

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, June 6, 2017  
in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



---

### 1. Call to Order

### 2. Approval of the Agenda

Recommendation: That the agenda be approved as circulated.

### 3. Public Input

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

### 4. Delegations

### 5. Adoption of Minutes

#### (a) Minutes of the Regular Council Meeting held on May 16, 2017

Recommendation: That the Minutes of the Regular Council Meeting held on May 16, 2017 be adopted as circulated.

### 6. Business Arising from Minutes

### 7. Consent Agenda

### 8. Items Removed from the Consent Agenda

### 9. Legislative Reports

#### (a) Bylaw Updates to Address Parking Concerns

Report dated June 1, 2017 from the Chief Administrative Officer is attached.

#### (i) Parking Regulation and Enforcement Amendment Bylaw No. 564-2017

Recommendation: That Parking Regulation and Enforcement Amendment Bylaw No. 564-2017 be read a first, second and third time.

page 1

page 5

page 9

**(ii) Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 563-2017**

page 17

Recommendation: That Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 563-2017 be read a first, second and third time.

**(iii) Business Licensing Amendment Bylaw No. 565-2017**

page 20

Recommendation: Business Licensing Amendment Bylaw No. 565-2017 be read a first, second and third time.

**10. Unfinished Business**

**11. New Business**

**(a) Environment Committee – Topics of Interest**

page 21

Report dated June 2, 2017 from the Manager of Corporate Services is attached.

**12. Mayor's Report**

**13. Councillors Reports**

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

**15. Information Items**

**(a) Committees, Commissions, and Boards – Minutes**

**(b) General Correspondence**

**16. Public Question Period**

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

**17. Adjournment**

## REGULAR COUNCIL MEETING – MINUTES

Minutes of the Regular Council Meeting held on May 16, 2017 in  
Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



---

### ELECTED OFFICIALS PRESENT

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

### ELECTED OFFICIALS ABSENT

Nil

### OTHERS PRESENT

Christine Milloy, Manager of Corporate Services  
Jason Smith, Manager of Development Services

#### 1. Call to Order

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

#### 2. Approval of the Agenda

It was MOVED and SECONDED:

R100/2017

**"THAT THE AGENDA BE APPROVED AS CIRCULATED."**

**CARRIED UNANIMOUSLY**

#### 3. Public Input

Nil

#### 4. Delegations

Nil

#### 5. Adoption of Minutes

**(a) Minutes of the Regular Council Meeting held on May 2, 2017**

It was MOVED and SECONDED:

R101/2017

**"THAT THE MINUTES OF THE REGULAR COUNCIL MEETING  
HELD ON MAY 2, 2017 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) Anmore Pre-Authorized Debit Plan Bylaw No. 562-2017**

It was MOVED and SECONDED:

R102/2017

**“THAT ANMORE PRE-AUTHORIZED DEBIT PLAN BYLAW NO.  
562-2017 BE ADOPTED.”**

**CARRIED UNANIMOUSLY**

**10. Unfinished Business**

Nil

**11. New Business**

Nil

**12. Mayor’s Report**

Mayor McEwen reported that:

- On May 10, he and most of Council attended the Zoning Bylaw Information Session held at Anmore Elementary School.
- On May 11, he attended the Tri-Cities Early Childhood Development Champions event at the Hard Rock Casino, of which Anmore is part of the Accord.
- On May 12, a Special Council Meeting was held regarding the annexation of Spirit Park and how to properly prepare it for the summer.
- On May 13, he and most of Council attended the Port Coquitlam May Day Parade.
- On May 15, he attended a meeting with Ion Design regarding the Village’s new branding and website design, along with and Councillor Weverink and Councillor Trowbridge.

- On May 16, he attended the TransLink Joint Regional Mobility Pricing Steering Committee meeting, where they discussed outlining next steps for a yet-to-be-struck Commission.
- On May 16, he met with Ted Littlewood, Anmore resident, and toured the entire Countryside property.

### 13. Councillors Reports

Councillor Thiele reported that:

- She attended the Zoning Bylaw Information Session.
- She wants to make special mention that Friendly Forest Preschool won an award at the Tri-Cities Early Childhood Development Champions event for champions working with children who have special needs.
- She receives regular updates from Federation of Canadian Municipalities, and she recently received a call to action to municipalities across Canada to make a donation to help municipalities that have been affected. She asked Council to consider making a donation.

It was MOVED and SECONDED:

R103/2017

**“THAT COUNCIL, IN RESPONSE TO THE FEDERATION OF CANADIAN MUNICIPALITIES’ RECENT CALL TO ACTION IN SUPPORT OF FLOOD-AFFECTED COMMUNITIES ACROSS CANADA, DIRECT STAFF TO MAKE A DONATION OF FIVE HUNDRED DOLLARS (\$500.00) TO THE CANADIAN RED CROSS’ FLOOD RELIEF APPEAL.”**

**CARRIED UNANIMOUSLY**

Councillor Weverink and Councillor Froese reported that:

- They each attended the production of Bye Bye Birdie at Dr. Charles Best Secondary School.

