

REGULAR COUNCIL MEETING AGENDA INCLUDING ANNUAL GENERAL MEETING

VILLAGE OF ANMORE



Agenda for the Regular Council Meeting, including the Annual General Meeting, as scheduled for Tuesday, July 26, 2016 at 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC

1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: That the agenda be approved as circulated.

3. **Public Input**

Note: The public is permitted to provide comments to Council on any item shown on this meeting agenda.

4. **Delegations**

5. **Adoption of Minutes**

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(a) **Minutes of the Regular Council Meeting held on June 21, 2016**

Recommendation: That the Minutes of the Regular Council Meeting held on June 21, 2016 be adopted as circulated.

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(b) **Minutes of the Special Council Meeting held on July 12, 2016**

Recommendation: That the Minutes of the Special Council Meeting held on July 12, 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.

Recommendation: That the following recommendations be adopted on consent.

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(a) City of Maple Ridge

Recommendation: That the letter from City of Maple Ridge dated June 24, 2016 regarding Application for HPS Funding be received; and

That Village of Anmore Council supports the City of Maple Ridge's application for Homelessness Partnering Strategy funding.

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(b) Metro Vancouver Request for Endorsement

Recommendation: That the letter from Metro Vancouver dated June 29, 2016 regarding Regional Affordable Housing Strategy be received for information; and

That Village of Anmore Council supports the Metro Vancouver Regional Affordable Housing Strategy, revised June 20, 2016, as a collaborative approach to addressing regional housing needs.

NB: The Regional Affordable Housing Strategy dated June 20, 2016 (MV Doc #18636406) can be viewed online at <http://www.metrovancouver.org/services/regional-planning/PlanningPublications/RegionalAffordableHousingStrategy2016.pdf>.

8. Items Removed from the Consent Agenda**9. Legislative Reports****10. Unfinished Business****11. New Business****(a) Annual General Meeting**page 14
page 52**(i) Presentation of the Annual Report 2015****(ii) Presentation of the Statement of Financial Information****(b) Hazardous Drainage Conditions at 176 Wollny Court**

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Report dated July 19, 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**
- (b) General Correspondence**

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- Letter dated June 27, 2016 from City of Coquitlam regarding Diagnosis of Work Related Mental Health Injuries Among First Responders

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, June 21, 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 Paul Weverink
Councillor Kim Trowbridge

STAFF PRESENT

Juli Kolby, Chief Administrative Officer
Christine Milloy, Manager of Corporate Services
Luke Guerin, Operations Superintendent

Mayor McEwen announced that this is the last council meeting in the school portable. Council directed staff to send a letter of thanks to the principal of Anmore Elementary School.

1. Call to Order

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

2. Approval of the Agenda

It was MOVED and SECONDED:

R128/2016

“THAT THE AGENDA BE APPROVED AS CIRCULATED.”

CARRIED UNANIMOUSLY

3. Public Input

Don Crocket, Port Moody, presented comments on behalf of Jay and Ingrid Sheer, 2860 Sunnyside Road; presented comments in support of infill development.

Joan Walker, 110 Hemlock Drive, Anmore, presented comments in support of infill development and aging in place.

Kirstin Dumont Aubrey, 1495 East Road, Anmore, presented comments in support of infill development.

Andrew Robertson, 1085 Thompson Road, Anmore, presented comments in support of infill development.

Trudy Schneider, 171 Wyndham Crescent, Anmore, presented comments presented comments in support of infill development and aging in place.

Lynn Burton, 1020 Sugar Mountain Way, Anmore, presented comments in support of infill development and aging in place.

4. Delegations

Nil

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on June 7, 2016

It was MOVED and SECONDED:

R129/2016

"THAT THE MINUTES OF THE REGULAR COUNCIL MEETING HELD ON JUNE 7, 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) Development Procedures Bylaw No. 553-2016

It was MOVED and SECONDED:

R130/2016

"THAT ANMORE DEVELOPMENT PROCEDURES BYLAW NO. 553-2016 BE RECONSIDERED, FINALLY PASSED AND ADOPTED."

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business**(a) Mayor's Task Force on Land Use - Infill**

Mayor McEwen reported the Task Force's mandate and composition, and thanked all Task Force members for their efforts.

Herb Mueckel, Task Force Chair, reported that he is pleased with the process, and he recommends that the OCP be amended, which would include amendment to the Zoning Bylaw, in a public process. He thanked all Task Force members and Village staff for their efforts.

Doug Salberg, Task Force Vice-Chair, thanked Council for establishing the Task Force. He reported that it was a wholesome process, and he reiterated from the report that the philosophy behind the report is to enhance neighbourhoods in Anmore.

It was MOVED and SECONDED:

R131/2016 **"THAT COUNCIL RECEIVE THE REPORT FROM THE MAYOR'S TASK FORCE ON LAND USE FOR INFORMATION; AND THAT COUNCIL PROVIDE DIRECTION TO STAFF TO OUTLINE A WORK PLAN TO ANALYZE THE DIRECTIONS OUTLINED BY THE MAYOR'S TASK FORCE ON LAND USE, INCLUDING A PUBLIC PROCESS."**

CARRIED UNANIMOUSLY

(b) Award of Covered Structure Project

Juli Kolby presented the staff report dated June 14, 2016.

It was MOVED and SECONDED:

R132/2016 **"THAT COUNCIL APPROVE THE AWARD OF THE COVERED STRUCTURE PROJECT CONTRACT TO COVER STAR STRUCTURES LIMITED AS RECOMMENDED IN THE REPORT DATED JUNE 14, 2016 FROM THE CHIEF ADMINISTRATIVE OFFICER REGARDING AWARD OF COVERED STRUCTURE PROJECT."**

CARRIED UNANIMOUSLY

(c) Wildfire Protection Plan Review (Report)

Christine Milloy presented the staff report dated June 17, 2016.

It was MOVED and SECONDED:

R133/2016

“THAT COUNCIL RECEIVES THE REPORT DATED MAY 2016, PREPARED BY THE PROTECTIVE SERVICES COMMITTEE; AND THAT STAFF BE DIRECTED TO BRING THE REPORT FORWARD FOR FUTURE COUNCIL CONSIDERATION FOLLOWING A NEW REVIEW AND COMMENTS OF THE WILDFIRE PROTECTION PLAN BY THE SASAMAT VOLUNTEER FIRE DEPARTMENT AND THE EMERGENCY PREPAREDNESS COMMITTEE, AND TO STAFF FOR OUTLINING ANY FINANCIAL IMPLICATIONS TO THE VILLAGE.”

CARRIED UNANIMOUSLY

(d) Respectful Workplace Policy No. 50

Christine Milloy presented the staff report dated June 17, 2016.

It was MOVED and SECONDED:

R134/2016

“THAT COUNCIL RECEIVES THE REPORT DATED JUNE 17, 2016 WRITTEN BY CHRISTINE MILLOY, MANAGER OF CORPORATE SERVICES; AND THAT COUNCIL ADOPTS RESPECTFUL WORKPLACE POLICY NO. 50.”

CARRIED UNANIMOUSLY

12. Mayor's Report

Mayor McEwen reported that:

- On June 8, there was a Parks Meeting, where the issue of occupancy for the Belcarra cabins was discussed.
- On June 14, Juli (Kolby) held a Staff Appreciation BBQ, and most council members were in attendance.
- On June 14, Anmore and Port Moody Councils held a joint meeting regarding the loco Lands, and discussions included proposals for a portion of a bridge through Anmore for the David Avenue connector, a right-of-way through Anmore, and sewer connection in Anmore.
- On June 16, he met with the TransLink Mayors Council and Prime Minister Justin Trudeau in Burnaby; no new funding was announced and Mayors are undecided how to fund the mayors unsure how to finance their 17% shares.
- On June 18, council had a constructive planning workshop with Richard White, where they envisioned what Anmore would look like 100 years from now.

13. Councillors Reports

Councillor Weverink reported that:

- A Parks Committee Meeting hasn't been held in awhile, but he had a conversation with a member of TORCA – the Tri-Cities Off Road Cycling Association, and he invited them to come out to a future Parks Committee meeting.
- He attended the Green Building Conference in Toronto, for work, where he heard speakers talk about net-zero buildings, where new buildings would create their own energy.
- The meeting in Port Moody regarding the loco Lands was interesting for trying to understand the developer's vision and assumptions for the loco Lands.
- The same night of the Anmore and Port Moody meeting, the Save Bert Flinn Park organization had a rally prior to the Port Moody Council Meeting, where over 350 people attended with over 1,500 signatures on a petition.

Councillor Thiele reported that:

- BC Hydro will be holding an open house on Thursday, June 23

Cllr Weverink reported that:

- The Village sent a letter to BC Hydro opposing their position.

14. Chief Administrative Officer's Report

Juli Kolby reported that: 1:00

- The Village has a new Planning Consultant, Richard White. The Village provided notice to CitySpaces several months ago that it would be hiring an in-house Planner. She hopes to hire a new Planner soon.
- The call for proposals for the old village hall to be moved has been drafted and she hopes it will go out later next week, which will ask for public interest to move the building to a private lot.
- A re-branding RFP is out now, and closes on June 27.
- She has been working with a consultant to finalize the Canada 150 Grant application, which is due tomorrow.
- The signboards will be updated tomorrow to note the BC Hydro open house on June 23.
- The signboards currently note the watermain upgrade along Sunnyside Road, which is part of the Agreement the Village has for the Bella Terra Development.
- Work will start tomorrow for getting site preparation done for the new trailers, which includes expanding driveway access, removing a stump and brush; there are no plans for tree removal.
- Metro Vancouver launched their 'We Love Water Campaign'. The Village has posted a couple of signs. Residents can obtain materials from village hall if interested.
- The property tax deadline is July 4. She reminded the public that it is best to pay online or at village hall to ensure payments are received. Village hall will extend office hours to 6:00 p.m. on the due date.

15. Information Items

(a) Committees, Commissions, and Boards – Minutes

- Protective Services Committee Minutes of August 27, 2015
- Protective Services Committee Minutes of March 31, 2016

(b) General Correspondence

- Letter dated June 2, 2016 from Metro Vancouver regarding 2016 Regional Food System Action Plan.
- Letter dated June 2, 2016 from City of North Vancouver regarding Cigarette Butt Deposit Return Program.
- Letter dated June 9, 2016 from BC Ministry of Environment regarding *Water Sustainability Act*.
- Letter dated June 9, 2016 from Minister of Jobs, Tourism and Skills Training and Minister Responsible for Labour to Union of British Columbia Municipalities regarding Syrian refugee arrivals in BC.
- Email sent June 13, 2016 from Minister of Small Business and Red Tape Reduction and Minister Responsible for the Liquor Distribution Branch regarding the 2016 Open for Business Awards
- Email sent June 13, 2016 from Office of the Seniors Advocate, Province of British Columbia, regarding the 2015/16 Annual Report of the Office of the Seniors Advocate.

16. Public Question Period

Kerri Palmer Isaak, 230 Fern Drive, asked a question regarding collaboration with BC Hydro on the Wildfire Protection Plan.

