

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, June 20, 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

page 1 (a) **Ralph Drew, Author – Request for Sponsorship**

Letter dated June 12, 2017 from Ralph Drew is attached.

5. Adoption of Minutes

page 6 (a) **Minutes of the Special Council Meeting held on May 12, 2017**

Recommendation: That the Minutes of the Special Council Meeting held on May 12, 2017 be adopted as circulated.

(b) **Minutes of the Regular Council Meeting held on June 6, 2017**

Recommendation: That the Minutes of the Regular Council Meeting held on June 6, 2017 be adopted as circulated.

6. Business Arising from Minutes

7. Consent Agenda

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

Recommendation: That Council adopts the Consent Agenda.

page 14 **(a) Letter (draft) to Rick Glumac, MLA for Port Moody-Coquitlam**

Recommendation: That the draft letter dated June 21, 2017 regarding
Congratulatory and Briefing on Current Issues be issued to Rick
Glumac, MLA for Port Moody-Coquitlam.

page 22 **(b) Poverty Reduction Strategy**

Recommendation: That the letter dated May 25, 2017 from Minister of Families,
Children and Social Development and Poverty Reduction Strategy
Toolkit be referred to the Community Engagement, Culture and
Inclusion Committee for review and comment.

8. Items Removed from the Consent Agenda

9. Legislative Reports

page 23 **(a) Statement of Financial Information**

The Chief Administrative Officer to present the draft Management Report and draft
Statement of Financial Information.

Recommendation: That Council approves the Statement of Financial Information
and Management Report.

(b) Bylaw Updates to Address Parking Concerns

page 29 **(i) Parking Regulation and Enforcement Amendment Bylaw No. 564-
2017**

Recommendation: That Parking Regulation and Enforcement Amendment Bylaw No.
564-2017 be adopted.

page 37 **(ii) Anmore Municipal Ticket Information Utilization Amendment Bylaw
No. 563-2017**

Recommendation: That Anmore Municipal Ticket Information Utilization Amendment
Bylaw No. 563-2017 be adopted.

page 40 **(iii) Business Licencing Amendment Bylaw No. 565-2017**

Recommendation: Business Licencing Amendment Bylaw No. 565-2017 be
adopted.

10. Unfinished Business**11. New Business****(a) Dr. Hal Weinberg Scholarship – Presentation**

Council to present the Scholarship award.

page 41

**(b) Community Engagement, Culture and Inclusion Committee –
Topics of Interest**

Report dated June 9, 2017 from the Manager of Corporate Services is attached.

page 43

(c) Strata Corporations Use of Council Chambers

Report dated June 14, 2017 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**

pages 49-54

- Letter received June 6, 2017 from The 2017 Port Moody Senior Secondary AfterGrad Committee regarding the donation to their AfterGrad celebration.
- Letter received June 6, 2017 from Canadian Wood Council regarding Call for Nominations for the 2017 Community Recognition Awards.
- Letter received June 13, 2017 from Wilderness Committee regarding their report titled 'Time's Up for the Tar Sands'.

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

Townsite Tales:
The History of Ioco, Anmore Valley,
& The North Shore of Port Moody Arm

June 12, 2017

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

Attention: Mayor & Council

Dear Mayor & Councillors,

Re: Sponsorship Request — “Townsite Tales: The History of Ioco”

I write as a self-publishing local historian seeking financial support for the 'not-for-profit' publication of a history book that will be of interest to the ***Village of Anmore***. You already are aware of my first book, ***“Forest & Fjord: The History of Belcarra”***, which was awarded the ***Lieutenant-Governor’s Gold Medal*** for historical writing in 2014, and my second book ***“Ferries & Fjord: The History of Indian Arm”*** which was awarded second prize in 2016 by the ***B.C. Historical Federation***.

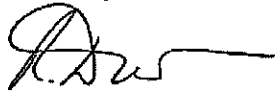
The new work (364 pages) will be a hard-cover coffee-table book (11" x 8½" landscape format) and a fully referenced and indexed publication for the academic community and other historians. Like my first two books, I have made extensive use of historical photographs, and the new book contains more than 300 photos, most of which are 9" x 5" in size.

The objective of seeking sponsors is to off-set the cost of publication, and sponsorship could be either a grant toward the publishing costs or the pre-purchase of books of an equivalent amount. I have created a mock-up of a page proposed for the front of the book (attached) that will acknowledge the book's sponsors.

I would be pleased to meet with yourself or other representatives of ***Village of Anmore*** to discuss this project, and respond to any questions that may need answering.

Your favourable consideration of this request would be very much appreciated.

Sincerely,



Ralph Drew, Author
3772 Marine Avenue
Belcarra, BC, V3H 4R9

SPONSORS

The following organizations have generously sponsored the publication of this book:



Secondary Sponsors:

Townsite Tales:

*The History of Ioco, Anmore Valley,
& The North Shore of Port Moody Arm*



By Ralph Drew

Author of Forest & Fjord: The History of Belcarra

Awarded the Lieutenant-Governor's Gold Medal for historical writing.

The new book '**Townsite Tales: The History of Ioco**' will be officially launched in Fall 2017, and this latest history is now available for pre-purchase — the perfect gift for any occasion!

Townsite Tales is follow-on research by [Ralph Drew](#) that covers the history of Ioco, Anmore Valley and the North Shore of Port Moody Arm. This book complements [Forest & Fjord: The History of Belcarra](#) that was awarded 'First Prize' in 2013 by the [B.C. Historical Federation](#) as well as [The Lieutenant-Governor's Gold Medal](#) for historical writing in 2014. ([About The Author](#))

In 2016, Ralph Drew was awarded second prize in the [B.C. Historical Federation](#) annual book competition for his second history book, [Ferries & Fjord: The History of Indian Arm](#).

Townsite Tales covers the history of Ioco, Anmore Valley and the North Shore of Port Moody Arm, and brings life to this history with historical photographs which truly are 'worth a thousand words'. This latest book by Ralph Drew is the perfect gift solution for family and friends.

This new book begins with a description of the geological history that facilitated the settlement of Burrard Inlet and Port Moody Arm by the Coast Salish people, and the archaeological evidence attesting to their presence. The book also describes the exploration of Burrard Inlet by the English and Spanish in 1792, the first Europeans to explore Burrard Inlet.

The book describes the establishment of saw mills on the inner harbour of Burrard Inlet in the 1860s and the associated settlement by mill workers. That development created a demand for logs which resulted in logging of the forests that surrounded Port Moody Arm, and the consequent appearance of the first European settlers.

Townsite Tales (ISBN 978-0-9813113-2-6) is both an 11" x 8½" landscape-format hard-cover 'coffee table' book and a fully referenced and indexed history. The book is 364 pages overall and contains more than 300 historical photographs and images which brings life to loco and Port Moody Arm history, organized into 7 chapters:

- Chapter 1 – Pre-Colonial Burrard Inlet
- Chapter 2 – 19th Century Port Moody Arm
- Chapter 3 – Logging of the North Shore & Buntzen Valley
- Chapter 4 – Early North Shore Development
- Chapter 5 – Settlement of the Anmore Valley
- Chapter 6 – Imperial Oil Company Refinery
- Chapter 7 – loco Townsite

Order now to secure your copy of **Townsite Tales**, and order additional copies to give as gifts for family and friends. The book can be purchased by an email Interact e-Transfer to the author (or mailing a cheque payable to the author) for \$49.95 plus 5% GST (\$2.50) = **\$52.45** plus \$16.50 for shipping via *Canada Post* (within Canada, west of Winnipeg) to:

Ralph Drew, 3772 Marine Avenue, Belcarra, BC, V3H 4R9

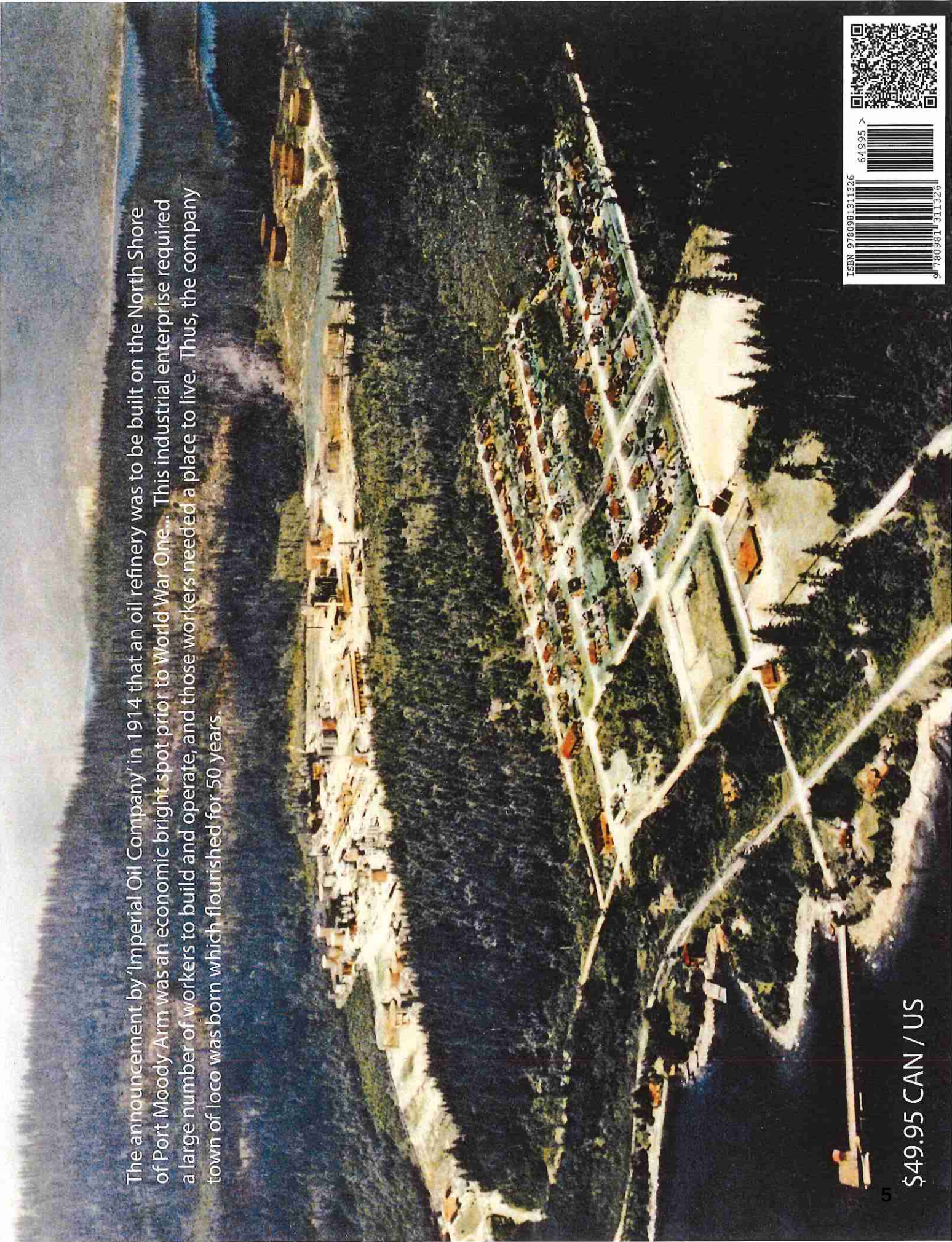
For purchase inquiries, either email [Ralph Drew](mailto:Ralph.Drew@shaw.ca) or telephone: 604-937-0143.

Information regarding my first book '**Forest & Fjord: The History of Belcarra**' can be found at: <http://www.belcarra.ca/forestandfjord.htm>

Ralph Drew, Author
3772 Marine Avenue
Belcarra, BC, V3H 4R9

Tel: 604-937-0143
Cell: 778-868-5378
Email: redrew@shaw.ca

The announcement by 'Imperial Oil Company' in 1914 that an oil refinery was to be built on the North Shore of Port Moody Arm was an economic bright spot prior to World War One... This industrial enterprise required a large number of workers to build and operate, and those workers needed a place to live. Thus, the company town of loco was born which flourished for 50 years.



\$49.95 CAN / US

SPECIAL COUNCIL MEETING – MINUTES

Minutes of the Special Council Meeting held on Friday, May 12, 2017 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen (via telephone)
Councillor Ryan Froese
Councillor Kim Trowbridge
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Councillor Ann-Marie Thiele

OTHERS PRESENT

Juli Kolby, Chief Administrative Officer
Luke Guerin, Operations Superintendent

NB: Council agreed to have Councillor Trowbridge act as Chair, in the physical absence of Mayor McEwen and the absence of Acting Mayor Thiele.

1. Call to Order

Councillor Trowbridge called the meeting to order at 4:39 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R97/2017

"THAT THE AGENDA BE APPROVED AS CIRCULATED."

CARRIED UNANIMOUSLY

3. Public Input

Nil

4. Delegations

Nil

5. Adoption of Minutes

Nil

6. Business Arising from Minutes

Nil

7. Consent Agenda

Nil

8. Items Removed from the Consent Agenda

Nil

9. Legislative Reports

Nil

10. Unfinished Business

Nil

11. New Business

(a) Spirit Park Expansion Project

It was MOVED and SECONDED:

R98/2017

“THAT COUNCIL APPROVE A MAXIMUM OF SEVENTEEN THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$17,750.00), PLUS UP TO FIVE HUNDRED DOLLARS (\$500.00) FOR CONVENTIONAL SEEDING, IF REQUIRED, EXCLUDING APPLICABLE TAXES, TO BE AWARDED TO GROUND X SITE SERVICES TO COMPLETE THE EXPANSION OF SPIRIT PARK PROJECT; AND STAFF TO REQUEST THAT GROUND X SITE SERVICES INCLUDE IN THEIR QUOTE CONVENTIONAL SEEDING AND THE RELOCATION OF ROCKS; AND THAT THE SPIRIT PARK EXPANSION PROJECT BE FUNDED FROM THE PARKS RESERVE.”

Mayor McEwen joined the meeting in person at 4:59 p.m. and Councillor Trowbridge remained seated as Chair.

CARRIED UNANIMOUSLY

12. Public Question Period

Nil

13. Adjournment

It was MOVED and SECONDED:

R99/2017

"TO ADJOURN."

CARRIED UNANIMOUSLY

The meeting adjourned at 5:11 p.m.

Certified Correct:

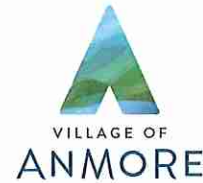
Approved by:

Christine Milloy
Manager of Corporate Services

John McEwen
Mayor

REGULAR COUNCIL MEETING – MINUTES

Minutes of the Regular Council Meeting held on June 6, 2017 in
Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Councillor Ryan Froese
Councillor Ann-Marie Thiele
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Mayor John McEwen
Councillor Kim Trowbridge

OTHERS PRESENT

Juli Kolby, Chief Administrative Officer
Christine Milloy, Manager of Corporate Services

1. Call to Order

Acting Mayor Thiele called the meeting to order at 7:08 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R105/2017

"THAT THE AGENDA BE APPROVED AS CIRCULATED."

CARRIED UNANIMOUSLY

3. Public Input

Lynn Burton, Sugar Mountain Way, commented on item 11(a), recommending that the Environment Committee look into the health, environmental and aesthetic impacts of the proposed Hydro lines. She also submitted a document to staff and Councillor Weverink, dated March 11, 2015, which she prepared when she was a former member of the Environment Committee. The document is filed with the Manager of Corporate Services for Village record.

4. Delegations

Nil

5. Adoption of Minutes

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

It was MOVED and SECONDED:

R106/2017

**"THAT THE MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON MAY 16, 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) Bylaw Updates to Address Parking Concerns

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

Council requested that staff communicate with the SVFD and the RCMP to obtain feedback on how the Village can best address increased summer traffic for Sunnyside Road and affected local roads.

Acting Mayor Thiele requested that it be recorded in the Minutes that the RCMP previously reported to Council that the accidents on East Road were not caused by any fault of the Village.

It was MOVED and SECONDED:

R107/2017

**"THAT PARKING REGULATION AND ENFORCEMENT
AMENDMENT BYLAW NO. 564-2017 BE READ A FIRST,
SECOND AND THIRD TIME, AS AMENDED."**

CARRIED UNANIMOUSLY

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

It was MOVED and SECONDED:

R108/2017 **“THAT ANMORE MUNICIPAL TICKET INFORMATION UTILIZATION AMENDMENT BYLAW NO. 563-2017 BE READ A FIRST, SECOND AND THIRD TIME.”**

Council requested that staff obtain clarification on which organization holds enforcement authority in Buntzen Lake and their level of authorization relative to Anmore Fire Prevention Bylaw.

CARRIED UNANIMOUSLY

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

It was MOVED and SECONDED:

R109/2017 **“ANMORE BUSINESS LICENSING AMENDMENT BYLAW NO. 565-2017 BE READ A FIRST, SECOND AND THIRD TIME, AS AMENDED.”**

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business

(a) Environment Committee – Topics of Interest

It was MOVED and SECONDED:

R110/2017 **“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.”**

CARRIED UNANIMOUSLY

12. Mayor’s Report

Acting Mayor Thiele reported that:

- She is excited to meet with the Community Engagement, Culture and Inclusion Committee on Thursday.

13. Councillors Reports

Councillor Weverink reported that:

- He had the first meeting of the Environment Committee recently.
- He and Mayor McEwen toured a few new developments at Pinnacle Ridge, and he is disgusted with work being done by some builders, which includes excavation right up to a trail and under steps on municipal property, and removal of a riparian fence without obtaining a permit.
- He and Councillor Trowbridge met with a potential band for Ma Murray Day, and noted that they will fit in well with the event.

Councillor Froese reported that:

- He will hold the first Public Safety Committee meeting on June 19.

14. Chief Administrative Officer's Report

Juli Kolby reported that:

- In addressing some of the building-related challenges, the Village has the ability to issue a Stop Work Order. She added that the Village has a new WCB representative, who has been touring building sites with the Building Inspector. Some sites have been poorly managed, but the Village is on top of addressing any concerns.
- The Conversation Officer reported that, in June to-date, there has been a report of one cougar sighting and zero bear sightings, and the public is asked to remove wildlife attractants.
- TransLink announced that summer service changes will take effect June 26, 2017. The Buntzen Lake bus is now the #179 and will begin 60 minute service on July 1st.
- The Village extended its contract with Smithrite for three years.
- Spirit Park has been seeded.
- Everyone should have received their property tax notice by now and anyone who has not is asked to contact the village hall.
- The water main flushing program will begin next week.
- She is very excited to announce that the new website will launch tomorrow. One of the added features, in the near future, will be the ability for the Village to collect email addresses for future communication to residents.

