



# VILLAGE OF ANMORE

## COUNCIL MINUTES

Minutes of the Regular Council Meeting held on Tuesday, May 19<sup>th</sup>, 2015 in the portable classroom behind Anmore Elementary School 30 Elementary Road, Anmore, B.C.

### **ELECTED OFFICIALS PRESENT**

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

### **STAFF PRESENT**

Karen-Ann Cobb, *Acting* Chief Administrative Officer  
Kevin Dicken, Manager of Public Works and *Acting* Approving Officer  
Mindy Smith, Manager of Financial Services  
Carmen Disiewich, *Acting* Deputy Corporate Officer  
Brent Elliott, Planning Consultant, CitySpaces

### **1. CALL TO ORDER**

Mayor McEwen called the meeting to order at 7:07 p.m.

### **2. ADDITIONS AND DELETIONS TO THE AGENDA**

Council agreed to add item 11(a) Tri-Cities Childhood Development Community Accord to the Agenda.

### **3. APPROVAL OF THE AGENDA**

R97/2015      It was MOVED and SECONDED:

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

**CARRIED UNANIMOUSLY**

#### **4. PETITIONS AND DELEGATIONS**

##### **(a) 2014 Budget to Actual Variance Report**

Mindy Smith, Manager of Financial Services presented the 2014 Budget to Actual Variance Report. Highlights of discussion are as follows:

- Annual surplus \$330,000.00 which is less than our budgeted amount due to planning on capital projects and costs that are still to incur.
- Annual surplus in the past included the budget and actual difference where the financial statements have since changed.
- There is a net deficit of almost \$90,000.00 which is due to the Village investing approximately \$80,000.00 into the water utilities to ensure that the boil water advisory that happened in 2013 would not happen again. The Village also had a receivership where many expenses incurred over the years that has since cleared out, which impacted the Village's finances.
- Finances are good this year and have improved with the reserve levels.
- Council made good decisions in putting funds aside for the future knowing that the Village has infrastructure needs.
- The 2014 water utility levy is less than 2013.
- In 2014 the Village concentrated on fixing water leaks which decreased the overall usage of water.
- In 2013 the Village collected one-time funds from developers in which there were none for 2014.

Mayor McEwen invited Council and the public to ask questions or provide comments.

- Werner De Schaetzen, Magnolia Way questions by fixing water leaks why would the revenues go up as opposed to the costs going down? Staff explained that the costs from that prospective did go down but when the Village charges based on cubic meter per usage, if a home doesn't have a leak there is no charges for extra water.
- Mario Piamonte, Sugar Mountain Way, with regards to permit fees and other revenue questioned where did the additional \$300,000.00 revenue come from? Staff explained that the revenue came from the solid waste bins that were charged for this year.

**5. ADOPTION OF MINUTES**

**(a) Minutes of the Regular Council Meeting held on May 5<sup>th</sup>, 2015**

Councillor Thiele mentioned item 11(i) - Memorandum RFP# ANM2015-01 Building Inspector/Bylaw Enforcement Officer and noted that this item was tabled at this meeting and would like to ensure to include it for discussion at the next Regular Council meeting.

R98/2015 It was MOVED and SECONDED:

**“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING HELD ON MAY 5<sup>TH</sup>, 2015 BE ADOPTED AS AMENDED.”**

**CARRIED UNANIMOUSLY**

**6. BUSINESS ARISING FROM THE MINUTES**

Nil

**7. BYLAWS**

Nil

**8. CORRESPONDENCE**

R99/2015 It was MOVED and SECONDED:

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

**CARRIED UNANIMOUSLY**

**8. CORRESPONDENCE (CONTINUED)**

**(a) Proclamation for Access Awareness Day – Saturday, June 6<sup>th</sup>, 2015 –  
“Accessibility is Working”**

Council discussed the letter from Lorraine Copas, Executive Director of SPARC BC (Social Planning & Research Council of BC) dated May 1<sup>st</sup>, 2015 and agreed to the following:

R100/2015 It was MOVED and SECONDED:

**“THAT MAYOR AND COUNCIL PROCLAIM SATURDAY, JUNE 6<sup>TH</sup>, 2015 AS ACCESS AWARENESS DAY IN THE VILLAGE OF ANMORE.”**