Lynn Burton, 1020 Sugar Mountain Way, asked a question regarding wildfire protection.

Lynn Burton, 1020 Sugar Mountain Way, asked a question regarding vehicle stickers for Anmore residents, for priority access to Buntzen Lake.

17. Adjournment

It was MOVED and SECONDED:

R135/2016

"TO CONCLUDE."

CARRIED UNANIMOUSLY

The meeting adjourned at 8:13 p.m.

Certified Correct:

Approved by:

Christine Milloy
Manager of Corporate Services

John McEwen
Mayor

SPECIAL COUNCIL MEETING – MINUTES

VILLAGE OF ANMORE

Minutes of the Regular Council Meeting held on Tuesday, July 12, 2016 in the portable classroom at Anmore Elementary School, 30 Elementary Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Kim Trowbridge
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Councillor Ryan Froese
Councillor Ann-Marie Thiele

STAFF PRESENT

Christine Milloy, Manager of Corporate Services
Chris Boit, Engineering Consultant

1. Call to Order

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

2. Approval of the Agenda

It was MOVED and SECONDED:

R136/2016

"THAT THE AGENDA BE APPROVED AS CIRCULATED."

CARRIED UNANIMOUSLY

3. New Business

(a) **Award of Contract for Road Rehabilitation Project**

Chris Boit presented the report dated July 6, 2016 from the Chief Administrative Officer.

It was MOVED and SECONDED:

R137/2016

"THAT COUNCIL APPROVE THE AWARD OF THE 2016 CAPITAL WORKS PROJECT CONTRACT TO JACK CEWE LIMITED AS RECOMMENDED IN THE REPORT DATED July 6, 2016 FROM THE CHIEF ADMINISTRATIVE OFFICER REGARDING AWARD OF 2016 CAPITAL WORKS PROJECT; AND THAT COUNCIL APPROVE \$75,000 FROM THE CURRENT ROAD REHABILITATION BUDGET BE REALLOCATED TO REHABILITATE SUGAR MOUNTAIN WAY AS PART OF THE OVERALL CONTACT AWARD."

CARRIED UNANIMOUSLY

4. **Adjournment**

It was MOVED and SECONDED:

R138/2016 **"TO ADJOURN."**

CARRIED UNANIMOUSLY

The meeting adjourned at 7:12 p.m.

Certified Correct:

Approved by:

Christine Milloy
Manager of Corporate Services

John McEwen
Mayor



Office of the Mayor



June 24, 2016

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

Dear Mayor ~~McEwen~~, *John*

Re: Request for a Letter of Support for the City of Maple Ridge's Application for HPS Funding

The City of Maple Ridge would like to invite you to join us in a dialogue about the escalating challenge of addressing homelessness across the region. City Council has endorsed a recommendation to apply for Homelessness Partnering Strategy (HPS) funding under the regional initiatives stream to host a Regional Summit. The *Summit for Cities On Homelessness* seeks to host the first ever region-wide city-focused summit on this topic.

I am asking you for a letter of support on behalf of your municipality to accompany this funding application. Your support in word and deed will both strengthen the application and our overall ability as a region to address homelessness and associated impacts on local governments.

While homelessness remains largely the responsibility of provincial and federal levels of government, we know that it is at the municipal level where impacts are primarily felt. Across the region, we are all intrinsically linked through transit, shelter, healthcare and justice systems, as such, we face similar challenges in addressing the issue of homelessness. Regionally and locally extensive resources are required to just manage the impacts – policing, security, bylaws, parks, operations and fire costs have increased exponentially. The individuals who are on our streets and in our shelters are in need of supports, services and housing that as local governments we are not resourced to provide.

In 2014, there were 2,777 individuals living on the streets or in shelters in Metro Vancouver. The next homeless count for the region will take place in 2017; it is likely that this count will increase despite considerable efforts. New ideas and approaches are required to stem the flow of people into homelessness and to increase the flow of people moving out of homelessness. A Regional Summit will provide a forum for new conversations, coordinated approaches and actions that will help to make this shift.

I thank you in advance for your support. Please do not hesitate to contact me should you have any questions.

Sincerely,

Nicole Read

Nicole Read
Mayor

District of Maple Ridge

11995 Haney Place, Maple Ridge, British Columbia V2X 6A9 CANADA

Telephone: 604-463-5221 • Fax: 604-467-7329 • Email: enquiries@mapleridge.ca • www.mapleridge.ca

Summit for Cities on Homelessness: Strengthening Regional and Sub-Regional Approaches

Introduction

This summary outlines the proposed project concept of the City of Maple Ridge for the Homelessness Partnering Strategy (HPS). In collaboration with other local governments across Metro Vancouver, this project will facilitate a practical conversation that fosters a regional position and regional approach to addressing the current homeless population and the drivers that are resulting in increase in the number of homeless on our streets.

Objectives

The *Summit for Cities on Homelessness* seeks to host the first ever region-wide city-focused summit on the topic of homelessness. Three objectives guide the development and implementation of the Summit:

1. To facilitate knowledge development and exchange about the current and prospective roles of local government in working with non-profits and senior government to address homelessness;
2. To enhance regional and sub-regional capacity to coordinate resources and leverage toward developing new responses to homelessness in communities and the neighbourhoods therein;
3. To co-create new forums for education and awareness about the issue of homelessness and to explore the pathways and priorities for local government's advocacy role in addressing homelessness.

Anticipated Outcomes

We anticipate that summit participants, and the cities they work for, will benefit from the following outcomes:

1. New knowledge about how cities in the region and other similar jurisdictions are working to address homelessness;
2. New regional and sub-regional strategies for how to most effectively coordinate services and amenities to ensure experiences with homelessness are brief and one time;
3. New partnerships between local governments that have a common interest in working together to address regional and/or sub-regional homelessness issues.

Audience

The target audience for this summit is municipal political leaders, municipal staff and executive leaders of organizations delivering housing services.

Anticipated cost and timing

The total cost of the summit is estimated at between \$75,000-\$100,000 and is tentatively planned for the spring of 2017.

Re: HPS Funding Application Regional Initiative Stream

Applicant: City of Maple Ridge

To Whom It May Concern,

The City of _____ supports the City of Maple Ridge's application for Homelessness Partnering Strategy (HPS) funding. As part of the Metro Vancouver region, we welcome the opportunity to participate in a *Summit for Cities on Homelessness*. The first ever region-wide city-focused summit on the topic is an ideal platform to create partnerships, enhance planning, share resources and knowledge.

Metro Vancouver's Affordable Housing Strategy has a goal statement to end homelessness. The Regional Summit will afford an opportunity for the region to start the conversation on how to reach this goal. Metro Vancouver remains distinctively impacted by the issue of homelessness; therefore, unique responses are required to make effective and lasting change.

We look forward to participating with the City of Maple Ridge and our other regional partners on the first ever region wide city- focused Regional Summit.

Sincerely,

Mayor _____

Office of the Chair
Tel. 604 432-6215 Fax 604 451-6614

File: CR-12-01
Ref: RD 2016 May 27

JUN 29 2016

Mayor McEwen and Council
Village of Anmore
2697 Sunnyside Road
RR1
Anmore, BC V3H 5G9

Dear Mayor McEwen and Council:

Re: Regional Affordable Housing Strategy



At its May 27, 2016 regular meeting, the Board of Directors of the Greater Vancouver Regional District ('Metro Vancouver') adopted the following resolution:

That the GVRD Board:

- a) Adopt the Regional Affordable Housing Strategy attached to the report dated May 13, 2016, titled "Regional Affordable Housing Strategy"; and*
- b) Convey the Regional Affordable Housing Strategy to member municipalities with a request to endorse the Strategy as a collaborative approach through which stakeholders can advance its vision, within their authority;*
- c) Transmit the Regional Affordable Housing Strategy to the BC Minister Responsible for Housing, The Honourable Rich Coleman; The Minister of Families, Children, and Social Development, and the Minister responsible for Housing and Canada Mortgage and Housing Corporation, The Honourable Jean Yves Duclos, and other stakeholders with an interest in regional housing affordability; and*
- d) Direct staff to develop an implementation plan for Metro Vancouver actions.*

We are pleased to provide a copy of the *Regional Affordable Housing Strategy* for your reference.

The high cost of housing in Metro Vancouver is a major concern for residents and local governments. First adopted in 2007, the new *Regional Affordable Housing Strategy* (2016) aims to provide leadership and a collaborative approach for meeting the region's pressing housing issues. Our vision is to have a diverse and affordable housing supply so Metro Vancouver region can remain livable and prosperous.

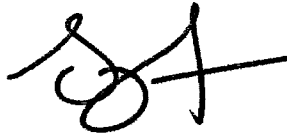
In November 2015, the GVRD Board conveyed to Municipal Councils the Draft *Regional Affordable Housing Strategy* for review and comment. Some Councils endorsed the Draft Strategy at that time, or provided support in principle and offered suggestions for improvement. Others received it for information only. The final *Regional Affordable Housing Strategy* (RAHS) that was adopted by the GVRD Board took these comments into consideration.

The GVRD Board requests that your Council endorse the *Regional Affordable Housing Strategy* as a collaborative approach to addressing regional housing needs.

We request that you inform the GVRD Board of your Council's decision by November 30, 2016.

The next step will be for the GVRD Board to write to the federal and provincial governments and other key stakeholders, such as Health Authorities, urging that they take the recommended actions in the Strategy.

Yours truly,

A handwritten signature in black ink, appearing to be 'GM' with a stylized flourish.

Greg Moore
Chair, Metro Vancouver Board

GM/DL/me

Encl: *Regional Affordable Housing Strategy* dated June 20, 2016 (Doc #18636406)



Buntzen Lake in winter

VILLAGE OF ANMORE ANNUAL REPORT 2015

For the Fiscal Year Ended December 31, 2015

MESSAGE FROM THE MAYOR

Message from the Mayor

On behalf of Council, I am pleased to present the Village of Anmore's 2015 Annual Report. This report is an important tool for Council and staff to monitor and evaluate the evolution of our growing community, and to ensure that the residents of Anmore are provided information with openness and transparency. It provides an overview of our financial performance for the fiscal year ending on December 31, 2015, as well as an overview of the Village's progress as determined in the Corporate Strategic Plan 2015-2018.



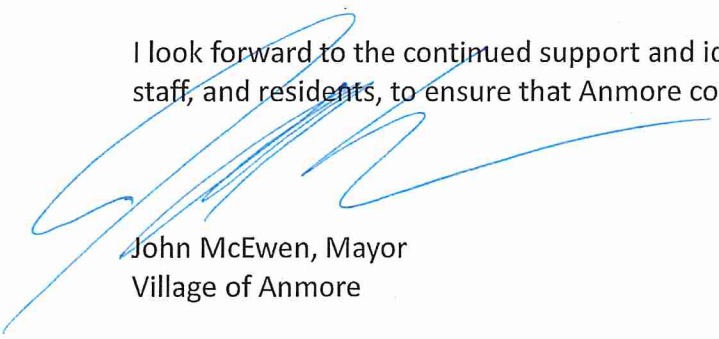
2015 presented the Village with significant staffing and consultant challenges. As part of Council's Corporate Strategic Plan, the Village hired an in-house building inspector/bylaw enforcement officer. This position is now providing the required rigor to all building related permits to ensure the safety of new homeowners in Anmore. In the fall, we hired a new Chief Administrative Officer, Juli Kolby, and the Village has been steadily improving service levels and becoming better prepared for future opportunities and challenges since.