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

Nil

(b) General Correspondence

Nil

16. Public Question Period

Lynn Burton, Sugar Mountain Way, asked how parking is enforced on her road.

17. Adjournment

It was MOVED and SECONDED:

R111/2017 **"TO ADJOURN."**

CARRIED UNANIMOUSLY

The meeting adjourned at 8:32 p.m.

Certified Correct:

Approved by:

Christine Milloy
Manager of Corporate Services

John McEwen
Mayor

June 21, 2017

Mr. Rick Glumac, M.L.A.
New Democratic Main Reception
Room 201, Parliament Buildings
Victoria, BC V8V 1X4

VIA EMAIL: rick.glumac.mla@leg.bc.ca

Re: Congratulations & Briefing on Current Issues

Dear Mr. Glumac:

Firstly, on behalf of Anmore Council, I'd like to congratulate you on your recent election as the MLA representing the communities of Anmore, Belcarra, Coquitlam and Port Moody.

Secondly, I wanted to take this opportunity to provide you with details of past discussions with our former MLA and the Provincial Government regarding some of the more recent issues and challenges the Village of Anmore has been facing.

BC Hydro

Metro North Transmission Project

As you are aware by your attendance at a recent residents meeting on the matter, the Village is facing a likely upgrade of transmission poles through Anmore. While representatives from BC Hydro will not confirm that this "preferred option" will be the one moved forward with, for all intents and purposes, this project will be moving forward following required approvals. As noted at the meeting you attended, residents in Anmore staunchly oppose this project for health and property value reasons.

The Village would like to know what steps you will be taking to lobby for a change to their planned route or method of delivering service (i.e. underground wires).

Buntzen Lake Outfall Pipe

Staff at the Village has recently contacted BC Hydro to query the possibility of constructing electricity generating infrastructure to capture the energy from the

outfall pipe that runs from the Coquitlam Reservoir to Buntzen Lake. BC Hydro has been open to the discussion, however talks are in the preliminary stages at this point. The intent of this project and partnership would be to provide the Village with annual revenues associated with the electricity generated by the water flow into Buntzen Lake.

The Village would like to know how you would propose to encourage such a partnership and lobby for revenues to be transferred to the Village.

Metro Vancouver Regional District Funding Limitations

As one of the smallest communities within the Metro Vancouver Regional District, and with a limited tax base comprised of 99% residential tax payers, the Village is continuously challenged with raising adequate funds for ongoing services and critical projects.

Despite the above, Anmore Council has been diligently working to fund our infrastructure replacement reserves in a way that achieves financial sustainability. In 2017, Council approved an increased transfer to our Capital Asset Reserve of \$825,000, referred to as the Fixed Asset Levy. This annual amount is planned to be increased by \$135,000 in each of the future years of our 5-Year Financial Plan. The Fixed Asset Levy represents nearly one third of the Village's annual operating budget being set aside to ensure that future replacement of our assets is adequately funded. We are also finalizing a comprehensive Asset Management Plan to help us determine what the adequate level of annual funding and reserves are.

However, we find it particularly challenging as a small community that is working towards financial sustainability, that we are not more supported by the Provincial Government when it comes to grant funding. There are a number of grant programs that the Village is ineligible to apply for simply because we are a member of the Metro Vancouver Regional District.

The Village would like to know how you will lobby for changes to the eligibility requirements for funding programs that are currently unavailable for us, so that we may move forward with critical projects in a timely fashion while lessening the tax burden on current residents.

Transfer of Crown Land

During a meeting with the Minister of Community, Sport and Cultural Development in September 2016, the Village requested that Crown Land be considered to be transferred to the Village either for municipal purposes or to be sold to raise funds for critical projects (such as the Village Hall Centre). The Minister was very receptive to the idea and asked that his staff follow up with our request. Unfortunately, the Village has yet to receive a response.

The Village would like to know what steps you will take to ensure that due consideration is given to the appeal made to the former Minister for the transfer of Crown Land and that we receive a positive response to our request.

Use of Community Recreation Program Funding

In 2012, the Village was granted funding under the Community Recreation Program for a Green Gym (outdoor fitness equipment) to be installed in Spirit Park. At the same time, the Village was working through our Parks Master Plan. Through that process, it was determined that residents and Council did not wish to move forward with the installation of an outdoor fitness area. The Village recently requested that the funds be reallocated for use as part of our Village Hall Centre. Specifically for a public plaza for community gatherings as well as construction of public washrooms for park users. While the Village intended to be able to move forward with the Village Hall and use the funding prior to the deadline for project completion, we have been unsuccessful in obtaining required further grant funding to begin construction.

The Village asks that you to formally request an extension on the use of the grant funding until such time as the Village is able to move forward with construction of our new Village Hall.

Joint Villages Briefing

At the 2016 UBCM Convention, the Villages of Anmore, Belcarra, Lion's Bay and Bowen Island Municipality met with the Minister of Community, Sport and Cultural Development to raise a number of common issues faced by our small Metro Vancouver communities. For your reference, enclosed is a briefing that was provided to the Minister ahead of the convention.

In Closing

As our new representative for the Provincial Government, we respectfully request a written response to our concerns raised above.

Again, congratulations on your election and, on behalf of Council, I look forward to working with you to address our concerns and those of the residents of Anmore.

Yours sincerely,

Mayor John McEwen
T 604 469 9877
john.mcewen@anmore.com

Enclosure

cc: Mayor & Council, Bowen Island Municipality
Mayor & Council, Village of Belcarra
Mayor & Council, Village of Lion's Bay

**Briefing for the Honourable Peter Fassbender,
Minister of Community, Sport and Cultural Development**

19 September 2016

This brief from the Mayors of the municipalities of Anmore, Belcarra and Lions Bay outlines common challenges faced by these small Metro Vancouver Regional District communities.

Funding our budgets

Our communities are limited in their ability to further increase revenues through property taxes, given small population, given taxes contributed almost entirely by residential properties, and given that taxes are already relatively high:

Municipality	Population (2011 Census)	Total Assessed Value of all Property	Assessed Value of Residential Property (Class 01)	Residential / Total	2015 Total Taxes and Charges on a Representative House
Anmore	2092 (108 th of 162 BC municipalities)	\$993,803,100	\$988,906,400	99.5%	\$6,392 (7 th highest in BC)
Belcarra	644 (144 th of 162)	\$545,669,600	\$540,212,904	99.0%	\$5,918 (10 th highest in BC)
Lions Bay	1318 (125 th of 162)	\$677,905,545	\$676,121,500	99.7%	\$6,947 (4 th highest in BC)

All small communities in BC (currently) receive the *Small Communities Grant*. But because our three small communities are within the GVRD we are not eligible to apply for the *B.C. Rural Dividend Fund*, when our costs are in fact proportionally higher than rural municipalities' simply because we are located within the GVRD, as outlined below.

And, the *Gas Tax Fund* excludes our municipalities from the *Strategic Priorities Fund*, which is provided to local governments outside of the GVRD for strategic investments. And within the GVRD, the Villages are de facto excluded from participating in funding provided for regional transportation projects, given the greater needs of large municipalities with defined regional transportation issues.

Our disproportionate Costs Related to Infrastructure

All local governments in Canada face infrastructure deficits. We are not even keeping up with day-to-day maintenance and immediate replacements. As an example, *Anmore* currently sets aside \$690,000 per year, with significant annual increases planned, for the sole purpose of replacing infrastructure. It has engaged *Urban Systems* to complete an Asset Management Plan to quantify the amount of annual contribution needed for asset replacement. Lions Bay on the other hand in 2014 self-funded a \$120,000 *Infrastructure Master Plan* that takes account of available time, funding cycles and economies of scale while prioritizing and scoping needs (\$120,000 represents an 11 percent increase in property tax for Lions Bay). Anmore and Belcarra are supplied by GVRD water, with Anmore paying a significant uplift to Port Moody for transit, while Lions Bay produces its own, with two modern plants fed by two steep slide-prone creeks, requiring \$1.1 million in 2015 operating costs (out of a \$3.4 million total budget).

We don't have our heads in the sand either. Despite voter pushback our municipalities have bitten the bullet to take on debt to spread capital investment to future users of the asset. Lions Bay, for example, has \$1.4 million

outstanding of \$1.8 million in debt that was used to fund infrastructure investment and vehicle leases; it will ask voters to approve a further \$3.0 million in future debt in a November referendum. But ultimately, borrowing to fund spending only defers the inevitable when costs are unsustainable.

We use more of our budgets to pay for infrastructure and we are doubly impacted: the large communities within *Metro Vancouver* can leverage economies of scale in planning and execution to utilize the funding programs available, and we pay urban contractor rates under onerous New West Partnership Trade agreement rules, which apply to even small projects. And we don't even have purchasing departments!