**CARRIED UNANIMOUSLY**

**9. COMMITTEE REPORTS AND RECOMMENDATIONS**

Nil

**10. UNFINISHED BUSINESS**

Nil

**11. NEW BUSINESS**

**(a) Tri-Cities Early Childhood Development Community Accord**

R101/2015 It was MOVED and SECONDED:

**“THAT COUNCILLOR PAUL WEVERINK BE AUTHORIZED TO SIGN ON BEHALF OF THE VILLAGE OF ANMORE, THE TRI-CITIES EARLY CHILDHOOD DEVELOPMENT COMMUNITY ACCORD.”**

**CARRIED UNANIMOUSLY**

## **11. NEW BUSINESS (CONTINUED)**

### **(b) 2015 Water Utility Master Plan**

Clive Leung, Peter Hutchins and Lisa Mirfatahi of Opus Dayton & Knight provided a review of the study, process, plan, and recommendations of the 2015 Water Utility Master Plan.

Mayor McEwen invited Council to ask questions or comments. Highlights of discussion are as follows:

Councillor Weverink made the following questions and/or comments:

- When getting water up to the Pinnacle Ridge reservoir, what is the discharge pressure of that pump station and is it within the limitations of a residential system?
  - Mr. Leung stated that there are no service connections and all that is needed is the pump leading up the reservoir.
- If in 30 years, Metro Vancouver decides that Anmore should be high density, what are the limitations of our water system?
  - Mr. Leung explained if Anmore goes high density, in terms of the network size it is pretty flexible.
- Anmore relies on Port Moody's reservoir, will Port Moody be able to rely on Anmore's?
  - Mr. Leung noted that the system could be designed to incorporate depending on discussions with Port Moody.
- Even with some improvements there will still be some dead ends; is that a concern and will it need to be addressed?
  - Mr. Leung explained that Anmore Public Works has a program to flush the system, in particular dead ends.
- Are there redundancies in the pump stations?
  - Mr. Leung noted that the pump stations are over capacity.

Councillor Thiele made the following questions and/or comments:

- When the Financial Sustainability Plan (FSP) was completed approximately 2 years ago, 9 million dollars was the amount for the infrastructure deficit, does the numbers in the water utility master plan include the 9 million or is it above and beyond?
  - Kevin Dicken, Manager of Public Works advised the FSP showed our water assets were fairly new and there was no backlog in our water assets when looking at the tangible capital asset listing, so the numbers in the report would be on top of the 9 million.

## **11. NEW BUSINESS (CONTINUED)**

### **(b) 2015 Water Utility Master Plan (Cont'd)**

Councillor Thiele made the following questions and/or comments:

- Would there be a need for a pump station if Leggett Drive was to be extended?
  - Staff responded that the pump station would be developer funded and that was the reason why it was not included in this plan.
- The report recommended to increase the distance between fire hydrants to 186 metres, is this because Anmore has a volunteer fire department?
  - Mr. Leung responded by saying it is “best practices” for recommendations of a typical municipal water system.
  - Staff explained that the Fire Underwriters Survey is based on typical hose lay lengths for trucks and as Anmore exists now, the bylaw states 100 metre spacing. Today, very little of Anmore conforms to that spacing.
- She requested for someone to speak about the reduced accuracy of Port Moody’s meter?
  - Staff replied that Port Moody’s Engineering Department had an analysis done on their meter and it was determined that the meter was showing reduced accuracy. Port Moody has asked that the meter be replaced and Anmore will pay for the cost of the meter and Port Moody will pay for the cost of installation.
- On Page 48 of the plan, it states the physical condition of infrastructure isn’t know because Anmore has not gone through the process of physically checking the conditions of assets. Is this a process that still needs to be done?
  - Mr. Hutchins replied that there is a condition rating system and basis for framework and asset condition which would lead into more of an understanding.
  - Staff explained the plan is a working document that will always need to be updated and suggested to stay with a robust OMI program to continually inspect assets for their condition and make adjustments to the financial model as well as the entire water model.