As residential growth continues, the Village is taking a proactive and collaborative approach to ensure that future development is managed properly, aligned with our strategic priorities and addresses resident concerns in regards to varied housing options.

The health, safety and financial viability of our community is of great importance to me. In working toward a financially sustainable future, I have improved relationships with neighbouring municipalities and begun working with fellow Mayors in Metro Vancouver to explore partnerships that are mutually beneficial.

We continue to see volunteers organize and participate in our annual community events, including the Easter Egg Hunt, Ma Murray Day, Halloween Fireworks and Light Up Spirit Park. In seeing many long-term resident volunteers move out of Anmore in 2015, I encourage all current and future residents to become more engaged in their community.

I look forward to the continued support and ideas from my colleagues on Council, Village staff, and residents, to ensure that Anmore continues to be a community we are proud of.



John McEwen, Mayor
Village of Anmore

ABOUT ANMORE

About Anmore



The Village of Anmore was incorporated on December 7th, 1987, and is a semi-rural residential community situated north of Port Moody in the northeast sector of the Metro Vancouver Regional District. Growth has been steady since incorporation and the current population is 2,092*.

The Buntzen Lake Reservoir Recreation area is operated by BC Hydro and is set within the Village's boundary. This recreation area attracts numerous visitors throughout the year where they enjoy hiking, biking and the use of horse trails located throughout the park, and it is also an enjoyable spot for relaxing picnics, swimming, canoeing and fishing.

The Village provides its residents with water supply, solid waste (garbage, recycling and green waste) and road maintenance services. Individual property owners are required to provide for onsite septic treatment. Additional services, provided by third party agencies, include electricity (BC Hydro), natural gas (Fortis BC), telephone (TELUS) and cable television (Shaw).

There are no recreational facilities owned or operated by the municipality, however, the Village boasts about the excellent services provided by volunteers of the community, which includes the Sasamat Volunteer Fire Department. Due to the number of residents who volunteer their time for community events, the Village is able to host a number of events for all residents to take part in and enjoy. Some of these highlighted events include the Ma Murray Heritage Day held annually in September and a children's Christmas Party held annually in December.

**2011 Census, Including Increases Certified By Minister*

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Photo Credits

'Buntzen Lake in winter'	David Dossot
Mayor John McEwen (sitting)	John McEwen personal files
Juli Kolby (headshot)	Heather Escaravage
Buntzen Lake (image untitled)	Google Images
Looking Ahead (image untitled)	Google Images
Council - Group and Individual	Wolfgang Knauer
Map of Anmore and surrounding Area	Google Maps



TO OUR STAKEHOLDERS

To Our Stakeholders

2015 was a time of change for the Village of Anmore. In my first few months as Chief Administrative Officer (CAO), I was struck at the high level of dedication and skill that the staff team delivered to Council and the residents every day. Their knowledge of Anmore and its residents is also remarkable, and contributes to the sense of community that is so important. Staff were open to change when it came time to streamline their responsibilities and they have embraced their new roles, all while improving service levels to residents.

The CAO's role is to serve Council and be the primary liaison between Council and staff. As such, it is my responsibility to ensure that Council's priorities and strategic objectives are implemented.

In 2015, staff were able to begin a number of the tasks that have been identified in the 2015-2018 Corporate Strategic Plan. In addition, we were successful in hiring a Building Inspector/Bylaw Enforcement Officer. This position has been instrumental in helping to ensure homes built in Anmore are safe and sound for decades to come.

Staff also worked with a consultant to finalize a comprehensive Water Utility Master Plan which provides us with the detailed information we need to properly plan for the replacement of the Village's most important asset. To round out Council's objective to keep pace with best practices, an Asset Management Plan will be completed in 2016 to provide similar information for the remaining assets owned by the Village.

2016 promises to bring additional change. Through a restructuring of staff, the Village will be hiring a Manager of Development Services. This in-house role will be responsible for providing guidance to myself and Council through future years of continued development, in a way that is manageable, maximizes benefit for the Village and safeguards our semi-rural nature. This is an exciting time for Anmore and I am proud to be a part of it.



A handwritten signature in blue ink that reads "Juli Kolby".

Juli Kolby
Chief Administrative Officer
June 30, 2016

FINANCIAL STATEMENTS

Financial Statements

Village of Anmore
Financial Statements
For the year ended December 31, 2015

Village of Anmore
Financial Statements
For the year ended December 31, 2015

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Statement of Management Responsibility

The financial statements contained herein have been prepared by management in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board of Chartered Professional Accountants Canada. A summary of the significant accounting policies are described in the summary of significant policies which proceed the notes to the financial statements. Management is also responsible for all statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The external auditors, BDO Canada LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. Their examination includes a review and evaluation of the Village's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.



Chief Administrative Officer

May 3, 2016



Tel: 604 688 5421
Fax: 604 688 5132
vancouver@bdo.ca
www.bdo.ca

BDO Canada LLP
600 Cathedral Place
925 West Georgia Street
Vancouver BC V6C 3L2 Canada

Independent Auditor's Report

To the Mayor and Council of
The Village of Anmore

We have audited the accompanying financial statements of the Village of Anmore, which comprise the Statement of Financial Position as at December 31, 2015 and the Statements of Operations, Change in Net Financial Assets and Cash Flows for the year then ended, and summary of significant accounting policies, and other explanatory information.

Management's Responsibility for Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village of Anmore as at December 31, 2015 and the results of its operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Emphasis of Matter

Without modifying our opinion, we draw attention to Note 6 of the financial statements, which explains that certain comparative information for the year ended December 31, 2014 has been restated.

BDO Canada LLP

Chartered Professional Accountants


Vancouver, British Columbia

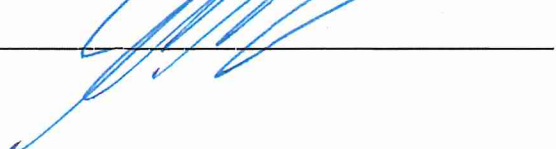
May 3, 2016

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Village of Anmore
Statement of Financial Position

December 31	2015	2014
		(restated note 6)
Financial Assets		
Cash	\$ 7,923,465	\$ 6,676,202
Accounts receivable (Note 1)	211,000	310,007
Taxes receivable	105,882	135,882
	<u>\$ 8,240,347</u>	<u>\$ 7,122,091</u>
Liabilities		
Accounts payable and accrued liabilities	\$ 277,834	\$ 290,678
Unearned revenues (Note 2)	1,477,495	1,190,976
Development cost charges (Note 3)	1,198,991	1,181,921
Deposits	986,426	926,002
Long-term debt (Note 4)	12,768	18,700
	<u>3,953,514</u>	<u>3,608,277</u>
Net Financial Assets	<u>4,286,833</u>	<u>3,513,814</u>
Non-Financial Assets		
Tangible capital assets (Schedule 2)	48,488,741	49,323,206
Prepaid expenses	24,599	13,431
Inventories	25,950	43,630
	<u>48,539,290</u>	<u>49,380,267</u>
Accumulated surplus (Note 5)	<u>\$ 52,826,123</u>	<u>\$ 52,894,081</u>


 _____ Chief Administrative Officer


 _____ Mayor

Village of Anmore
Statement of Operations

For year ended December 31	2015 Fiscal Plan	2015 Actual	2014 Actual (restated Note 6)
Revenue (Schedule 1)			
Taxation (Note 8)	\$ 1,627,785	\$ 1,631,625	\$ 1,473,657
Government grants	622,400	563,492	458,528
Permits, fees and other revenues	336,177	349,211	475,812
Interest income	72,000	52,337	74,047
Water utility	520,005	515,059	427,587
Developer levy	-	1,400	20,007
	<u>3,178,367</u>	<u>3,113,124</u>	<u>2,929,638</u>
Expenses (Schedule 1)			
General government	1,826,508	1,845,929	1,735,651
Public works	442,960	233,638	490,553
Protective and inspection services	112,353	111,612	119,704
Planning and development	169,679	163,568	133,971
Water utility	789,133	821,670	774,715
Interest and debt charges	13,884	4,665	7,870
	<u>3,354,517</u>	<u>3,181,082</u>	<u>3,262,464</u>
Annual deficit	(176,150)	\$ (67,958)	\$ (332,826)
Accumulated surplus, beginning of year	<u>52,894,081</u>	<u>\$ 52,894,081</u>	<u>\$ 53,226,907</u>
Accumulated surplus, end of year	<u>\$ 52,717,931</u>	<u>\$ 52,826,123</u>	<u>\$ 52,894,081</u>

<div>Village of Anmore</div> <div>Statement of Changes in Net Financial Assets</div>			
For year ended December 31	2015 Fiscal Plan	2015 Actual	2014 Actual (restated Note 6)
Annual deficit	\$ (176,150)	\$ (67,958)	\$ (332,826)
Acquisition of tangible capital assets	-	(28,914)	(296,252)
Amortization of tangible capital assets	785,000	863,379	864,242
Change in prepaid expenses	-	(11,168)	3,879
Change in inventories	-	17,680	(27,782)
Change in net financial assets for the year	608,850	773,019	211,261
Net financial assets, beginning of year	3,513,814	3,513,814	3,302,553
Net financial assets, end of year	\$ 4,122,664	\$ 4,286,833	\$ 3,513,814

Village of Anmore
Statement of Cash Flows

For the year ended December 31

2015

2014

(restated
Note 6)

Cash provided by (used in)

Operating activities

Annual deficit \$ (67,958) \$ (332,826)

Items not involving cash:

Actuarial gain on long-term debt (3,344) (3,062)

Amortization 863,379 864,242

Contributed tangible capital assets (6,500) -

785,577 528,354

Changes in non-cash operating balances:

Accounts receivable 99,007 371,401

Taxes Receivable 30,000 1,638

Prepaid expenses (11,168) 3,879

Accounts payable (12,844) (28,403)

Unearned revenue 286,519 88,793

Deposits 60,424 (394,355)

Inventories 17,680 (27,782)

1,255,195 543,525

Capital activities

Acquisition of tangible capital assets (22,414) (296,252)

Financing transactions

Development cost charges received and interest earned 17,070 15,608

Repayment of long-term debt (2,588) (2,588)

14,482 13,020

Increase in cash during the year

1,247,263 260,293

Cash, beginning of year

6,676,202 6,415,909

Cash, end of year

\$ 7,923,465 \$ 6,676,202

Village of Anmore

Summary of Significant Accounting Policies

For the year ended December 31, 2015

The Village of Anmore (the "Village") is a municipality in the province of British Columbia incorporated under the Local Government Act (British Columbia) and operates under the provisions of the Community Charter. The Village provides municipal services such as public works, planning, parks and other general government services.

Basis of Accounting

The Village prepares its financial statements in accordance with Canadian public sector accounting standards for local governments using guidelines developed by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants Canada.

