

## REGULAR COUNCIL MEETING – AGENDA

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



### 1. Call to Order

### 2. Approval of the Agenda

Recommendation: That the agenda be approved as circulated.

### 3. Public Input

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

### 4. Delegations

#### (a) 1st Anmore Scouts

page 1

Delegation request is attached, received from Michelle Obedzinski.

### 5. Adoption of Minutes

page 2

#### (a) Minutes of the Regular Council Meeting held on October 17, 2017

Recommendation: That the Minutes of the Regular Council Meeting held on October 17, 2017 be adopted as circulated.

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#### (b) Minutes of the Special Council Meeting held on November 1, 2017

Recommendation: That the Minutes of the Special Council Meeting held on November 1, 2017 be adopted as circulated.

### 6. Business Arising from Minutes

### 7. Consent Agenda

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

Recommendation: That the Consent Agenda be adopted.

**(a) Community Engagement, Culture and Inclusion Committee Recommendation of September 14, 2017 – Poverty Reduction Strategy**

page 55

Request that staff promote the Government of Canada Poverty Reduction Strategy to raise awareness and share information about how members of the public can partake in the process of reducing poverty and help improve the economic well-being of all Canadian families. The link for the toolkit is: [www.canada.ca/reduce-poverty](http://www.canada.ca/reduce-poverty).

Recommendation: That staff be directed to post, to the website, the link for the Government of Canada Poverty Reduction Strategy Toolkit.

**(b) Community Engagement, Culture and Inclusion Committee Recommendation of September 14, 2017 – Poverty Reduction Strategy**

page 55

Request that staff provide members with future correspondence regarding poverty reduction.

Recommendation: That staff be directed to provide the Committee with future correspondence regarding poverty reduction.

**(c) Community Engagement, Culture and Inclusion Committee Recommendation of September 14, 2017 – Age Friendly Planning**

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“AFTER HAVING REVIEWED THE VILLAGE OF ANMORE AGE FRIENDLY PLAN THAT WAS DEVELOPED IN OCTOBER 2013, THE COMMITTEE WOULD LIKE TO PASS ON THE FOLLOWING RECOMMENDATIONS FROM THE PLAN TO COUNCIL:

THAT COUNCIL DIRECT STAFF TO DEVELOP A SENIOR’S RESOURCE GUIDE IN PRINT FORM AND DIGITAL FORM FOR OUR WEBSITE WHETHER IT BE USING AN EXISTING DOCUMENT OR CREATING ONE;

THAT COUNCIL PROMOTE OUR ANMORE YOUTH GROUP AND YOUTH ACTIVITIES ON THE ANMORE.COM WEBSITE;

THAT COUNCIL KEEP TOP OF MIND THE NEED FOR A GATHERING PLACE FOR SENIORS, YOUNG PEOPLE AND ALL THE RESIDENTS OF ANMORE;

AND THAT COUNCIL DIRECT STAFF TO KEEP AN EYE OPEN FOR AGE FRIENDLY GRANTS AS THEY BECOME AVAILABLE; THAT MIGHT BE USED TOWARDS THE IMPLEMENTATION OF SOME OF THE RECOMMENDATIONS IN THE AGE FRIENDLY PLAN.”

- CARRIED UNANIMOUSLY

Further to the foregoing Committee resolution, Staff recommends the following motions.

- (i) Recommendation: That staff be directed to obtain copies of the Provincial BC Seniors' Guide and make available for public access; And That staff post, to the website, the link for online access to the BC Seniors' Guide.
- (ii) Recommendation: That staff be directed to post, to the website events calendar, upcoming events in Anmore for youth.
- (iii) Recommendation: That Council endorses the Community Engagement, Culture and Inclusion Committee recommendation to keep top of mind the need for a gathering place for seniors, young people and all the residents of Anmore.
- (iv) Recommendation: That staff be directed to be mindful of potential grant funding opportunities for use towards implementation of some of the Age Friendly Plan recommendations.

page 11      **(d)      City of Victoria – Inter-City Bus Service**

Recommendation: That the letter dated October 13, 2017 from City of Victoria regarding Inter-City Bus Service be received.

page 12      **(e)      Metro Vancouver – Impact of 2016 Federal Census Population on Weighted Voting and Member Representation**

Recommendation: That the letter dated October 25, 2017 from Metro Vancouver Regional District regarding Impact of 2016 Federal Census Population on Weighted Voting and Member Representation be received.

page 15      **(f)      Salish Sea Trust – Recognition for December 11 as A Day for Our Common Future**

Recommendation: That December 11 be declared as A Day for Our Common Future in the Village of Anmore.

page 15      **(g)      Salish Sea Trust – Recognition of the 41 UNESCO World Heritage Site Applications**

Recommendation: That the letter dated October 27, 2017 from Salish Sea Trust be received.

page 16      **(h)      Citizens for Safe Technology – Microcell Resolution & Notice of Wireless Harm**

Recommendation:      That the undated letter, received October 27, 2017, from Citizens for Safe Technology be received.

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

**9.      Legislative Reports**

page 24      **(a)      Anmore Fees and Charges Amendment Bylaw No. 570-2017**

Recommendation:      That Anmore Fees and Charges Amendment Bylaw No. 570-2017 be adopted.

page 25      **(b)      Ridesharing Services Delay – Letter to Premier (Draft)**

Letter (draft) to Premier John Horgan regarding ridesharing services delay is attached.

**10.      Unfinished Business**

**11.      New Business**

page 26      **(a)      Joint Use Agreement (Draft) with School District No. 43**

Report dated November 2, 2017 from the Chief Administrative Officer is attached.

page 44      **(b)      1st Anmore Scouts – Request for Storage**

Letter dated October 16, 2017 from 1st Anmore Scouts is attached.

**12.      Mayor's Report**

**13.      Councillors Reports**

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

**15.      Information Items**

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

pages  
46 to 60

- Advisory Planning Commission Meeting minutes of February 28, 2017
- Advisory Planning Commission Meeting minutes of July 10, 2017
- Community Engagement, Culture and Inclusion Committee Meeting minutes of September 14, 2017
- Environment Committee Meeting minutes of September 21, 2017



page 61      **(b) General Correspondence**

- Media Release from Auditor General for Local Government dated November 1, 2017 regarding announcement of new auditees

**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**



## Delegation to Council Request Form

### Contact Information

Name of presenter: Hannah / Tessa Obedzinski (may be 1 or 2 more Scouts as well)

Name of organization: 1st Anmore Scouts

Mailing Address: 1010 Sugar Mountain

Phone Number: 778-227-0387

Email Address: mobedzinski@hotmail.com

### Presentation Information

Preferred meeting date at which you wish to appear (if known): Nov 7

Number of person(s) expected to attend: \_\_\_\_\_

Reason(s) for presentation:

- ☐ To provide information
- ☐ To request funding
- ☐ To request letter of support

☒ Other to Thank Council

Resources:

- ☐ Projector and Screen (bring own laptop)
- ☐ Other none needed.

Please submit the completed form and related presentation materials to the Manager of Corporate Services by 12:00 p.m. on the Thursday prior to the Council Meeting via email to [christine.milloy@anmore.com](mailto:christine.milloy@anmore.com) or delivered to village hall.

For questions regarding this process, please phone Christine Milloy at 604-469-9877.

## REGULAR COUNCIL MEETING – MINUTES

Minutes of the Regular Council Meeting held on  
Tuesday, October 17, 2017 in Council Chambers at  
Village Hall, 2697 Sunnyside Road, Anmore, BC



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### 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

Juli Halliwell, Chief Administrative Officer  
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:

R180/2017

"THAT THE AGENDA BE APPROVED AS CIRCULATED.

CARRIED UNANIMOUSLY

#### 3. Public Input

Nil

#### 4. Delegations

##### (a) Robert Bradbury, Architect – Cordovado Development Proposal

Robert Bradbury, Robert Bradbury Architect, presented information to Council regarding the new development proposal submitted to the Village by Cordovado Development Inc. His presentation included the following highlights:

- 13.4 acre parcel along Sunnyside Road
- Proposed lots to include 1/2 acre, 1/3 acre, a few duplex buildings, provision for 1/2 acre lots to permit coach houses
- Woodland, semi-rural vision

- Economic sustainability to be maintained through stratification of central road and public greenspace
- Generous woodland buffers along perimeter
- Potential for partial road exchange
- A trail connects to the elementary school

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on October 3, 2017

It was MOVED and SECONDED:

R181/2017                    “THAT THE MINUTES OF THE REGULAR COUNCIL MEETING  
HELD ON OCTOBER 3, 2017 BE ADOPTED AS CIRCULATED.”

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

Nil

7. Consent Agenda

(a) Proclamation – Foster Family Month

It was MOVED and SECONDED:

R182/2017                    “THAT COUNCIL PROCLAIM OCTOBER AS FOSTER FAMILY  
MONTH IN THE VILLAGE OF ANMORE.”

CARRIED UNANIMOUSLY

8. Items Removed from the Consent Agenda

Nil

9. Legislative Reports

(a) Anmore Zoning Bylaw No. 568-2017

It was MOVED and SECONDED:

R183/2017                    “THAT ANMORE ZONING BYLAW NO. 568-2017 BE READ A  
THIRD TIME; AND THAT ANMORE ZONING BYLAW NO. 568-  
2017 BE ADOPTED.”

Councillor Thiele requested that it be recorded in the Minutes that, in her opinion, 'up to 4 car garages being omitted from the FAR' is excessive; she would like to see 'up to 3 car garages' instead. She added that she supports the idea of larger carriage houses, but the Village hasn't done homework to address the impact of larger carriage houses.

**CARRIED UNANIMOUSLY**

**(b) Anmore Fireworks Bylaw No. 569-2017**

It was MOVED and SECONDED:

R184/2017                    **"THAT ANMORE FIREWORKS BYLAW NO. 569-2017 BE ADOPTED."**

**CARRIED UNANIMOUSLY**

**(c) Anmore Fees and Charges Amendment Bylaw No. 570-2017**

It was MOVED and SECONDED:

R185/2017                    **"THAT ANMORE FEES AND CHARGES AMENDMENT BYLAW NO. 570-2017 BE READ A FIRST, SECOND AND THIRD TIME."**

**CARRIED UNANIMOUSLY**

**10. Unfinished Business**

Nil

**11. New Business**

**(a) Request for Road Name**

It was MOVED and SECONDED:

R186/2017                    **"THAT COUNCIL DIRECT STAFF TO NAME THE ROAD, ILLUSTRATED IN THE REPORT DATED OCTOBER 11, 2017 FROM THE MANAGER OF CORPORATE SERVICES REGARDING REQUEST FOR ROAD NAME, AS FARLEY COURT; AND THAT COUNCIL DIRECT STAFF TO INFORM THE ONE DIRECTLY AFFECTED PROPERTY OWNER AND ADJACENT PROPERTY OWNERS OF THIS DECISION; AND FURTHER THAT COUNCIL DIRECT STAFF TO COORDINATE THE PURCHASE AND INSTALL OF THE ROAD SIGN AND UPDATE TO VILLAGE MAPPING."**

**CARRIED UNANIMOUSLY**

**(b) Award of Contract – Stormwater Master Plan**

It was MOVED and SECONDED:

R187/2017                **“THAT COUNCIL APPROVES THE AWARD OF THE CONTRACT FOR THE PROVISION OF A STORMWATER MASTER PLAN TO GEOADVICE ENGINEERING INCORPORATED FOR A TOTAL CONTRACT PRICE OF \$168,176.00 (ONE HUNDRED SIXTY-EIGHT THOUSAND ONE HUNDRED SEVENTY-SIX DOLLARS), EXCLUDING GST.”**

**MOTION DEFEATED**

It was MOVED and SECONDED:

R188/2017                **“THAT STAFF PROVIDE INFORMATION REGARDING THE NUMBER OF HOURS REQUIRED FOR OVERSIGHT, FOR THE PROJECT, AS WELL AS PROVISION OF THE MEMO FROM BARNETT CONSULTING AND THE PROPOSALS.”**

**CARRIED UNANIMOUSLY**

**(c) Rezoning Proposal – 2307 Sunnyside Road – Cordovado Development Inc.**

Council requested that staff provide, at a future meeting, community amenity contribution details for the Ravenswood and Crystal Creek subdivisions.

