_32230 SUNNYSIDE ROAD\10.0 DRAWINGS\10.2 DRAWINGS\15-12-01 02471-1 SKETCH 15 BARE LAND BAKERY_CAFE.DWG SHEET SIZE: ANSI-A 11" x 17"



Scale: 1:1000
December 3, 2015
Job No.: 2111-02471-1
Mun. Proj.: -

ENVIRONMENT COMMITTEE MEETING MINUTES



Minutes of the Environment Committee Meeting held on Monday, February 1, 2016 in the portable classroom at Anmore Elementary School, 30 Elementary Road, Anmore, BC

MEMBERS PRESENT

Councillor Ryan Froese (Chair)
Grace Bergman
Paige Crawley
Coleen Hackinen

MEMBERS ABSENT

Mike Barnes
Elaine Willis

1. CALL TO ORDER

Chair Froese called the meeting to order at 7:15 p.m.

2. ADDITIONS AND DELETIONS TO THE AGENDA

Nil

3. APPROVAL OF THE AGENDA

It was Moved and Seconded:

“That the Agenda be approved as circulated.”

Carried Unanimously

4. DELEGATIONS

Nil

5. MINUTES

(a) Minutes of the Meeting held on December 7, 2015

It was Moved and Seconded:

“That the Minutes of the Environment Committee Meeting held on December 7, 2015 be adopted as circulated.”

Carried Unanimously

6. BUSINESS ARISING FROM THE MINUTES

Nil

7. UNFINISHED BUSINESS

Nil

8. NEW BUSINESS**(a) Action Item List 2015 – Review Outstanding Items**

Committee identified status and next steps for the outstanding action items.

(i) Review of Tree Management Bylaw

Chair Froese requested members to compile any further thoughts or ideas regarding the tree management bylaw and include into the Google Docs program to be distributed to all members prior to the March 7, 2016 meeting.

(ii) Review of Works and Services Bylaw

This item was discussed in conjunction with the Tree Management Bylaw.

(iii) Review of BC government website titled ‘Develop with Care 2014’

Members discussed their findings after reviewing the website and noted the following:

- Homeowners fact sheet #8 – Environmental Guidelines for Urban and Rural Land Development in British Columbia
 - Tips for homeowners could be useful (i.e. lawns, compost)
- Anmore is currently making strides in many areas

(iv) Review of Anmore Tree Management Bylaw and Municipal Ticketing Bylaw with View Royal’s and Provide Feedback

This item is being discussed in conjunction with the Tree Management Bylaw.

(v) Prepare Information Regarding Waste Diversion to Include on the Village’s Website

Members agreed that residents need to be reminded of the importance of sorting recycling and organics, noting the possibility of being charged if not followed. No extra charges from Smithrite have happened thus far.

(vi) Brochure for New Residents

Committee agreed to continue to work on developing a “Welcome to Anmore Information brochure.”

Action item: Chair Froese to bring a sample brochure from the City of Port Coquitlam for the members’ review

Action item: Coleen Hackinen to draft a brochure for residents and an article to the Anmore Times regarding the following items:

- Be bear aware*
- Car washing/minimizing water use*
- Recycling options such as Pacific Mobile Depot (3rd Saturday of the month at Glen Elementary School)*
- School zones*
- Invasive plants information*

Action item: Chair Froese to confirm the inventory of brochures regarding information on solid waste diversion, and recycling available at the village hall for residents.

(b) Ministry of Environment – Spill Response Regime

Committee reviewed the spill response regime report and provided the following comments:

- Concerns with principle of user-pay versus polluter-pay
- Need a mechanism of compensation for people affected (e.g. long-term effects: loss of livelihood/groundwater contamination) in case of polluter bankruptcy
- Provincial spill response funds maximum limit of \$50 million is not an adequate amount (10 times that amount was suggested)

(c) 2015 Invasive Plant Management on Village of Anmore Municipal Property

Committee reviewed the report (undated) from Graham Watson, Invasive Species Council of Metro Vancouver, and provided the following comments:

Action item: Chair Froese to request a better quality map

- Follow through with recommendations from report
- Follow up with treatment in late-spring and late-summer or early-fall
- Does staff follow up with monitoring throughout the village?

9. **ADJOURNMENT**

It was Moved and Seconded:

“That the meeting be adjourned.”

Carried Unanimously

The meeting adjourned at 8:35 p.m.

Certified Correct:

Approved:

Christine Milloy
Manager of Corporate Services

Councillor Ryan Froese
Chair, Environment Committee



**VILLAGE OF ANMORE
PARKS & RECREATION COMMITTEE
MINUTES – DECEMBER 17, 2015**

Minutes of the Parks and Recreation Committee Meeting held on Thursday, December 17, 2015 in the portable located at Anmore Elementary School, 30 Elementary Road, Anmore, B.C.

MEMBERS PRESENT

Councillor Paul Weverink (Chair)
Mike Dykstra
Susan Mueckel
Bruce Wall

MEMBERS ABSENT

Bruce Scatchard

1. CALL TO ORDER

Chair Weverink called the meeting to order at 7:00 p.m.

2. ADDITIONS AND DELETIONS TO THE AGENDA

Members agreed to add item 8(b) – Bench Placement for Anmore Community Spirit Award Recipients along Trails in the Community

3. APPROVAL OF THE AGENDA

It was MOVED and SECONDED:

“THAT THE AGENDA BE APPROVED, AS AMENDED.”

CARRIED UNANIMOUSLY

4. DELEGATIONS

Nil

5. MINUTES

(a) Minutes of the Parks and Recreation Committee held on November 19th, 2015

It was MOVED and SECONDED:

“THAT THE MINUTES OF THE PARKS AND RECREATION COMMITTEE MEETING HELD ON NOVEMBER 19TH, 2015 BE ADOPTED AS CIRCULATED.”

CARRIED UNANIMOUSLY

6. BUSINESS ARISING FROM THE MINUTES

Nil

7. UNFINISHED BUSINESS

(a) Trail to Mossom Creek Hatchery

An update on the trail to Mossom Creek Hatchery project was not available, therefore, there was no discussion on this item.

8. NEW BUSINESS

(a) Memorial for Clara Crespi

Chair Weverink presented the letter dated November 12, 2015 from Laura Wilson requesting planting of a tree in the Village to honour Clara Crespi, a Youth Scout who recently passed away. Highlights of discussion are as follows:

- Ask Staff to implement a Village policy to identify areas where trees are able to be planted within Anmore.
- Members agreed to allow the First Anmore Scouts to plant a tree to honour Clara Crespi.
- Trees planted will need to be native.
- The Village will not be responsible for maintaining the trees.
- Plaques, flowers, candles, etc. should not be allowed due to the difficulties of maintaining.