Councillor Trowbridge reported that:

- When Council met with Ion Design, they were offered support and assurance that the Village will garner long-term value from the branding exercise. He added that it is nice to find a marketing partner who has government knowledge and is willing to guide Anmore to stand up with other like- and larger jurisdictions.

### 14. Chief Administrative Officer’s Report

Jason Smith reported that:

- June 3 is the 25th anniversary of The Social Planning and Research Council of British Columbia’s Access Awareness Day.

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

Nil

**(b) General Correspondence**

- Letter received May 1, 2017 from Metro Vancouver regarding Metro Vancouver 2040: *Shaping our Future* Amendment to Section G Performance Measures.
- Letter received May 5, 2017 from Metro Vancouver regarding GVWD Water Shortage Response Plan.

**16. Public Question Period**

Lynn Burton, Sugar Mountain Way, asked if there was updated timing for the website launch. She also asked about the branding tagline 'At Home in Nature' and how it will be featured. She commented that Friendly Forest Preschool won an award, and added that an Anmore resident will be competing in wheelchair tennis.

Herb Mueckel, Alpine Way, commented that, as Chair of the Infill Task Force, he was sorry that he was unable to attend the Zoning Bylaw Information Session, but he is glad that Council is working on this.

**17. Adjournment**

It was MOVED and SECONDED:

R104/2017

**"TO ADJOURN."**

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:15 p.m.

Certified Correct:

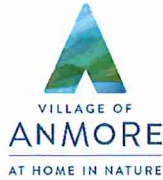
Approved by:

---

Christine Milloy  
Manager of Corporate Services

---

John McEwen  
Mayor



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: June 1, 2017  
Submitted by: Juli Kolby, Chief Administrative Officer  
Subject: Bylaw Updates to Address Parking Concerns

---

### Purpose / Introduction

To obtain first three readings by Council of the Anmore Parking Regulation and Enforcement Bylaw, Municipal Ticket Information Utilization Bylaw, and Business Licensing Bylaw. The intent of the amendment bylaws is to address recent parking concerns throughout the Village, as well as make some administrative updates to the bylaws.

---

### Resolutions

#### [Recommended]

**That Anmore Parking Regulation and Enforcement Amendment Bylaw No. 564-2017 be read a first, second and third time.**

**That Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 563-2017 be read a first, second and third time.**

**That Anmore Business Licensing Amendment Bylaw No. 565-2017 be read a first, second and third time.**

OR

That Anmore Parking Regulation and Enforcement Amendment Bylaw No. 564-2017 be read a first, second and third time, as amended.

That Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 563-2017 be read a first, second and third time, as amended.

That Anmore Business Licensing Amendment Bylaw No. 565-2017 be read a first, second and third time, as amended.

OR

That Council refer the bylaws back to staff with directed changes to be brought forward at a future meeting.

## **Report/Recommendation to Council**

### **Bylaw Updates to Address Parking Concerns**

June 1, 2017

---

## **Background**

In recent years, parking has become an increasing issue in the Village. Increased population in the Metro Vancouver region has resulted in more visitors to the Buntzen Lake Recreation Area (Buntzen Lake). This has resulted in increased traffic and need for parking. Buntzen Lake has a maximum parking capacity of approximately 650 spaces. Once Buntzen Lake's parking spaces are full, BC Hydro staff close the gates until such time as there are adequate parking spaces available to accommodate additional vehicles. This is typically not until mid/late afternoon. Buntzen Lake, while within the municipal boundaries of Anmore, is regulated by BC Hydro.

## **Discussion**

As a result of the gates being shut when full, visitors often seek parking throughout the Village. This has resulted in safety concerns and resident complaints. In order to address these issues, Anmore Council has adopted Parking Regulation and Enforcement Bylaw No. 308-2001. This bylaw includes maps that indicate specific areas throughout the Village where parking is either prohibited or restricted between the months of May and September. The bylaw requires updating to include new subdivisions as well administrative updates.

In addition, private property owners have recently begun to utilize their private property to sell parking spaces for lake visitors. Our current business licensing bylaw and municipal ticketing utilization bylaw does not include the ability for fines to be levied against such contraventions. The updated bylaws will allow tickets to be issued for these infractions, following adoption.

Some other minor administrative updates were required of the bylaws, such as updating positions that have the authority to issue tickets. The proposed bylaws also include members of the RCMP to have such authority. If adopted, our RCMP Rural Section members will have the ability to issue tickets for illegally parked vehicles.

It should be noted that the intent of updating the bylaws and including more tools to be able to enforce the bylaws are in an effort to have visitors comply and keep our roadways clear and safe. It is also intended to ensure that private property owners are not using their land for parking lot purposes. This is also a safety concern as it could lead to significant issues if an emergency were to occur.



## **Report/Recommendation to Council**

### **Bylaw Updates to Address Parking Concerns**

June 1, 2017

---

## **Financial Implications**

Enforcement of the updated bylaws (i.e. ticketing) will provide the Village with fine revenue. The intent of the use of the fine revenue will be to bring in additional staff resources on weekends where it is deemed necessary. There may be minor costs associated with the additional resources if fine revenue is not sufficient to cover all increased labour costs.