## **11. NEW BUSINESS (CONTINUED)**

### **(b) 2015 Water Utility Master Plan (Cont'd)**

Mayor McEwen invited the public to ask questions or comments. Highlights of discussion are as follows:

- Brian Lamb, East Road questions if the Pinnacle Ridge Reservoir in in comparison with the size of the Hickory Reservoir and how may litres is it? Mr. Lamb also questioned the cost to build and if this reservoir service the hillside development or the entire Village?
  - Staff explained that the portion of the reservoir is approximately 30% and has a direct benefit on fire flow for the entire Village. The forecasted cost for the reservoir at this time is approximately 1 million dollars. The size of the Hickory Reservoir compared to the Village's reservoir is 2.7 milliliters.
- Werner De Schaetzen, Magnolia Way the reservoir location is critical and queried how the Village will serve fire flow to the lower zone if it is being pumped by the Pinnacle Ridge pump station?
  - Mr. Leung responded to the question (the answer could not be heard on the recording).
- Bill Cadman, East Road if the reasoning the Hickory Water Storage area is not sufficient for Anmore's needs or is it that Anmore doesn't trust what Port Moody is doing?
  - Mr. Leung explained that Port Moody has their own demands in which they would withdraw from their reservoir, however, with the 1998 servicing agreement Anmore has 1.5 million litres guaranteed.

### **(c) In-Camera Council Meeting – May 19<sup>th</sup>, 2015**

R102/2015 It was MOVED and SECONDED:

**"THAT PURSUANT TO SECTION 90 (1)(C) [LABOUR] AND SECTION 90 (1)(G) [LEGAL] THAT COUNCIL HOLDS AN IN-CAMERA COUNCIL MEETING FOLLOWING THE REGULAR COUNCIL MEETING SCHEDULED FOR MAY 19<sup>TH</sup>, 2015."**

**CARRIED UNANIMOUSLY**

## **12. MAYOR'S REPORT**

Mayor McEwen reported that:

- He was impressed with the work that the School and Village Staff did on the roaming cougars.
- He also notice this weekend that the Summer Season is upon us and the Village Hall parking lot was very busy for Buntzen Lake.
- The Brilliant Circle Group, the people that purchased loco Lands, has asked to meet with Council where initial findings will be discussed in-camera.

## **13. COUNCILLORS' REPORT**

Councillor Froese reported that:

- He attended the Joint Committee meeting.
- With regards to the water main flushing, there was excessive turbidity with the Mossom Creek water at the Hatchery which was noticed quickly and flushing to that tributary was ceased. He spoke with Staff and confirmed that they along with Environmental Consultants will look at a solution for future flushing.

Councillor Thiele reported that:

- She attended a Joint Committee with the APC, Environment and Parks and Recreation meeting which was well attended by members as well as the public. Committees will split into their group and discuss separately.
- She will be attending an APC meeting on May 25<sup>th</sup> APC, Ma Murray Organizing meeting May 28<sup>th</sup> and a Protective Services Committee meeting on June 1<sup>st</sup>.

Councillor Weverink reported that:

- He and Councillor Trowbridge attended the Poco May Day Parade.
- A lot of what was discussed at the Joint Committee meeting was also discussed at the recent Parks and Recreation meeting.
- A time needs to be scheduled for Council to tour the Mossom Creek Hatchery.

## **14. CHIEF ADMINISTRATIVE OFFICER'S REPORT**

Karen-Ann Cobb reported that:

- Council needs to discuss dates for summer Council meetings.
- Buntzen Lake was very busy over the weekend and the RCMP were there monitoring.



**15. PUBLIC QUESTION PERIOD**

Pam Blackman, East Road requested that a list of Committees be available to the public.

Staff stated that the website will include all Committees along with the names of the Chairperson and contact information.

**16. CONCLUSION**

R103/2015 It was MOVED and SECONDED:

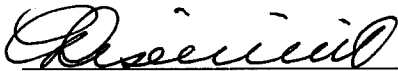
**"THAT THE MEETING BE ADJOURNED."**

**CARRIED UNANIMOUSLY**

The meeting adjourned at 9:02 p.m.

Certified Correct:

Approved:



Carmen Disiewich  
Acting Deputy Corporate Officer



John McEwen  
Mayor