The basis of accounting followed in these financial statements is an accrual method and includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenses in the period the goods and services are acquired and a liability is incurred.

The financial statements include the accounts of all funds of the Village. Interfund transactions and balances have been eliminated.

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, interest, legal fees, and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is put into use. Contributed tangible capital assets are recorded at fair value at the time of the contribution.

Estimated useful lives of tangible capital assets are as follows:

Roads	10 to 50 years
Buildings	20 to 40 years
Machinery and vehicles	8 to 20 years
Equipment and furniture	5 to 20 years
Water infrastructure	5 to 50 years
Other infrastructure	40 to 50 years

Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Significant estimates include estimating the value of contributed assets and useful lives of tangible capital assets.

Village of Anmore

Summary of Significant Accounting Policies

For the year ended December 31, 2015

Revenue Recognition

Taxes are recorded when they meet the definition of an asset, have been authorized and the taxable event has occurred. Annual levies for non-optional municipal services and general administrative services are recorded as taxes for municipal services in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectible amounts.

Through the British Columbia Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the same time they are awarded. Levies imposed on behalf of other taxing authorities are not included as taxes for municipal purposes.

Charges for water usage are recorded as user fees as delivered. Connection fee revenues are recognized when the connection has been established.

Sale of services and other revenue is recognized on an accrual basis as the services are delivered.

Collection of Taxes on Behalf of Other Taxation Authorities

The Village collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of the entities are not reflected in these financial statements.

Government Transfers

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Where stipulations give rise to a liability, transfers are initially recognized as deferred revenue when transferred and subsequently as revenue in the statement of operations as the stipulation liabilities are settled.

Unearned Revenue

Contributions with stipulations giving rise to a liability and revenues (building permits) pertaining to services required in future years have been deferred. These amounts will be recognized as revenue once the conditions giving rise to the liability have been settled.

Financial Instruments

Financial instruments consist of cash, accounts receivable, accounts payable and long-term debt. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest rate, currency or credit risk arising from these financial instruments.

Village of Anmore
Summary of Significant Accounting Policies

For the year ended December 31, 2015

Segmented Information

The Village segments its operations for financial reporting purposes based upon areas of managerial responsibility. This information is provided in Schedule 1.

Liability for Contaminated Sites - Adoption of New Accounting Standards

Effective January 1, 2015, the Village adopted the new Public Sector Accounting Standard PS 3260, Liability for Contaminated Sites. The new standard can be applied retroactively or prospectively and the Village has elected to apply it prospectively.

Under PS 3260, governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standard, the government has responsibility for remediation, future economic benefits will be given up and a reasonable estimate can be made.

Management has assessed its potential liabilities under the new standard including sites that are no longer in productive use and sites for which the Village accepts responsibility. There were no such sites that had contamination in excess of an environmental standard which required remediation at this time, therefore no liability was recognized on transition as at January 1, 2015 or at December 31, 2015.

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2015

1. Accounts Receivable

	2015	2014
Provincial grants	\$ 10,000	\$ 10,000
Water levies	116,966	132,570
GST receivable	19,944	61,141
Other	64,090	106,296
	<u>\$ 211,000</u>	<u>\$ 310,007</u>

2. Unearned Revenue

Unearned revenue represents revenues to be recognized as revenue in operations in subsequent years when the related expenditures are incurred or services delivered. Unearned revenue is comprised as follows:

	2015	2014
Community centre developer restricted donations	\$ 595,236	\$ 595,236
Major road network grant	303,068	223,620
Outdoor fitness grant	95,158	94,357
Unearned building permits and other	306,135	94,334
Tax prepayments	177,898	183,429
	<u>\$ 1,477,495</u>	<u>\$ 1,190,976</u>

3. Development Cost Charges

Development cost charges (DCC's) are collected to pay for the general capital and utility expenditures required for developments. In accordance with the *Community Charter*, these funds must be deposited into a separate reserve fund. The Village records DCC's levied as deferred revenues until the related expenditures are incurred, then the DCC's are recognized as revenue.

	2015	2014
Balance, beginning of year	\$ 1,181,921	\$ 1,166,313
Receipts in the year	-	21,438
Interest earned and deferred	17,070	11,177
Amounts spent and recognized as revenue	-	(17,007)
Balance, end of year	<u>\$ 1,198,991</u>	<u>\$ 1,181,921</u>

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2015

4. Long-term Debt

Security Issuing Bylaw	Purpose	Year of Maturity	Rate	Balance Outstanding	
				2015	2014
Water 173	Specified Area No. 4	2017	6.90%	\$ 12,768	\$ 18,700

Future principal requirements on existing debt:

2016	\$	6,229
2017		6,539
	\$	<u>12,768</u>

5. Accumulated Surplus

The Village segregates its accumulated surplus in the following categories:

	2015	2014
		(restated Note 6)
Current funds	\$ 915,574	\$ 848,620
Reserve funds	3,434,576	2,740,955
Investment in tangible capital assets	<u>48,475,973</u>	<u>49,304,506</u>
Balance, end of year	<u>\$52,826,123</u>	<u>\$ 52,894,081</u>

The investment in tangible capital assets represents amounts already spent and invested in infrastructure, net of associated debt financing.

Reserve funds represent amounts set aside by bylaw or council resolution for specific purposes. Details of reserve funds are shown below:

	2015	2014
Parks	\$ 418,942	\$ 412,921
Capital	1,846,155	1,214,377
Capital roads	614,515	566,668
Water storage	35,284	34,777
Water utility	<u>519,680</u>	<u>512,212</u>
	<u>\$ 3,434,576</u>	<u>\$ 2,740,955</u>

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2015

6. Prior Period Adjustment

While reviewing the Village's listing of tangible capital assets for the purposes of implementing the requirements of Canadian public sector accounting standard section 3260 - Liability for contaminated sites, the Village identified that portions of land, road and associated infrastructure had not been capitalized by the Village in 2009 while implementing the requirements of Canadian public sector accounting standard section 3150 - Tangible capital assets. Accordingly, accumulated surplus, tangible capital assets, and amortization expense has been adjusted for these discrepancies.

	Land	Other	Total
Tangible capital assets as previously stated - January 1, 2014	\$ 27,903,891	\$ 21,113,932	\$ 49,017,823
Additional tangible capital assets identified	831,107	42,266	873,373
Tangible capital assets restated - January 1, 2014	<u>\$ 28,734,998</u>	<u>\$ 21,156,198</u>	<u>\$ 49,891,196</u>
Accumulated surplus previously stated - January 1, 2014		\$ 52,353,534	
Add: tangible capital assets		<u>873,373</u>	
Accumulated Surplus restated - January 1, 2014		<u>\$ 53,226,907</u>	
Annual deficit previously stated - year ended December 31, 2014		\$ (330,125)	
Adjustment to amortization for tangible capital assets capitalized		<u>(2,701)</u>	
Annual deficit restated - year ended December 31, 2014		<u>\$ (332,826)</u>	

7. Contingent Liabilities

- (a) The Village is partially self-insured through the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the Village along with the other participants, would be required to contribute towards the deficit.
- (b) The Village is responsible as a member of Metro Vancouver for its proportion of any operating deficits or long-term debt related to functions in which it participates.

Village of Anmore
Notes to the Financial Statements

For the year ended December 31, 2015

8. Taxation - Net

	2015	%	2014	%
Total taxation	\$ 4,251,183	100.00	\$ 4,083,132	100.00
Collections on behalf of other governments:				
Metro Vancouver	201,411	4.74	211,242	5.17
School District - school tax	1,905,658	44.83	1,893,054	46.36
Municipal Finance Authority	176	-	169	-
BC Assessment Authority	54,062	1.27	53,253	1.30
Transportation Authority	284,052	6.68	285,356	6.99
Police	174,199	4.10	166,401	4.08
	2,619,558	57.52	2,609,475	62.60
General municipal taxation	\$ 1,631,625		\$ 1,473,657	

9. Developer Contribution of Tangible Capital Assets

Developer contribution of tangible capital assets represent assets such as roads and water infrastructure, which upon substantial completion of the subdivision and remedy of all significant deficiencies are transferred to the Village. During the year \$6,500 (2014 - \$nil) was contributed to the Village.

10. Pension Plan

The Village and its employees contribute to the Municipal Pension Plan (a jointly-trusted pension plan). The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of the benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2015, plan membership has about 185,000 active members, 80,000 retired members, and 33,000 inactive members. Active members include approximately 37,000 contributors from local government. The plan holds assets in excess of \$40 billion.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

For the year ended December 31, 2015

10. Pension Plan (continued)

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2012, indicated a \$1,370 million funding deficit for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2015 with results available later in 2016.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the plan.

The Village paid \$44,152 (2014 - \$51,378) for employer contributions while employees contributed \$41,126 (2014 - \$45,463) to the plan in fiscal 2015.

11. Segmented Information

The Village is a diversified municipal government institution that provides a wide range of services to its citizens such as roads, water and drainage infrastructure, garbage collection and parkland. The Village also contributes to the costs of police protection and transit which are under the jurisdiction of the provincial government and of TransLink, respectively. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

General Government

The general government department is the communications link between Council and the other municipal departments and the general public, providing assistance and advice to citizens with respect to Council/Committee processes, reporting procedures and decisions. This department is also responsible for the overall financial and risk management of the Village.

Public Works

Public works is responsible for the essential services of the Village:

- ensuring clean and safe water to the Village, supplied through underground pipes;
- providing and maintaining the Village's roads, sidewalks, street lights, signage and line markings, storm drainage and hydrants; and
- providing other key services including street cleaning and the coordination of residential garbage collection services.

For the year ended December 31, 2015

11. Segmented Information (Continued)

Protective and Inspection Services

Protection and inspection services are comprised of bylaw enforcement and building inspection.

- Bylaw enforcement administers, monitors and seeks compliance with the bylaws enacted by the Mayor and Council to regulate the conduct of affairs in the Village of Anmore.
- The Village of Anmore's Building Department maintains the quality of life for the Village's citizens by regulating all construction within the Village. This is achieved through the use of the Village of Anmore's Building Bylaw, the British Columbia Building Code, the British Columbia Fire Code and other related bylaws and enactments within the Village of Anmore.

Planning and Development

The planning and development department provides short-term and long-term planning services.

- Long-term planning includes work within the community plan on reviewing the Village's Official Community Plan, developing new Neighbourhood Plans, and the review of relevant bylaws.
- Short-term planning includes the processing of subdivision and development applications.

Water Utility

The water utility provides the distribution of water to residents.