## **Communications / Civic Engagement**

The Village has been working closely with RCMP Rural Detachment members and BC Hydro staff to develop a communications strategy that will help to alleviate illegal parking within the Village. The intent is to provide current information regarding the capacity at Buntzen Lake through BC Hydro and the Village's websites and social media accounts with the expectation that it could result in visitors making alternative plans to recreate and not travelling to Anmore. BC Hydro has also secured an electronic signboard that has been situated at the entrance to Buntzen Lake. The signboard will have various messages regarding capacity for parking and prohibitions while using the Buntzen Lake area. The RCMP Rural Detachment has also committed to issuing a press release advising visitors to Buntzen Lake not to park illegally within Anmore if the gates are closed.

## **Corporate Strategic Plan Objectives**

The amending of the bylaws as outlined in this report meet the Corporate Strategic Objective of initiating a review of regulatory bylaws.

## **Attachments:**

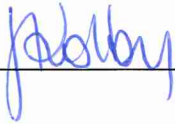
1. Anmore Parking Regulation and Enforcement Amendment Bylaw No. 564-2017
2. Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 563-2017
3. Anmore Business Licensing Amendment Bylaw No. 565-2017

**Report/Recommendation to Council**

Bylaw Updates to Address Parking Concerns

June 1, 2017

**Prepared by:**



Juli Kolby

Chief Administrative Officer

**VILLAGE OF ANMORE**

**BYLAW NO. 564-2017**

A bylaw to amend Anmore Parking Regulation and Enforcement Bylaw No. 308-2001

---

**WHEREAS** the Municipal Council may, by bylaw, regulate and prohibit in relation to all uses of or involving a highway or part of a highway.

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

1. That this bylaw may be cited for all purposes as "Anmore Parking Regulation and Enforcement Amendment Bylaw No. 564-2017".
2. That Anmore Parking Regulation and Enforcement Bylaw No. 308-2001, be amended as follows:

- (a) That the definition of "Administrator" be updated to the following:

**"Chief Administrative Officer"** means the person appointed by Council to that position and includes anyone authorized by Council to act on behalf of the Chief Administrative Officer;

- (b) That the following definitions be added:

**Boulevard** means the portion of a highway between the curb lines or the lateral lines of a roadway or edge of shoulder, and the adjoining property line and includes pathways and walkways.

**Operations Superintendent** means the Operations Superintendent for the Village.

**RCMP Member** means a member of the Royal Canadian Mounted Police.

- (c) Replace section 3 with the following:

Parking is not permitted on any Boulevard in the Village of Anmore.

- (d) Replace section 5 with the following:

Any chattel, obstruction or vehicle which is standing or parked contrary to Schedule "A" of this bylaw may be removed, detained and impounded by the Bylaw Enforcement Officer, Operations Superintendent, RCMP Member or the

**READ** a first time the                      day of    , 2017

**READ** a second time the                      day of    , 2017

**READ** a third time the                      day of    , 2017

**ADOPTED** this                      day of    , 2017

---

MAYOR

---

MANAGER OF CORPORATE SERVICES

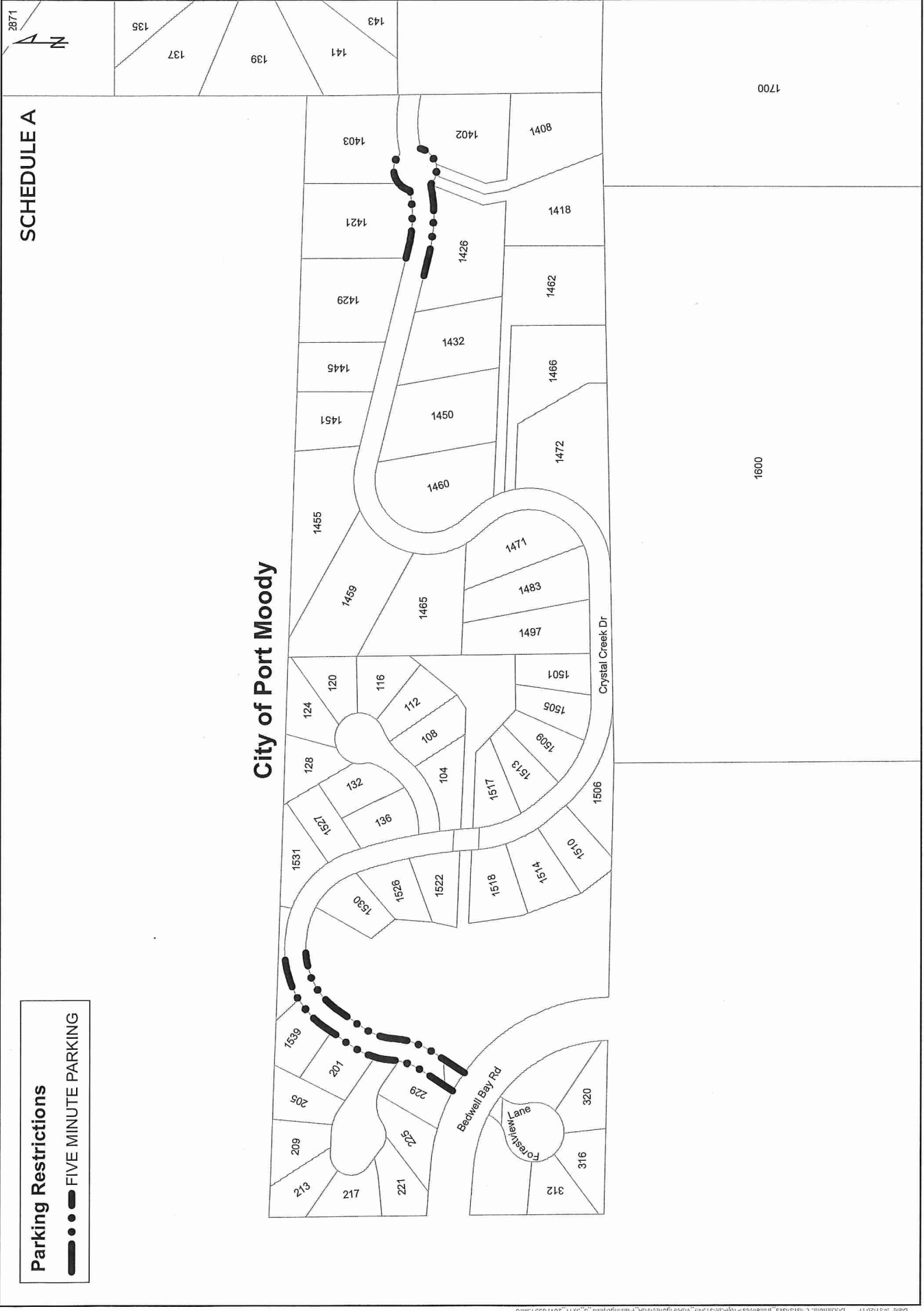
Certified as a true and correct copy of "Anmore Parking Regulation and Enforcement Amendment Bylaw No. 564-2017".