8. NEW BUSINESS (CONTINUED)

**(b) Bench Placement for Anmore Community Spirit Award Recipients
along Trails in the Community**

Chair Weverink stated that the Manager of Public Works informed him that Spirit Park lacks any more available space for community benches, and requested the Committee to discuss possible options. Highlights of discussions are as follows:

- Benches would be great in trails, however, can be susceptible to vandalism.
- May have to eliminate awarding benches and going with trees.
- For CD developments, when trails are incorporated as part of the development, the developer could accommodate specific areas dedicated to future benches with concrete pads.
- Members are in support of placing benches at bus stops.
- Members are in support of placing benches on trails.

9. ADJOURNMENT

It was MOVED and SECONDED:

“THAT THE MEETING BE ADJOURNED.”

CARRIED UNANIMOUSLY

The meeting adjourned at 7:23 p.m.

Certified Correct:

Approved:

Christine Milloy
Manager of Corporate Services

Paul Weverink
Chair

PARKS and RECREATION COMMITTEE – MINUTES



Minutes of the Parks and Recreation Committee Meeting held on Thursday, February 18, 2016 in the portable classroom at Anmore Elementary School, 30 Elementary Road, Anmore, BC

MEMBERS PRESENT

Councillor Paul Weverink (Chair)
Mike Dykstra
Susan Mueckel
Bruce Scatchard
Bruce Wall

1. CALL TO ORDER

The Chair called the meeting to order at 7:00 p.m.

2. ADDITIONS AND DELETIONS TO THE AGENDA

Members agreed to add item 8(b) – Spirit Park Lot Clearing to the agenda.

3. APPROVAL OF THE AGENDA

It was Moved and Seconded:

“That the Agenda be approved as amended.”

Carried Unanimously

4. DELEGATIONS

Nil

5. MINUTES

(a) Minutes of the Parks and Recreation Committee held on December 17, 2015

It was Moved and Seconded:

“That the Minutes of the Parks and Recreation Committee Meeting held on December 17, 2015 be adopted as circulated.”

Members reported that the incorrect meeting minutes were included in the agenda package, and then agreed to table until the next scheduled meeting.

6. BUSINESS ARISING FROM THE MINUTES

Nil

7. UNFINISHED BUSINESS

Nil

8. NEW BUSINESS**(a) Mossom Creek Bridge Project**

Members discussed the report dated January 18, 2016 from the Manager of Corporate Services, and the report dated October 13, 2015 from the Manager of Public Works.

The Chair reported that the existing bridge is located on private property and it was not built to Code, adding that it could become a liability issue so it will need to be replaced.

Members agreed to use of funds from the Parks Reserve, but added that there are concerns in having no public access to the bridge. They would like confirmation of a secured connection from Elementary Road to Bert Flinn Park.

It was Moved and Seconded:

"That the Parks Committee recommends the overage for the Mossom Creek Bridge Project, the maximum amount of \$75,000 contingent on there being secured access for eternity from the end of Elementary Road to Bert Flinn Park."

Carried Unanimously

(b) Spirit Park Lot Clearing

The Chair reported that it was suggested to remove the deciduous trees, leaving behind evergreen trees, plant grass and clear the lot that runs along Ravenswood Drive to allow more useable land and to increase visibility for drivers.

It was Moved and Seconded:

"To clear, level and grass the one acre lot off of Ravenswood adjacent to Spirit Park."

"To proceed with the clearing of that lot."

NB: No vote was held on either Motion.

9. **ADJOURNMENT**

It was Moved and Seconded:

"That the meeting be adjourned."

Carried Unanimously

The meeting adjourned at 7:26 p.m.

Certified Correct:

Approved:

Christine Milloy
Manager of Corporate Services

Councillor Paul Weverink
Chair, Parks and Recreation Committee

Legislative Office:
East Annex, Parliament Buildings
Victoria, BC V8V 1X4
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V3H 0E3
Phone: 604-469-5430
Fax: 604-469-5435

linda.reimer.mla@leg.bc.ca



BRITISH
COLUMBIA
Parliamentary Secretary
to the
Ministry of Community, Sport and Cultural
Development



Linda Reimer, MLA

RECEIVED

APR 25 2016

Village of Anmore

April 13, 2016

Mayor John McEwen
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9

Dear John,

Thank you for copying me on a letter sent by Christine Milloy to Bill Flitton at the City of Abbotsford on February 17, 2016 regarding some changes being made to DNA Analysis Costs.

I have attached a copy of a letter from Minister of Public Safety and Solicitor General, Mike Morris, which clarifies funding for DNA Analysis. Note recipient information has been removed for privacy.

I hope this information is useful and look forward to discussing further with you and/or staff. Please do not hesitate to contact my office at your convenience.

Sincerely,

Linda Reimer, MLA
Port Moody – Coquitlam

I am responding to your February 16, 2016 letter, addressed to the Honourable Suzanne Anton, Attorney General and Minister of Justice, regarding funding for DNA Analysis in British Columbia.

The new Agreement Respecting Biology Casework Analysis 2014-2024 (BCAA) between the Province of British Columbia and the federal government was negotiated as a result of the federal government informing the Province that it would no longer provide DNA analysis through the RCMP at the historical flat rate. In December 2013, the federal government informed the Province that if BC did not agree to pay considerably more for the service, as of April 1, 2014, the RCMP would significantly reduce the forensic DNA analysis services provided to law enforcement agencies in BC. Under the new BCAA, after a three-year escalation period (which began in fiscal 2014/15), DNA analysis services will be charged based on a calculation that reflects the two-year average of the actual cost to Canada to provide the service, and the two-year average of proportionate usage of service recipients. After the three-year escalation period, Canada will contribute 46 per cent of the total costs.

As you are aware, under the *Police Act*, municipalities with a population of 5,000 or more are responsible for providing policing and law enforcement, and for the expenses necessary to generally maintain law and order. As per s. 15 (1) of the *Police Act*, in BC police agencies are responsible for the expenses necessary to maintain law and order, enforcing criminal law, and to provide adequate equipment and supplies for the operations of and use by the police. DNA analysis is one of those operational policing expenses for which police agencies are responsible. The Province has never paid for the delivery of this service on behalf of police agencies; rather, it has contributed resources to the federal government towards the cost of this service. In order to reduce the cost to police agencies, the Province will continue to contribute its historical funding of \$1.366 million, thereby leaving municipalities to pay a portion of their DNA analysis costs. Additionally, the Province will pay the DNA analysis costs for communities with a population under 5,000. BC is not the only province in Canada where DNA analysis costs are the responsibility of police agencies; this is also standard practice in Nova Scotia and has been for some time in that jurisdiction.

.../2

In order to assist all police agencies with the transition to paying for a portion of their DNA analysis usage, the Province paid \$1.2 million, in addition to the historical funding of \$1.366 million for the first year of the phase-in period for 2014/15. For the second year of the phase-in, in addition to the historical contribution, the Province has committed to paying for the first three quarters of the fiscal year to accommodate police agencies, whose budgets operate on a calendar year.