Village of Anmore
Schedule 1 - Combined Statement of Operations by Segment

For the year ended December 31, 2015

	General Government	Public Works	Protective & Inspection Services	Planning & Development	Water Utility	2015 Actual	2015 Budget	2014 Actual
								(restated Note 6)
Revenues								
Taxation	\$ 1,631,625	\$ -	\$ -	\$ -	\$ -	\$ 1,631,625	\$ 1,627,785	\$ 1,473,657
Government grants	421,942	141,550	-	-	-	563,492	622,400	458,528
Permits, fees and other revenue	349,211	-	-	-	-	349,211	336,177	475,812
Water utility	-	-	-	-	515,059	515,059	520,005	427,587
Developer levy	1,400	-	-	-	-	1,400	-	20,007
Other revenue	52,337	-	-	-	-	52,337	72,000	74,047
Total revenue	2,456,515	141,550	-	-	515,059	3,113,124	3,178,367	2,929,638
Expenses								
Goods and Services	394,739	233,638	65,687	95,334	592,473	1,381,871	1,627,415	1,501,468
Labour	809,358	-	45,925	68,234	7,650	931,167	928,218	888,884
Debt charges	-	-	-	-	4,665	4,665	13,884	7,870
Amortization	641,832	-	-	-	221,547	863,379	785,000	864,242
Total Expenses	1,845,929	233,638	111,612	163,568	826,335	3,181,082	3,354,517	3,262,464
Excess (deficiency) in revenues over expenses	\$ 610,586	\$ (92,088)	\$ (111,612)	\$ (163,568)	\$ (311,276)	\$ (67,958)	\$ (176,150)	\$ (332,826)

Village of Anmore
Schedule 2 - Tangible Capital Assets

December 31, 2015

	Land	Building	Equipment & Furniture	Other Infrastructure	Roads	Machinery & Vehicles	Infrastructure	Water	2015	2014 (restated Note 6)
Balance, beginning of year (restated - Note 6)										
Additions	\$ 28,734,998	\$ 285,998	\$ 108,844	\$ 8,790,618	\$ 12,179,510	\$ 668,561	\$ 9,480,625	\$ 60,249,154	\$ 59,952,902	
Disposals	-	-	12,632	-	-	-	16,282	28,914	296,252	
	-	-	(5,544)	-	-	(24,561)	-	(30,105)	-	
Cost, end of year	28,734,998	285,998	115,932	8,790,618	12,179,510	644,000	9,496,907	60,247,963	60,249,154	
Accumulated amortization, beginning of year (restated - Note 6)										
Amortization	-	41,902	73,012	3,092,398	5,408,080	401,735	1,908,821	10,925,948	10,061,706	
Disposals	-	13,099	11,680	224,751	338,002	54,300	221,547	863,379	864,242	
	-	-	(5,544)	-	-	(24,561)	-	(30,105)	-	
Accumulated amortization, end of year	-	55,001	79,148	3,317,149	5,746,082	431,474	2,130,368	11,759,222	10,925,948	
Net book value, end of year	\$ 28,734,998	\$ 230,997	\$ 36,784	\$ 5,473,469	\$ 6,433,428	\$ 212,526	\$ 7,366,539	\$ 48,488,741	\$ 49,323,206	

Village of Anmore
Schedule 3 - Reserve Fund

For the year ended December 31, 2015

	Capital Roads	Parks Reserve	Water Storage	Capital Reserve	Water Utility	2015	2014
Balance, beginning of year	\$ 566,668	\$ 412,921	\$ 34,777	\$ 1,214,377	\$ 512,212	\$ 2,740,955	\$ 2,422,030
Interest earned	8,262	6,021	507	17,706	7,468	39,964	23,211
Transfers in	39,585	-	-	627,475	-	667,060	672,200
Expenditures (transfers out)	-	-	-	(13,403)	-	(13,403)	(376,486)
Balance, end of year	47,847	6,021	507	631,778	7,468	693,621	318,925
	\$ 614,515	\$ 418,942	\$ 35,284	\$ 1,846,155	\$ 519,680	\$ 3,434,576	\$ 2,740,955

PROGRESS REPORT FOR 2015

Progress Report for 2015

In June 2015, at an open meeting, Council endorsed the following objectives for the 2015 calendar year, as part of the Corporate Strategic Plan. The objectives were set following a meeting between Council, Staff, and Planning Consultants where a decision-making framework was created. The framework addressed corporate management and municipal service deliverables by identifying short- and long-term priorities and expectations for when progress was to be made on those objectives.



CORPORATE OBJECTIVES	STRATEGIES	MEASURES	STATUS
Finance and Communication			
Ensure financial sustainability of municipal resources (fiscal and personal) and service delivery to facilitate a fiscally viable future for the Village.	Implement Electronic Sign Boards	Identify service providers to outline options and cost implications. Purchase and install sign board(s).	In progress
	Create a Community and Corporate Identity/Brand	Engage a consultant to lead a community identity and corporate branding exercise with Council/staff and the public	In progress
	Continue to Improve Web and Social Media Communications	Complete website update	In progress
	Develop a Financial Sustainability Position Statement	Develop a statement to communicate the Village's position on financial sustainability	In progress
	Explore Village Hall Funding Options and Next Steps	Explore opportunities to secure funding from other levels of government	In progress
Operations and Maintenance			
Keep pace with best practices for the safety, operations and maintenance of municipal roads and services	Undertake Asset Management	Complete Water Utility Master Plan and	Completed in 2015;
		undertake a full Asset Management Plan	In Progress
	Complete a Road Master Plan	Engage a consultant to undertake Roads Master Plan	In progress
	GIS Mapping	Continue to develop GIS base mapping	Ongoing through 2018
	Continue Wildfire Preparation and Emergency Planning	Continue working with the Emergency Preparedness Working Group and BC Hydro to complete an Emergency Evacuation Plan for Buntzen Lake	In progress

PROGRESS REPORT FOR 2015

Planning and Development

Explore diversity in land use, housing, parks and recreation, and innovative infrastructure to meet the changing needs and demographic shift on the community	Initiate Regulatory Bylaw Review	Undertake a Zoning Bylaw update. Prioritize bylaws for update and identify funding sources and staff resources: • Works and Services • Fees and Charges • DCCs • Building and Plumbing	In progress
	Complete a Procedural Policies Review	Initiate update of: • Staff policies and procedures • Council meeting procedures	In progress
	Create a Bylaw Enforcement Position	Explore funding sources for a Bylaw Enforcement position	Completed in 2015
	Finalize Community Sport and Culture Grant	Consider redefining use of existing funding/assets to suit community needs	In progress
	Explore Opportunities for Commercial Operations, Possible Partnerships	Engage in discussions with potential commercial partners as opportunities arise	Ongoing through 2018

Environment

Foster preservation of the Village's natural environment and enhance awareness of its importance to the character and sense of community found in Anmore	Reduce GHG Emissions	Prepare a Fleet Management Plan to ensure efficiency of Village vehicles	In progress
		Explore potential to hook up solar panels at Village Hall	Completed in early-
	Protect Treed Slopes	Complete a review of the Village's Tree Management Bylaw	In progress
	Protect Riparian Areas	Introduce Development Permit process for the Watercourse Protection Development Permit Area	In progress

Parks, Recreation, Social, Arts and Youth

Enrich the community through integrating physical activity, learning, and arts and culture into daily life.	Establish a Connected Trail Network	Coordinate the development of trail connections according to OCP and Parks Master Plan	Ongoing through 2018
	Continue to Archive our Heritage Resources	Continue archiving the Village's cultural and heritage resources	In progress
	Enhance Community Events and Celebrations	Continue to provide support and funding for community events	Completed in early-

PROGRESS REPORT FOR 2015

Property Tax Exemptions

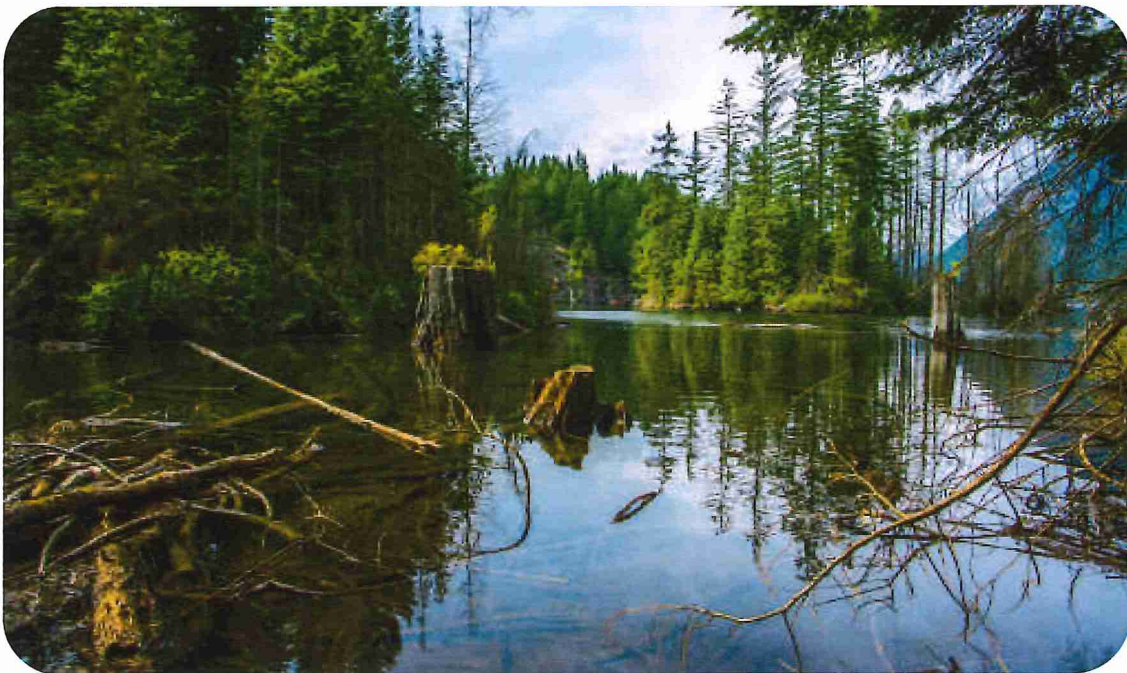
In accordance with section 98(2)(b) of the *Community Charter*, the Village is required to provide a report on the properties that were provided permissive property tax exemptions by Council in 2015.

None.

Declaration and Identification of Disqualified Council Members

Pursuant to section 81 of the *Local Government Act*, a person must meet a set of qualifications in order to hold office. The Village is required to declare and identify any disqualified council members.

None.



PROGRESS FORECAST FOR CURRENT YEAR

Progress Forecast for Current Year

Municipal Objectives and Progress Measures for 2016

In 2015, Council set the following objectives, which it hoped to accomplish in 2016. As in the past, these objectives were reviewed by Council and Staff with consideration of feedback received from constituents throughout the year.