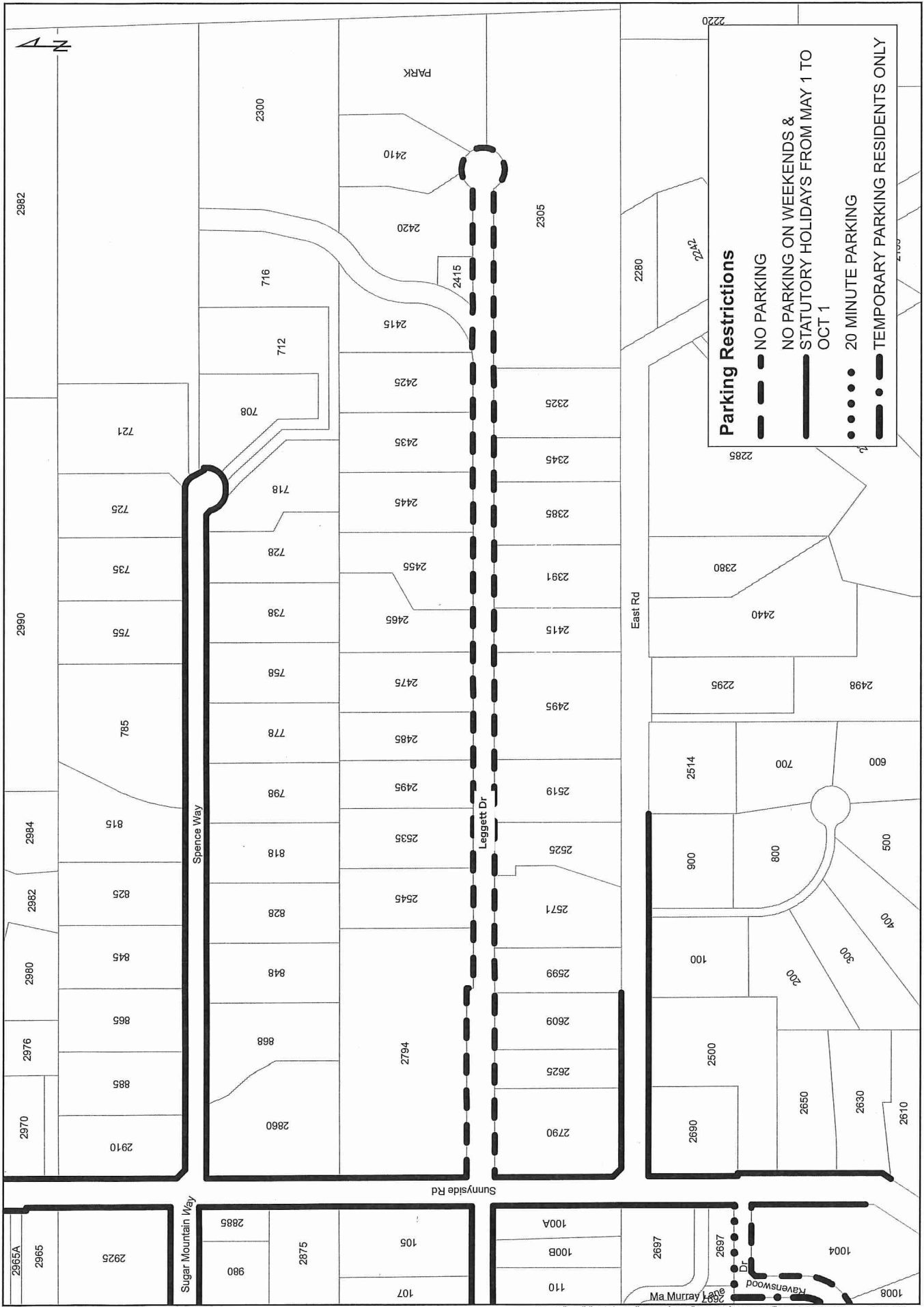
---

DATE

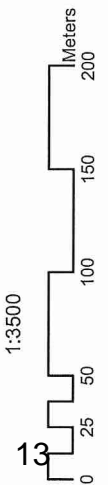
---

MANAGER OF CORPORATE SERVICES





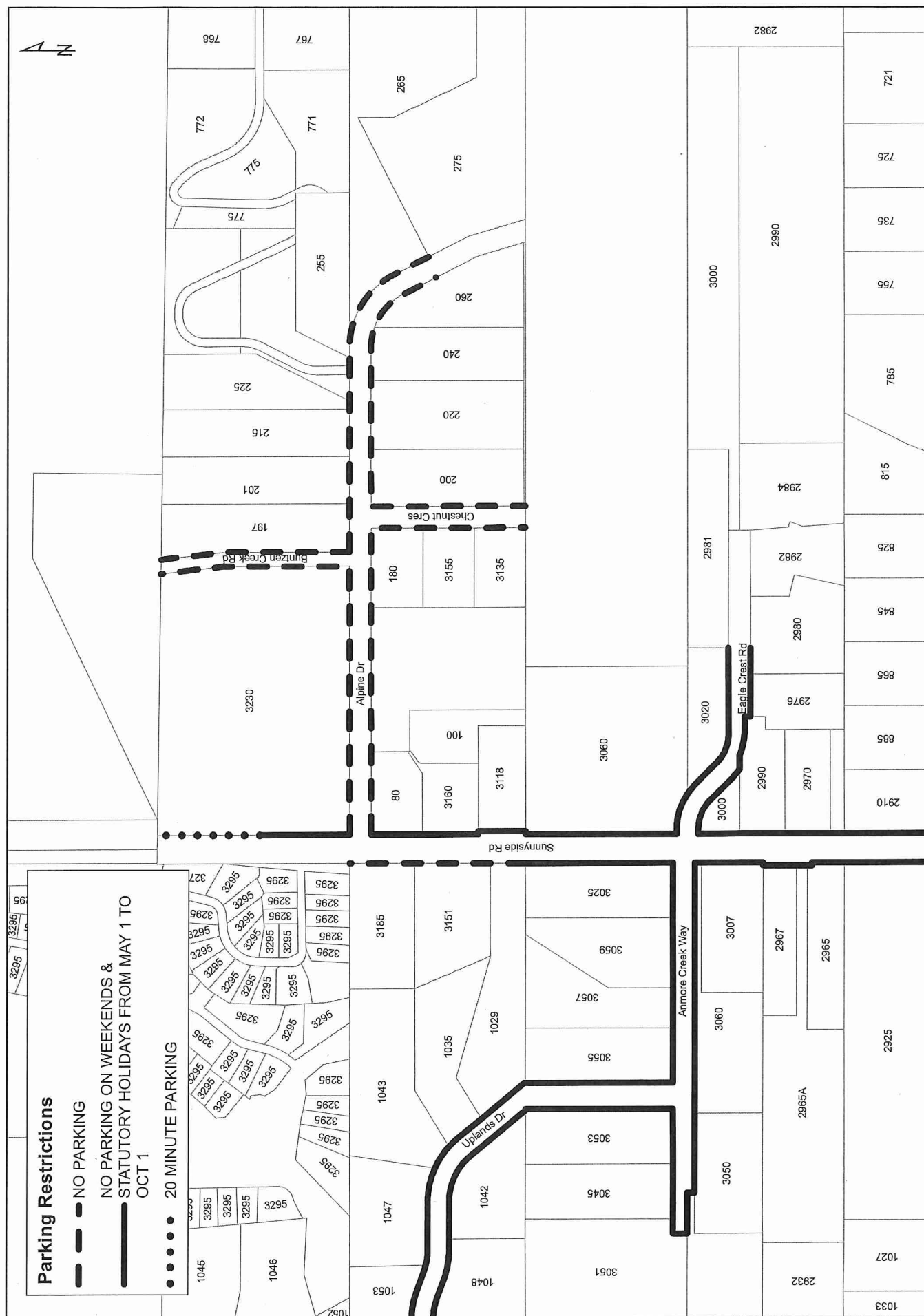






VILLAGE OF  
ANMORE

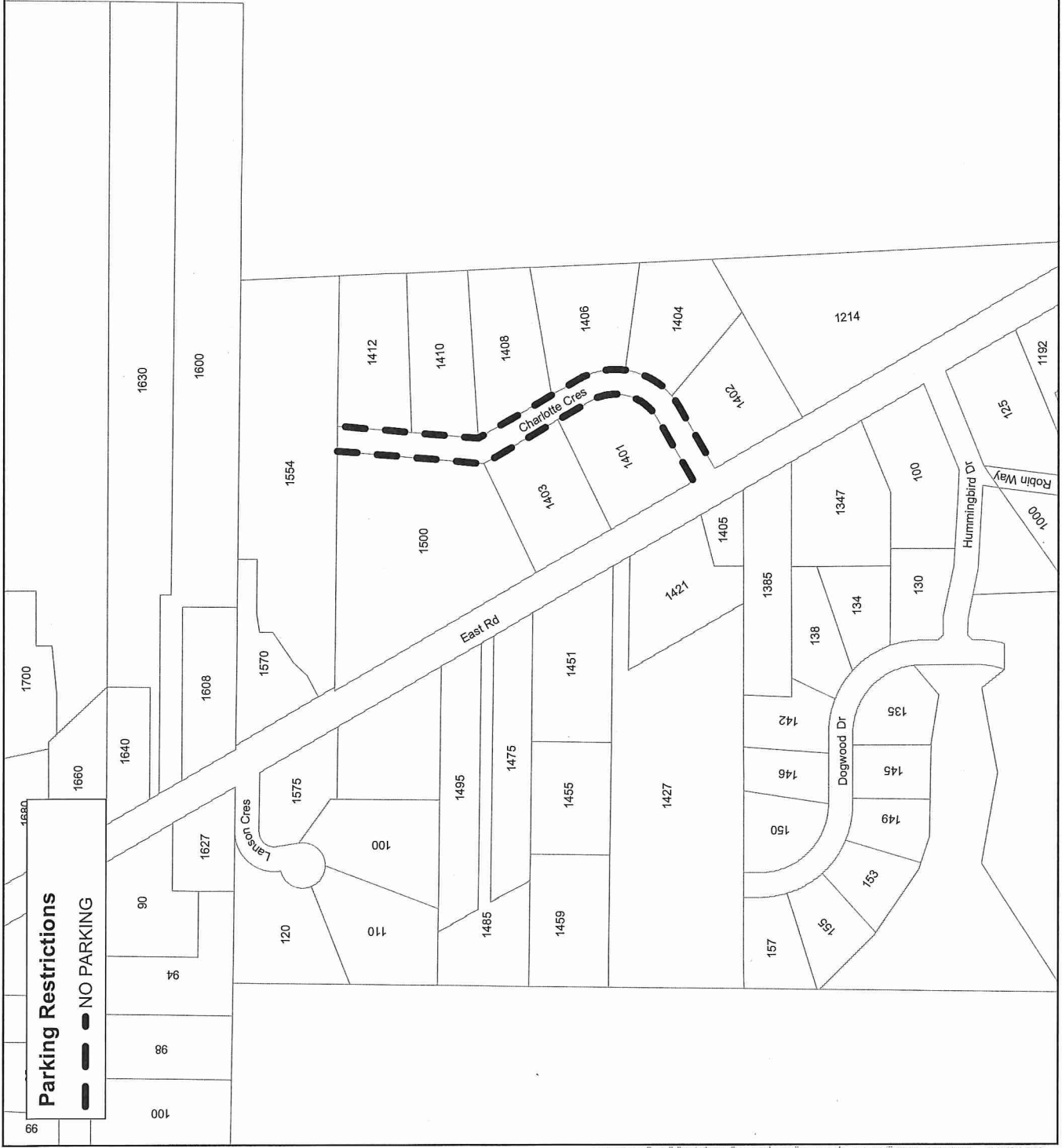
## Map 4



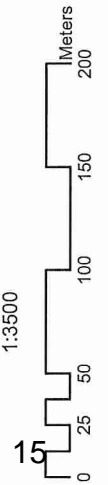
1:3500

1



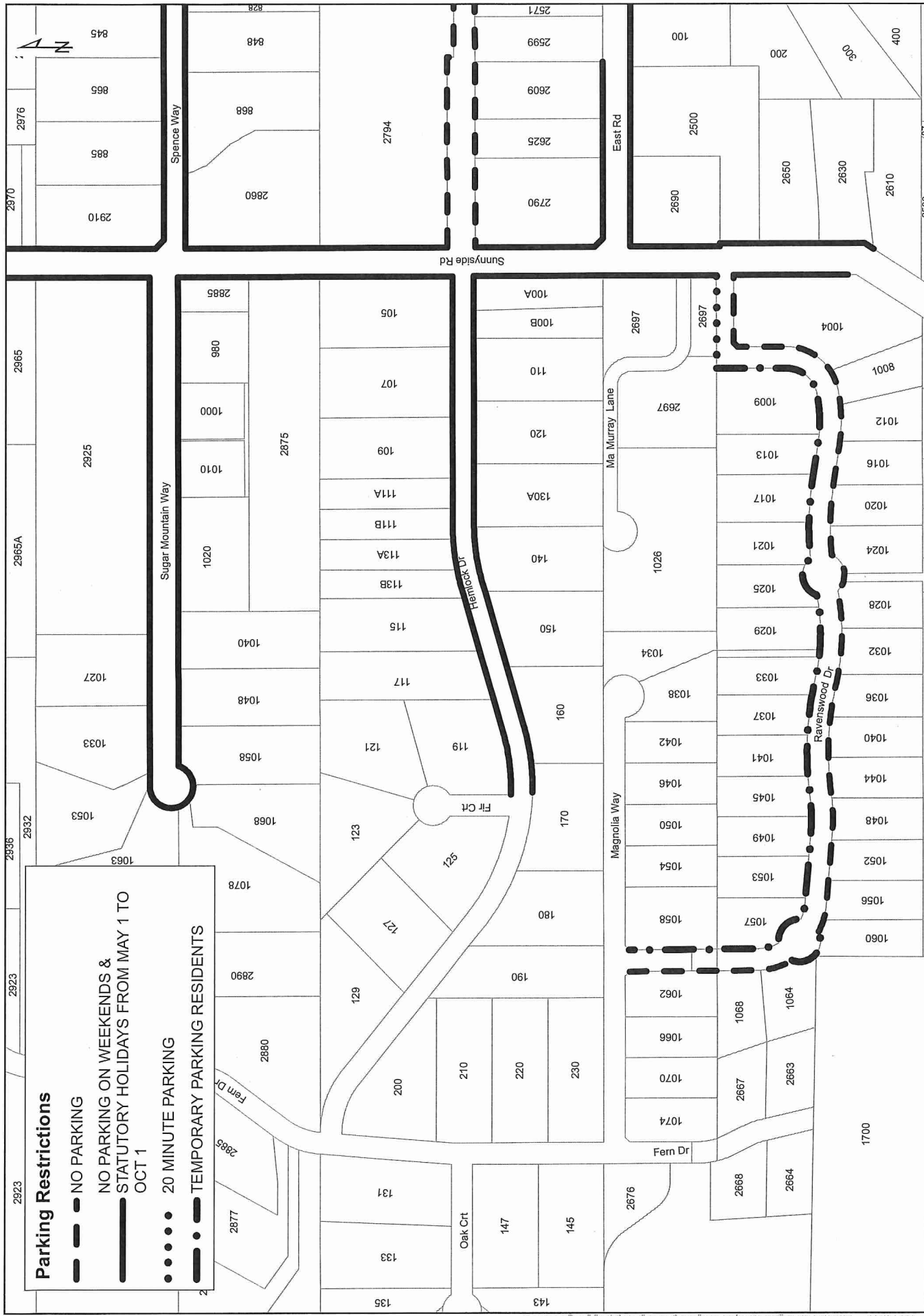


Map 5





## 1:3500



## VILLAGE OF ANMORE

## BYLAW NO. 563-2017

A bylaw to amend Anmore Municipal Ticket Utilization Bylaw No. 479-2009

---

**WHEREAS**, section 264 of the *Community Charter* empowers the Municipality, by bylaw, to designate those bylaws for which municipal ticket information may be used as a means of bylaw