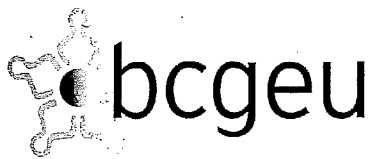
During the negotiations for the agreement, police agencies and the Union of British Columbia Municipalities (UBCM) were informed in a number of venues, including various Associations of Chiefs of Police meetings, that the federal government was seeking to increase recovery for DNA analysis and that negotiations were underway. Senior officials with UBCM, UBCM's Public Safety Committee, and UBCM's Local Government Contract Management Committee were also briefed. On February 21, 2014, UBCM President Rhona Martin and the co-chair of the UBCM Local Government Contract Management Committee, Dianne Watts, wrote to the federal government strongly urging them to reach an agreement with the Province on a number of issues, including DNA analysis. They made the point that it was not appropriate for Public Safety Canada to make assertions about possible service reductions when service delivery is the responsibility of the RCMP.

I appreciate that the decision by the federal government to change the cost sharing arrangement for this national police service has had financial impacts on our local governments. I can assure you that every effort to mitigate this decision was made. You may wish to raise your concerns with the federal government.

Finally, I would note that in addition to the provincial contributions that will be made towards DNA analysis in BC, the Province also makes significant contributions to policing in BC, including more than \$70 million annually for over 20 integrated teams (including IHIT and CFSEU) and a total of \$38.6 million in traffic fine revenue in 2014 (and \$38.4 million in 2013) which can be used to support municipal policing costs.

Sincerely,

Mike Morris
Minister of Public Safety
and Solicitor General



B.C. Government and Service Employees' Union
A component of NUPGE (CLC)

RECEIVED

APR 21 2016

Village of Anmore

April 14, 2016

Mayor John McEwan
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9

Dear Mayor McEwan

As president of the B.C. Government and Service Employees' Union (BCGEU), I am writing to share my concerns about the sale of wine in grocery stores in your city. At a minimum, I urge you to implement a 1 kilometer distance rule bylaw for all alcohol beverage retailers as other municipalities, such as Kamloops, have done. This ensures there is no proliferation of liquor outlets. In addition, I urge you to consider implementing a six month moratorium on grocery store sales of wine. This will allow for thoughtful consideration of the following:

- Increasing the number and density of liquor retail locations could have unforeseen health and public safety consequences for our communities. The Centre for Addictions Research of BC has already identified 655 more alcohol-related hospitalizations and 31 more alcohol related deaths due to the provincial government's reform of B.C. liquor laws in 2014, which increased access to alcohol. With additional liquor access – in grocery stores – these numbers will only go up.
- Unlike private and government liquor stores, wine on grocery store shelves is not subject to the regulation requiring at least 1 km distance between alcohol retailers. This regulatory omission will lead to a proliferation of alcohol retailers in our communities, which has social implications as well as negative impacts on small businesses.
- Grocery store employees will not receive the same level of training as BC Liquor store employees. They will not be as knowledgeable on the rules and regulations around identification, nor as experienced in spotting false identification. As a result, it may be easier for minors to purchase alcohol at grocery stores than at BC Liquor stores.
- It will be easier for people to shoplift alcohol from grocery stores than from BC Liquor stores; BC Liquor stores are small, with attention paid to ensuring staff have good sightlines to all areas of the store. Grocery stores are larger with tall shelving that blocks sightlines.
- Proponents of wine in grocery stores haven't addressed the issue of staff who are minors. Allowing wine in grocery stores will mean that either minors will be stocking liquor and handling liquor sales, or, if they are restricted from handling alcohol, young people may lose access to grocery store jobs.
- Grocery store sales of alcohol will not always be limited to B.C. wine, cider and sake. The "B.C. only" model is likely to violate our international trade obligations and leave us vulnerable to a trade



challenge. The government of Ontario recently acknowledged this risk. A successful trade challenge would negatively impact our local B.C. wineries, thus impacting many important small, local businesses.

- A successful trade challenge could also lead to the sale of a full range of alcohol products on grocery store shelves, as once the limit to BC VQA wine is struck down, this could open the door to making all alcohol available in grocery stores.

The BCGEU's membership includes approximately 3,800 employees of the Liquor Distribution Branch (LDB), who work in communities throughout the province. Our members at the LDB take social responsibility very seriously – they understand the importance of keeping alcohol out of the hands of minors, and are trained to watch for appropriate I.D. and over-serving.

Our union cares about the communities in which our members live and work. We care about good family-supporting jobs for our members. We care about health, safety and keeping alcohol out of the hands of minors. We care about supporting small businesses and our B.C. wine industry. We strongly urge you to implement a six month moratorium on the expansion on grocery store sales of wine, to allow time to properly assess the potential social and economic ramifications of these sales. We also urge you to implement a 1 kilometer distance rule at the municipal level for all alcohol retailers to ensure there is no proliferation of liquor outlets in our communities.

If you would like further information, or would like to discuss further, please contact Campaigns Officer Earl Moloney at (604) 291-9611 or earl.moloney@bcgeu.ca.

Thank you very much for your time and attention to this matter,

Stephanie Smith
President
BCGEU

cc: Kimberlee MacGregor, Vice President Component 5

SS/EM/pc/MoveUP

**APR 15 2016**

File: BU-02-01

Ref: 2016-14

Corrie Campbell, Director, Legislative Initiatives and Police Accountability
Ministry of Public Safety & Solicitor General
PO Box 9285 Stn Prov Govt
Victoria, BC V8W 9J7
VIA EMAIL: SGPSPB@gov.bc.ca

Dear Ms. Campbell:

Re: 911 Information Request for Regional Districts

I am writing in response to your correspondence dated March 3, 2016 requesting copies of the Greater Vancouver Regional District ('Metro Vancouver') 911 related agreements with E-Comm and to your email of March 15, 2016 seeking our response to questions related to PSAP services within our Regional District.

As requested, please find attached copies of our E-Comm agreements for your reference. With respect to your questions requesting our feedback regarding PSAP services, please find Metro Vancouver's responses provided below:

1. What are the current costs related to the provision of 911 Public Safety Answering Point (PSAP) services for your regional district?
2. What are the sources of funding for PSAP services in your regional district? Please provide the annual dollar amount raised, the rate if applicable and the source (land line or wireless Call Answer Levy, property taxes and other revenues to fund PSAP services).

Response to 1 and 2: The current tax requisition to fund E9-1-1 service in Metro Vancouver amounts to an average of approximately \$4 per household per year. 100% of the funds collected through the tax requisition flow through to our service provider E-Comm; there is no fee to collect or manage these funds. The 2015 E-Comm contract cost was \$3.9 million. The conversion from \$4 per household would amount to about \$0.16 per phone (land line and wireless line per month) excluding any collection fees. If the levy were only applied to cellphones then the appropriate monthly levy would be just less than \$0.25 per cell phone.