CORPORATE OBJECTIVES	STRATEGIES	MEASURES
Finance and Communication		
Ensure financial sustainability of municipal resources (fiscal and personal) and service delivery to facilitate a fiscally viable future for the Village.	Create a Community and Corporate Identity/Brand	Deliver and support a community identity and brand strategy
	Continue to Improve Web and Social Media Communications	Identify and train key staff to manage social media
	Explore Village Hall Funding Options and Next Steps	Initiate RFP to undertake detailed design and costing for a new Village Hall and seek public input
Operations and Maintenance		
Keep pace with best practices for the safety, operations and maintenance of municipal roads and services	Undertake Asset Management	Complete Asset Management Plan
	Complete a Road Master Plan	Complete and prepare to implement the Roads Master Plan
	GIS Mapping	Continue to develop GIS base mapping
	Continue Wildfire Preparation and Emergency Planning	Work with the Emergency Preparedness Working Group to review and implement a Wildfire Protection Plan
	Retain an Emergency Preparedness Coordinator	Secure funding and hire a contract position [Completed in 2015]
	Investigate Traffic Calming and Speed Reduction	Identify opportunities to improve traffic safety through the Roads Master Plan
Planning and Development		
Explore diversity in land use, housing, parks and recreation, and innovative infrastructure to meet the changing needs and demographic shift on the community	Initiate Regulatory Bylaw Review	Continue review and update of regulatory bylaws: <ul style="list-style-type: none"> • Municipal Ticketing Information (MTI) • Solid Waste and Recycling • Traffic and Highways
	Create a Bylaw Enforcement Position	Hire a Bylaw Enforcement Officer [Completed in 2015]
	Explore Neighbourhood Planning and Character Definition	Explore funding options to develop Neighbourhood Plans

PROGRESS FORECAST FOR CURRENT YEAR

	Explore Opportunities for Commercial Operations, Possible Partnerships	Engage in discussions with potential commercial partners as opportunities arise
Environment		
Foster preservation of the Village's natural environment and enhance awareness of its importance to the character and sense of community found in Anmore	Reduce GHG Emissions	Monitor effectiveness of curb-side waste and recycling pickup in achieving Metro Vancouver's waste management objectives
Parks, Recreation, Social, Arts and Youth		
Enrich the community through integrating physical activity, learning, and arts and culture into daily life.	Establish a Connected Trail Network	Coordinate the development of trail connections according to OCP and Parks Master Plan
	Create a Community Gathering Place	Develop a Village Centre Plan to identify a community gathering place
	Enhance Community Events and Celebrations	Consider reactivating a social/youth committee



PROGRESS FORECAST FOR NEXT YEAR

Progress Forecast for Next Year

Municipal Objectives and Progress Measures for 2017

Looking ahead to 2017, Council hopes to continue to accomplish a range of initiatives. The following objectives were identified by further review of the Corporate Strategic Plan and with consideration of feedback that council members and staff received from constituents.

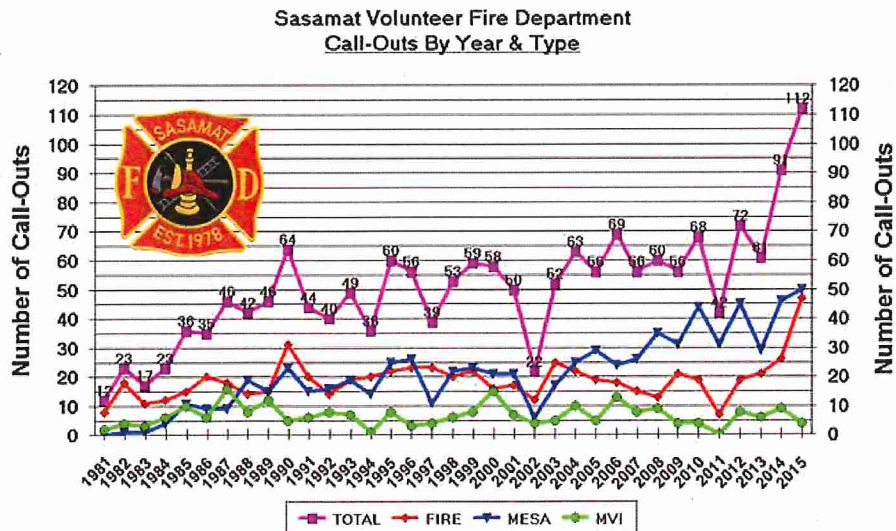
CORPORATE OBJECTIVES	STRATEGIES	MEASURES
Finance and Communication		
Ensure financial sustainability of municipal resources (fiscal and personal) and service delivery to facilitate a fiscally viable future for the Village	Explore Village Hall Funding Options and Next Steps	Work towards achieving necessary planning and design approvals.
Operations and Maintenance		
Keep pace with best practices for the safety, operations and maintenance of municipal roads and services	GIS Mapping	Continue to develop GIS base mapping
	Investigate Traffic Calming and Speed Reduction	Allocate or secure funding to implement specific projects
Planning and Development		
Explore diversity in land use, housing, parks and recreation, and innovative infrastructure to meet the changing needs and demographic shift on the community	Initiate Regulatory Bylaw Review	Finalize Bylaw review and updates
	Explore Neighbourhood Planning and Character Definition	Initiate RFP for Neighbourhood planning process with the community
	Explore Opportunities for Commercial Operations, Possible Partnerships	Engage in discussions with potential commercial partners as opportunities arise
Environment		
Foster preservation of the Village's natural environment and enhance awareness of its importance to the character and sense of community found in Anmore	Reduce GHG Emissions	Monitor effectiveness of curb-side waste and recycling pickup in achieving Metro Vancouver's waste management objectives
Parks, Recreation, Social, Arts and Youth		
Enrich the community through integrating physical activity, learning, and arts and culture into daily life.	Establish a Connected Trail Network	Coordinate the development of trail connections according to OCP and Parks Master Plan
	Continue to Archive our Heritage Resources	Incorporate space for display and storage into plans for the new Village Hall

FIRE RESPONSE LEVELS FOR 2015

Fire Response Levels for 2015 Sasamat Volunteer Fire Department

The SVFD call-outs during 2015 were typical in distribution, but significantly increased over the average of 75 call-outs per year over the past five years (see graph below):

- **Total Call-Outs** amounted to **112** during **2015**, distributed as follows:
 - Anmore Village 71 (63%)
 - Belcarra Village 25 (23%)
 - Park, Lakes, Road 16 (14%)
 - Miscellaneous 11 (10%)
- **Fire Calls (FIRE)** accounted for **47** call-outs (**42%**):
 - Anmore Village 29 (26%)
 - Belcarra Village 12 (11%)
 - Park, Lakes, Road 6 (5%)
- **Medical Emergencies (MESA)** accounted for **50** call-outs (**45%**):
 - Anmore Village 30 (27%)
 - Belcarra Village 10 (9%)
 - Park, Lakes, Road 10 (9%)
- **Motor Vehicle Incidents (MVI)** accounted for **4** call-outs (**4%**):
 - Anmore Village 3 (3%)
 - Belcarra Village 1 (1%)
 - Park, Lakes, Road 0 (0%)



POLICE SERVICE LEVELS FOR 2015

Police Service Levels for 2015 Coquitlam RCMP

In 2015, officers responded to a total of 364 calls for service, including 189 calls to the Buntzen Lake Recreation Area.

Total call-outs, by the numbers*

Buntzen Lake – includes liquor offences, unspecified assist, theft from MV, other Provincial Statutes, etc.	189
<u>Anmore Specific</u>	
Mischief, thefts and thefts from vehicles	41
False Alarms /911 – False / Abandoned	28
Suspicious Person/vehicle/occurrence	17
Noise calls, including Bylaw and Cause Disturbance	16
Traffic related files	15
Property found/lost and queries to locate	14
Unspecified assistance files	10
Miscellaneous - includes breach of the peace, service of documents, assistance to other agencies, missing persons, etc.	10
Animal calls	6
Assaults, including threats	6
Drug files	5
Liquor Control files – Permits/consume in public/minor is possession	5
Break and Enter residence	1
Sexual Assault	1

* Although all calls resulted in a file being created, it may not have initiated a response or attendance. ie. False alarms, LCLA – Permits



COUNCIL REMUNERATION AND EXPENSES FOR 2015

Council Remuneration and Expenses for 2015

Name	Position	Remuneration	Expenses
McEwen, John	Mayor	18,584.84	2,645.04
Froese, Ryan	Councillor	9,536.45	1,614.62
Thiele, Ann-Marie	Councillor	9,536.45	1,069.67
Trowbridge, Kim	Councillor	9,536.45	748.00
Weverink, Paul	Councillor	9,536.45	1,208.18
Total: Elected Officials		56,730.64	7,285.51

The foregoing is provided pursuant to section 168 of the Community Charter.



Back row: Councillor Ryan Froese; Councillor Paul Weverink; Councillor Kim Trowbridge
Front Row: Juli Kolby, Chief Administrative Officer; Mayor John McEwen; Councillor Ann-Marie Thiele