Disproportionate Costs Relating to Staffing and Organisation

Our small municipalities are challenged to recruit and then retain experienced, competent, qualified staff to provide the required services that all municipalities are legislated to provide, regardless of population. Because the GVRD has only one electoral area, there are few shared services available. Our staff calendar is the same as any B.C. municipality's, and we compete for staff with our larger neighbours who offer better pay scales, more resources, upward career paths, and full support organisations. And our staff still pay the same cost-of-living:

Jurisdiction	CAO Salary	Total Staff (FTEs)	Staff living in the community
Anmore	\$104,100	3 managers including CAO plus 6 inside and 3 outside staff (all positions non-union)	3
Belcarra	\$110,000	2 managers including the CAO, plus 1.8 inside and 2.0 outside staff (all positions non-union)	0
Lions Bay	\$110,000	3 managers including CAO, 3.9 inside, 4.5 outside (all positions CUPE)	2.1

With property values on a par with the rest of *Metro Vancouver*, new residents are no longer the founding pioneers. Newcomers expect community amenities in line with the price they paid for their property. We're obligated to follow urban-oriented solid waste, transit and carbon reduction policies and a *Regional Growth Strategy* that keeps talking about wealthy first-world ideas. We're seen at *Metro Vancouver* as "quaint bumpkins" when we talk of steep terrain, wildfire risk, highway closures, wood heat, increasingly intense storms, and scary wildlife, yet we have to provide the same services the big municipalities provide.

We don't have purchasing departments, engineering departments, legal departments or planning departments. So we have to bring in consultants, which we can't afford, so we often don't. Lions Bay, for example, has almost a dozen subdivision applications pending for which no staff are free, and no appropriate suite of bylaws exist; we are shelving these opportunities to increase tax base and enhance the viability of the community because we don't have the resources to action them.

Indeed, we might go so far as to say the *Community Charter* does not serve its purpose for us, requiring us to spend vital funds on meeting increasing Provincial operational requirements which municipalities are expected to deliver. In addition, the *Community Charter* requires our staff to resist using our one secret weapon: willing, expert resident volunteers, including elected officials who are only there because they love the place.

Disproportionate Costs Related to Fire Services

Our Villages are served by volunteer fire departments: Anmore and Belcarra share the *Sasamat Volunteer Fire Department* and Public Works staff job descriptions require that they volunteer; Lions Bay funds its own 30-member volunteer department. While each department has differing challenges, there are inherent challenges to volunteer departments throughout British Columbia. It is increasingly difficult to attract residents to serve as volunteer firefighters. Our communities are increasingly white collar and the time commitment required of volunteer firefighters is steadily increasing, as training requirements continually increasing in scope, often during working hours.

Volunteer firefighters are trained in our departments, only to be poached by neighbouring career fire departments. This is especially the case in Lions Bay where the training program is highly regarded and a nod from the Chief guarantees a job. And now, with the advent of the Playbook and Lions Bay's volunteer Chief's expected retirement after 18 years of service, Lions Bay believes it will soon need a professional Chief and four professional shift leaders, who would also have to be housed, given house prices.

Provincial Property Taxes

Residential property assessments in *Metro Vancouver* are now the highest in Canada. With the Province-wide property tax levy at 36 percent of total property taxes (also the highest in Canada), *Metro* property owners are paying a disproportionate absolute amount to the Province compared to communities in the rest of British Columbia, and even within Metro. A prime example is transit: our communities are minimally serviced (one bus per hour for a limited time period during the day in Anmore and Belcarra, and less than that for Lions Bay).

Home Owner Grant

Simply because of high property assessment values in *Metro Vancouver*, many property owner are ineligible for a *Home Owner Grant*. As a consequence, and unlike communities in the rest of British Columbia, *Metro Vancouver* property owners are being penalized by the market price of their property, with property taxes are already higher than most.

Property Transfer Tax

Last fiscal year the property transfer tax generated \$1.5 billion in revenue for the province, before the new foreign buyers' tax. Assuming a similar rate of transfers as in similar-size municipalities, our three communities, the 18th, 37th and 54th smallest in the province, contribute way beyond their size compared to non-Metro communities:

Jurisdiction	2016 Average Assessed Value	2016 Average Property Transfer Tax ¹
Anmore	\$1,341,775	\$24,836
Belcarra	\$1,438,185 ²	\$26,764
Lions Bay	\$1,227,386	\$22,548
BC median	\$264,780	\$3,296

¹ <https://forms.gov.bc.ca/taxes/estimate-your-property-transfer-taxes/>, September 9, 2016.

² Excludes recreational waterlot assessments

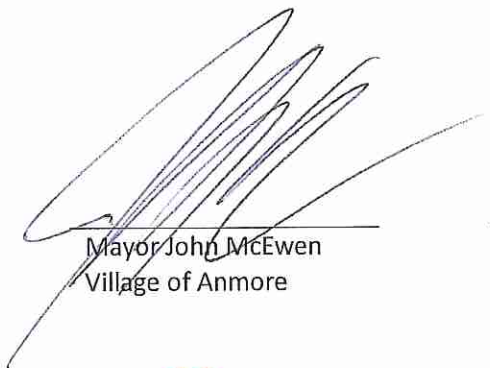
THE ASK

Anmore, Belcarra and Lions Bay are requesting additional financial support from the Province. We are consistent in our approach to fiscally sustainable practices; however, we find it difficult to provide little more than the day-to-day services that residents of a large metropolitan region expect and demand, and even in this we are slipping toward financial unsustainability.


A different funding paradigm will assist us in providing services to our residents and achieving community goals, despite the challenge we face as the also-rans of Metro:

1. We ask that the three small Village municipalities within *Metro Vancouver* be included in the Province's semi-rural community grant programs.
2. We request an increase in the *Small Communities Grant* for the three small Village municipalities within *Metro Vancouver* to achieve some sort of parity with the absolute value of taxes paid by our residents, which are not incidentally somewhat proportional to our costs.
3. We request either a relaxation the Province's fire service level expectations to allow us and all small municipalities to provide the level of service that taxpayers are ready to fund without the added compliance overhead, or alternatively, an increase in fire funding.
4. We ask for a significant increase in the threshold for the *Home Owner Grant* to reflect the new reality of property assessments within *Metro Vancouver*.
5. We ask for Crown land grants to sell for revenue, and more importantly to enable us to develop more varied housing and commercial opportunities for residents and businesses, and expand the respective tax bases.

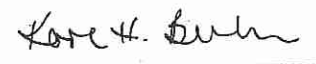
Respectfully submitted,



Mayor John McEwen
Village of Anmore



Mayor Ralph Drew
Village of Belcarra



Mayor Karl Buhr
Village of Lions Bay



cc: Linda Reimer, MLA – Port Moody-Coquitlam
Jordan Sturdy, MLA – West Vancouver-Sea-to-Sky

Minister of
Families, Children and
Social Development



Ministre de
la Famille, des Enfants et
du Développement social

Ottawa, Canada K1A 0J9

Mr. John McEwen, Mayor
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9
john.mcewen@anmore.com

MAY 25 2017

Dear Mr. McEwen:

I am writing to thank you for participating in the roundtable discussion on Poverty Reduction Strategy that was held on February 16 in Vancouver.

Poverty is a problem that must be tackled on a number of fronts. I was pleased to have the opportunity to learn more from you and your counterparts about some of the poverty reduction initiatives under way in British Columbia. It is only by working together that we can reduce poverty and improve the economic well-being of all Canadian families so that they can have a real and fair chance to succeed. I appreciate the time and thoughts that you shared during our discussion.

As a leader, I hope you will encourage individuals in your community to participate in the Poverty Reduction Strategy consultation by providing their feedback, until June 30, through our website: <http://esdc-consultations.canada.ca/poverty-reduction-strategy>.

I also invite you, as well as organizations in your community, to host your own discussions, using the toolkit available online: <https://www.canada.ca/en/employment-social-development/campaigns/poverty-reduction/toolkit.html>.

Thank you again, and please accept my best wishes for the future.

Sincerely,

The Hon. Jean-Yves Duclos, P.C., M.P.

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 30, 2017

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 30, 2017

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 30, 2017

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	23,096.44	3,685.01
Thiele, Ann-Marie	Councillor	11,588.88	0.00
Trowbridge, Kim	Councillor	11,588.88	0.00
Froese, Ryan	Councillor	11,588.88	0.00
Weverink, Paul	Councillor	11,588.88	1,933.38
Juli Kolby	CAO	106,090.61	9,053.13
Total: Elected Officials, employees appointed by Council		175,542.57	14,671.52
2. Other Employees (excluding those listed in Part 1 above)			
Christine Milloy	Manager of Corporate Services	85,351.74	2,155.24
Martin Greig	Building Inspector/Bylaw Enforcement Officer	86,176.97	1,477.47
Consolidated total of other employees with remuneration of \$75,000 or less		505,220.30	9,425.05
Total Other Employees		676,749.01	13,057.76
3. Reconciliation			
Total remuneration - elected officials, employees appointed by Council		175,542.57	14,671.52
Total remuneration - other employees		676,749.01	13,057.76
Subtotal		852,291.58	27,729.28
Reconciling Item(s)	Employer paid benefits; WCB, consultants	249,350.14	
Total		1,129,371.00	
Total Per Statement of Revenue & Expenditure		1,129,371.00	
Variance		0.00	0.00

VILLAGE OF ANMORE

STATEMENT OF SEVERANCE AGREEMENTS

There were no severance agreements made between the Village of Anmore and its non-unionized employees during the fiscal year January 1st, 2016 to December 31st, 2016.