enforcement;

**AND WHEREAS** the *Community Charter* empowers the Council, by bylaw, to authorize the use of any word or expression on a municipal ticket information to designate an offence against a bylaw;

**AND WHEREAS** the *Community Charter* empowers the Council, by bylaw, to set fine amounts not greater than the amount prescribed by regulation;

**AND WHEREAS** the Council deems it expedient to authorize the use of municipal ticket information for the enforcement of certain bylaws, to authorize the use of certain words or expressions to designate certain bylaw offences and to set certain fine amounts;

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

1. That this bylaw may be cited for all purposes as “Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 563-2017”.
2. That Anmore Municipal Ticket Information Utilization Bylaw No. 479-2009, be amended as follows:

- (a) That section 3 wording be replaced with the following:

That the bylaws listed in Column 2 of Schedule 1 to this bylaw are designed as ticket offence bylaws for the purpose of section 264 of the *Community Charter*.

- (b) That section 4 wording be replaced with the following:

The persons appointed to the job positions or titles listed in Column 3 of Schedule 1 to this bylaw are designated as Bylaw Enforcement Officers pursuant to section 264(1)(b) of the *Community Charter* for the purpose of enforcing the bylaw listed in Column 2 of Schedule 1 opposite the respective job positions.

- (c) That section 5 wording be replaced with the following:

The words or expressions set forth in Column 1 of Schedules 2 through 9 attached to this bylaw designate the offence committed under the bylaw section number appearing in Column 2 opposite the respective words or expressions.

- (d) That section 6 wording be replaced with the following:

The amounts appearing in Column 3 of the Schedules 2 through 9 attached to this bylaw are the fines set pursuant to section 265(1)(a) of the *Community Charter* for the corresponding offences designed in Column 1.