It was MOVED and SECONDED:

R189/2017                **“THAT COUNCIL DIRECT STAFF TO CONTINUE REVIEW OF THE REZONING APPLICATION FOR 2307 SUNNYSIDE ROAD; AND THAT STAFF FORWARD THE REZONING APPLICATION TO THE ADVISORY PLANNING COMMISSION FOR THEIR COMMENTS ON THE PROPOSAL; AND FURTHER THAT STAFF ENGAGE A DEVELOPMENT FINANCE CONSULTANT TO REVIEW THE PROPOSED AMENITY PACKAGE.”**

Councillor Thiele requested that it be recorded in the Minutes that she sees this proposal to be in direct conflict with the Official Community Plan.

**CARRIED**

Councillor Thiele opposed

**(d) Ministry of Public Safety – Legalization of Cannabis**

Council directed staff to provide any written feedback received from members of Council to the Ministry, by the November 1, 2017 deadline.

**12. Mayor's Report**

Mayor McEwen reported that:

- On October 4, he attended the village hall site development workshop; a presentation will be forthcoming in the next couple of weeks.
- On October 11, he attended a Metro Vancouver Parks meeting, where he again lobbied against Hydro putting a line through Belcarra Regional Park and for Hydro to put lines underground if the future line comes through Anmore.
- On October 11, he and Ms. Halliwell hosted a joint meeting with the School District 43 Board regarding joint use agreement, fire protection and safety on East Road.
- On October 12, he attended the Ma Murray Day meeting, where they debriefed about matters such as safety for tractor races, food options, car show expansion, and the need for help for event set up and tear down.
- On October 21, he and most of Council will attend the Council of Councils meeting.
- On October 21, the Bahai's of Anmore are hosting a Holy Day Celebration in Council Chambers from 7:00 to 9:30 p.m. Acting Mayor Weverink will attend on his behalf.
- On October 31, the Halloween event will take place. Ravenswood will be closed to car traffic. The fireworks will start at 8:00 p.m. (approximate).
- For Christmas Light Up Spirit Park, the Village is seeking assistance for the event.
- He recommended to council members that the Village consider planting cedars along the property next to the Spirit Park expansion.

**13. Councillors Reports**

Councillor Froese reported that:

- He held a Public Safety Committee meeting recently, which was very productive.
- He was recently denied by several cabs for service from Vancouver to Anmore.

It was MOVED and SECONDED:

R190/2017

**"THAT COUNCIL DIRECT STAFF TO WRITE A LETTER TO THE NDP GOVERNMENT OUTLINING ANMORE COUNCIL'S DISAPPOINTMENT IN THE DELAYED ROLLOUT OF A RIDESHARING PROGRAM, AND TO COPY THE LETTER TO OUR LOCAL MLA, THE ANMORE TIMES, ANMORE ALTERNATIVE AND TRI-CITY NEWS."**

**CARRIED UNANIMOUSLY**



Councillor Thiele reported that:

- She will attend the Bahai event, which is a family event.
- She will attend the Council of Councils meeting.
- The Community Engagement, Culture and Inclusion Committee met on October 12, and they focused discussion on cultural inclusion and diversity in the Village to make people feel welcome and be involved in the Village.

Councillor Weverink reported that:

- He will attend the Council of Councils meeting.
- He will attend the Bahai Holy Day celebration.
- He has an Environment Committee meeting on October 19.

Councillor Trowbridge reported that:

- He held a Parks Committee meeting, and they concluded that there are a number of things the Committee would like to see come forward to Council.

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

Juli Kolby reported that:

- The Village is registered as a participant for the annual ShakeOut BC exercise that will happen on October 19 at 10:19 a.m. Staff will take part to Drop. Cover. Hold On., and others are encouraged to register as well.
- The Village received 60 copies of the Townsite Tales book authored by Ralph Drew. The book is available for sale at village hall for \$49.95 + tax.
- As a reminder, utility invoices are due by November 6, 2017.

#### **15. Information Items**

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

- Parks and Recreation Committee Meeting minutes of December 15, 2016
- Parks and Recreation Committee Meeting minutes of June 21, 2017
- Public Safety Committee Meeting minutes of June 19, 2017

##### **(b) General Correspondence**

- Letter dated September 18, 2017 from Rhonda Vanderfluit, Registrar, Youth Parliament of BC Alumni regarding British Columbia Youth Parliament, 89<sup>th</sup> Parliament
- Letter dated September 22, 2017 from Lois Jackson, Mayor, Corporation of Delta regarding the George Massey Tunnel Angus Reid Poll
- E-mail dated September 29, 2017 from Laurie Gourlay, Interim Director, Salish Sea Trust, regarding Salish Sea Heritage E-Petition 1269
- Letter dated October 6, 2017 from Kerri Palmer Isaak, Board of Education Chair, School District No. 43 regarding invitation to attend public information session on the future of schools on Burke Mountain.

**16. Public Question Period**

Nil

**17. Adjournment**

It was MOVED and SECONDED:

R191/2017

**"TO ADJOURN."**

**CARRIED UNANIMOUSLY**

The meeting adjourned at 8:45 p.m.

Certified Correct:

Approved by:

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Christine Milloy  
Manager of Corporate Services

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John McEwen  
Mayor

## SPECIAL COUNCIL MEETING – MINUTES

Minutes of the Special Council Meeting held on  
Wednesday, November 1, 2017 in Council Chambers  
at Village Hall, 2697 Sunnyside Road, Anmore, BC



### ELECTED OFFICIALS PRESENT

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

### ELECTED OFFICIALS ABSENT

Councillor Ryan Froese

### OTHERS PRESENT

Juli Halliwell, Chief Administrative Officer  
Christine Milloy, Manager of Corporate Services  
Susan Mueckel, Co-Chair, Youth Committee  
Kerri Palmer Isaak, Co-Chair, Youth Committee

#### 1. Call to Order

Mayor McEwen called the meeting to order at 6:12 p.m.

#### 2. Approval of the Agenda

It was MOVED and SECONDED:

R192/2017

"THAT THE AGENDA BE APPROVED AS CIRCULATED."

CARRIED UNANIMOUSLY

#### 3. Public Input

Nil

#### 4. New Business

##### (a) **Light Up Spirit Park Event – Planning and Funding Update**

Mayor McEwen stated that Susan Mueckel and Kerri Palmer Isaak were invited to the meeting, and to join in on discussion.

Juli Halliwell reported that:

- The Village no longer has an Event Coordinator
- Kerri Palmer Isaak and Susan Mueckel offered to assist the Village with the Light Up Spirit Park event

- The biggest challenge for the event is finding enough people to string the lights
- A callout notice was sent to homes by mail drop, seeking volunteers for Sundays leading up to the event from 9:00 a.m. to 1:00 p.m.
- The Garden Club advised that they still interested in participating in the event, in a different capacity than providing baked goods.

It was MOVED and SECONDED:

R193/2017

**“THAT COUNCIL APPROVE THE REALLOCATION OF THREE THOUSAND DOLLARS (\$3,000) FROM THE MA MURRAY DAY EVENT BUDGET TO THE LIGHT UP SPIRIT PARK EVENT BUDGET;**

**AND THAT COUNCIL APPROVE UP TO TWO THOUSAND DOLLARS (\$2,000) BE SPENT ON LIGHTS AND ACCESSORIES FOR THE 2017 LIGHT UP SPIRIT PARK EVENT;**

**AND THAT COUNCIL APPROVE UP TO TWO THOUSAND DOLLARS (\$2,000) BE SPENT ON LABOUR TO ASSIST SILENT LIGHTS WITH THE STRINGING AND TAKE DOWN OF THE LIGHTS IN SPIRIT PARK, REALLOCATED FROM THE EVENTS COORDINATOR BUDGET.”**

**CARRIED UNANIMOUSLY**

**5. Public Question Period**

Nil

**6. Adjournment**

It was MOVED and SECONDED:

R194/2017

**“TO ADJOURN.”**

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:17 p.m.

Certified Correct:

Approved by:

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Christine Milloy  
Manager of Corporate Services

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John McEwen  
Mayor



October 13, 2017



To All British Columbia Municipalities and Regional Districts;

I am writing on behalf of Victoria City Council, requesting favourable consideration and resolutions of support for maintaining and improving inter-city bus service.

At the October 12, 2017 Council Meeting, Council approved the following resolution for Maintaining and Improving the Inter-City Bus Service:

WHEREAS inter-city bus service provides a vital transportation link for many British Columbians, including people with low incomes, youth, senior citizens, people with disabilities and Indigenous people; AND

WHEREAS there is a strong public interest in the maintenance and improvement of inter-city bus service, as reflected in public oversight provisions in the BC Passenger Transportation Act and Regulations;

THEREFORE BE IT RESOLVED THAT the City of Victoria calls on the BC Passenger Transportation Board to decline the application from Greyhound Canada to eliminate inter-city bus routes, including Victoria-Nanaimo, Victoria-Vancouver and the route along the "Highway of Tears";

AND BE IT FURTHER RESOLVED THAT the City of Victoria calls on the BC Passenger Transportation Board, the Government of British Columbia and BC Transit to explore the provision of inter-city bus service as a public transportation service, in order to ensure long-term viability, safety, affordability and connectivity between BC communities.

We eagerly look forward to your support on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Helps".

Lisa Helps  
Victoria Mayor

Cc: Passenger Transportation Board  
Honorable Claire Trevena, Minister of Transportation and Infrastructure  
All Members of the Legislative Assembly



OCT 25 2017

Board and Information Services, Legal and Legislative Services  
Tel. 604 432-6250 Fax 604 451-6686

File: CR-12-02-BAP  
Ref: BD 2017 Nov 24

Christine Milloy, Manager of Corporate Services  
Emergency Program Coordinator  
Village of Anmore  
2697 Sunnyside Road RR1  
Anmore, BC V3H 5G9  
**VIA EMAIL:** [christine.milloy@anmore.com](mailto:christine.milloy@anmore.com)



Dear Ms. Milloy:

**Re: Impact of 2016 Federal Census Population on Weighted Voting and Member Representation**

The Metro Vancouver Regional District Board Inaugural meeting will be held on Friday, November 24, 2017 at 9:00 a.m. in the 28<sup>th</sup> floor Boardroom, 4730 Kingsway, Burnaby. At the Inaugural Meeting, any new directors will be sworn in and a Chair and Vice Chair will be elected.

The Board will see a change in its number of directors and votes as a result of the 2016 federal census. The number of directors will increase from 38 to 40, and the number of votes will increase from 129 to 134. Abbotsford participates in the regional district's parks function; it will continue to be represented by 2 directors but its votes will increase to 8 votes. Metro Vancouver has received certified population figures from the Ministry of Municipal Affairs and Housing resulting from the 2016 Census; these figures are effective November 1, 2017.

Composition and voting rights of the board is established through the legislative requirements of section 196 of the *Local Government Act (Act)* and by the Letters Patent which specify the voting unit as 20,000. For voting purposes, each member jurisdiction or electoral area has one Board vote for every 20,000 of population, and a director may hold up to 5 votes. Several municipalities have had increases in population of 20,000 or greater, resulting in changes to their number of directors and votes as follows:

Delta	Increase from 5 votes to 6 votes Increase from 1 director to 2 directors
Maple Ridge	Increase from 4 votes to 5 votes
Surrey	Increase from 24 votes to 26 votes Increase from 5 directors to 6 directors
Vancouver	Increase from 31 votes to 32 votes
Abbotsford	Increase from 7 votes to 8 votes



Attached for your information is *Metro Vancouver Regional District Changes in Number of Votes and Director Representation from 2011 and 2016 Resulting from Federal Census Population*.