**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
Atco Structures & Logistics	\$ 55,939.35
BDO Dunwoody	\$ 42,434.63
City of Port Moody	\$366,565.26
City Spaces Consulting Ltd.	\$ 74,500.40
Corix Water Products	\$ 28,186.68
Envirowest Consultants	\$ 36,023.26
ISL Engineering & Land Services Ltd.	\$162,356.42
Jack Cewe Ltd.	\$621,322.95
Microserve	\$ 41,815.62
Municipal Insurance Association	\$ 37,248.00
Murdy & McAllister	\$ 83,367.42
Pacific Blue Cross	\$ 76,917.08
Smithrite Disposal Ltd.	\$132,885.59
Total aggregate amount paid to suppliers	\$1,759,562.66

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

Total Consolidated payments to suppliers \$568,142.83

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	\$1,759,562.66
Less than \$25,000	568,142.83
Sub-total	\$2,327,705.49
Amortization	846,003.00
Disposals	(1,046,174.00)
Remuneration	894,893.08
TCA Acquisitions	1,734,015.00
Debt Principal Repayment	2,588.00
Net Change in Operating Accounts	(710,540.57)
Net DCCs	107,023.00
Sub-total	\$1,399,715.51
Per Financial Statement	\$3,727,421.00

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

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 Chief Administrative Officer or by a contractor acting in accordance with the directions of the Village.

- (e) Remove sections 6, 8, 9, and 10 and renumber the subsequent sections accordingly.
- (f) That Schedule A be amended as shown as Schedule A attached.

READ a first time the 6th day of June, 2017

READ a second time the 6th day of June, 2017

READ a third time the 6th day of June, 2017

ADOPTED this day of , 2017

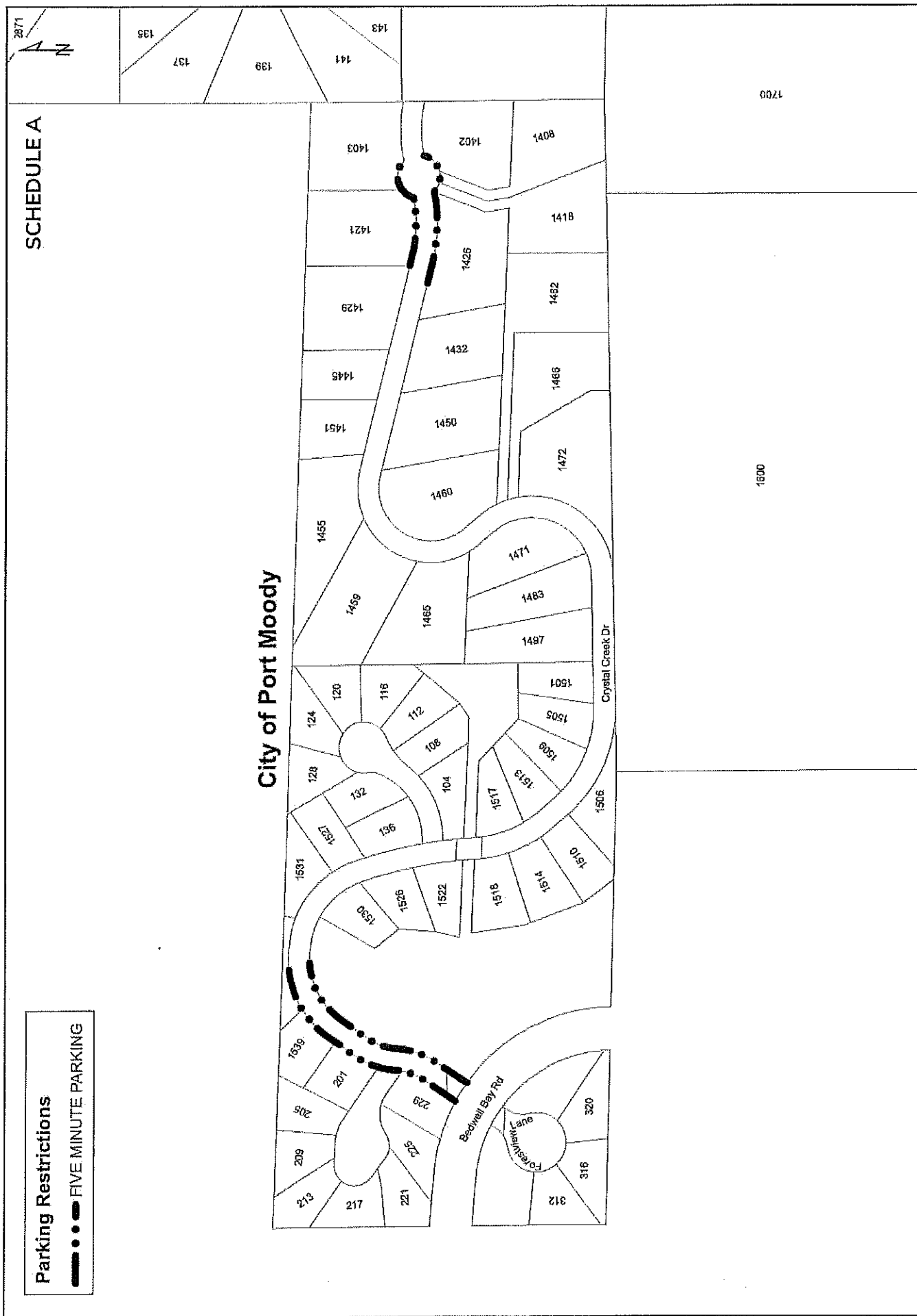
MAYOR

MANAGER OF CORPORATE SERVICES

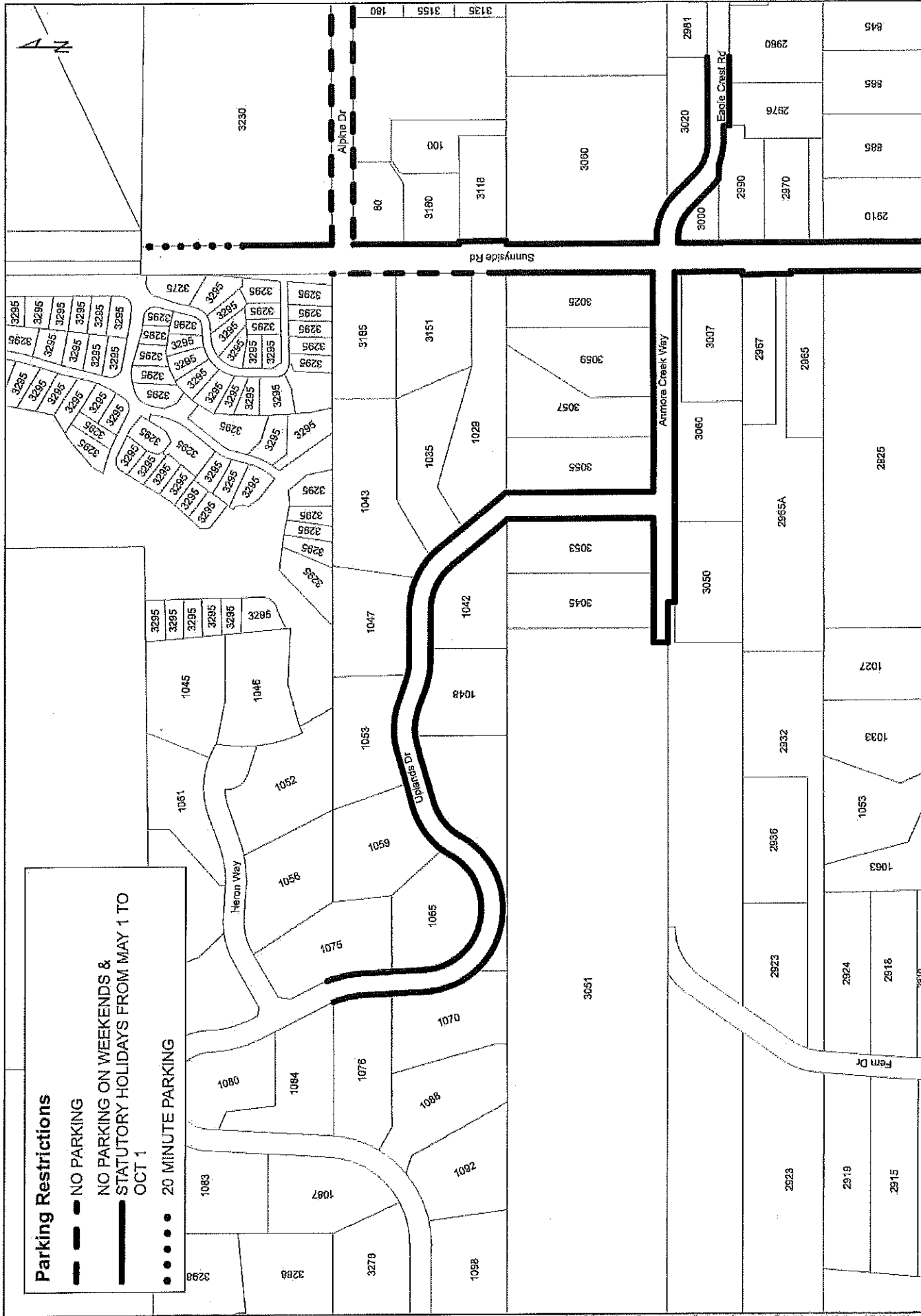
Certified as a true and correct copy of "Anmore Parking Regulation and Enforcement Amendment Bylaw No. 564-2017".