These numbers are based on 2011 Census and Cellphone usage data. In 2011 the Canadian Census reported that there are 949,565 residences in the region, the Telecommunication companies are reporting that there are still about 1 land line per residence. In addition there are approximately 250,000 business lines in Metro Vancouver. They are also reporting that in Metro

Vancouver about 80% of the population has at least one cell phone. That amounts to 1,800,000 cellphones in the region.

Metro Vancouver would only support the transfer from a property tax to a call answer levy if that could be achieved in a cost neutral way, that is, with no additional cost to the residents of the Lower Mainland. To date, this approach has not been achievable.

3. Where is the PSAP dedicated funding being allocated? Please indicate if there are supporting programs or services being funded.

Response: As noted above, 100% of the funds collected through the tax requisition flow through to our service provider E-Comm; there is no fee to collect or manage these funds. This is a significant issue for the residents and business of Metro Vancouver. At present the federally approved cost to collect and administer a call answer Levy is 7 cents per phone per month. This fee alone would amount to about 44% increase in costs with no improvement in service.


4. Please identify your regional district's top current or future priorities for the provision of PSAP emergency communications services and include an associated order of magnitude costing.

Response: Metro Vancouver provides the E9-1-1 service to our residents via a long term agreement with our contract provider E-Comm. This long term contract is adjusted annually for inflation based on Vancouver CPI. So far, both the Region and E-Comm are satisfied with this arrangement. It has been appropriately funding E-Comm to the necessary level required to support their modernization efforts over the last 10 years. These improvements have included cellular triangulation, multi-language services, text, and services for deaf and other handicapped residents. It has been our experience that through the leveraging of technology and through aggressive communication, education and community engagement, the cost to provide one of the best E9-1-1 services in the world has been remarkably stable, in fact, within the Region since 2005 call volumes have been flat or decreasing. Call volumes are the largest cost driver for a E9-1-1 service.

As you may be aware, under its legislative authority, Metro Vancouver funds the E9-1-1 service using an annual property tax that takes advantage of the economies of scale that exist within the Metro Vancouver region to pay for this service. The Board considers this method an appropriate mechanism for funding the E9-1-1 service and it does not support the transfer from a property tax to a call answer levy unless it were achieved in a cost neutral way, that is, with no additional cost to the residents and businesses of the Lower Mainland. Our analysis shows that moving away from a property tax to a call answer levy on wireless devices on a province-wide basis will have a negative financial impact on the Metro Vancouver region and will be felt particularly hard on the business sector and those organizations that rely heavily upon wireless devices for their work force.

Attached for your reference is a copy of the Metro Vancouver staff report considered by the Board in March 2014 and correspondence forwarded to the UBCM formally noting that it does not support a province-wide call answer levy for 9-1-1 services as well as our letter of January 26, 2016 to Minister Anton stating our concerns.

Yours truly,



Carol Mason
Commissioner/Chief Administrative Officer

CM/GS/ja

cc: Gary MacIsaac, Executive Director, UBCM
Metro Vancouver Local Governments

Attachments:

1. Letter to the Ministry of Justice dated January 26, 2016 (Doc #17283067)
2. Letter to Union of British Columbia Municipalities dated April 9, 2014 (Doc #9222809)
3. Report titled "Proposed 9-1-1 Service Province-Wide Call Answer Levy", dated March 5, 2014 (Doc #8733293)
4. 9-1-1 Call Answer Centre Service Contract between GVRD and E-Comm, dated January 1, 2013 (Doc # 6433645)
5. Metro Vancouver Enhanced 9-1-1 Emergency Telephone System: Policies and Procedures Manual, dated August 7, 2012 (Doc #6433252)
6. Agreement to Provide Provincial 9-1-1 Service between GVRD and BC TEL, dated June 1, 1999 (Doc #5567383)

April 19, 2016

File No. 0360-20-08

Christine Milloy, Manager of Corporate Services
Village of Anmore
2697 Sunnyside Road
Anmore, BC, V3H 5G9

By Email to: christine.milloy@anmore.com

Dear Ms. Milloy,

Re: Joint Family Court and Youth Justice Committee

At the Regular Council Meeting held on March 22, 2016, the Council of the City of Port Moody passed the following resolution regarding the Joint Family Court and Youth Justice Committee (JFCYJC):

THAT the City of Port Moody cease participating on the Joint Family Court and Youth Justice Committee at the end of 2016 as recommended in the report dated March 7, 2016 from Corporate Services Department – Legislative Services Division regarding Joint Family Court and Youth Justice Committee;

AND THAT the City of Coquitlam, City of Port Coquitlam, Village of Anmore, and the Village of Belcarra be notified that the City of Port Moody will no longer participate in, appoint members to, or provide administrative or financial support to the Joint Family Court and Youth Justice Committee.

The report referred to in the above resolution is enclosed for your reference. We have notified the Port Moody representatives currently on the committee that the City will cease participation on the JFCYJC at the end of December 2016. If you have any questions on this matter, please contact me directly at dshermer@portmoody.ca or 604-469-4603.

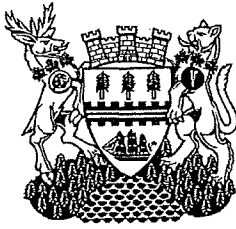
Yours truly,



Dorothy Shermer
Corporate Officer

Enclosure

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City of Port Moody

Report/Recommendation to Council

Date: March 7, 2016

File No. 01-0360-20-08

Submitted by: Corporate Services Department – Legislative Services Division

Subject: Joint Family Court and Youth Justice Committee

Purpose / Introduction

To recommend discontinuing participation on the Joint Family Court and Youth Justice Committee (JFCYJC) at the end of 2016.

Recommended Resolutions

THAT the City of Port Moody cease participating on the Joint Family Court and Youth Justice Committee at the end of 2016 as recommended in the report dated March 7, 2016 from Corporate Services Department – Legislative Services Division regarding Joint Family Court and Youth Justice Committee;

AND THAT the City of Coquitlam, City of Port Coquitlam, Village of Anmore, and the Village of Belcarra be notified that the City of Port Moody will no longer participate in, appoint members to, or provide administrative or financial support to the Joint Family Court and Youth Justice Committee.

Background

The City received a letter from the City of Port Coquitlam at the end of 2015 advising that they will no longer support the Joint Family Court and Youth Justice Committee (**Attachment 1**). Staff contacted the City of Port Coquitlam and confirmed that while the City of Port Coquitlam will no longer provide administrative or financial support to the committee, they will continue to participate on and appoint members to the Committee. With this change, only two of the five participating municipalities (Anmore, Belcarra, Coquitlam, Port Coquitlam, and Port Moody) will host the committee on a yearly rotation, contrary to the last version of the Terms of Reference approved by the City of Port Moody (**Attachment 2**), which required the City of Port Moody to provide support every third year.