Please refer to section 196 of the Act for information about composition and voting rights, and to section 198 for information about appointment and term of office of municipal directors.

This is provided for your information. Please call me at 604-432-6338 if you have any questions.

Sincerely,



Chris Plagnol  
Corporate Officer

CP/kh

Encl: *Metro Vancouver Regional District Changes in Number of Votes and Director Representation from 2011 and 2016 Resulting from Federal Census Population*

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**Effective November 14, 2017**, Metro Vancouver's Head Office is moving to Metrotower III located at 4730 Kingsway, Burnaby. Our new mailing address is:

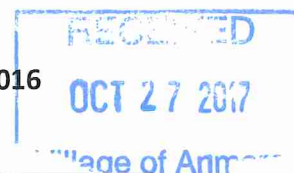
Metro Vancouver  
Metrotower III, Board and Information Services 27<sup>th</sup> Floor  
4730 Kingsway  
Burnaby, BC V5H 0C6.

Our telephone numbers, cellular phone numbers and email addresses remain the same.

The tower complex is located at the far eastern end of the Metrotown Mall complex with entrances from the underground parking area at Metrotown Mall and by the front doors off Central Boulevard.



**Metro Vancouver Regional District**  
**Changes in Number of Votes and Director Representation from 2011 and 2016**  
**Resulting from Federal Census Population**



Member Jurisdiction	2011 (Effective 2012)			2016 (Effective 2017)		
	Population <sup>1</sup>	Votes <sup>2</sup>	Directors <sup>3</sup>	Population <sup>1</sup>	Votes <sup>2</sup>	Directors <sup>3</sup>
Anmore	2,092	1	1	2,210	1	1
Belcarra	644	1	1	643	1	1
Bowen Island	3,402	1	1	3,680	1	1
Burnaby	223,218	12	3	232,755	12	3
Coquitlam	126,495	7	2	139,338	7	2
Delta	99,868	5	1	102,248	6	2
Electoral Area A	13,035	1	1	16,182	1	1
Langley City	25,081	2	1	25,888	2	1
Langley Township	104,743	6	2	117,890	6	2
Lion's Bay	1,318	1	1	1,334	1	1
Maple Ridge	76,052	4	1	82,256	5	1
New Westminster	65,976	4	1	70,996	4	1
North Vancouver City	48,770	3	1	53,474	3	1
North Vancouver District	86,396	5	1	87,913	5	1
Pitt Meadows	17,965	1	1	18,835	1	1
Port Coquitlam	56,347	3	1	58,612	3	1
Port Moody	32,975	2	1	33,551	2	1
Richmond	190,473	10	2	198,309	10	2
Surrey	468,359	24	5	518,007	26	6
Tsawwassen	720	1	1	816	1	1
Vancouver	605,071	31	7	633,138	32	7
West Vancouver	44,989	3	1	45,404	3	1
White Rock	19,339	1	1	19,952	1	1
<b>Totals</b>	<b>2,313,328</b>	<b>129</b>	<b>38</b>	<b>2,463,431</b>	<b>134</b>	<b>40</b>

Abbotsford <sup>4</sup>	133,765	7	2	141,685	8	2
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## Notes

<sup>1</sup> Population numbers based on federal census including subsequent changes certified by the Province.

<sup>2</sup> Votes (i.e. voting strength) are calculated by dividing the population by 20,000 (voting unit as per the Letters Patent)

<sup>3</sup> Number of Directors is calculated by dividing the voting strength by 5 (as per the *Local Government Act*)

<sup>4</sup> Abbotsford participates in the Metro Vancouver Regional District parks function only.



# The SalishSea

...World Heritage

To: Mayors & Councils, and Regional Directors in the Province of BC

re: A Grande Finale for 2017,  
...Sustainable Development, & Our Local & World Heritage



Dear Mayor & Councils, and Regional Directors,

We have two requests which would greatly benefit from your personal consideration ...and your formal support as representatives of local government in British Columbia.

1) Recognition for December 11th, A Day For Our Common Future, this year being the 30th anniversary of the Brundtland Report's presentation to the United Nations. The BC Government, and many local governments have supported this designation since 2012.

[<http://viccs.vcn.bc.ca/all-nations-and-peoples-proclamation-a-day-for-our-common-future/>](http://viccs.vcn.bc.ca/all-nations-and-peoples-proclamation-a-day-for-our-common-future/)

2) Praise and recognition of the 41 UNESCO World Heritage Site applications submitted in 2017, from across Canada; Minister McKenna to announce ten successful bids this December.

[<http://salishseatrust.ca/2016/10/31/updating-canadas-tentative-list-for-world-heritage-sites/>](http://salishseatrust.ca/2016/10/31/updating-canadas-tentative-list-for-world-heritage-sites/)

As 2017 comes to an end we find a wonderful opportunity before us, a chance to provide leadership and commitment to the very best our communities, province and country have to offer. And as respected and honourable representatives of local government - Mayors & Council Members and Directors in the Province of BC, we are then approaching you - to champion the spirit and strength that vitalizes and runs throughout our communities in British Columbia, and Canada.

In the near future, over the next month, we hope you might then find a chance to support the 30th anniversary of UNCED and sustainable development. And as you debate our legacy, and future, please consider support for UNESCO and our rich cultural and natural World Heritage ...in your neighbourhoods and regions, and across our great province and country.

Additional information is available, at your request. As non-profit organizations we are working together to encourage efforts locally which reflect national and global goals. These requests highlight new and ongoing work in the community of communities that is B.C. and Canada, and the benefits that follow from such initiatives.

Thank you for your time and consideration.

Laurie Gourlay  
Interim Director, Salish Sea Trust  
President, V.I. Coast & Conservation Society

c.c. - MP Rachel Blaney, MP, North Island - Powell River,  
\*sponsor of House of Commons Salish Sea World Heritage Petition E-1269



**CST**

Citizens for Safe Technology



## **ACTION REQUIRED: Microcell Resolution & Notice of Wireless Harm**

Dear Mayors and Councillors,

At last month's UBCM, BC municipalities voted in favour of a Resolution mandating that land use authorities and the public be consulted when microcells are placed within 100 metres of schools, hospitals, and residences. This requested change to existing policy closes a federal loophole that allows microcells to be placed on existing structures with no public consultation whatsoever. Over the next several months, the FCM (*Federation of Canadian Municipalities*) will be discussing the content of the UBCM resolution with the federal government.

Microcell placement and municipal rights is a hot topic. While some individuals perceive microcells as benign or even benevolent transmitters that are essential to improving connectivity and achieving economic prosperity, a growing number of civic leaders are concerned about the many issues arising from installing microcells in the public right of way. (See Section 3: **Why Local Governments are Concerned about Microcells** below.) On October 15<sup>th</sup> 2017, SB 69 - a bill giving telecoms free rein to install microcells on California rights of way, [which 300 Californian cities opposed](#) - was vetoed by state Governor Jerry Brown.

High-speed connectivity is not dependent on microcells. Safe and data-secure technological options are available. (See Section 4: **Tech-Wise-Solutions for Connectivity** below.)

The material below summarizes the concerns about microcells and outlines important actions you may take **now** to insure that as a local government you are as fully engaged as current federal policy allows in the placement of microcells in your community.



## Suggested Approach:

- 1) Put the brief **Notice of Wireless Harm** in Section 2 below on the agenda of your next council meeting.
- 2) Review all permits, antenna siting policies, and agreements currently in place between your government and telecommunication companies. (See Section 5: **Action Check List** below.)
- 3) Take a few moments to read the material below so that you may make informed telecommunications decisions. This letter and that material are also attached as a PDF,

With Best Wishes,

Citizens for Safe Technology  
[cst.citizensforsafetechnology@gmail.com](mailto:cst.citizensforsafetechnology@gmail.com)

## Section 1: Overview

### The Resolution that was passed:

**WHEREAS** public consultation on the placement of cell towers is mandated; and  
**WHEREAS** new technology is moving away from these large towers to micro-transmitters which do not require local government or public consultation;  
THEREFORE BE IT RESOLVED that the AKBLG request the UBCM petition relevant provincial and federal governments to mandate consultation with the land use authorities and the public regarding microcell transmitter siting within 100 metres of residences, schools and hospitals.

### Why this Resolution Matters

ISED (*Innovation, Science and Economic Development*, formerly *Industry Canada*) allows microcells, or small cell antennas, to be placed on existing structures without any public input or often knowledge. In their 2014 [Guide to](#)

[Assisting Land-Use Authorities in Developing Antenna Siting Protocols](#), Industry Canada makes an assumption that: “certain proposals ... have minimal impact on the local surroundings and so are excluded from public and land-use consultations.”

The UBCM’s support for the microcell placement resolution shows that ISED has underestimated and overlooked the impact microcells have on municipalities and their residents.

## Section 2: Microcells - Notice of Wireless Harm

Although there is no scientific research proving microcells are safe, the widespread installation of microcell technology is based on the misconception that wireless transmitters cause no harm. [Thousands of independent scientific studies](#), however, link the RFR (radiofrequency radiation) microcells emit to increased cancer risk, neurological disorders, and infertility. Even low levels of RFR exposure over time have been linked to adverse effects on plants and [insects, especially pollinators](#)

- As of October 2017, 235 scientists from 41 countries have signed the [International EMF Scientists Appeal](#) urging world leaders to “protect mankind and wildlife from the dangers of EMFs and wireless technology.”

ISED says microcells are safe as long as they comply with Health Canada’s Safety Code 6. Health Canada, however, continues to ignore the non-thermal effects of artificial electromagnetic frequencies as well as the science which shows that exposure to these frequencies, [even at levels lower than those deemed safe by Safety Code 6](#), cause potential biological harm.

- On September 28, 2014, over [50 Canadian physicians](#) condemned Safety Code 6. On July 9, 2014, [fifty-three scientists from eighteen countries](#) called on Health Canada to intervene to “help avoid an emerging health crisis.”

Microcells are establishing the infrastructure for “5G” (fifth generation) technology which the telecom industry is poised to install across the nation.

“5G” microwave frequencies have never been independently tested to prove they will not cause adverse biological and/or health effects. By allowing telecoms to install microcells, local governments currently have no recourse over how many transmitters are placed and if these microcells will be used to transmit “5G.”

- On Sept. 13, 2017, over 180 scientists from 35 countries sent a [declaration to the European Commission](#) calling for a moratorium on the rollout of microcell transmitters and “5G” saying that fifth generation technology “could lead to tragic, irreversible harm”

In 1998, Canada adopted the Wingspread Precautionary Principle, which states: “When an activity raises threats of harm to human health or the environment, precautionary measures should be taken, even if some cause and effect relationships are not fully established scientifically.”

Rethinking the indiscriminate installation of microcells in our communities supports this principle and protects local governments from being liable for damage and injury resulting from wireless harm.

### Section 3: Why Local Governments are Concerned about Microcells

- **Public and Environmental Health and Safety** - as discussed in the above **Microcells - Notice of Wireless Harm**
- **Liability**

Once a municipal government has been made aware that microcells may cause personal injury or environmental harm, (the **Notice of Wireless Harm** above informs you of this) permitting microcell transmitters to be installed in your ROWs may be deemed an act of negligence, and you may be held liable for any environmental damage or personal injury resulting from this equipment having been installed. Telecommunication workers (“linemen”) are at particular risk.



In 2013, the *CRTC* and the *FCM* established this liability criterion in their **Model Municipal Access Agreement**, which may be downloaded here: <http://crtc.gc.ca/cisc/eng/ciscmanu.htm>.

- **Local Authority & Urban Planning**

The [Antenna Siting Systems Protocol Template](#) developed in 2013 by the FCM and the *Canadian Wireless Telecommunications Association* (CWTA) offers municipalities examples of how they may add their input to antenna siting in their communities, specifying design preferences, for instance, or naming preferred and discouraged locations for antenna siting. However, once a land use authority gives its permission for microcells to be installed, telecommunication companies have the final say in where microcells are placed.

