

VILLAGE OF ANMORE

REGULAR COUNCIL MEETING MINUTES

Minutes of the Regular Council Meeting held on Tuesday, March 25, 2014 at
Anmore Elementary School (portable classroom), 30 Elementary Road, Anmore, BC

ELECTED OFFICIALS PRESENT

Councillor Tracy Green
Councillor John McEwen (Acting Mayor)
Councillor Kerri Palmer Isaak
Councillor Ann-Marie Thiele

ELECTED OFFICIALS ABSENT

Mayor Heather Anderson

STAFF PRESENT

Tim Harris, Chief Administrative Officer

1. CALL TO ORDER

Acting Mayor McEwen called the meeting to order at 7:02 p.m.

2. ADDITIONS AND DELETIONS TO THE AGENDA

Nil

3. APPROVAL OF THE AGENDA

It was MOVED and SECONDED:

"THAT THE AGENDA BE APPROVED".

CARRIED UNANIMOUSLY

4. PETITIONS AND DELEGATIONS

Nil

5. ADOPTION OF THE MINUTES

(a) Meeting Minutes of March 11, 2014

It was MOVED and SECONDED:

**“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING HELD
ON MARCH 11, 2014 BE ADOPTED.”**

CARRIED UNANIMOUSLY

6. BUSINESS ARISING FROM THE MINUTES

Nil

7. BYLAWS

Nil

8. CORRESPONDENCE

It was MOVED and SECONDED:

**“THAT ALL CORRESPONDENCE CIRCULATED AND FILED IN THE
VILLAGE OFFICE BE RECEIVED.”**

CARRIED UNANIMOUSLY

**(a) Metro Vancouver – Metro Vancouver Waste Flow Management
and the Greater Vancouver Sewerage and Drainage District
Recyclable Material Regulatory Bylaw No. 280 (Bylaw 280)**

Council agreed to receive the letter dated March 7, 2014 from Greg Moore, Chair,
Metro Vancouver Board, and Malcolm Brodie, Chair, Zero Waste Committee.

**(b) Metro Vancouver – Conveying Metro Vancouver’s Recent Board
Report on the Regional Growth Strategy and the Agricultural Land
Commission**

Council agreed to receive the letter dated March 11, 2014 from Paulette Vetleson,
Director, Board and Information Services/Corporate Officer.

8. CORRESPONDENCE (CONTINUED)

(c) District of West Vancouver – Canada Post Proposal to Eliminate Home Mail Delivery Service

Council agreed to receive the letter dated March 12, 2014 from Michael Smith, Mayor.

9. COMMITTEE REPORTS AND RECOMMENDATIONS

Nil

10. UNFINISHED BUSINESS

Nil

11. NEW BUSINESS

(a) Metro Vancouver Regional Growth Strategy – Proposed Amendment

It was MOVED and SECONDED:

**“THAT COUNCIL RECEIVE THE INFORMATION IN THIS REPORT;
AND THAT COUNCIL INDICATE THE VILLAGE HAS NO CONCERN
WITH THE PROPOSED AMENDMENT BYLAW.”**

CARRIED UNANIMOUSLY

12. MAYOR’S REPORT

Nil

13. COUNCILLORS’ REPORTS

Councillor Green reported that:

- She recognized residents Alexia and Kalista Iten who qualified to win a gold medal at the Synchro Canada National qualifier in Montreal.
- An Environment Committee Member attended an Invasive Species workshop by Noon Creek Hatchery. Pamphlets will be posted on the website and available at the village hall within the next couple of months.
- The next Environment Committee Meeting is scheduled for April 10.
- Volunteer Appreciation Evening is scheduled for April 11.

13. COUNCILLORS' REPORTS (CONTINUED)

- Bears are out and about. Please ensure to keep garbage and food attractants secured.

Councillor Palmer Isaak reported that:

- Invitations have gone out for the April 11 Volunteer Appreciation Evening.
- A mailout will be going out short for the upcoming Easter Egg Hunt.

14. CHIEF ADMINISTRATIVE OFFICER'S REPORT

Tim Harris reported that:

- In order to ensure the Village is receiving the utmost value and service, he requested staff to complete an analysis on various suppliers, service providers and contractors.
- Tax forms, business cards and specialized stationary are now being ordered from a new local commercial printing company with remarkable pricing.
- Despite recently changing IT management services with minimal cost savings, we have increased service levels for our workstations, server and backup systems.
- Historically, the Village had utilized its engineering consultant when preparing Request for Proposals and to administer these projects. Staff recently drafted and issued the Water Master Plan for tender. In preparing this document in-house there is a cost savings of approximately \$10,000.
- As of April 2014, Shaw will be providing its telephone line services to the village hall, works yard, booster and chlorination stations. The switch from Telus to Shaw will provide an annual savings of \$5,000.
- With the lease expiring on two existing photo copiers, staff reviewed three quotes and negotiated a renewal with the existing provider with an annual savings of \$420 over the previous contract.
- The Village applied for and received a grant for \$3500 from ICSIS to complete a GIS mapping base of the entire village with no matching cost requirements expected from the Village. There will, however, be additional costs throughout the project, although these were previously budgeted for through the Capital Works Project. Staff have applied for a grant through the real-estate foundation to fund the same project and are awaiting confirmation eligibility.
- Public works staff have upgraded the weather station to include a remote camera and temperature readings to enable staff to monitor weather from home and limit the amount of winter callouts.
- The finance department has been working diligently preparing the year-end financials for auditor review next month, the extra time spent will save the Village additional costs from auditor services.
- He thanked all staff and consultants for their hard work and dedication in keeping the Village fiscally responsible.

15. PUBLIC QUESTION PERIOD

Nil

16. ADJOURNMENT

R68/2014 It was MOVED and SECONDED:

"TO ADJOURN."

CARRIED UNANIMOUSLY

The meeting adjourned at 7:19 p.m.

Certified Correct:

Approved:



Tim Harris
Chief Administrative Officer

John McEwen
Acting Mayor