CONTACT INFORMATION – MAYOR AND COUNCIL

Contact Information – Mayor and Council

John McEwen
MAYOR



Tel 604-461-3384

Email john.mcewen@anmore.com

Ryan Froese
COUNCILLOR



Tel 604-230-1623

ryan.froese@anmore.com

Ann-Marie Thiele
COUNCILLOR



Tel 604-949-1488

ann-marie.thiele@anmore.com

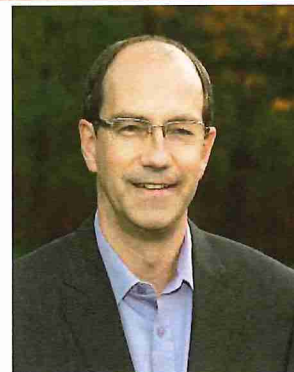
Kim Trowbridge
COUNCILLOR



Tel 604-469-3010

kim.trowbridge@anmore.com

Paul Weverink
COUNCILLOR



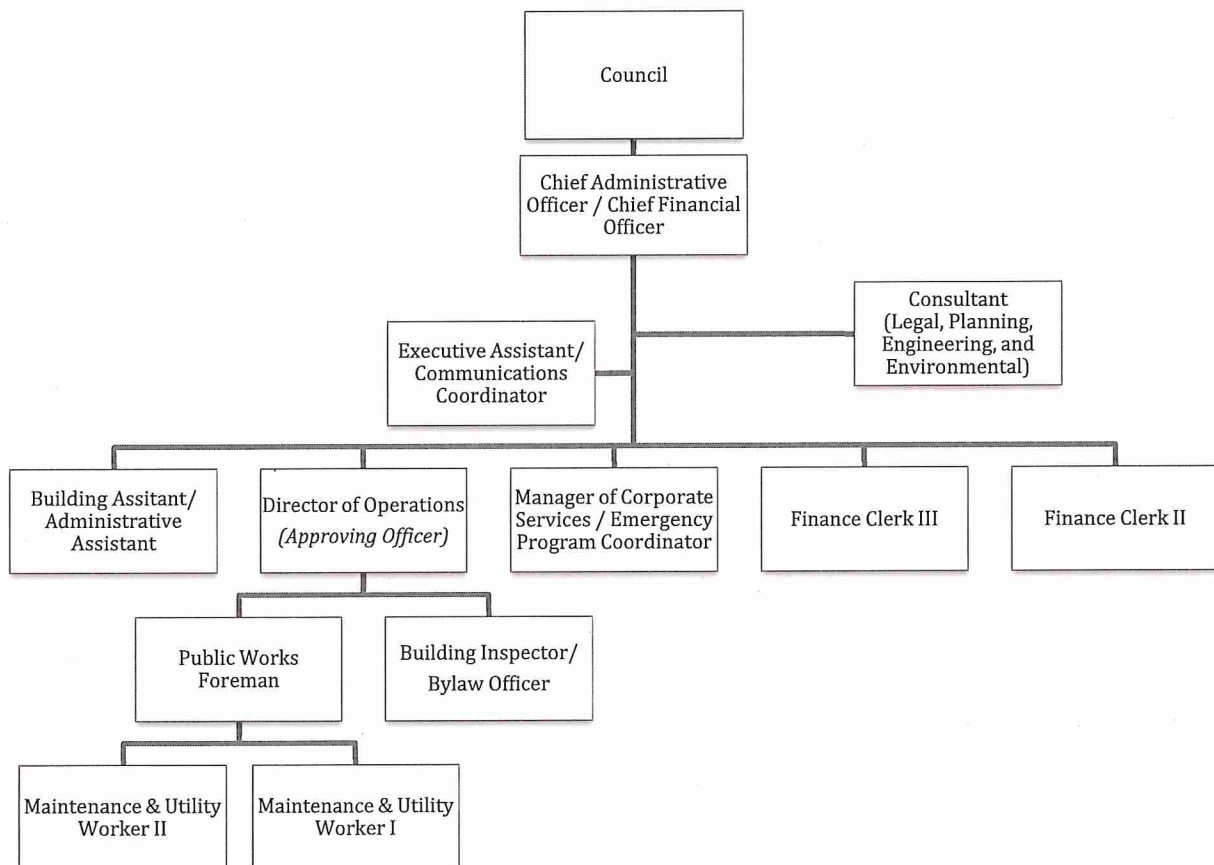
Tel 604-469-4064

paul.weverink@anmore.com

ORGANIZATIONAL CHART

Organizational Chart

As at December 31, 2015



ABOUT THE ANNUAL REPORT

About the Annual Report

In accordance with the *Community Charter*, an annual report must be prepared by Council before June 30 of each year. The report must include the following information:



- audited financial statements,
- report on permissive tax exemptions,
- report on municipal services and operations for the previous year,
- declaration of disqualifications under Section 111 of the *Community Charter*,
- statement of objectives and measures for the current year and following year,
- progress report for the previous year's objectives, and
- any other information Council considers advisable.



Once completed, the annual report must be made available for public inspection. After making the report available, Council must wait a minimum of two weeks before holding an annual meeting on the report. This provides citizens with time to review the annual report, ask questions and prepare submissions. Council must give notice of the date, time and place of the annual meeting in accordance with the *Community Charter's* requirements for public notice.

The 2015 annual report was designed and prepared by the Manager of Corporate Services in cooperation with the Chief Administrative Officer, the Finance Department and external stakeholders. Most photographs and images were obtained by external sources.

ABOUT THE ANNUAL REPORT

Municipal Information

Village of Anmore

2697 Sunnyside Road, Anmore, BC, V3H 5G9

Tel: 604-469-9877

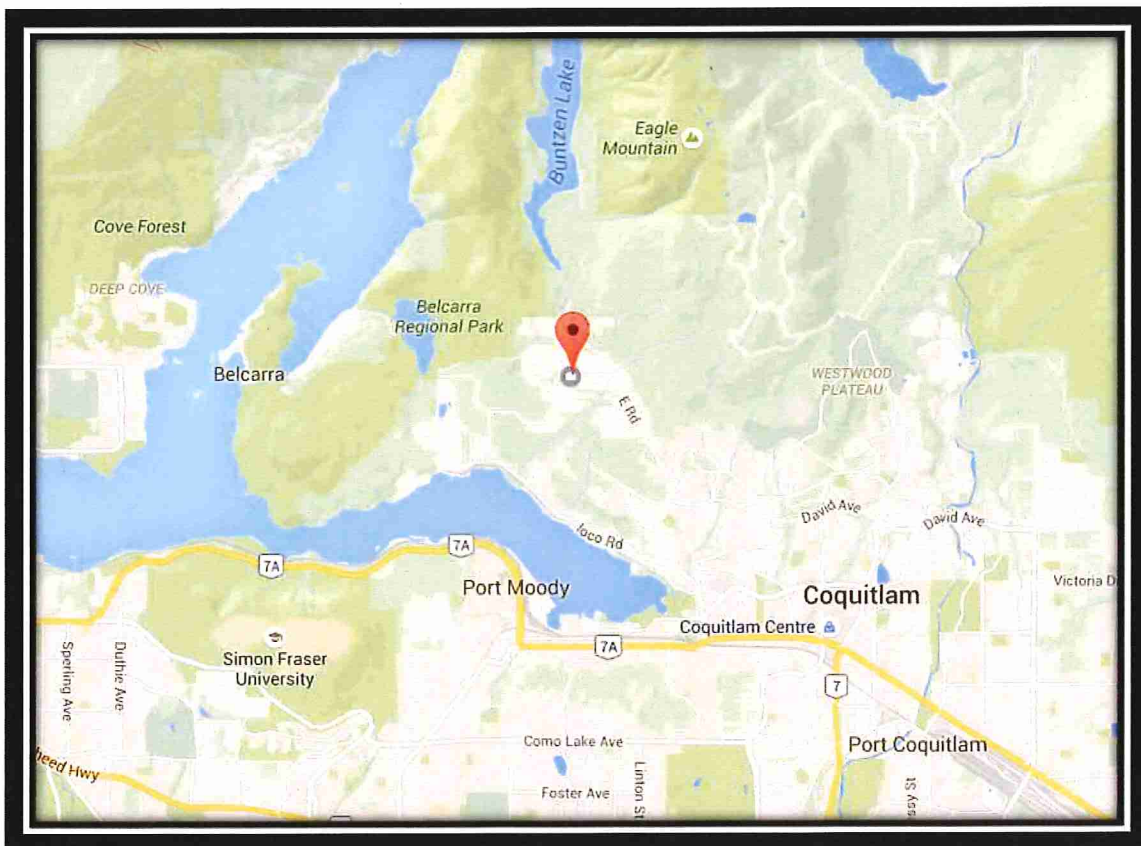
Fax: 604-469-0537

Email (General): village.hall@anmore.com

Website: www.anmore.com

Facebook: <https://www.facebook.com/Village-of-Anmore-1730684220508919>

Twitter: @villageofanmore



VILLAGE OF ANMORE

MANAGEMENT REPORT


The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises this responsibility through the Audit Committee of the Council. The Audit Committee meets with management and the external auditor once per year.

The external auditors, BDO Dunwoody, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Audit Committee of the Council.

On behalf of the Village of Anmore



Juli Kolby
Chief Administrative Officer
June 28, 2016

VILLAGE OF ANMORE

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned represents the Council of the Village of Anmore and approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



John McEwen

Mayor

June 28, 2016

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in the Statement of Financial Information, produced under the *Financial Information Act*.



Juli Kolby

Chief Administrative Officer

June 28, 2016

VILLAGE OF ANMORE
SCHEDULE SHOWING THE REMUNERATION AND EXPENSES PAID
TO OR ON BEHALF OF EACH EMPLOYEE

1. Elected Officials, employees appointed by Council			
Name	Position	Remuneration	Expenses
John McEwen	Mayor	18,584.84	2,645.04
Thiele, Ann-Marie	Councillor	9,536.45	1,069.67
Trowbridge, Kim	Councillor	9,536.45	748.00
Froese, Ryan	Councillor	9,536.45	1,614.62
Weverink, Paul	Councillor	9,536.45	1,208.18
Karen-Ann Cobb	Acting CAO	79,193.99	0.00
Total: Elected Officials, employees appointed by Council		135,924.63	7,285.51
2. Other Employees (excluding those listed in Part 1 above)			

Kevin Dicken	Manager of Public Works	88,151.43	6,316.95
Consolidated total of other employees with remuneration of 75,000 or less		459,855.09	7,561.55
Total Other Employees		548,006.52	13,878.50
3. Reconciliation			
Total remuneration - elected officials, employees appointed by Council		135,924.63	7,285.51
Total remuneration - other employees		548,006.52	13,878.50
Subtotal		683,931.15	21,164.01
Reconciling Item(s)	Employer paid benefits, contracted services, RRSP contributions	226,071.84	
Total		931,167.00	
Total Per Statement of Revenue & Expenditure		931,167.00	
Variance		0.00	0.00

VILLAGE OF ANMORE

STATEMENT OF SEVERANCE AGREEMENTS

There were one severance agreement made between the Village of Anmore and its non-unionized employees during the fiscal year January 1st, 2015 to December 31st, 2015.

This agreement represents 7.29 months compensation.

**VILLAGE OF ANMORE
SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF
GOODS OR SERVICES**

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000.00

Supplier Name	Aggregate amount paid to supplier
BDO Dunwoody	\$ 28,342.60
City of Port Moody	\$ 250,585.99
City Spaces Consulting Ltd.	\$ 106,963.98
Coutts Pulver LLP	\$ 32,721.76
Envirowest Consultants	\$ 63,647.82
Gary Morrissey	\$ 50,415.75
ISL Engineering	\$ 25,149.58
Microserve	\$ 44,279.17
Mindy Smith Consulting	\$ 36,750.00
Matcon Civil Constructors Inc.	\$ 34,942.13
Murdy & McAllister	\$ 105,894.14
Opus DaytonKnight Consultants	\$ 66,959.45
Pacific Blue Cross	\$ 60,308.59
Smithrite Disposal Ltd.	\$ 138,389.34
Total aggregate amount paid to suppliers	\$1,045,350.30

2. Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less

Total Consolidated payments to suppliers \$471,390.77

3. Total payments to suppliers for grants and contributions exceeding \$25,000

There were no payments to suppliers for grants and contributions exceeding \$25,000.00.

4. Supplier Reconciliation

Description	Amount
Greater than \$25,000	\$1,094,330.79
Less than \$25,000	471,390.77
Sub-total	\$1,565,721.56
Amortization	863,379.00
Disposals	(30,105.00)
Remuneration	715,361.45
TCA Acquisitions	28,914.00
Debt Principal Repayment	2,588.10
Net Change in Operating Accounts	18,152.89
Net DCCs	17,070.00
Sub-total	\$1,615,360.44
Per Financial Statement	\$3,181,082

5. Consolidated total of all grants & contributions exceeding \$25,000 \$ 0.00



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 19, 2016

Submitted by: Martin Greig, Building Inspector & Bylaw Enforcement Officer

Subject: Hazardous Drainage Conditions at 176 Wollny Court

Purpose / Introduction

To request Council impose a remedial action requirement ("RAR") to identify and address the drainage conditions at 176 Wollny Court.

Resolutions

1. THAT Council hereby declare the retaining wall located at the north property line of 176 Wollny Court is in, or creates an unsafe condition and is a nuisance with respect to section 74 of the *Community Charter*.

AND THAT Council orders the owners of the property, Waldemar Domzal and Danuta Domzal, to install drainage measures that prevent the discharge of storm water from the retaining wall at 176 Wollny Court within thirty five (35) days after receipt of this order.

AND THAT Council orders the owners of 176 Wollny Court, Waldemar Domzal and Danuta Domzal, obtain a building permit to rectify the unsafe conditions of the retaining wall within thirty (30) days after receipt of this order.