### **This Lack of Local Authority over microcells negatively impacts:**

- **Public Health and Safety** Transmitters in the public right of way are affecting pole integrity, creating increased distraction for drivers, and causing sidewalk and roadway crowding.
- **Urban Planning:** There is no limit to the number of small cells allowed per property, and no consideration for competing demands, noise, size, lighting, design, or fiscal impacts.
- **Aesthetics & Property Values:** Universal deployment of microcells degrades intentionally designed neighborhoods and historic buildings, and negatively affects property values.
- **The Public's Use and Enjoyment of the ROW:** Street-side gardening, block parties, neighbours visiting across the fence, children riding their bikes on the road by their homes... So many pastimes that add colour to a community and pleasure to life may be curtailed as citizens experience legitimate concern about lingering under the microcells and being exposed to radio frequencies.



## Section 4: Tech-Wise - Solutions for Connectivity

Safe and data-secure technological options are available.

For mobile connectivity we could emulate Paris, France's pilot project and install small cells with signals that are adequate for mobile use but do not penetrate buildings or peoples' homes. For home and business internet access, wired networks of fiber optic and Ethernet cables or of fiber optic, copper wire and Ethernet cables (G-Fast) provide safe, fast, reliable, and cyber-secure connection, and will not blemish or obstruct local rights of way.

## Section 5: Microcells - Municipal Rights and Responsibilities

### **Action Check List**

- ☐ Have microcells been installed on existing structures in your municipality?
- ☐ If not, do you want to discuss other connectivity options with telecom providers before giving them access to your ROWs?
- ☐ Do you have an Antenna Siting Protocol in place? If so, does it require that notification is required for all new transmitters? If not, consider writing one that does, even for microcells being installed on existing structures.
- ☐ If microcells are installed in your ROWs:
  - ☐ Has written consent been given to the telecom by local land use authorities for each transmitter installed?
  - ☐ Have you asked the company who installed the microcell network for RF exposure level data?
  - ☐ Have you asked this company what strategies they have employed to keep the ambient RF radiation levels in residential areas as low as possible, and what strategies could still be implemented?

- ☐ Have you negotiated a Municipal Access Agreement with the telecom who has installed these microcells?
- ☐ Has the telecom submitted detailed before and after plans to your municipal engineer for each microcell installation?

## The Model Municipal Access Agreement and You

The **Model Municipal Access Agreement** negotiated between the CRTC and the FCM in 2013 (<http://crtc.gc.ca/cisc/eng/ciscmanu.htm>) defines the parameters of local governments' current rights and responsibilities in relation to microcell placement. Most significantly:

1. **Consent:** Pursuant to section 43 of the Telecom Act a company must have a municipality's written consent prior to constructing equipment within the ROW.
2. **Permits:** Work within the ROWs by the company is subject to the authorization requirements established by the municipality. Municipalities determine if permits are required for each and every microcell.
3. **Plans:** Unless otherwise agreed to by the municipality, prior to installing microcells the company must submit the following to the municipal engineer:
  - Construction plans of the proposed work showing the locations of the proposed and existing equipment and other facilities, and specifying the boundaries of the area within the municipality within which the work is proposed to take place;And
  - All other relevant plans, drawings and other information as may be normally required by the municipal engineer from time to time for the purposes of issuing permits.
4. **Refusal to issue Permits.** In case of conflict with any *bona fide* municipal purpose, including reasons of public safety and health and conflicts with existing infrastructure, the municipality may request amendments to the plans provided by the company or may choose to refuse to issue a permit.

5. **Utility co-ordination committee.** The company shall participate in a utility co-ordination committee established by the municipality and contribute to its equitable share of the reasonable costs of the operation and administration of the committee as approved by such committee.

6. **"As-built" drawings.** The municipality may request that, no later than a given number of days after completion of any work, the company shall provide the municipal engineer with accurate "as-built" drawings sufficient to accurately establish the plan, profile, and dimensions of the equipment installed within the ROWs.

7. **Liability.** The municipality is responsible for any damage to the natural environment and any injury to any person arising from the presence of electromagnetic radiation in connection with the company's use of the ROWs if such damage was caused directly or indirectly, in whole or in part, by the negligence of the municipality.

## VILLAGE OF ANMORE

### BYLAW NO. 570-2017

A bylaw to amend Anmore Fees and Charges Bylaw No. 557-2016

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**WHEREAS** section 194 of the *Community Charter, S.B.C., 2003*, authorizes municipalities, by bylaw, to impose fees and charges for the provision of various services and/or information;

**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 Fees and Charges Amendment Bylaw No. 570-2017".
2. That Anmore Fees and Charges Bylaw No. 556-2016 be amended as follows:
  - (a) Add the following rows to the bottom of the "GENERAL ADMINISTRATION AND CORPORATE SERVICES (Administration/Corporate/Finance Departments)" table.

<b>Fireworks Permits</b> (applicable between November 1 to October 23 in any year)	
Application for Sale of Fireworks	\$50.00
Application for Discharge of Fireworks	\$25.00
Site Inspections for Sale or Discharge of Fireworks	\$50.00/hour

**READ** a first time the 17th day of October, 2017

**READ** a second time the 17th day of October, 2017

**READ** a third time the 17th day of October, 2017

**ADOPTED** this day of , 2017

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MAYOR

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MANAGER OF CORPORATE SERVICES

Certified as a true and correct copy of "Anmore Fees and Charges Amendment Bylaw No. 570-2017".

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DATE

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MANAGER OF CORPORATE SERVICES

November 8, 2017

The Honourable John Horgan, M.L.A.  
Premier of British Columbia  
PO Box 9041 Stn Prov Gov't  
Victoria, BC V8W 9E1

VIA EMAIL: [premier@gov.bc.ca](mailto:premier@gov.bc.ca)

Dear Premier:

**Re: Ridesharing Services Delay**

On behalf of members of Anmore Council, I am writing to advise you of our disappointment in the delay of implementing a rideshare program in British Columbia.

Village of Anmore residents often face an inability to secure taxi services due to our location, despite being part of Metro Vancouver. Further, our transit services are limited due to our small population. This leaves some of our residents with inadequate options to make trips to doctor appointments, pick up prescription medication or collect groceries. This issue is exasperated during the busy holiday season when many of our residents are unable to find a safe ride home.

During this year's Provincial election, the position of the BC NDP was to introduce ridesharing in 2017. Now that this has been postponed until 2018, at the earliest, our residents will face another winter with reduced options for getting health care, day to day requirements or a safe ride home.

As a Council, we implore your Government to implement a rideshare program as soon as possible and look forward to providing feedback as the process to update the required legislation unfolds.

Sincerely,

**Mayor John McEwen**  
T 604-469-9877  
[john.mcewen@anmore.com](mailto:john.mcewen@anmore.com)





# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: November 2, 2017

Submitted by: Juli Halliwell, Chief Administrative Officer

Subject: Joint Use Agreement (Draft) with School District No. 43

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### PURPOSE / INTRODUCTION

To seek Council approval for the updated Joint Use Agreement (JUA) (**Attachment 1**) with the School District No. 43 (SD#43) regarding Anmore Elementary School.

### RECOMMENDED RESOLUTION

That Council approve the updated Joint Use Agreement for Anmore Elementary School with the School District No. 43 as attached to and outlined in the report dated November 2, 2017 from the Chief Administrative Officer regarding Joint Use Agreement (Draft) with School District No. 43.

### OTHER OPTIONS

1. That Council direct staff to continue working with the School District No. 43 to make further changes to the Joint Use Agreement, as outlined by Council.
2. That Council direct staff to advise the School District No. 43 that Anmore Council will not approve an updated Joint Use Agreement for Anmore Elementary School and that the agreement currently in place is to remain in effect.

### BACKGROUND

In 2003, the Village entered into a JUA with the SD#43 for use of the Anmore Elementary School gym and multi-purpose room for local user groups and not-for-profit associations who provide programming for Anmore residents (**Attachment 2**). The use of the elementary school space is based on the Village's financial contribution of \$150,000 towards the construction of an addition to the school.

At the October 11, 2017 Joint Liaison meeting with representatives from SD#43, the draft agreement was discussed and it was approved to be forwarded to Anmore Council and the Board of Education of School District No. 43. At the October 24, 2017 open School Board meeting, the Board of Education approved the draft JUA.

## Report/Recommendation to Council

Joint Use Agreement (Draft) with School District No. 43

November 2, 2017

### DISCUSSION

The JUA had not been reviewed by both parties since it was signed in 2003. Discussions began in late 2015 to review the agreement and update it where it was deemed necessary. One of the objectives of the SD#43 was to update the agreement to be consistent with other JUAs wherever possible.

While many of the changes were administrative in nature, the following are more substantive changes based on discussion between staff at the Village and the School Board.

	Previous Agreement	Draft Agreement	Comments
Availability of Space	40 weeks per annum	34 weeks per annum	The reduction in the number of weeks accounts for the additional week closure at Spring Break as well as 1.5 weeks in September (school start up), 2.5 weeks in December (Christmas activities), 1 week June (school closure).
User Groups	Local resident groups, local not-for-profit associations	Local resident groups, 1 <sup>st</sup> Anmore Scouts	It was agreed that any Village supported local user group (i.e. soccer, volleyball, garden clubs) would continue to have access for no charge. The 1 <sup>st</sup> Anmore Scouts have been grandfathered. All other not-for-profit associations will be subject to the contract fees outlined in SD policy.
Lower Sports Field	Maintenance of the lower sports field	Maintenance of the lower sports field as per the SD#43 Standard of Maintenance for All Weather Fields	The request to have the maintenance follow the standard as set out by the SD#43 are reasonable to the Village and fall in line with the maintenance that was already understood to be required.
Term of Agreement	n/a	Term of the agreement is 5 years.	This new clause will require a regular review of the agreement, at least every 5 years. The agreement can be reviewed at the request of either party prior to expiration.

In addition to discussion regarding the JUA for Anmore Elementary, there has been discussion regarding potential use of Eagle Mountain Middle School. Village staff is in the process of reaching out to local user groups to inquire about their desire for additional gym time. If there is an interest, staff will work with the SD#43 to develop a JUA for Eagle Mountain.



## **Report/Recommendation to Council**

Joint Use Agreement (Draft) with School District No. 43

November 2, 2017

### **FINANCIAL IMPLICATIONS**

While there has always been a provision in the agreement for the Village to maintain the lower sports field, to date this has not been done on a regular basis. The proposed agreement include maintenance requirement as per the SD#43's standards, which are in line with what the previous agreement outlined. As a result, there is no anticipated increase financial cost for the maintenance of the field. However, it is expected that the Village will begin maintaining the field on a regular basis. There are no other financial implications related to this agreement anticipated.

### **COUNCIL STRATEGIC PLAN OBJECTIVES**

The approval of the updated JUA meets the Corporate Strategic Objectives of financial sustainability and enriching the community through activity, learning, arts and culture.

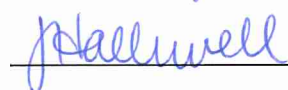
### **COMMUNICATIONS/CIVIC ENGAGEMENT**

If approved, the changes to the JUA will be shared with the user groups who currently hold contracts with the SD#43.

### **ATTACHMENTS**

1. Joint Use Agreement with School District No. 43 (DRAFT)
2. Joint Use Agreement with School District No. 43 (signed April 29, 2003)

**Prepared by:**



Juli Halliwell

Chief Administrative Officer

**ANMORE ELEMENTARY SCHOOL  
JOINT USE AGREEMENT**

(this "**Agreement**") is made as of \_\_\_\_\_, 2017, and supersedes and replaces the Joint Use Agreement signed April 29, 2003,

**BETWEEN: THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 43 (COQUITLAM)**  
550 Poirier Street  
Coquitlam, BC V3J 6A7  
  
(the "**School District**")

**AND: THE VILLAGE OF ANMORE**  
2697 Sunnyside Road  
Anmore, BC V3H 5G9  
  
(the "**Village**")

**WHEREAS** the School District and the Village have agreed to cooperate in the construction and use of the Joint Use Space (defined below) located at Anmore Elementary School (the "**School**").