At the Regular Council Meeting held on June 12, 2012, Council considered a report from the Legislative Services Division regarding the Joint Family Court and Youth Justice Committee (**Attachment 3**), which outlined the following areas of concern:

- The issues addressed by the Committee were non-jurisdictional;
- Committee support was unevenly distributed among member municipalities;

Report/Recommendation to Council

Joint Family Court and Youth Justice Committee

March 7, 2016

- The Committee's Terms of Reference are outdated and 1) assigned seats to a non-existent jurisdiction; 2) did not meet requirements set out in the Provincial Court Act; 3) excluded jurisdictions that are required to participate; and 4) were inconsistently applied among member municipalities;
- There is no Provincial Government department responsible for overseeing Family Court Committees, which remain a Provincial requirement; and
- The purpose of the committee is unclear.

Council passed the following motion:

THAT the City of Port Moody send a letter to the Ministry of the Attorney General advising that if we do not hear back from them by September 1, 2012 on the issues outlined in the May 11, 2012 Legislative Service Department report, Port Moody will not be supporting the committee any longer.

A letter was sent to the Attorney General on June 20, 2012 (**Attachment 4**); and a reply was received on August 24, 2012 (**Attachment 5**). The response from the Attorney General did not provide any clarification on Provincial expectations of the municipal committees, nor did it definitively confirm that Family Court Committees are required.

In 2015, the City of Port Moody hosted the JFCYJC and provided administrative support for the year. The Committee was operating under a Terms of Reference that was revised in 2013 without consultation with the City of Port Moody (**Attachment 6**). This version of the Terms of Reference removes references to sharing support for the Committee on a rotating basis. At the end of 2015, the City of Port Moody chose not to appoint a Council member representative for 2016.

Discussion

The *Provincial Court Act* requirement for all municipalities to have a Family Court Committee is no longer in place. On April 9, 2014, the *Justice Statutes Amendment Act, 2014*, received Royal Assent, and amended section 5(1) of the *Provincial Court Act* as follows to remove the requirement:

Family court committee

5 (1) A municipality ~~must~~ **may** have a family court committee appointed by the municipal council in January of each year.

The *Youth Justice Act* provides the framework for a municipality to have a committee to assist in the administration of the *Youth Justice Act*, but does not require, and has not required municipalities to establish Youth Justice Committees.

Report/Recommendation to Council

Joint Family Court and Youth Justice Committee

March 7, 2016

Given that 1) the obligation to have a Family Court Committee has been removed; 2) the issues addressed by the JFCYJC are non-jurisdictional; 3) the City of Port Moody would have to significantly increase its level of support to continue to participate on the committee; and 4) the City has limited influence over the committee's activities and operation; staff recommend that the City end its participation on the JFCYJC at the end of 2016, and notify other participating municipalities as soon as possible to allow them sufficient time to plan for the future of the committee should they choose to continue to participate.

Other Options

1. THAT the City of Port Moody continue to participate on the JFCYJC, and notify the other four participating municipalities that Port Moody will take a single share of the responsibility for support, and will next host and support the meeting in 2020.
2. THAT the City of Port Moody continue to participate on the JFCYJC, and agree to host and support the committee every second year, beginning with 2017.

Financial Implications

Discontinuing participation on the JFCYJC would free up staff and facility resources for the City of Port Moody to support four additional meetings of its choice per year.

Communications / Civic Engagement

Letters will be sent to City of Coquitlam, City of Port Coquitlam, Village of Anmore, and the Village of Belcarra to notify them that the City of Port Moody will no longer participate in, appoint members to, or provide administrative or financial support to the Joint Family Court and Youth Justice Committee. Letters will also be sent to the three Port Moody representatives on the JFCYJC to advise them of the decision, thank them for their contribution, and invite them to participate on Port Moody Committees in 2017.

Council Strategic Plan Objectives

Discontinuing participation on the JFCYJC meets the Council Strategic Goal of extending corporate financial responsibility by optimizing the use of City facilities and staff resources.





Attachments:

1. Letter from City of Port Coquitlam dated December 22, 2015 re JFCYJC Support.
2. JFCYJC Terms of Reference (Approved by the City of Port Moody).
3. Report from Legislative Services dated May 11, 2012 re JFCYJC.
4. Letter to the Attorney General dated June 20, 2012 re JFCYJC.
5. Letter from the Attorney General dated August 21, 2012 re JFCYJC.
6. JFCYJC Terms of Reference (Not Approved by the City of Port Moody).

Report/Recommendation to Council

Joint Family Court and Youth Justice Committee

March 7, 2016

Prepared by:	Reviewed by:
 D. Shermer Corporate Officer	 A. Parnell General Manager of Corporate Services
Reviewed for Form and Content / Approved for Submission to Council:	
City Manager's Comment/Concurrence  for Kevin Ransay City Manager	
Corporate Review	Initials
Corporate Communications	



2580 Shaughnessy Street, Port Coquitlam BC, Canada, V3C 2A8
Tel 604.927.5421 • Fax 604.927.5402
corporateoffice@portcoquitlam.ca



December 22, 2015

CITY OF PORT MOODY

Attn: D. Shermer, Corporate Officer
100 Newport Drive
Port Moody, BC V3H 3E1

Dear Ms. Ridley:

RE: JOINT FAMILY COURT AND YOUTH JUSTICE COMMITTEE SUPPORT

During this time of year we are reviewing our appointments to various Committees, Boards and Task Forces. We want to remind you that on November 4, 2013, our Council agreed to no longer support the Joint Family Court and Youth Justice Committee by adopting the following resolution:

"That Council endorse the following options:

- Withdraw budget after 2014 and advise committee to seek funding from the Attorney General's Office;
- Advise the committee that Port Coquitlam would prefer that the Committee restrict its activities to those set out in the *Provincial Court Act*; and

That the Corporate Officer draft a resolution for UBCM for support, of asking the Attorney General to amend the *Provincial Court Act* to remove the requirement on Municipalities to establish Joint Family Court Committees".

As 2014 was our last year to support the Committee we wanted to give you advance notice that we will not be participating in the municipal rotation for 2017.

If you have any questions, please feel free to contact me at 604-927-5413.

Yours truly,

A handwritten signature in cursive script, likely belonging to Carolyn Deakin.

Carolyn Deakin, CMC
Assistant Corporate Officer

cc City of Coquitlam, Mr. J. Gilbert, City Clerk
Mayor and Councillors, City of Port Coquitlam
J. Leeburn, Chief Administrative Officer

CITY OF PORT MOODY	
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DEC 24 2015	
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FUTURE AGENDA.....	
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www.portcoquitlam.ca

Terms of Reference

Family Court and Youth Justice Committee

For the cities of Port Coquitlam, Port Moody, Coquitlam and the Villages of Anmore and Belcarra
(Revised 2006)

Establishment and Authority

The Joint Family/Court Youth Justice Committee (JFCYJC) is essentially composed of two separate committees - the Family Court Committee and the Youth Justice Committee - created under two separate Acts which are, respectively, Section 5 of the Provincial Court Act and Section 18 of the Youth Criminal Justice Act. These sections read as follows:

Family Court Committee

The Provincial Court Act, Section 5, establishes the Joint Family Court Committee.