AND THAT Council authorizes staff to undertake the required work and recover the actual cost from the homeowners in accordance with section 258 of the *Community Charter*, should Waldemar Domzal and Danuta Domzal default on the remedial action requirement order.

OR

2. THAT Council not declare the retaining wall a nuisance and direct staff to continue to follow up with the resident in order to comply with the relevant bylaws.

Report/Recommendation to Council

Hazardous Drainage Conditions at 176 Wollny Court

July 19, 2016

Background

The retaining wall at 176 Wollny Court creates a significant risk to the safety of persons using the sidewalk and vehicular traffic using the adjacent roads and is in contravention of Village bylaws.

Below is a brief history of the property and timeline of Village staff's correspondence and interaction with the homeowner Waldemar (Valdy) Domzal in an attempt to have them comply with Village bylaws:

- The subject lands hereinafter referred to as "the lands" received approval for construction of a single family dwelling on December 16, 2009 when building permit No. 640 was issued.
- Final occupancy for building permit No. 640 has not been approved.
- Sometime after December 16, 2009 a retaining wall, hereinafter referred to as "the retaining wall", was constructed at the north property line of the lands.
- The retaining wall was constructed without "a valid and subsisting building permit" or the "sealed copies of the design plan and letters of assurance prepared by a registered professional" contrary to s.139 and s.140 of the Village of Anmore Building and Plumbing Regulation Bylaw No. 381-2004.
- The retaining wall is subject to wet earth pressure contrary to engineered design standards because there is not adequate drainage behind the wall.
- The retaining wall allows such a torrent of water to spew forth, in the rainy season that it causes the boulevard at the north property line of 172 Wollny, which is directly downstream, to wash out and deposit the associated debris on Wollny Court and East Road which causes a hazard to traffic and pedestrians.
- Further, should the water spewing forth from the retaining wall freeze in winter it could cause a hazard to pedestrians using the sidewalk and traffic using the roads.

The retaining wall was inspected by staff on November 18, 2010, November 13, 2015, February 12, 2016 and February 15, 2016. Photos were taken during the course of these inspections and will be made available for viewing during the Council meeting. Email correspondence from November 18, 2010 and February 15, 2016 is included for your reference (**Attachment 1 & 2**)

Discussion

Staff is concerned that the retaining wall poses a significant risk to the safety of persons using the sidewalk and vehicular traffic using Wollny Court and East Road. The high rainfall in the fall, winter and spring seasons causes the municipal boulevard to wash out and the associated debris is deposited on the adjacent roads and sidewalk. Further, should the water spewing forth from the retaining wall freeze in winter it would cause an additional hazard to pedestrians using the sidewalk and traffic using the roads.

Following discussions with the Village's legal counsel, it was felt that the most effective way to compel the homeowners to rectify the situation is a RAR.

A RAR is a tool that Council may utilize under the Section 72 of the *Community Charter* (below) which states:

72 (1) A council may impose remedial action requirements in relation to

Report/Recommendation to Council

Hazardous Drainage Conditions at 176 Wollny Court

July 19, 2016

- (a) matters or things referred to in section 73 [hazardous conditions],*
- (b) matters or things referred to in section 74 [declared nuisances], or*
- (c) circumstances referred to in section 75 [harm to drainage or dike].*

(2) In the case of matters or things referred to in section 73 or 74, a remedial action requirement

(a) may be imposed on one or more of

(i) the owner or lessee of the matter or thing, and

(ii) the owner or occupier of the land on which it is located, and

(b) may require the person to

(i) remove or demolish the matter or thing,

(ii) fill it in, cover it over or alter it,

(iii) bring it up to a standard specified by bylaw, or

(iv) otherwise deal with it in accordance with the directions of council or a person authorized by council.

74 (1) A council may declare that any of the following is a nuisance and may impose a remedial action requirement in relation to the declared nuisance:

(a) a building or other structure, an erection of any kind, or a similar matter or thing;

(b) a natural or artificial opening in the ground, or a similar matter or thing;

(c) a drain, ditch, watercourse, pond, surface water, or a similar matter or thing;

(d) a matter or thing that is in or about any matter or thing referred to in paragraphs (a) to (c).

(2) Subsection (1) also applies in relation to a thing that council considers is so dilapidated or unclean as to be offensive to the community.

It is recommended that the owner(s) take action to obtain the required building permit and complete the necessary work within thirty five (35) days of Council's order which will eliminate the hazardous condition. The owner has fourteen (14) days from the date the notice was sent to request reconsideration of the order.

Should the homeowner not complete the required work, staff is requesting authorization to be able to complete the work and recover the actual cost by way of invoice. If the homeowners do not pay the invoice, the Village has the ability under section 258 of the *Community Charter*, to transfer the outstanding amount to property taxes.

Financial Implications

The financial implications to the Village of Anmore would be the potential liability for any claims caused by this hazardous condition if it is not rectified.

Communications / Civic Engagement

The homeowners have been sent a letter, by registered mail, advising them of the impending Council meeting and request for RAR and will be advised of the outcome of Council's decision.

Report/Recommendation to Council

Hazardous Drainage Conditions at 176 Wollny Court

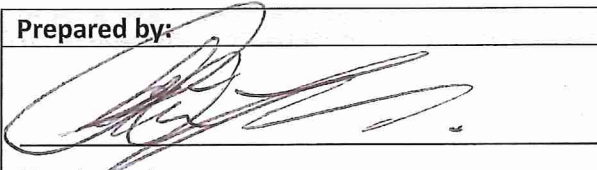
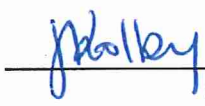
July 19, 2016

Corporate Strategic Plan Objectives

Ensuring that residents comply with Village bylaws is in line with Council's corporate objectives of ensuring financial sustainability and keeping pace with best practices in community safety, and municipal operations. If the current situation were allowed to continue, it could cause liability exposure to the Village.

Attachments

1. Email correspondence dated November 18, 2010 from Tim Harris to Graham Watson, cc'd to Valdy Domzal.
2. Email correspondence dated February 15, 2016 from Martin Greig to Valdy Domzal (technicsmachineshop@telus.net).

Prepared by:
 Martin Greig Building Inspector & Bylaw Enforcement Officer
Reviewed for Form and Content / Approved for Submission to Council:
<i>Chief Administrative Officer's Comment/Concurrence</i>  Chief Administrative Officer

PHOTOS + EMAIL

Village of Anmore 18 NOV. 2010

File

From: Tim Harris [tim.harris@anmore.com]
Sent: November 18, 2010 2:15 PM
To: graham watson
Cc: 'Village of Anmore'; 'Howard Carley'
Subject: 176 Wollny sedimentation control
Attachments: 176 wollny court.JPG; 176 Wollny Ct Nov 15 2010 exposed ground.JPG; 176 Wollny Ct Nov 15 2010 runoff.JPG

Graham and Valdy

As of 1:30pm November 18th no measures have taken place to stabilize the disturbed areas at 176 Wollny Court.

I've instructed our building department to issue a stop work order at 9am on November 18th

- (1) Contravention of our sedimentation control bylaw 309-2001 section 4.3 "escape of prohibited materials into a drainage system(attached pictures).
- (2) No submissions of environmental monitoring reports as per our Building Bylaw

Tim Harris
Manager of Public Works

cc. Valdy Domzal (phone)

Martin Greig

From: Martin Greig
Sent: February-15-16 11:47 AM
To: *e-mail address redacted to protect privacy of property owner*
Cc: Michelle Nalleweg; Kevin Dicken
Subject: BP #0640 176 Wollney Court.

Dear Valdy,

Thank you for meeting with me today at 09.00 hrs. regarding the discharge of sediment laden water from the base of the rock retaining wall onto the village boulevard at your north property line. It was agreed that a swale and drainage pipe installed on the village boulevard between the sidewalk and your north property line, leading to a lawn basin sump installed at the vicinity of the north west corner of your property and the sidewalk, which in turn is connected to the storm outfall for your property, would be the best solution to resolve this issue. The diameter of the sump and the requirement for ladder rungs in a function of the depth of the sump. Please provide a modest sketch detailing your intentions.

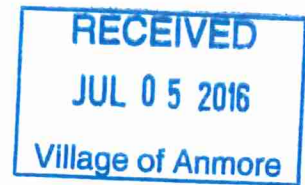
This is an issue which is potentially hazardous to pedestrians and has caused the landscaping at 172 Wollney to wash out on several occasions. Time is of the essence. A speedy resolution is required. At our meeting today we agreed that this work would be complete before the end of March 2016. A Highway Use Permit and inspections are required. Site conditions may require alternative solutions, which will require advanced notification and agreement. My cell no. 778.886.3419. Your cooperation and prompt attention to these matters is appreciated,

Regards,

Martin Greig, Building Inspector/ Bylaw officer
Village of Anmore, 2697 Sunnyside Road, Anmore, BC V3H 5G9
P 604.469.9877 | F 604.469.0537
E Martin.Greig@anmore.com | W www.anmore.com



Correspondence with any government body, including Village of Anmore Council, staff and consultants, is subject to disclosure under the *Freedom of Information and Protection of Privacy Act*.



June 27, 2016
Our File: 01-0230-20/LMLGA/2016-1
Doc #: 2311442

Mayor and Council
Lower Mainland Local Government Association Member Municipalities

VIA E-MAIL

Dear Mayor and Council:

RE: Diagnosis of Work Related Mental Health Injuries Among First Responders

Please be advised that at the June 20, 2016 Regular Meeting of Council for the City of Coquitlam the following resolution was adopted:

“Whereas first responders are the front line at most tragic events in our cities and bear witness to events that can leave a lasting and negative impact on the individual psyche and that these negative impacts can manifest themselves in a number of mental health injuries.

And whereas these mental health injuries can result in issues of both absenteeism and presenteeism in the workforce thus having a direct impact on local governments and insurance providers.

Therefore be it resolved that a medical diagnosis of a mental health injury by a bona fide medical practitioner representing the patient, be presumed by WorkSafe BC as to have happened out of and during the course of employment, with the burden of proof to the contrary borne by WorkSafe BC.

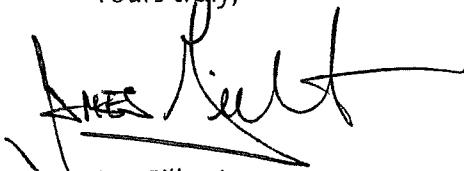
And be it also resolved to award financial benefit and treatment immediately to a worker who has submitted a mental health injury claim, with the worker, their specialist and WorkSafe BC agreeing that if it is proven that the injury is not a result of duties of their employment, there will be a repayment for costs.

And be it also resolved that Council instruct staff to forward this motion to all communities within the LMLGA and submit it to UBCM prior to the policy submission deadline of June 30, 2016 to enable inclusion in this year’s convention.”

The City of Coquitlam has forwarded this resolution to the Union of British Columbia Municipalities (UBCM) for discussion at the 2016 UBCM Convention. We respectfully request that your Council favourably support this initiative when it comes forward for discussion at that time.

Should you or your staff have any questions, or require any further information with respect to this matter, please contact myself at 604-927-3013 or at jgilbert@coquitlam.ca.

Yours truly,



Jay Gilbert
City Clerk