**THEREFORE** the School District and the Village (collectively, the "**Parties**" and individually, a "**Party**") in consideration of the terms and conditions in this Agreement, agree as follows:

**Definitions**

1. For the purposes of this Agreement, the following terms shall have the following meanings:

"**Business Day**" means any day that is not a Saturday, a Sunday or a statutory holiday in British Columbia.

"**Caretaking Manager**" means the person designated by the School District to serve that role;

"**Joint Use Space**" refers to the gym, multi-purpose room, change rooms, and library at the School, but does not include the computer room annex of the library or any other portion of the School;

"**Operating Committee**" means the two person committee appointed to administer this Agreement, comprised of the School District's Secretary-Treasurer or designate and the Village's Chief Administrative Officer or designate;

"**School Site**" means lands and premises located at 30 Elementary Road, Anmore, British Columbia;

"**School Times**" means the periods of time when the School District has reserved exclusive use of various components of the Joint Use Space;

"**Village Times**" means the periods of time when Village Users have a license to occupy the various components of the Joint Use Space as provided in this Agreement; and

"**Village Users**" means community programs organized by the Village, but does not include not-for-profit groups that have an affiliation or association with a larger group or any for-profit groups, which excluded groups would fall under School District Administrative Procedure 562 and be subject to associated rental rates.

### **Management of Agreement**

2. This Agreement shall be administered by the Operating Committee. The Operating Committee shall meet as required and at least once per year. Members of the Operating Committee may invite to the meetings various members of the School District or Village to provide support as required. The Operating Committee shall have no authority to amend this Agreement or to incur any obligations or liabilities on behalf of either or both of the Parties.

### **Village License Rights**

3. Both Parties are committed to maximizing the potential use of the Joint Use Space through a spirit of cooperation, provided that such use does not compromise the School District's authority or ability to fulfil its statutory mandate to provide public education programs.
4. Usage of the Joint Use Space at Anmore Elementary School shall be managed on an ongoing basis by the Operating Committee.
5. For approximately 34 weeks per annum, when school is in session, the Village is hereby licensed to use the gymnasium on five week-nights per week, between the hours of 6:00 p.m. and 10:00 p.m., and the multi-purpose room five week-nights per week between the hours of 4:00 p.m. and 10:00 p.m. These 34 weeks shall not include 5 weeks broken down as approximately 1.5 weeks at the beginning of the school year in September, 2.5 weeks in December, and 1 week at the end of the school year in June. However, the Village shall give up its license to use the Joint Use Space for school use from 6:00 p.m. to 10:00 p.m. upon request by the School District Purchasing Department. The School shall provide the Purchasing Department with a schedule of times when the Village is requested to give up its week-night entitlement no later than one month prior to the start of each quarter of each calendar year. The schedule will be shared with the Village no later than one month prior to the start of each quarter of each calendar year.
6. The Village is hereby licensed to use the gymnasium and multi-purpose space on weekends (Saturdays and Sundays between 7:00 a.m. and 10:00 p.m.), subject to weekend use required by the School. The Village will provide notice to the Operating Committee of its intent to use the Joint Use Space on weekends. A minimum 4 hour custodial charge is payable to the School District by the Village for weekend use. The amount of caretaking time will be assigned by the Caretaking Manager. Weekend use by the Village shall be coordinated with the weekend use required by the School.
7. The Village is hereby licensed to use the Joint Use Space during the summer, winter and spring breaks when school is not in session (approximately 13 weeks per annum), not including the last week of August before Labour Day when preparation and cleaning for school start-up is underway. The Village will provide notice to the Operating Committee of its intent to use the Joint Use Space during these times. Use of the School in the summer requires that the Village pay for custodial staff from the School District for a minimum of 4 hours per day of use at standard School District custodial charge-out rates in effect at that time. The amount of caretaking time will be determined by the Caretaking Manager.
8. No later than one month prior to the start of each quarter of each calendar year, the Village shall provide the Operating Committee with a schedule of times in the next following calendar quarter when the Village requests the use of the Joint Use Space. The Village will use its best efforts to adjust its schedule in response to a request by the School District and the School District will use its best efforts to adjust its schedule in response to a request by the Village.

9. The Village's use of the Joint Use Space under this Agreement during Village Times is based on the Village's financial contribution of \$150,000 made when an Anmore Elementary School addition was built and upon the Village maintaining the lower field on school property. Provided that the Village fulfills its obligations under this Agreement, the Village's usage entitlement shall not be denied or changed significantly without the prior written consent of the Village. Although the specific hours of use of the Joint Use Space may be modified by the Operating Committee, the essential agreement to share use shall not be subject to change by the Operating Committee or any of the School District staff or Village staff.

#### **Conditions of Use by the Village**

10. During Village Times, the Joint Use Space shall be used only for events sponsored and controlled by the Village or the School District. All third party use will also go through the School District Purchasing Department as per School District Administrative Procedure 562.
11. The Village shall provide reasonable supervision of Joint Use Space usage, and any reasonably required security services, during Village Times.
12. The Village shall use all reasonable efforts to ensure that all participants and spectators who are on, in or adjacent to the Joint Use Space during Village Times comply with rules of conduct established by the Village of Anmore, School District Administrative Procedure 562, and the terms of a written rental agreement that is in a form that has been approved in writing by the School District.
13. The Village shall not alter, mark or damage the Joint Use Space in any manner, except through reasonable wear and tear from permitted uses. Any changes to the Joint Use Space that would be requested by the Village must be approved by the School District, in its discretion.

#### **Maintenance Responsibilities / Cost Sharing**

14. The School District shall be responsible to maintain in good and substantial repair, and clean to the School District's general cleaning standard in effect from time to time, the Joint Use Space and all improvements that may be erected in the Joint Use Space at any time during the term of this Agreement.
15. Additional custodial costs incurred by the School District as a result of the Village's use of the Joint Use Space on any day when the School is not in session will be borne by the Village.
16. The Village of Anmore will maintain the lower sports field located on the School Site, for use by students and the community at large, at no cost to the School District. The Village's maintenance practices will align with the Standard of Maintenance for All Weather Fields as defined for the Term in Schedule A.
17. The standard of all services provided for not-for-profit groups that have an affiliation or association with a larger group or any for-profit groups are not included and would fall under School District Administrative Procedure 562 and be subject to associated rental rates.

#### **Parking**

18. The School District shall provide the Village Users with access to the School parking lots during Village Times.

### **Employee Assignment**

19. The assignment of employees shall be the sole responsibility of each Party within the terms of the collective agreements to which they are bound. The Parties will use their best efforts to ensure that the activities under this Agreement are not in conflict with the terms of any applicable collective agreement. If more than one collective agreement applies and they contain conflicting provisions, then the Parties will work diligently and in good faith to achieve a resolution acceptable to both Parties, acting reasonably.

### **Insurance and Indemnification**

20. The School District shall indemnify, protect and save harmless the Village, its elected officials, officers, agents, servants and employees from and against all actions, causes of action, claims and demands of every kind, description, and nature whatsoever arising out of or in any way connected with the use of the Joint Use Space by the School District pursuant to this Agreement, to the extent that the said actions, claims or demands do not arise out of or result from any negligent or wrongful act or omission of any Village User, the Village or any of the Village's elected officials, officers, agents, servants or employees.
21. The Village shall indemnify, protect and save harmless the School District, its elected officials, officers, agents, servants and employees from and against all actions, causes of action, claims and demands of every kind, description, and nature whatsoever arising out of or in any way connected with the use of the Joint Use Space by the Village or any Village User pursuant to this Agreement, to the extent that the said actions, claims or demands do not arise out of or result from the negligent or wrongful act or omission of the School District or any of the School District's elected officials, officers, agents, servants or employees.
22. Upon signing this Agreement, the Parties agree that they will, to the extent possible, amend the public liability insurance that they currently maintain as follows:
  - i. The School District agrees that it will designate the Village as "additional insured" under the School's Protection Program operated on behalf of School Boards in British Columbia by the Province of British Columbia.
  - ii. The Village agrees that it will designate the School District as "additional insured" under the Municipal Insurance Association. The Village will coordinate the liability insurance with the District Purchasing Department for Village bookings during Village use times.
23. Each Party shall forthwith upon receipt of notice of legal proceedings brought against it deliver to the other Party full particulars thereof, and the other Party will render all reasonable assistance in defense thereof.
24. The obligations in these Insurance and Indemnification clauses shall survive the expiry or earlier termination of this Agreement.

### **Equipment, Furnishings and Fixtures**

25. All goods, chattels, furnishings, fixtures, equipment and machinery belonging solely to a Party to this Agreement and located within the Joint Use Space shall be identified by distinctive markings provided by such Party.

26. A Party shall not use or permit its invitees to use any of the other Party's solely owned goods, chattels, furnishings, fixtures, equipment or machinery or remove the same from the Joint Use Space, except with the prior written approval of the owner, which may be withheld.
27. The Village and the School District shall use in a reasonable and proper manner any goods, chattels, furnishings, fixtures, equipment or machinery belonging to the other Party that are placed in its custody by the owner thereof.
28. The Operating Committee shall administer the conditions stipulated by a Party for use of specific furnishings, fixtures, equipment or machinery that the Party has agreed to share. The Operating Committee shall co-ordinate appropriate access to areas of shared equipment storage designated by the School District for both Parties.

#### **Duration of Agreement**

29. The term of this Agreement (the "Term") shall be for five years from the Effective Date, unless earlier terminated as provided herein. Either Party may at any time give six months written notice of its intention to renegotiate a new contract or permit this Agreement to expire at the end of the Term. In addition, if a Party is in material default of its obligations under this Agreement and such default continues for thirty days after written notice is given by the other Party, then that other Party not in default may terminate this Agreement immediately on written notice.

#### **No Interest in Land**

30. This Agreement provides contractual rights only and does not grant the Village any ownership interest in or exclusive rights of possession to the Joint Use Space. The School District is and shall at all times remain the owner of the School and all improvements in the Joint Use Space that constitute fixtures, notwithstanding any past, present or future financial or other contributions by the Village.

#### **Relationship**

31. The relationship between the Parties is contractual only, as between a licensor and a licensee, and this Agreement does not create any partnership, trust, agency or other relationship between the Parties, or make any employee of one Party an employee of the other Party. Neither Party has any authority to incur any obligation or liability on behalf of the other Party.

#### **Force Majeure**

32. The obligations of the Village and the School District under this Agreement shall be suspended during any period when a Party is prevented from fulfilling its obligations for reasons beyond its control, including without limitation strikes, lockouts, riots or other civil disorders, fires, floods, earthquakes and other natural disasters or acts of God.

#### **Applicable Law**

33. This Agreement shall be governed by the laws of British Columbia.

#### **Severability**

34. If any portion of this Agreement is held to be invalid by a court, the invalid portion shall be severed and the invalidity shall not affect the remainder of the Agreement.

### Notice

35. Every notice under this Agreement shall be delivered to the recipient at its address set out on the first page of this Agreement or to such other address as may be provided in writing by that Party to the other Party from time to time. Notices to the School District shall be directed to the attention of the Secretary Treasurer and notices to the Village shall be directed to the attention of the Village Administrator. A notice sent by regular mail shall be deemed received on the third Business Day following mailing in British Columbia.

### Entire Agreement

36. This Agreement is the entire Agreement between the Parties with regard to its subject matter and there are no representations or warranties except as expressed in this Agreement.

### Dispute Resolution

37. Any dispute or disagreement respecting the terms or application of the terms of this Agreement shall be referred to the following persons/committees, in order as listed until the dispute or disagreement is resolved:

- 1) The School District Secretary-Treasurer and the Village Chief Administrative Officer; then
- 2) The School District/Village liaison committee which includes an equal number of representative elected officials from each Party.