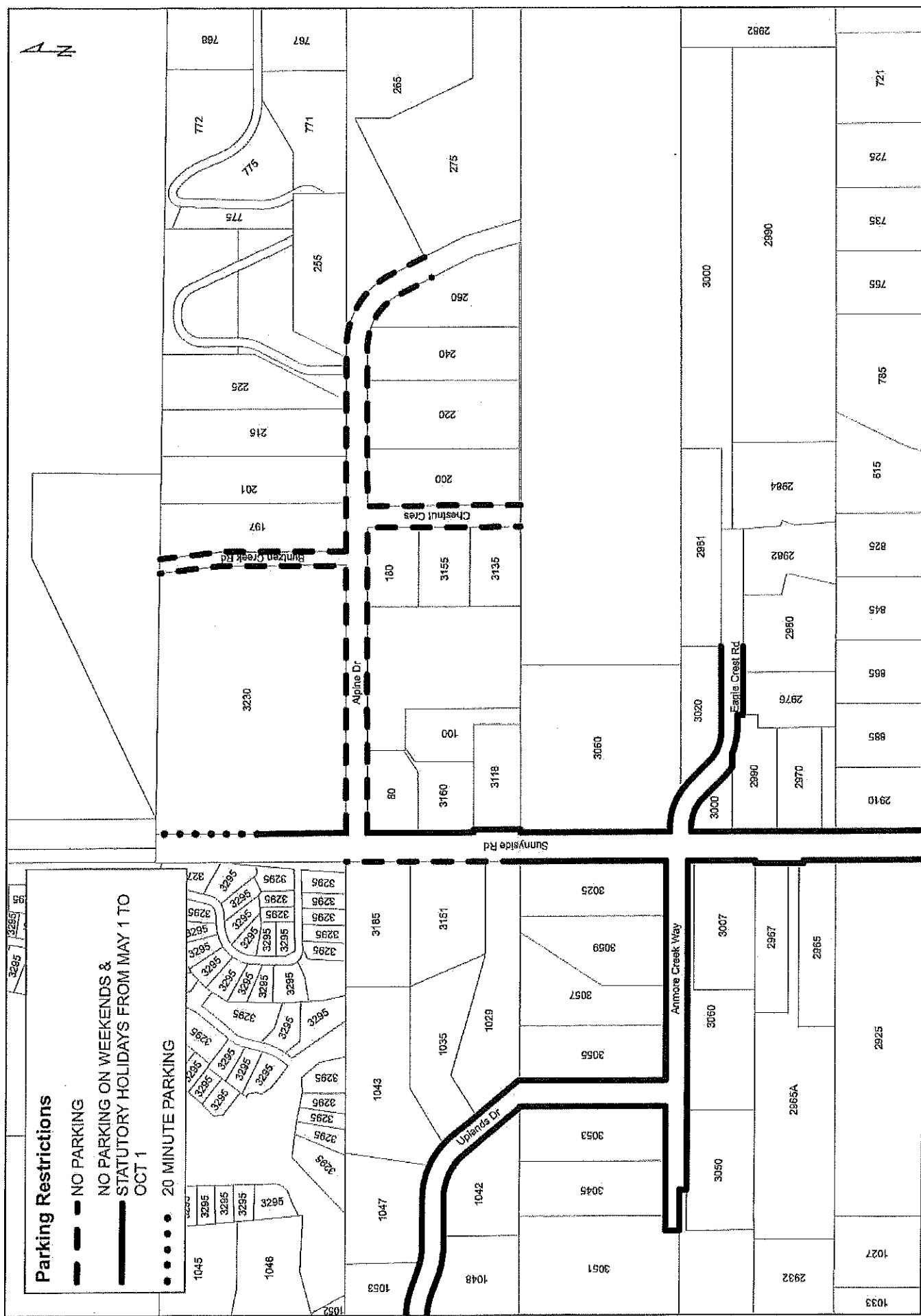
DATE

MANAGER OF CORPORATE SERVICES









1:3500

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200
Meters

150

100

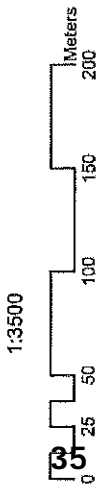
59

$$m \sim \begin{bmatrix} 3 \\ 4 \end{bmatrix}_{25}^5$$

Map 4

VILLAGE OF

ANMORE A



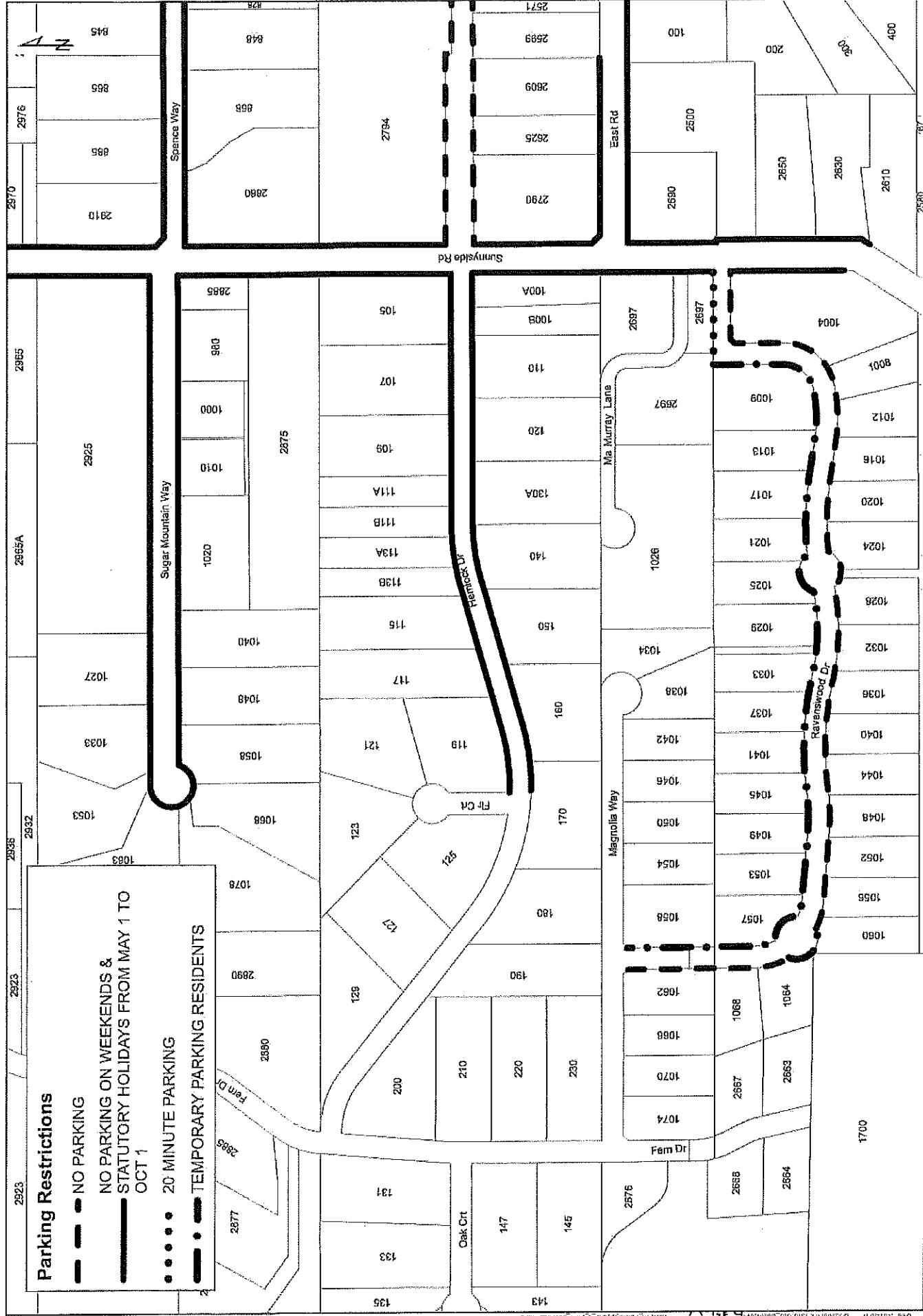
Parking Restrictions

--- NO PARKING

— NO PARKING ON WEEKENDS &
STATUTORY HOLIDAYS FROM MAY 1 TO
OCT 1

••••• 20 MINUTE PARKING

—••••• TEMPORARY PARKING RESIDENTS



1:3500



Map 6

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 6th day of June, 2017

READ a second time the 6th day of June, 2017

READ a third time the 6th day of June, 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 6th day of June, 2017

READ a second time the 6th day of June, 2017

READ a third time the 6th day of June, 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 9, 2017

Submitted by: Christine Milloy, Manager of Corporate Services

Subject: Community Engagement, Culture and Inclusion Committee –
Topics of Interest

PURPOSE / INTRODUCTION

To obtain approval from Council regarding the Community Engagement, Culture and Inclusion Committee's expressed topics of interest.

RECOMMENDATION

That Council authorizes the Community Engagement, Culture and Inclusion Committee to conduct a review of any matters in the following subject areas: Age Friendly Planning; Cultural Diversity; and Community Engagement.

BACKGROUND

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

DISCUSSION

At the Community Engagement, Culture and Inclusion Committee meeting held on June 8, 2017, members expressed interest in the following subject areas:

- Community engagement
- Heritage preservation
- Cultural diversity
- Age friendly planning
- Community outreach to new residents

No topics were previously assigned to this new Committee. The Committee chose to focus on the three highlighted areas (see recommendation). This decision was made upon learning that the Anmore Heritage Society will be working with Village staff on heritage preservation, by cataloguing museum items and other items of historical significance. In addition, community outreach will be accomplished when Village staff produce a Welcome to Anmore brochure.