- s.5 (1) A municipality must have a family court committee appointed by the municipal council in January of each year.
- (2) The members of a family court committee must include persons with experience in education, health, probation or welfare.
 - (3) The members of a family court committee serve without remuneration.
 - (4) If a court facility in which family matters are dealt with serves more than one municipality or area not in a municipality, the family court committee must be composed of representatives from each area served.
 - (5) The municipalities involved must appoint one member of the family court committee as chair, and another as vice chair.
 - (6) The family court committee must do the following:
 - (a) meet at least 4 times a year to consider and examine the resources of the community for family and children's matters, to assist the court when requested and generally, and to make the recommendations to the court, the Attorney General or others it considers advisable;
 - (b) assist the officers and judges of the court, if requested, to provide a community resource or assistance in individual cases referred to the committee;
 - (c) report annually to the municipalities involved and to the Attorney General respecting their activities during the past year.

Youth Justice Committees

18. (1) The Attorney General of Canada or a province or any other minister that the lieutenant governor in council of the province may designate may establish one or more committees of citizens, to be known as youth justice committees, to assist in any aspect of the administration of this Act or in any programs or services for young persons.

(2) The functions of a youth justice committee may include the following:

(a) in the case of a young person alleged to have committed an offence,

(i) giving advice on the appropriate extrajudicial measure to be used in respect of the young person,

(ii) supporting any victim of the alleged offence by soliciting his or her concerns and facilitating the reconciliation of the victim and the young person,

(iii) ensuring that community support is available to the young person by arranging for the use of services from within the community, and enlisting members of the community to provide short-term mentoring and supervision, and

(iv) when the young person is also being dealt with by a child protection agency or a community group, helping to coordinate the interaction of the agency or group with the youth criminal justice system;

(b) advising the federal and provincial governments on whether the provisions of this Act that grant rights to young persons, or provide for the protection of young persons, are being complied with;

(c) advising the federal and provincial governments on policies and procedures related to the youth criminal justice system;

(d) providing information to the public in respect of this Act and the youth criminal justice system;

(e) acting as a conference; and

(f) any other functions assigned by the person who establishes the committee.

Composition

Representatives to the Committee, as determined by the Committee, are appointed for two year periods.

Voting Members*

- City of Coquitlam (six voting members)
- City of Port Coquitlam (three voting members)
- City of Port Moody (three voting members)
- Village of Anmore (two voting members)
- Village of Belcarra (two voting members)
- Electoral Area "B" (two voting members)

*Voting Members are defined as appointed citizens and/or city councilors.

Associate Members: Associate members are non-voting members that provide important information on services, legislation, policy, emerging issues and community needs that help guide the business of the committee. These organizations will be comprised of government agencies and community based service providers as determined by the committee. Associate members are encouraged to sit on any or all subcommittees and take part in all committee discussions. While associate members are non-voting members at the level of the committee of the whole, they are entitled to vote at the sub-committee level. Associate members could include but are not limited to:

- Senior Probation Officer
- Share Society Representative
- Ministry of Children and Family Development
- RCMP
- Port Moody Police Department
- Coquitlam School District 43
- Clerk to the Family Court Committee (a position shared by the Municipalities on a rotating basis) (Port Coquitlam 1999, 2002, 2005, etc.)

Duties and Responsibilities

The committee will meet at least (6) times a year:

The ongoing duties and responsibilities, which are set by the Committee include the following:

- To provide information and educate the public on issues related to Family Court and Youth Criminal Justice Issues.
- To consider, examine and review changes to the resources and services of the community for family, children and youth as pertaining to family court, youth justice and crime prevention issues as required or requested.

- To increase the Committee's visibility within the community, such that it is recognized as an appropriate body to whom recommendations can be proposed to improve, create or eliminate legislation, policies or programs serving families and/or children.
- To review and analyze legislation, policies and programs concerning family, youth justice and crime prevention issues and make recommendations to the appropriate legislative or implementing bodies.
- To assist the court when requested and generally, and to make the recommendations to the court, the Attorney General or others it considers advisable;
- To assist the officers and judges of the court, if requested, to provide a community resource or assistance in individual cases referred to the committee;
- To report annually to the municipalities involved and to provide a copy to the Attorney General respecting their activities during the past year.

In studying the needs of families and children, the committee endeavors to assist in seeing that these needs are met; to understand legislation, policies and programs as they relate to those needs in the community, and to provide considered opinions and recommendations to the Municipal Councils, the Attorney-General, and others as it may be considered advisable.

Each member of the Committee should be:

- Aware of the mandate of the Family Court Committee/Youth Justice Committee, how the district committee has interpreted the mandate, and be prepared to give time and energy so that the Committee will be effective.
- An active participant in the affairs of one or more standing committees.
- Continually watchful as to the welfare of the children and youth involved in justice, protection, divorce and custody systems.
- Involved in discussions, workshops, and visitations to facilities and in communication with other family court committees.

Termination of term of office:

If a committee member misses more than three consecutive meetings without cause or notification, the committee may recommend to the appointing body to terminate the appointment. Time permitting a replacement member may be appointed to the committee.

Procedures:

Meeting dates, times and locations are determined prior to the start of the new session, The location of the meeting rotates to the Municipality providing the secretarial duties on an annual basis.

A quorum is four members. The vote of the majority is the vote of the committee.
Procedure is followed as described by Robert's Rules.



City of Port Moody

Report/Recommendation to Council

Date: May 11, 2012
Submitted by: Legislative Services
Subject: Joint Family Court and Youth Justice Committee

File No. 01-0360-20-08/Vol 01

Purpose

To provide background information on the Joint Family Court and Youth Justice Committee and outline possibilities for updating its Terms of Reference.

Background

The Joint Family Court and Youth Justice Committee (JFCYJC) currently serves Anmore, Belcarra, Coquitlam, Port Coquitlam, and Port Moody. The Committee meets monthly. Administrative support is provided by Coquitlam, Port Coquitlam, and Port Moody on an annual rotation.

The *Provincial Court Act* requires municipalities to establish Family Court Committees, and to establish joint committees where a court serves more than one municipality. Family Court Committees must meet four times per year. The *Youth Criminal Justice Act* states that the Federal or Provincial Government may establish Youth Justice Committees, but does not mandate municipal governments to establish Youth Justice Committees.

The JFCYJC Terms of Reference was last updated in 2006, and require updating in the following areas:

1. Membership – the Terms of Reference assigns two of 18 seats to Electoral Area B, which ceased to exist in 1995. The Anmore/loco Area of Electoral Area B was established in 1983 and has since been incorporated into Anmore, Belcarra, Port Moody, and the Indian Arm Provincial Park. These two seats must be eliminated or reassigned.
2. Qualification of Members – Section 5(2) of the *Provincial Court Act* requires that members of a family court committee must include persons with experience in education, health, probation or welfare. The JFCYJC does not have any requirements for voting members.
3. Area Served – Section 5(4) of the *Provincial Court Act* states that "If a court facility in which family matters are dealt with serves more than one municipality or area not in a municipality, the family court committee must be composed of representatives from each area served." This requires the JFCYJC to include Maple Ridge and Pitt Meadows which are now served by the Port Coquitlam Court House. Both Maple Ridge and Pitt Meadows have declined the request to participate, contrary to Provincial requirements.
4. Length of Appointments – the Terms of Reference states that members are appointed for a two year period. The City of Port Coquitlam appoints their members for one year terms.