If a dispute remains unresolved after consideration by the above, either Party may refer the dispute to a single arbitrator appointed pursuant to the *Arbitration Act* and both Parties shall participate in the arbitration and be bound by the arbitrator's decision.

### Statutes and Bylaws

38. This Agreement does not limit or affect the powers of the Council of the Village under any statute, bylaw or other enactment.
39. This Agreement does not limit or affect the powers of the Board of Trustees of the School District under any statute, bylaw or other enactment.

### Waiver

40. No waiver of any default by either Party shall be effective unless expressed in writing and no waiver or condonation of a default shall operate as a waiver of any subsequent or other default.

IN WITNESS whereof the Parties have executed and delivered this Agreement as of the Effective Date.

Signed and delivered by  
The Board of Education of  
School District No. 43 (Coquitlam)  
By its duly authorized signatory:

Signed and delivered by  
Village of Anmore  
By its duly authorized signator(y/ies):

---

Secretary-Treasurer

---

Mayor

---

Corporate Officer

## Schedule A

### Standard of Maintenance for All Weather Fields

The maintenance of the All Weather Field carried out by the Village includes the activities as listed below. The Village shall maintain and operate the field for the use of both Parties in accordance with standards appropriate for school and community use.

#### ALL WEATHER FIELDS

Maintenance Activities	Minimum Frequency*	Description
Grooming and Field Drag	4x/year and as needed (eg: after large rainfalls)	Grooming and field drag, adding rock dust material to fill depressions, leveling, and removal of debris
Field Inspection	1x/month and as needed (eg: after large windstorm or rainfall)	Inspect surfacing for depressions or debris, goal posts for repair, etc.
Removal of debris	4x/year during grooming and field drag and as needed based on field inspections	For example, windstorms may yield branches on field; illegal dumping of garbage may occur
Maintenance of goal posts or backstops if applicable	1x/year	Repairs and maintenance as required

**\*Minimum Frequency denotes regularly scheduled maintenance. Maintenance should also occur on an as needed basis.**



**ANMORE ELEMENTARY SCHOOL  
JOINT USE AGREEMENT**

This Agreement made as of April 29, 2003.

**BETWEEN: SCHOOL DISTRICT NO. 43 (COQUITLAM)**

550 Poirier Street  
Coquitlam, BC V3J 6A7

(the "School District")

**AND: THE VILLAGE OF ANMORE**

2697 Sunnyside Road  
Anmore, B.C.  
V3H 5G9

(the "Village")

**WHEREAS** the School District and the Village have agreed to cooperate in the construction and use of the Community Space located at Anmore Elementary School.

**THEREFORE** the School District and the Village, in consideration of the terms and conditions in this Agreement, agree as follows:

**Definitions**

1. For the purposes of this Agreement, the following terms shall have the following meanings:

**"Community Space"** refers to the gym, multi-purpose room, change rooms, and library at Anmore Elementary School. It does not include the computer room annex of the library;

**"Capital Contribution"** means the \$150,000 in Canadian funds contributed by the Village to the School District towards the costs of constructing the Community Space;

**"Operating Committee"** means the Committee which shall be a committee of two composed of a School Administrator of Anmore Elementary School or designate and Village representative. Other School District and Village staff representatives may act as support to the committee from time to time during the term of this Agreement;

**"School Site"** means lands and premises located at 30 Elementary Road, Anmore, British Columbia;

**"School Times"** means the periods of time when the School District has the right to use the various components of the Community Space;

**"Village Times"** means the periods of time when the Village has the right to use the various components of the Community Space.

#### **Management of Agreement**

2. This Agreement shall be administered by the Operating Committee. The Operating Committee shall meet as required and at least once per semester. Members of the Operating Committee may invite to the meetings various members of the School District or Village as a resource, as required.

#### **Usage Entitlement**

3. Both parties are committed to maximizing the potential use of the Community Space through a spirit of cooperation.
4. Usage of the Community Space at Anmore Elementary School shall be managed on an ongoing basis by the Operating Committee.
5. When school is in session (40 weeks per annum) the Village shall be entitled to use the gymnasium on five week-nights per week, between the hours of 6:00 p.m. and 10:00 p.m. and the multi-purpose room five week-nights per week between the hours of 4:00 p.m. and 10:00 p.m. However, the Village shall give up its entitlement to use the Community Space for school use from 6:00 p.m. to 10:00 p.m. upon request by the Anmore Elementary administration. The School shall provide the Operating Committee with a schedule of times when the Village is requested to give up its week-night entitlement no later than one month prior to the start of each quarter of each calendar year.
6. The Village shall be entitled to use the gymnasium and multi-purpose space on weekends (Saturdays and/or Sundays between 7:00 a.m. and 10:00 p.m.). The Village will provide notice to the Operating Committee of its intent to use the Community Space on weekends. A minimum 4 hour custodial charge is payable to the school district by the Village for weekend use. Weekend use by the Village shall be coordinated with the weekend use required by the School.

7. The Village shall be entitled to use the Community Space during the summer, winter and spring breaks, at the Village's sole discretion, when school is not in session (11 weeks per annum), not including the last week of August before Labour Day when preparation and cleaning for school start-up is underway. The Village will provide notice to the Operating Committee of its intent to use the Community Space during these times. Use of the School in the summer requires that the Village pay for custodial staff from School District 43 for a minimum of 4 hours per day of use at standard school district 43 custodial charge-out rates in effect at the time.
8. The Village shall provide the Operating Committee with a schedule of Village Times no later than one month prior to the start of each quarter of each calendar year. The Village will use its best efforts to adjust its schedule in response to a request by the School District and the School District will use its best efforts to adjust its schedule in response to a request by the Village.

#### **Covenant**

9. The Village's right to use the Community Space under this Agreement is based on the financial contribution made when Anmore Elementary School was built and upon the Village maintaining the lower field on school property. The Village's usage entitlement shall not be denied or changed significantly without the consent of the Village. Although the specific hours of use of the Community Space may be modified by the Operating Committee, the essential agreement to share use shall not be subject to change by any of the Anmore Elementary Administration or Village staff.

#### **Conditions of Use by the Village**

10. The Village shall not use or permit the use of the gymnasium component of the Community Space for non-athletic activities without the prior approval of the Operating Committee. During Village times, the Community Space shall be used only for events sponsored and controlled by the Village or the School District. A schedule of Village programs and third party use is to be included in the quarterly submission of Village times.
11. The Village shall provide reasonable supervision of Community Space usage, and any reasonably required security services, during Village Times.

12. The Village shall ensure that all participants and spectators who are on/in or adjacent to the Community Space during Village Times comply with rules of conduct established by the Village of Anmore, the School District, and meet the expectations of the Anmore Elementary School Administration established in consultation with the Operating Committee.
13. The Village shall not alter, mark or damage the Community Space in any manner, except through reasonable wear and tear from permitted uses. Any changes to the facility that would be requested by the Village must go through the principal of Anmore Elementary to School District 43.

#### **Maintenance Responsibilities / Cost Sharing**

14. The School District shall be responsible to maintain in good and substantial repair, and clean to a reasonable standard, the Community Space and all improvements that may be erected at any time during the term of this Agreement.
15. If additional custodial costs are incurred by the School District as a result of the Village's use of the facility on weekends when the School is in session and/or during the summer, winter and spring breaks (12 weeks per annum), these costs will be borne by the Village.
16. The Village of Anmore will maintain the lower sports field located on school property, for use by students and the community at large, at no cost to the school district.
17. The standard of all services provided under Articles 14 to 16 shall be those established for their respective facilities by the party responsible for providing the service.

#### **Parking**

18. The School District shall provide the Village with access to the school parking lots during Village times. The Operating Committee may allow parking on the all-weather field for larger events at their discretion.

#### **Employee Assignment**

19. The assignment of employees shall be the sole responsibility of each party within the terms of its Agreement with its Unions.

### **Indemnification**

20. The Village shall indemnify and hold harmless the School District, its elected officials, officers, volunteers, employees, servants, agents and contractors from any and all claims, losses, costs, damages, expenses, including legal fees on a solicitor own client basis, excepting negligence of the School District, arising out of, or in connection with, the Village's use and occupation of the School District's property, including use and occupancy by others who are on the School District's premises with the permission of the Village. The Village shall forthwith, upon receiving notice of any suit brought against it, deliver to the School District full particulars thereof and the School District shall render all reasonable assistance requested by the Village in the defense thereof.
21. The School District shall indemnify and hold harmless the Village, its elected officials, officers, volunteers, employees, servants, agents and contractors from any and all claims, losses, costs, damages, expenses, including legal fees on a solicitor own client basis, excepting negligence of the Village, arising out of, or in connection with, the School District's use and occupation of the Community Space, including use and occupancy by others who use the Community Space with the permission of the School District. The School District shall forthwith, upon receiving notice of any suit brought against it, deliver to the Village full particulars thereof and the Village shall render all reasonable assistance requested by the School District in the defense thereof.
22. The Village shall indemnify the School District against the cost of repairing any damage to the Community Space, beyond ordinary wear and tear, which occurs during the Village Times, unless such damage is shown to have been caused by persons who were not authorized or allowed to use the Community Space by the Village.
23. The School District shall indemnify the Village against the cost of repairing any damage to the Community Space, beyond ordinary wear and tear, which occurs during the School Times unless such damage is shown to have been caused by persons who were authorized or allowed to use the Community Space by the Village.

#### **Insurance**

24. Prior to either party making use of the Community Space, each party shall obtain comprehensive general liability insurance against personal injury, property damage and other liability claims arising from the use of the Community Space, in a minimum amount of \$5,000,000 per occurrence. The Village and the School District shall each obtain, maintain and pay for their own liability insurance coverage and name each other as additional insured.

#### **Equipment, Furnishings and Fixtures**

25. All goods, chattels, furnishings, fixtures, equipment and machinery belonging solely to a party to this Agreement and located within the Community Space shall be identified by distinctive markings provided by such party.
26. The parties to this Agreement shall not use any of the other party's solely owned goods, chattels, furnishings, fixtures, equipment or machinery or remove the same there from the Community Space without the approval of the owner.
27. The Village and the School District shall use in a reasonable and proper manner any goods, chattels, furnishings, fixtures, equipment or machinery belonging to the other party that are placed in its custody by the owner thereof.
28. The Operating Committee shall determine specific furnishings, fixtures, equipment or machinery to be shared by both parties and establish specific conditions for their use. The Operating Committee shall further provide appropriate access to areas of shared equipment storage to both parties.

#### **No Interest in Land**

29. This Agreement does not grant the Village any ownership interest or exclusive right of possession to the Community Space.

#### **Force Majeure**

30. The obligations of the Village and the School District under this Agreement shall be suspended during any period when a party is prevented from fulfilling its obligations for reasons beyond its control, including without limitation strikes, lockouts, riots or other civil disorders, fires, floods, earthquakes and other natural disasters or acts of God.

### **Applicable Law**

31. This Agreement shall be governed by the laws of British Columbia.

### **Severability**

32. If any portion of this Agreement is held to be invalid by a court, the invalid portion shall be severed and the invalidity shall not affect the remainder of the Agreement.

### **Notice**

33. Every notice under this Agreement shall be delivered to the recipient at its address set out on the first page of this Agreement or to such other address as may be provided in writing by that party to the other party from time to time. Notices to the School District shall be directed to the attention of the Secretary Treasurer and notices to the Village shall be directed to the attention of the Village Administrator.

### **Entire Agreement**

34. This Agreement, together with the Schedules attached hereto, is the entire Agreement between the parties with regard to its subject matter and there are no representations or warranties except as expressed in this Agreement and the Schedules attached hereto.

### **Dispute Resolution**

35. Any dispute or disagreement respecting the terms or application of the terms of this Agreement shall be referred to the following persons/committees, in order as listed until the dispute or disagreement is resolved:

- 1) The Operating Committee
- 2) The School District Secretary-Treasurer and the Village Administrator
- 3) The School District/Village Liaison Committee

In the event that the parties remain in disagreement, it will be submitted to a single arbitrator appointed pursuant to the *Commercial Arbitration Act of British Columbia*.