- (e) That Schedule 1 wording be replaced with the following:

### SCHEDULE 1

Schedule	Bylaw	Designated Bylaw Enforcement Officers
2	Anmore Fire Prevention Bylaw No. 281-2000, and any amendments thereto.	Chief Administrative Officer Operations Superintendent Bylaw Enforcement Officer Fire Chief Anmore District Fire Chief Belcarra District Fire Chief
3	Anmore Highway Regulation Bylaw No. 64-1991, and any amendments thereto.	Chief Administrative Officer Bylaw Enforcement Officer
4	Anmore Noise Control Bylaw No. 380-2004, and any amendments thereto.	Chief Administrative Officer Bylaw Enforcement Officer
5	Anmore Parking Regulation and Enforcement Bylaw No. 108-1993, and any amendments thereto.	Chief Administrative Officer Bylaw Enforcement Officer Members of the Royal Canadian Mounted Police
6	Anmore Sedimentation and Discharge Control Bylaw No. 309-2001, and any amendments thereto.	Chief Administrative Officer Bylaw Enforcement Officer Operations Superintendent

7	Anmore Soil Deposit Bylaw No. 81-1992, and any amendments thereto.	Chief Administrative Officer Bylaw Enforcement Officer Operations Superintendent
8	Anmore Tree Management Bylaw No. 430-2007, and any amendments thereto.	Chief Administrative Officer Bylaw Enforcement Officer Operations Superintendent
9	Anmore Business Licence Bylaw No. 263-1999, and any amendments thereto.	Chief Administrative Officer Bylaw Enforcement Officer Members of the Royal Canadian Mounted Police

(f) That Schedule 9 wording be added as follows:

### SCHEDULE 9

#### Anmore Business Licensing Bylaw No. 263-1999

Offence	Section	Fine
Operating a business without a license	33	\$500.00

**READ** a first time the       day of       , 2017

**READ** a second time the       day of       , 2017

**READ** a third time the       day of       , 2017

**ADOPTED** this       day of       , 2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF CORPORATE SERVICES

Certified as a true and correct copy of "Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 563-2017".

\_\_\_\_\_  
DATE

\_\_\_\_\_  
MANAGER OF CORPORATE SERVICES

VILLAGE OF ANMORE

BYLAW NO. 565-2017

A bylaw to amend Anmore Business Licencing Bylaw No. 263-1999

**WHEREAS** section 59 of the *Community Charter*, provides that the Council may by bylaw provide for the licencing and regulating of businesses.

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

1. That this bylaw may be cited for all purposes as "Anmore Business Licensing Amendment Bylaw No. 565-2017".
2. That Anmore Business Licencing Bylaw No. 263-1999, be amended as follows:
  - (a) Replace section 33 wording with the following:

Any person who contravenes section 4 of this bylaw is guilty of an offence and, on summary conviction, is liable to the fine as outlined in the Anmore Municipal Ticket Information Utilization Bylaw No. 479-2009, and any amendments thereto. Each day that a violation of this bylaw continues shall constitute a separate offence.

**READ** a first time the            day of    , 2017

**READ** a second time the       day of    , 2017

**READ** a third time the        day of    , 2017

**ADOPTED** this                day of    , 2017

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MANAGER OF CORPORATE SERVICES

Certified as a true and correct copy of "Anmore Business Licensing Bylaw No. 565-2017".

\_\_\_\_\_  
DATE

\_\_\_\_\_  
MANAGER OF CORPORATE SERVICES



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: June 2, 2017

Submitted by: Christine Milloy, Manager of Corporate Services

Subject: Environment Committee – Topics of Interest

---

### PURPOSE / INTRODUCTION

To obtain approval from Council regarding the Environment Committee's expressed topics of interest.

### RECOMMENDATION

That Council authorizes the Environment Committee to conduct a review of the following subject areas, with priority being in the order as listed: Wildlife-Human Interaction; Noxious Weed Control; Generator Use; Septic Systems; Open Ditches; and Dark Sky Principle.

### BACKGROUND

Pursuant to the mandate, as included in the Environment Committee's Terms of Reference, Council referral is required prior to the undertaking new projects and discussing new topics.

### DISCUSSION

At the Environment Committee meeting held on June 1, 2017, members expressed interest in the following subject areas:

- Control of noxious weeds, with enforcement authority linked to the Weed Control Act
- Review of Solid Waste Bylaw
- Dark Sky Principles
- Wildlife – Human Interaction
- Open Ditches
- Septic System Maintenance (public and private properties)
- Generator use, as linked to the Noise Control Bylaw

No topics were previously assigned to the Environment Committee for the new term.

There are no concerns for staff regarding the list of topics for review by the Environment Committee, provided that it will not result in excessive resource requirements of staff.

**Report/Recommendation to Council**

Environment Committee – Topics of Interest

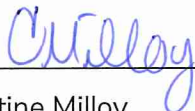
June 2, 2017

**FINANCIAL IMPLICATIONS**

There are no immediate financial implications. If project related costs are anticipated to be greater than currently budgeted for, approval of Council will be requested.

**COUNCIL STRATEGIC PLAN OBJECTIVES**

The mandate of the Environment Committee is linked to the Corporate Objective: "Foster preservation of the Village's natural environment and enhance awareness of its importance to the character and sense of community found in Anmore."

**Prepared by:**

Christine Milloy  
Manager of Corporate Services