There are no concerns for staff regarding the list of topics for review, provided that there will be no excessive resource requirements.

Report/Recommendation to Council

Community Engagement, Culture and Inclusion Committee – Topics of Interest

June 9, 2017

FINANCIAL IMPLICATIONS

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

COUNCIL STRATEGIC PLAN OBJECTIVES

The projects that the Committee would like to undertake are linked to the Corporate Strategic Objectives "Create a Community Gathering Place" and "Enhance Community Events and Celebrations".

Prepared by:



Christine Milloy
Manager of Corporate Services



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: June 14, 2017

Submitted by: Juli Kolby, Chief Administrative Officer

Subject: Strata Corporations Use of Council Chambers

PURPOSE / INTRODUCTION

To seek Council direction regarding fees charged to strata corporations for their use of Council Chambers for meeting purposes.

RECOMMENDATIONS

That Council approve an ongoing fee waiver for strata corporations to use Council Chambers for strata related business meetings, as outlined in the report dated June 14, 2017 from the Chief Administrative Officer regarding Strata Corporations Use of Council Chambers.

Or

That Council not approve an ongoing fee waiver for strata corporations to use Council Chambers for strata related business meetings, as outlined in the report dated June 14, 2017 from the Chief Administrative Officer regarding Strata Corporations Use of Council Chambers.

Or

That Council approve an annual fee waiver for strata corporations to hold their Annual General Meeting in Council Chambers, as outlined in the report dated June 14, 2017 from the Chief Administrative Officer regarding Strata Corporations Use of Council Chambers.

BACKGROUND

At the October 18, 2017 Regular Council meeting, Policy No. 53 – Facility Rentals was adopted by Council (Attachment 1). Outlined in the policy is the provision for community groups and other users to utilize the Council Chambers for various meetings and events. As per the Fees and Charges Bylaw No. 557-2016, the fee for “individuals or groups not providing a service for the community as a whole or on behalf of the Village of Anmore” is \$20/hour.

Since it has become available, the Council Chambers has been booked by development teams for meetings and a local cultural group for events. These users have paid the hourly fee for the time they have used the space.

Report/Recommendation to Council
Strata Corporations Use of Council Chambers
June 14, 2017

DISCUSSION

One strata corporation has made enquiries about using the Council Chambers for their regular meetings, but declined based on the hourly fee of \$20 being charged.

Council may wish to consider extending the same no fee provision to include strata corporations, similar to those community groups that do provide a service for the community as a whole or on behalf of the Village.

FINANCIAL IMPLICATIONS

There are 4 strata corporations that operate in the Village. If all strata corporations were to take advantage of utilizing the space and it is assumed they would hold 13 2-hour meetings per year (12 monthly meetings and 1 annual general meeting), the lost revenue to the Village would be \$2,080 annually (13 meetings X 2-hours X \$20 X 4 stratas). The ultimate financial implication would depend on the number of meetings held, how long they are and how many strata corporations make use of the Council Chambers.

COUNCIL STRATEGIC PLAN OBJECTIVES

There are no specific Council Strategic Plan objectives that a fee waiver to strata corporations would align with. However, providing the space at no charge would strengthen the Village's relationships with the strata corporations.

Report/Recommendation to Council
Strata Corporations Use of Council Chambers
June 14, 2017

Prepared by:



Juli Kolby
Chief Administrative Officer



Attachment 1

COUNCIL POLICY

Policy	Facility Rentals	Policy No.	53
Effective Date	October 19, 2016	Approved by	Council
Date Amended	n/a	Resolution No.	R204/2016
Date Established	October 18, 2016		

PURPOSE

The Facility Rentals Policy is to provide guidelines regarding the rental and use of the leased trailers ("Rental Space") in accordance with the applicable fees in the Fees & Charges Bylaw.

SCOPE

This policy establishes the allowable use, prioritization of user groups, requirements of users and process for application of use.

DEFINITIONS

Licensee means the individual or organization renting the Rental Space.

Rental Agreement means the agreement made between the Licensee and the Village in regards to type and duration of use of the Rental Space.

Rental Space means the leased trailers adjacent to the Village Hall, also used as Village of Anmore Council Chambers.

Village means the Village of Anmore.

POLICY

Allowable Use

The Rental Space will be made available to community groups and other users for meetings, workshops, events and activities outside of regular business hours (8:30am-4:00pm).

Prioritization of Use

The Licensee must represent properly constituted group or be an individual capable of accepting responsibility for conduct of participants and financial responsibility for any damages.

The Rental Space, first and foremost, will be used to conduct Village functions (i.e. Council meetings, Committee meetings, information sessions, public hearings, etc.) When available for user groups, the Rental Space will be booked on first come, first serve basis.

Use of Facilities

Tables and chairs are available for use, but must be set up and reconfigured by the group. No stationary, supplies (including dishes, kitchen items, etc.), or electronic equipment are available with the meeting space. The Licensee is responsible for setting up their own equipment and remedying technical problems encountered. A projector is available for use upon request.

Assignment of the Rental Agreement is not permitted. The Licensee acknowledges that the Village has the right to cancel or revoke either specific usage or the rental contract when the facilities are required for Village functions. In the case of Village function usage, the Village will do its best to provide the Licensee with appropriate notice. Provision of an alternate space in the Village is not guaranteed. A refund or credit will be provided to the Licensee where an alternate space is unavailable. The Village provides no stated or implied warranty as to the suitability or condition of the facilities for the Licensee's purposes. Any accident or incident should be reported to Juli Kolby, Chief Administrative Officer within 48 hours of the event.

Food and drink may be served while using the meeting room. The Licensee is required to bring and supply their own plates, cups, cutlery, and napkins. Groups are fully responsible for cleaning up following use of Village meeting space. The Licensee must ensure appropriate disposal of all supplies in the containers provided, including appropriate sorting of kitchen waste, recycling and garbage.

Supervision and Rules of Use

The Licensee will place a person in charge of the user group who is responsible for the admission, actions, and behavior of all participants and/or spectators. The individual designated will:

- a) Make himself/herself known to any staff or Council members that may be in the building;
- b) Enforce all Village rules, policies and procedures concerning the use of Rental Space;
- c) Supervise entrance and adjacent areas to prevent unauthorized persons from entering the building;
- d) Limit activities and participants to the Rental Space;
- e) Ensure that all members are out of the Rental Space when the event is completed; and
- f) Take all and any action that may be required for the preservation of the Village's property, and ensure that the Rental Space is left in the same order and condition as it was found.

Application for Use

The Licensee will be required to apply for use of the Rental Space. Applications should be submitted a minimum of five (5) business days prior to the meeting date and may not be made more than twelve (12) months in advance.

Please contact Carmen Disiewich, Executive Assistant and Communications Coordinator to submit a request for use of Village meeting space to: carmen.disiewich@anmore.com.

Deposit

A damage/cleaning deposit of \$100 is required for each booking of the Rental Space. If there is damage to the Rental Space or any of the contents within, the deposit, or a portion thereof, will be forfeited in order to repair or replace such damage. Similarly, if the Village is required to bring in a janitorial service to clean the Rental Space, that amount will be deducted from the deposit.

Deposits are due within 48 hours of booking confirmation, failing which the booking may be cancelled.

Damage

The Village shall not be responsible for any loss or damage to materials or equipment brought in by the Licensee.

Indemnification and Hold Harmless

The Licensee shall indemnify and hold harmless the Village of Anmore and its officers, employees, servants, agents, elected officials and contractors, from any and all loss, liability claims or expenses arising out of the use of the Rental Space by the Licensee and any of its officers, employees, servants, agents contractors and volunteers. The Licensee agrees to waive all rights of subrogation or recourse against the Village with respect to use.

Liability Insurance Coverage Required

The Licensee is responsible for obtaining commercial general liability insurance in an amount not less than \$3,000,000. The Village reserves the right to request additional coverage depending on the type of event being held within the Rental Space. The Licensee shall provide the Village with a certificate of insurance with the Village of Anmore named as an additional insured, prior to the rental date. If the certificate is not provided, the Village reserves the right to cancel the booking. The Licensee understands that they use the Facilities at their own risk.

Access to Facilities

The Rental Space will be made available to the Licensee only for the time and date(s) listed on the Rental Agreement. This includes all setup and clean up required before and after the event. All activities must be confined to the Rental Space, unless otherwise approved by the Village. The Licensee is responsible for picking up the key, alarm code and instructions during business hours at the village hall (on the meeting day/date or closest business day to the scheduled meeting). The Licensee is also responsible for returning the key immediately following the event by placing the key through the mail slot of the Village Hall.

Fees

Fees charged for the Rental Space will be in accordance with the Village of Anmore Fees & Charges Bylaw.

Fees (if applicable) must be paid no later than 1 day prior to the start of the meeting/program.

MONITORING/AUTHORITY

The Chief Administrative Officer, or his/her designate has authority in relation this policy.



**Grad & AfterGrad
PMSS 2017**



**300 Albert Street
Port Moody, B.C. V3H 2M5**

June 2017

The Port Moody Secondary School AfterGrad Committee would like to thank you for your generous donation towards this year's AfterGrad celebration which was held on May 27. Your donation helped to support a safe and fun-filled evening for graduates after the dinner and dance which was held at the Pinnacle Hotel Vancouver Waterfront in downtown Vancouver.