**Statutes and Bylaws**

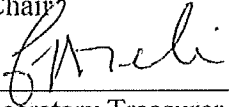
36. This agreement does not limit or affect the powers of the Council of the Village under any statute, bylaw or other enactment.
37. This agreement does not limit or affect the powers of the Board of Trustees of the School District under any statute, bylaw or other enactment.

**Waiver**

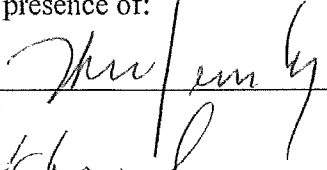
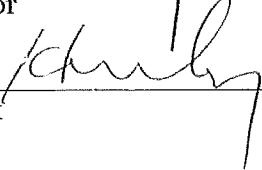
38. No waiver of any default by either party shall be effective unless expressed in writing and no waiver or condonation of a previous default shall operate as a waiver of any subsequent default.

IN WITNESS whereof the parties hereto executed this Agreement on the date first above written.

The Common Seal of School District No. 43 )  
(Coquitlam) was hereunto affixed in the )  
presence of: )  
)

\_\_\_\_\_) )  
Chair )  
 )  
\_\_\_\_\_) )  
Secretary Treasurer )

Signed, Sealed and delivered by the Village of Anmore  
in the presence of:

 )  
\_\_\_\_\_) )  
Mayor )  
 )  
\_\_\_\_\_) )  
Clerk )



1<sup>st</sup> Anmore Scouts  
c/o: 170 Strong Road  
Anmore, B.C.  
V3H 5E9

October 16, 2017.

Dear Mayor McEwan and Anmore Councillors,



The 1<sup>st</sup> Anmore Scouts need your help.

As you may know, either from first hand involvement as a parent or from supporting one of our many fundraisers, the 1<sup>st</sup> Anmore Scouts have operated continuously in the Village of Anmore since 1993. Our group has touched families on every single street in Anmore and in every single corner of our small Village. Over the years, we have maintained an inclusive philosophy welcoming residents from the Village of Belcarra, and the cities of Port Moody and Coquitlam. We have also wholeheartedly welcomed participants from all walks of life and abilities. We are the single longest running youth program in the Village of Anmore. We are proud of our longstanding traditions and our quality youth programming with a focus on adventure and outdoor experience all while fostering lifelong friendships.

For the almost 25 years we have been operating, we have consistently worked hard to fundraise for the youth programs we run. As you may know our main source of funding for our youth programming are our bottles drives. At \$0.05 per can, we work hard for our money. Over the years we have been fortunate to purchase outdoor gear and equipment that allow us to take youth outside and enjoy the beautiful environment we live in. Outdoor adventure is the cornerstone of our youth programming.

Recently, the 1<sup>st</sup> Anmore Scouts received notice that one of our beloved long-time volunteers, Scouter Jim Matthews, is resigning from his role as our group's quartermaster – a position that involves looking after and maintaining all of our gear and equipment. For 19+ years, Jim went above and beyond his role as quartermaster and allowed us to also store our gear and equipment on his property and in his basement. We are extremely grateful to Jim for his many years of service and the fact that he has given us until July 2019 to find alternate storage facilities for our equipment. Jim, being the devoted volunteer that he is, expects to volunteer on with the group in a supportive role, hopefully for many more years.

At this time, we are exploring different options for storage of our group gear. Our gear includes the following;

- camping equipment currently being stored in Jim's basement that needs to be kept dry and slightly warm (e.g. tents, back packs)
- camping equipment and bottle drive supplies that are currently being stored in an outdoor shed in Jim's back yard
- a canoe trailer, complete with canoes, currently parked in Jim's backyard
- and a Wells Cargo trailer, also parked in Jim's back yard

One option is for our group to purchase a storage shed or container but we would need a secure place (preferably local) to place it and access it.

It has been suggested to us that our Mayor and Counsellors might be willing to allow us to store some or all of the above items on Villlage property, specifically the Village of Anmore Works Yard. This would be amazing!

If the works yard is an option that Mayor and Counsellors are willing to consider, we would love the opportunity to explore this further. For years, we have appreciated the on-going support of Village staff and our elected officials. We have also felt appreciated by the community we live, serve and play in.

Scouts Canada Vision is:

*"Canadian youth making a meaningful contributions to creating a better world."*

Scouts Canada Mission is:

*"to help develop well rounded youth, better prepared for success in the world."*

The 1<sup>st</sup> Anmore Scouts have been supporting youth to live the Scouting Visions and achieve the Scouting Mission for almost 25 years. We want to continue for many years to come. We currently have over 40 youth in our program, ages 5 – 17 and 25 adult volunteers. We want our local program to continue for many years to come and ask for your support in helping us find a new home for our group equipment and gear.

Yours in Scouting,

Laura Wilson  
Group Commissioner  
1<sup>st</sup> Anmore Scouts  
604-469-9254

and

Darleen Bemister  
(former) Group Commssioner  
1<sup>st</sup> Anmore Scouts

## ADVISORY PLANNING COMMISSION – MINUTES

VILLAGE OF ANMORE



Minutes of the Advisory Planning Commission Meeting held on Tuesday, February 28, 2017 at 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC

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### **Members Present**

Garnet Berg  
Steve Hawboldt (Vice-Chair)  
Herb Mueckel  
Sandra Parfeniuk

### **Members Absent**

Ken Juvik  
Mario Piamonte (Chair)

### **Others Present**

Mayor John McEwen, Council Liaison  
Jason Smith, Manager of Development Services

#### **1. Call to Order**

Vice-Chair Hawboldt called the meeting to order at 7:00 p.m.

#### **2. Approval of the Agenda**

It was Moved and Seconded:

**“That the agenda be approved as circulated.”**

**Carried Unanimously**

#### **3. Minutes**

##### **(a) Minutes of the Meeting held on January 9, 2017**

It was Moved and Seconded:

**“That the Minutes of the Advisory Planning Commission held on January 9, 2017 be adopted.”**

**Carried Unanimously**

#### **4. Business arising from the Minutes**

Nil

#### **5. Unfinished Business**

Nil

## 6. New Business

### (a) Zoning Bylaw Review

Members continued the review of the revised draft Zoning Bylaw. Highlights of discussion are noted as follows:

#### Specific Use Regulations

##### 6.1 Uses Permitted in All Zones

- No changes required.

##### 6.2 Uses Prohibited in All Zones

- (1) d) Medical Marijuana Production, Medical Marijuana Research and Development and Medical Marijuana Dispensaries – *new addition*.

##### 6.3 Secondary Suite

- (7) Suites are not permitted on properties less than an acre unless noted within the bylaw, example RS2 zoning.
- Concerns over limiting one secondary suite on a parcel of land.
- CD 1 and 2 zones allow for either accessory building or basement suite.
- Could be an appetite to allow for larger carriage homes on one acre parcels.
- Would allow an increase of younger families into the community.
- Add in: *the ability for parcels larger than 4047 m<sup>2</sup> to allow secondary suites in an accessory building (coach house) up to 120 m<sup>2</sup>.*

##### 6.4 Accessory One-Family Residential Use

- Only used for commercial zones allowing for a caretakers house, not currently utilized.

##### 6.5 Home Occupation Use

- Not many issues currently.
- Home based businesses are encouraged in the village to increase tax revenue and are environmentally friendly.

##### 6.6 Bed and Breakfast

- No changes required.

##### 6.7 Keeping of Animals

- No changes required.

#### Regulations for the Subdivision of Land

##### 7.2 Minimum Parcel Size and Width

- Include note: *that the area of the access strip of a panhandle parcel shall not be included in the determination of minimum parcel size for subdivision.*

#### 7.6 Special Subdivision Requirements for RS-2 Zone (To be removed)

- Not considered a “useable” zone.
- Established originally for hillside or environmentally challenged land.
- No incentive to developer for an RS-2 zone.
- Remove RS-2 zoning.

### Zoning District Schedules

#### 9.3 Residential 3 – RS-3 – To be removed

#### 9.4 Compact Housing 1 – RCH-1

- Rezoned and subdivided in 1998 into 92 lots.
- Approximately 27 new homes have been built.
- Average size 3,000 square feet.
- Many trees removed, very much “overbuilt.”
- Proposed to reduce the FAR from 0.7 to 0.6 implemented in November, 2016.
- Public meeting for Countryside residents will take place at the end of March.

#### Proposed Changes to RCH-1:

- reduce the FAR from 0.7 to 0.6 on draft bylaw
- increased setback requirements from 3 m to 5 m on frontage, 1.5 m to 3 m on rear, 3 m to 4 m on exterior and 1.2 m to 1.5 m on interior
- restrict basements

Jason Smith informed the commission of the following next steps:

- present the latest draft at the March 13, 2017 APC meeting to reflect the conversations with the commission
- meet with Countryside residents on March 28, 2017
- bring back to Council for initial readings on April 4, 2017
- schedule a public information meeting
- schedule a public hearing and adoption of bylaw at the end of April or early May

Herb Mueckel questioned the reasoning behind not allowing duplexes but large homes with carriage homes are allowed.

- Would require 2 septic fields for a duplex
- In the past, duplexes were turning into four plexes
- Residents didn’t feel that they didn’t fit with the semi-rural lifestyle

### 7. Adjournment

It was Moved and Seconded:

“That the Meeting be adjourned.”

Carried Unanimously



The meeting adjourned at 9:00 p.m.

Certified Correct:

Approved:

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Christine Milloy  
Manager of Corporate Services

---

Steve Hawboldt  
Vice-Chair

## ADVISORY PLANNING COMMISSION MEETING – MINUTES

Minutes of the Advisory Planning Commission Meeting held on Monday, July 10, 2017 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



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### MEMBERS PRESENT

Garnet Berg  
Steve Hawboldt (Vice-Chair)  
Ken Juvik  
Herb Mueckel  
Mario Piamonte (Chair)

### MEMBERS ABSENT

Sandra Parfeniuk  
Bruce Scatchard

### OTHERS PRESENT

Jason Smith, Manager of Development Services

#### 1. CALL TO ORDER

Chair Piamonte called the meeting to order at 7:05 p.m.

#### 2. APPROVAL OF THE AGENDA

It was MOVED and SECONDED:

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

**CARRIED UNANIMOUSLY**

#### 3. Minutes

##### (a) **Minutes of the Meeting held March 13, 2017**

It was MOVED and SECONDED:

**"THAT THE MINUTES OF THE ADVISORY PLANNING  
COMMISSION MEETING HELD ON MARCH 13, 2017 BE  
ADOPTED."**

The Chair reported that he was absent from that meeting, and there might be a concern with quorum for that meeting; and he requested to Table the item.