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Attachment 6.1

Report/Recommendation to CouncilJoint Family Court and Youth Justice Committee
May 11, 2012

5. Appointment of Associate Members – the Terms of Reference lists seven associate members. With the exception of a committee clerk, there has been no appointment of associate members.
6. Meeting Frequency – the Terms of Reference state that the Committee will meet at least six times per year. In practice, the Committee meets on a monthly basis.

There are examples of active Family Court Committees in other municipalities. The City of Richmond has a Family Court Committee with a large Court Watch program. The City of Vancouver has a Family Court and Youth Justice Committee, and provides administrative support for four meetings per year, as mandated by the *Provincial Court Act*. The Capital Regional District financially contributes to the Victoria Family Court and Youth Justice Committee, which represents thirteen municipalities and is organized by an individual or organization that is not affiliated with any particular municipality.

Ten other municipalities have confirmed that they do not have an active Family Court/Youth Justice Committee. Some of these municipalities discontinued their committees without notifying the Ministry of the Attorney General, while others have written to the Ministry for direction, and, receiving no response, discontinued their committees.

Enquiry BC directed questions on the Family Court Committees to a senior policy analyst at the Ministry of the Attorney General, who, after research, could not confirm that Family Court Committees exist, nor provide any information on where Family Court Committees should be sending their annual reports as required under the *Provincial Court Act*. The policy analyst suggested contacting the local court house for more information.

The Registry at the Port Coquitlam Court House denied any knowledge of the Joint Family Court and Youth Justice Committee, and suggested that the Family Justice Centre be contacted. The Family Justice Centre also denied any knowledge of the JFCYJC, and suggested that the Justice Access Centre be contacted.

According to historical information, the Maintenance Enforcement and Locate Services branch of the Ministry of the Attorney General is responsible for Family Court Committees; however, staff at this office denied any involvement with, and awareness of, Family Court Committees. E-mails sent to Chris Beresford, the Executive Director of this branch, went unanswered from February 27, 2012 to April 30, 2012, at which time he confirmed that funding to Family Court Committees had been cut some years ago, and that there is no longer any Provincial liaison for these committees. Mr. Beresford also noted that while section 5 of the *Provincial Court Act* requires Family Court Committees to be established and for all municipalities to be represented, there has not been any enforcement of this section. Mr. Beresford also confirmed that the Province does not have a current list of Family Court Committees.

Analysis

Section 5(6) of the *Provincial Court Act* outlines the duties of the Family Court Committees, it states that Family Court Committees must:

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Attachment 6.1

Report/Recommendation to Council

Joint Family Court and Youth Justice Committee
May 11, 2012

- (a) meet at least four times a year to consider and examine the resources of the community for family and children's matters, to assist the court when requested and generally, and to make the recommendations to the court, the Attorney General or others it considers advisable;
- (b) assist the officers and Judges of the court, if requested, to provide a community resource or assistance in individual cases referred to the committee;
- (c) report annually to the municipalities involved and to the Attorney General respecting their activities during the past year.

Given that various departments of the Ministry of the Attorney General are unaware of the existence of the Family Court Committees, it is unlikely that cases will be referred to the JFCYJC for assistance.

Amendment of the JFCYJC Terms of Reference would require the endorsement of five municipal governments: Anmore, Belcarra, Coquitlam, Port Coquitlam, and Port Moody. While Pitt Meadows and Maple Ridge have declined the invitation to participate in the JFCYJC, the *Provincial Court Act* clearly requires their representation on the JFCYJC. Attempts to include Pitt Meadows and Maple Ridge in an amended Terms of Reference may completely stall the JFCYJC, as was the case with the South Fraser Family Court and Youth Justice Committee, wherein two municipalities refused to ratify the Terms of Reference, with the result that the Committee was discontinued.

Communications

In response to an e-mail from Port Moody's Mayor, Pitt Meadows Mayor Deb Walters stated that she and Ernie Daykin, Mayor of Maple Ridge, are of the opinion that they are not required to participate in the JFCYJC.

Budgetary Impact

Port Moody currently provides one clerked meeting per month to the JFCYJC on an annual rotation with Coquitlam and Port Coquitlam. In addition, the City provides one meeting room per month to the Court Watch Subcommittee. If the annual rotation includes additional municipalities, (i.e. Anmore, Belcarra, Pitt Meadows, and Maple Ridge), there will be a cost saving to the City. Potential cost savings can also be achieved by reducing the number of clerked meetings to the *Provincial Court Act* requirement of four meetings per year.

Council Strategic Plan Objectives

Committees allow for community engagement in the decision making process. In the case of the JFCYJC, the issues concern matters of the Court and are generally outside of municipal jurisdiction. While the JFCYJC does encourage citizen engagement, their activities affect decision making at the Provincial level rather than at the level of local government, and therefore has limited effect on municipal governance. General issues affecting family and youth may be addressed through the Community Care Committee.

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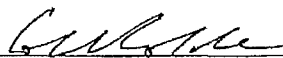
Attachment 6.1

Report/Recommendation to CouncilJoint Family Court and Youth Justice Committee
May 11, 2012**Sustainability Implications**

N/A

Policy Implications

N/A

Alternatives**THAT** the report from Legislative Services dated May 11, 2012 be received for information.**Recommendations****THAT** Council provide direction on the future of the Joint Family Court and Youth Justice Committee.**Prepared by:****Approved for Submission to Council:**Colleen Rohde
City ClerkTim Savoie
Acting City Manager

Corporate Review	Initials	Committee Review <i>List relevant committees</i>
Administration/Legislative Services/Human Resources/Mayor's Office	✓	
Communications/Finance /IT		
Culture/Environment/Facilities/Parks/Recreation		
Engineering/Operations		
Fire & Rescue		
Library		
Development/Building, Bylaw & Licensing		
Police		

Council Agenda Information

Regular Council Meeting

Date: June 12, 2012

Item # 6.1

June 20, 2012

File: 0360-20-08

Honourable Shirley Bond
Minister of Justice and Attorney General
PO Box 9044 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Honourable Minister Bond:

Re: Joint Family Court and Youth Justice Committee

At the Regular Council meeting of June 12, 2012, Port Moody City Council considered a report from Port Moody's Legislative Services Department related to Port Moody's participation in the Joint Family Court and Youth Justice Committee (JFCYJC) serving Anmore, Belcarra, Coquitlam, Port Coquitlam and Port Moody.