The event was very successful and we have received many positive comments from both graduates and parents. The students enjoyed a fun carnival-like atmosphere complete with food, games, entertainment and prizes. We had many parent volunteers help make this an unforgettable night.

Once again, your donation was greatly appreciated and your support was acknowledged at the event, in the parent/student daily newsletter, in the local newspaper and on the school website.

We hope that future AfterGrad committees can look forward to your support.

Sincerely,

The 2017 PMSS AfterGrad Committee

2017 GRADUATING CLASS OF
PORT MOODY SENIOR SECONDARY



Port Moody Senior Secondary
2017 AfterGrad Parent Committee

In Appreciation

of their donation and the contribution they have made
to the success of our 2017 AfterGrad Celebration
we present

the Village of Anmore

with this certificate in appreciation for their support of the students in our community.

THANK YOU!



2017 GRADUATING CLASS OF
PORT MOODY SENIOR SECONDARY

Port Moody Senior Secondary
2017 AfterGrad Parent Committee



May 27, 2017

Dear Mayor and Members of Council:

The Call for Nominations for the 2017 Community Recognition Awards is now open!

With this letter, I invite your community to identify a recently completed civic building or structure with wood use (either architecturally or structurally), and submit your nomination for the 2017 Community Recognition Awards, to be presented this September at the UBCM in Vancouver. The awards are presented annually to local governments that advocate for specifying wood use in a local project or through visionary initiatives that work toward building a community culture of wood. Wood use in public buildings brings pride to B.C. towns and cities, and leaves a lasting legacy, which is an enduring celebration of our culture of wood.

If you are thinking of a new project, there has never been a better time to take advantage of the many benefits wood has to offer.

Why wood? Wood is good!

Choosing wood for civic buildings is good for cultural, environmental, budgetary and health reasons. It's also a good choice for our economy, since forestry is a significant economic engine in B.C., and either directly or indirectly benefits us all. We are proud to say that B.C. is recognized as a global leader for wood innovation in building and design, with taller and larger wood buildings being built in centres all around the province, using technologically advanced wood products and building systems - made in B.C.

It is also the best choice for the environment, as nothing can make a green building "greener" than optimizing the use of wood which has a smaller carbon footprint than other building materials. Wood also benefits occupants in the indoor environment. Research has shown people thrive when working and learning in beautiful and high-quality spaces finished with natural materials like wood.

What's new in the world of wood? Consider the advantages and possibilities.

Wood WORKS! BC and the Canadian Wood Council are here to offer our technical expertise, training and education to help your local government realize a lower carbon footprint, lower building costs, and comfortable, high-performance and effective spaces for your community. Please call me if you are ready to move forward with a new civic project and I can give you more information on the professional technical services Wood WORKS! BC can provide to your project teams, FREE of charge.

The Wood WORKS! BC Community Recognition Awards program is your opportunity to showcase your community and a wood project that has brought pride to your citizens.

Submit your nomination today! www.wood-works.ca/bc

Regards,

Lynn Embury-Williams
Executive Director
Wood WORKS! BC
1 877 929 9663 – ext. 1
Lembury-williams@wood-works.ca

PS Please note that nominations are only open to local governments and their projects. Projects must have been completed within the last three years and built in whole or part with local government funds. Self-nominations are accepted and encouraged.

Deadline for nominations: Friday, September 1, 2017

About Wood *WORKS!* BC



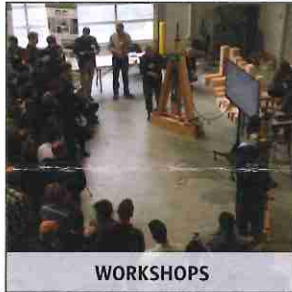
WOOD SOLUTIONS
CONFERENCES



WOOD DESIGN
LUNCHEON CONFERENCES



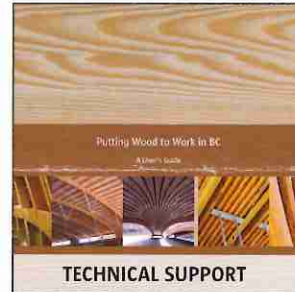
IN-HOUSE SEMINARS



WORKSHOPS



WOOD DESIGN AWARDS



TECHNICAL SUPPORT

Wood *WORKS!* is a national industry-led program of the Canadian Wood Council, with a goal to support innovation and provide leadership on the use of wood products and building systems. Through conferences, workshops, seminars and case studies, Wood *WORKS!* provides education, training and technical expertise to building and design professionals and local governments involved with commercial, institutional and industrial construction projects throughout B.C. For almost two decades, Wood *WORKS!* BC has facilitated practical, efficient, versatile and cost-effective building and design solutions through the use of wood – the most sustainable, natural and renewable building material on Earth.

Wood *WORKS!* BC has also worked extensively with municipalities on projects ranging from fire halls to arenas to recreation centres. Wood *WORKS!* BC is a recognized resource to help B.C. communities with the “build with wood” requirements on publicly-funded projects under the Wood First Act, and our expertise is available free-of-charge.

Wood *WORKS!* BC: Services to Local Governments

I. Free Technical Advice

- structural, fire, seismic, acoustic, envelope, architectural, building performance

II. Community Outreach

- Local Governments
- Ministries / Associations

III. Sourcing Wood Products and Building Systems

IV. Professional Development/Liaison

- Architectural Institute of BC, Association of Professional Engineers of BC, Building Officials, Licensing & Consumer Services (formerly Home Protection Office/HPO)

V. High Performance Building Support

- advancing low embodied and low operational carbon buildings in your community

2016 Community Recognition Award Winners



AKBLG -- Association of Kootenay Boundary Local Governments:

City of Castlegar for the Celgar Pavilion

(MERIT: City of Creston for the Rotary Pavilion)



NCLGA -- North Central Local Government Association:

City of Prince Rupert for the Prince Rupert Airport Terminal Building Upgrades and Expansion

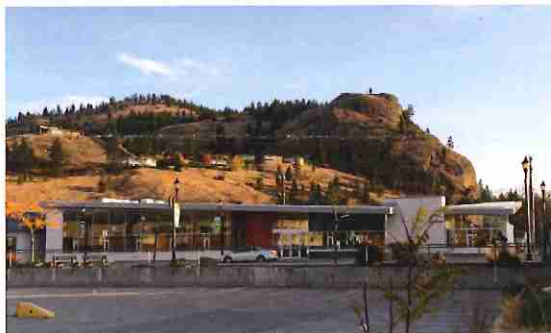
(MERIT: City of Fort St. John for the Fort St. John Passive House)



LMLGA -- Lower Mainland Local Government Association:

Village of Harrison Hot Springs for the Beach Washrooms Facility Upgrade

(MERIT: City of Richmond for Mary's Barn)



SILGA -- Southern Interior Local Government Association:

District of Summerland and Okanagan Regional Library for the Summerland Branch Library



AVICC - Association of Vancouver Island and Coastal Communities:

Central Coast Regional District for the Bella Bella Passive House

(MERIT: District of Tofino for McKenzie Beach Access)



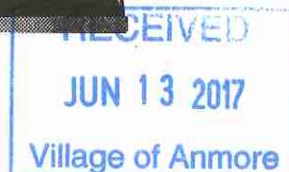
**WILDERNESS
COMMITTEE**

NATIONAL OFFICE
46 E. 6th Avenue,
Vancouver, BC V5T 1J4

Toll Free: 1-800-661-9453
In Vancouver: (604) 683-8220
WildernessCommittee.org

VANCOUVER • VICTORIA • WINNIPEG • TORONTO

TIME'S UP FOR THE TAR SANDS



June 8, 2017

Dear Mayor & Council

Climate chaos is now impossible to ignore.

Communities like yours are on the frontlines of this crisis. We're seeing more floods, fires and storms and having to plan to adapt. We are in an urgent crisis and it's about time our leaders started acting like it.

Instead, they promise to build new tar sands pipelines.

Expanding the world's most polluting project at a time like this is deeply irresponsible. Not only that, trying to prop up a dying industry instead of embracing the future is foolhardy.

Cities and towns have a huge stake in the fight against tar sands expansion and new pipelines.

In our latest report, *Time's Up for the Tar Sands*, we explore the damning reality facing the fossil fuel industry – the economics, the alternatives and the resistance. It makes a clear argument for how fighting for a safe climate is incompatible with building **any** new pipelines or the tar sands mines they enable.

Our dirty oil has no future in a world that's moving on from fossil fuels.

We can and must embrace that future. Despite all of the climate alarm bells and fleeing investors, government and industry seem determined to build these dinosaur projects and lock in decades of further reliance on fossil fuels.

That's why communities — parents, workers, chiefs and mayors — are stepping up to take action.

Currently, Prime Minister Trudeau has approved two new pipelines and cheered on a third. Thankfully, a powerful movement is rising up to stop this reckless scheme.

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2.

From dense cities like Vancouver to tourist towns like North Bay, Ontario, municipalities are stepping up to protect their residents from oil spills and the impacts of global climate change.

If you're interested in discussing what your city can do in the fight against pipelines please contact me at peter@wildernesscommittee.org or 778-239-1935.

Now is the time for bold climate action, not reluctant half-measures.

For the wild,



Peter McCartney
Climate Campaigner