#### 4. Business arising from the Minutes

Nil

**5. Unfinished Business**

Nil

**6. New Business****(a) Infill Development Review**

Jason Smith discussed the Infill Development report dated January 31, 2017. Highlights of discussions are noted as follows:

- A report was presented to council in February, 2017
- Public meeting was held early April, 2017
- Council directed staff to begin drafting an OCP amendment and infill development policy for their consideration in early May, 2017
- Funds were allocated for a development finance consultant to provide a report on recommendations for possible amenity charges
- Mayor's Task Force on land was created which provided a policy statement to include:
  - Infill development needs to remain with semi-rural character
  - Scoped where infill development might be considered
  - Only allowed in RS-1 zone on lots between 1 acre and 2 acres
  - 25 m (roughly 50 ft.) min road frontage to preserve semi-rural character
  - Explored lot averaging
  - Unanswered question was "how many?"
- Restrict to valley floors
- Roughly 35 - 70 lots could be eligible for infill development
- Should be on existing roads (no extension to road infrastructure), water and septic
- More than enough capacity for 70 lots, after confirming with village engineer

Jason Smith explained the following items he requires further input on:

- How to preserve the semi-rural character
- Tree retention
- 25 m setback for road frontage
- Maintenance of RS-1 setbacks
- Character of homes
- House sizes that relate to existing lot and neighbourhood
- Landscaping, retaining wall requirements
- Trail corridors and linkages
- Neighbourhood impacts on construction, noise, having people too close and parking
- Define areas of infill developments
- Increase permitted density allowed for infill development
- Layout community amenity charges

Further discussions continued with the commission and key highlights are noted as follows:

- A member noted that he believed infill housing wasn't going to be discussed for years down the road
- Some confusion over how, where and when to discuss infill housing in the past
- The possibility of infill has always been discussed, therefore the mayor's task force was created
- Ensure accurate information for specific designations are noted within the OCP i.e. hillside residential
- It was questioned if there is a mechanism to remove the designation of hillside residential for a specific lot? Yes, through an OCP amendment, but it would not be in anyone's interest to do so, as hillside residential has access to higher density and does not restrict in developing property
- Infill development is not an entitlement, right, or guarantee
- Zero liability for the village, even if all the terms are met; will be council's decision in the end
- Some members were concerned over those lots designated as hillside development and agreed that there should be a mechanism to allow property owners to challenge the designation
- Need to set parameters very clear with significant remunerations to the village and protect the community
- Advantage to the village; increase in property tax income with no need to increase infrastructure.

### 3. Minutes

#### (a) **Minutes of the Meeting held March 13, 2017**

Chair Piamonte reported that, on further consideration of this item, he was actually at the meeting; and then he requested that the minutes be adopted.

It was MOVED and SECONDED:

**"THAT THE MINUTES OF THE MEETING HELD ON MARCH 13, 2017 BE ADOPTED AS PRESENTED."**

**CARRIED UNANIMOUSLY**

Action item: Jason Smith to send his presentation to members who are not currently present.

Action item: Jason Smith to send the draft materials to members for review prior to the next scheduled meeting.

7. **ADJOURNMENT**

It was MOVED and SECONDED:

**"TO ADJOURN."**

**CARRIED UNANIMOUSLY**

The meeting adjourned at 8:28 p.m.

Certified Correct:

Approved:

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Christine Milloy  
Manager of Corporate Services

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Mario Piamonte  
Chair, Advisory Planning Commission



## COMMUNITY ENGAGEMENT, CULTURE AND INCLUSION COMMITTEE MEETING – MINUTES



Minutes of the Community Engagement, Culture and Inclusion Committee  
Meeting held on Thursday, September 14, 2017 in Council Chambers at  
Village Hall, 2697 Sunnyside Road, Anmore, BC

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### MEMBERS PRESENT

Councillor Ann-Marie Thiele (Chair)  
Ping Luo  
Babak Taghvaei

### MEMBERS ABSENT

Nil

#### 1. Call To Order

Chair Thiele called the meeting to order at 7:05 p.m.

#### 2. Approval Of The Agenda

It was MOVED and SECONDED:

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

**CARRIED UNANIMOUSLY**

#### 3. Minutes

##### (a) **Minutes of the Meeting held on June 8, 2017**

It was MOVED and SECONDED:

**"THAT THE MINUTES OF THE COMMUNITY ENGAGEMENT,  
CULTURE AND INCLUSION COMMITTEE MEETING HELD ON  
JUNE 8, 2017 BE ADOPTED AS CIRCULATED."**

**CARRIED UNANIMOUSLY**

#### 4. Business Arising From The Minutes

Nil

#### 5. Unfinished Business

Nil

## 6. New Business

### (a) **Poverty Reduction Strategy**

Committee reviewed the letter and toolkit from Minister of Families, Children and Social Development.

Action Item: Request that staff promote the Government of Canada Poverty Reduction Strategy to raise awareness and share information about how members of the public can partake in the process of reducing poverty and help improve the economic well-being of all Canadian families. The link for the toolkit is: [www.canada.ca/reduce-poverty](http://www.canada.ca/reduce-poverty).

Members reported that they do not have sufficient data for how Anmore might be directly affected by poverty.

Action Item: Request that staff to provide members with future correspondence regarding poverty reduction.

### (b) **Age-Friendly Planning**

The following comments were presented relative to the Proposed Strategies & Actions section of the Age Friendly Plan (page 18):

- Create an online volunteering section of the Village of Anmore website to incorporate volunteer opportunities with the various community groups. This would be a central location to communicate opportunities for volunteering. For those without access to the internet, the material could be available at City Hall.

- Creating an online volunteer section on the website is the top recommendation
- Promote youth activities on the Village website

- Host a volunteer drive event with the various community groups during Ma Murray Days to recruit volunteers.

- Developing a volunteer drive / program seems unrealistic

- Develop a skills bank which inventories peoples experience, interests and talent.

- Developing a skills bank seems unrealistic

- Continue to recognize the volunteer efforts of those in the community.

- Volunteers are recognized at the annual Volunteer Appreciation event

- **Address local transportation needs to access programs and resources either through improved transit schedules or volunteer drivers.**

- The transit system will be improved with an increase in service

- **Provide information on volunteer driving on the Village sign board, on the Village web site or through a future Seniors Resource Guide.**

- Consider printing and posting to the website a care package or resource guide
- Look into partnership with United Way and Healthy at Home program

- **Facilitate active participation of older persons and youth on Advisory Committees and Working Groups.**

- The Village encourages everyone to participate

- **Support a volunteer-led “Welcome Wagon” to provide basic information about the Village to new residents.**

- Support would be granted for a Welcome Wagon, but it would not be led by the Village due to limited capacity; this is something not normally led by a municipality

- **Consider establishing an Age-Friendly Committee to assist in the implementation of recommendations in the Plan.**

It was MOVED and SECONDED:

**“AFTER HAVING REVIEWED THE VILLAGE OF ANMORE AGE FRIENDLY PLAN THAT WAS DEVELOPED IN OCTOBER 2013, THE COMMITTEE WOULD LIKE TO PASS ON THE FOLLOWING RECOMMENDATIONS FROM THE PLAN TO COUNCIL:**

**THAT COUNCIL DIRECT STAFF TO DEVELOP A SENIOR'S RESOURCE GUIDE IN PRINT FORM AND DIGITAL FORM FOR OUR WEBSITE WHETHER IT BE USING AN EXISTING DOCUMENT OR CREATING ONE;**

**THAT COUNCIL PROMOTE OUR ANMORE YOUTH GROUP AND YOUTH ACTIVITIES ON THE ANMORE.COM WEBSITE;**

**THAT COUNCIL KEEP TOP OF MIND THE NEED FOR A GATHERING PLACE FOR SENIORS, YOUNG PEOPLE AND ALL THE RESIDENTS OF ANMORE;**

AND THAT COUNCIL DIRECT STAFF TO KEEP AN EYE OPEN FOR AGE FRIENDLY GRANTS AS THEY BECOME AVAILABLE; THAT MIGHT BE USED TOWARDS THE IMPLEMENTATION OF SOME OF THE RECOMMENDATIONS IN THE AGE FRIENDLY PLAN.”

CARRIED UNANIMOUSLY

7. Adjournment

It was MOVED and SECONDED:

“TO ADJOURN.”

CARRIED UNANIMOUSLY

The meeting adjourned at 8:25 p.m.

Certified Correct:

Approved:

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Christine Milloy  
Manager of Corporate Services

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Councillor Ann-Marie Thiele  
Chair, Community Engagement, Culture  
and Inclusion Committee

## ENVIRONMENT COMMITTEE MEETING – MINUTES

Minutes of the Environment Committee Meeting held on  
Thursday, September 21, 2017 at 7:00 p.m. in Council Chambers at  
Village Hall, 2697 Sunnyside Road, Anmore, BC



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### MEMBERS PRESENT

Councillor Paul Weverink (Chair)  
Grace Bergman  
Coleen Hackinen  
Babak Taghvaei

### MEMBERS ABSENT

Nil

#### 1. CALL TO ORDER

Chair Weverink called the meeting to order at 7:18 p.m.

#### 2. APPROVAL OF THE AGENDA

It was MOVED and SECONDED:

“THAT THE AGENDA BE APPROVED AS CIRCULATED.”

CARRIED UNANIMOUSLY

#### 3. MINUTES

(a) Minutes of the Meeting held on July 20, 2017

It was MOVED and SECONDED:

“THAT THE MINUTES OF THE MEETING HELD ON JULY 20,  
2017 BE ADOPTED AS CIRCULATED.”

CARRIED UNANIMOUSLY

#### 4. BUSINESS ARISING FROM THE MINUTES

Nil

#### 5. UNFINISHED BUSINESS

Nil

**6. NEW BUSINESS**

**(a) Wildlife-Human Interaction**

Key points raised during discussion include the following.

- Facebook responses showed few incidents were reported.
- Staff confirmed fewer incidences reported in comparison to last year.
- Smithrite staff reported that they have received no specific complaints regarding green waste or garbage related to wildlife issues.
- Smithrite staff also reported that residents can keep bins locked on collection day if approval given by the Village.
- Some residents are more concerned about cougars than they are about bears.

Action Item: A member to follow up with Smithrite in 8 months.

It was stated that the Environment Committee does not recommend any action at this time as there does not appear to be significant issue; and the Committee requests that staff notify them if the situation changes.

**(b) Generator Use**

The Committee agreed that there does not appear to be an exemption in the Noise Bylaw for generator noise during an emergency.

It was stated that the opinion of the Environment Committee is that generator use during an emergency is not an issue for most properties in Anmore, and that the bylaw should include an exemption to allow unrestricted generator use during a power outage or emergency.

The Committee agreed that generator use may be an issue in some Strata developments. The Committee recommends that Strata developments develop their own bylaws to address this specific issue.

**7. ADJOURNMENT**

It was MOVED and SECONDED:

**“TO ADJOURN.”**

**CARRIED UNANIMOUSLY**



The meeting adjourned at 8:20 p.m.

Certified Correct:

Approved:

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Christine Milloy  
Manager of Corporate Services

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Councillor Paul Weverink  
Chair, Environment Committee



**AUDITOR GENERAL FOR  
LOCAL GOVERNMENT**

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November 1, 2017

## **AGLG ANNOUNCES NEW AUDITEES**

SURREY – The Auditor General for Local Government (AGLG) has identified new auditees on the topics “Emergency Management in Local Governments” and “Local Government's Role in Ensuring Clean Drinking Water,” AGLG Gordon Ruth announced today.

The Township of Langley has been added as a new auditee under the topic “Local Government's Role in Ensuring Clean Drinking Water.” This addition makes a total of three auditees under this topic. The Regional District of Okanagan-Similkameen has been audited, with the final report available on the AGLG website. The audit of the City of Kelowna is underway.

Under the audit topic “Emergency Management in Local Governments,” the AGLG had previously announced that the auditees would be the Town of Sidney, Capital Regional District, the City of Quesnel and Cariboo Regional District. However, with the recent devastation caused by wildfires in the Cariboo, we understand that the Province of B.C. has commissioned a comprehensive independent review in the region. The AGLG has decided to not duplicate this work, and has revised the list of auditees on this topic to include the Town of Sidney, Capital Regional District, the District of Mission and the Fraser Valley Regional District.

Since the office opened in 2013, the AGLG has audited 23 local governments under six audit topics. The AGLG has released 24 performance audit reports to date, which include:

- Achieving Value for Money in Operational Procurement
- Learnings from Local Government Capital Procurement Projects and Asset Management Programs
- Local Government Performance in Managing Policing Agreements and Police Budget Oversight
- Local Government’s Role in Ensuring Clean Drinking Water

- Managing the Inherent Risks of Limited Human Resources within Small Local Governments
- Emergency Management in Local Governments

All of our publications are available on the AGLG website ([www.aglg.ca](http://www.aglg.ca)). The AGLG's Annual Service Plan describes the performance audit planning process in detail and the office's 2016/17 Annual Report outlines the office's progress during that year. Both of these can also be found on the AGLG website.

- end -

**CONTACT:**

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