The report addressed the legislative requirements, as we understand them, related to Family Court Committees, which appears to be required by the *Provincial Court Act* and Youth Justice Committees, which under the *Youth Criminal Justice Act* appears discretionary on the part of municipalities.

The report also noted that the terms of reference for the JFCYJC serving the above member municipalities, are outdated and are in need of review in a number of areas. While conducting research as background information for updating the terms of reference, Port Moody staff noted that there is no consistency between municipalities related to these committees and some, in fact, do not have family court committees at all. Some of these municipalities advised us that they discontinued their committees without notifying the Ministry of the Attorney General, while others wrote to the Ministry for direction, and receiving no response, discontinued their committees. Further research and inquiries to various provincial agencies, as outlined in the report, failed to assist in clarifying the requirements and procedures for the committees.

.../2

Honourable Shirley Bond
Joint Family Court and Youth Justice Committee
June 20, 2012

Page 2

After considering this staff report, Port Moody Council subsequently passed the following resolution:

THAT the City of Port Moody send a letter to the Ministry of the Attorney General advising that if we do not hear back from them by September 1, 2012 on the issues outlined in the May 11, 2012 Legislative Services Department report, Port Moody will not be supporting the committee any longer.

It would be much appreciated if you could offer any clarification on the issues outlined in the attached report. As noted in Council's resolution, Council will reconsider their continued involvement in September 2012.

Yours truly,

M.E. (Mike) Clay
Mayor

Enclosure

01-04/10-05

RPH 38465

CITY OF PORT MOODY	
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MAYOR / COUNCIL	
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BRITISH
COLUMBIA

August 21, 2012

His Worship M. E. (Mike) Clay
 Mayor of the City of Port Moody
 100 Newport Drive
 Port Moody BC V3H 3E1

Dear Mayor Clay:

I am replying to your letter regarding the City of Port Moody's continued participation in the joint Family Court and Youth Justice Committee.

As you know, Family Court Committees (FCC) were established under the *Provincial Court Act* and have existed in many British Columbia communities since the 1970s. Although the Act mandates an FCC, the provincial government has never enforced the establishment or continuation of such committees. The purpose of an FCC is to address local needs, not to create a provincial network of resources funded by municipalities. For that reason, the terms of reference are very broad and the resulting activities of committees vary from one to another. I believe that it is important that local communities have a forum to address the issues that are most important to them. Some municipalities have obviously found an FCC a useful means to provide that forum.

An existing FCC can seek designation, through the Attorney General, to function as a Youth Justice Committee under the *Youth Criminal Justice Act*. In some cases existing FCCs have simply added the term to their title and continued with the work they are doing.

Several years ago, a group of FCCs in the Lower Mainland and Fraser Valley met to discuss the establishment of common terms of reference for all committees. It was clear that different FCCs identified different community needs that should guide their activities. It appears that long-standing FCCs have identified issues that are important to their communities and municipal governments—a process that I encourage and support.

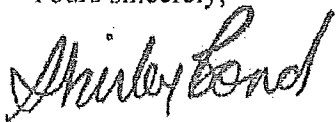
.../2

His Worship M. E. (Mike) Clay
Page 2

In the past, the provincial government was able to provide some limited support to FCCs. In 2006 the ministry met with representatives from three FCCs to try to establish resource material and a website to assist in the recruitment and orientation of members, and to foster communication between existing FCCs. Unfortunately, the participation of FCC members did not continue and the ministry was unable to provide new resources to establish these services.

In times of limited resources, all levels of government must make difficult decisions with respect to our priorities. I am sure that you and your Council will consider the costs and benefits as you make your decisions on continuing to participate in your Family Court and Youth Justice Committee.

Yours sincerely,

A handwritten signature in cursive script, appearing to read "Shirley Bond".

Shirley Bond
Minister of Justice
and Attorney General



Family Court and Youth Justice Committee

Terms of Reference

The Family Court and Youth Justice Committee is a statutory committee created and regulated through Provincial and Federal legislation and has a unique framework within municipalities. Statutory Committee membership is determined by the Committee or Board's enabling legislation. The Terms of Reference pertains to the cities of Port Moody, Coquitlam, Port Coquitlam and the Villages of Anmore and Belcarra. Revised 2013.

Establishments and Authority

The Joint Family/Court Youth Justice Committee (JFCYJC) is essentially composed of two separate committees - Family Court Committee and Youth Justice Committee - created under two separate acts which are, respectively, Section 5 of the Provincial Court Act and Section 18 of the Youth Criminal Justice Act. These sections read as follows:

Composition

Representatives to the Committee, as determined by the Committee, are appointed for two year periods. There are three groups of members.

1) Voting Members

Voting members are defined as appointed citizens and/or city councillors. The voting members are comprised of:

- City of Coquitlam (six voting members)
- City of Port Coquitlam (three voting members)
- City of Port Moody (three voting members)
- Village of Anmore (one voting members)
- Village of Belcarra (one voting members)

2) Associate Members

Associate members are non-voting members that provide important information on services, legislation, policy, emerging issues and community needs that help guide the business of the JFCYJC. These organizations may be comprised of government agencies or community based service providers as determined by the JFCYJC. Associate members are encouraged to sit on any or all subcommittees and take part in all committee discussions. While associate members are non-voting members at the level of the JFCYJC as the whole, they are entitled to vote at the sub-committee level.

Associate members may include and are not limited to:

- Senior Probation Officer
- Share Society Representative
- Ministry of Children and Family Development
- RCMP
- Port Moody Police Department
- Coquitlam School District 43
- Clerk to the Family Court Committee (a position shared by the municipalities on a rotating basis)

3) Volunteer Members

Volunteer members are non-voting members who provide information or services to the JFCYJC on issues relevant to the work of the committee. Volunteer members may participate at the level of the Committee as a whole or at the subcommittee level. Volunteer members are appointed at the discretion of the Committee and as determined by the Committee, as needs arise from time to time. Volunteer members are not bound by a two year term and may reside outside of the relevant municipalities.

Each member of the Committee should be:

- Aware of the mandate of the Family Court Committee and Youth Justice Committee, how the justice committee has interpreted the mandate, and be prepared to give time and energy so that the Committee will be effective.
- An active participant in the affairs of one or more standing committees.
- Continually watchful as to the welfare of the children and youth involved in justice, protection, divorce and custody systems.
- Involved in discussions, workshops and visitations to facilities and in communication with other family court committees.

Attendance of Members and Meetings

If a committee member misses more than three consecutive meetings, or 70% of the aggregate meetings without cause, the committee member is automatically removed. Time permitting, a replacement member may be appointed to the Committee to fill a vacancy.

Term of Appointment

Committee members may serve a maximum of 6 years (3 consecutive terms) on the Committee.

Procedures

Meeting dates, times and locations are determined prior to the start of the new session. The location of the meeting rotates on an annual basis among the municipalities providing administrative support. Each municipality shall share in resource provisioning.

A quorum is four members. The vote of the majority is a vote of the Committee. Procedure is followed as described by Robert's Rules of Order.

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