

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, September 4, 2018 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**

5. **Adoption of Minutes**

page 1

(a) **Minutes of the Regular Council Meeting held on July 17, 2018**

Recommendation: That the Minutes of the Regular Council Meeting held on July 17, 2018 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.

page 8

(a) **Ministry of Environment and Climate Change Strategy – Minister's Order – Liquid Waste Management Plan**

Recommendation: That the letter dated August 17, 2018 from Ministry of Environment and Climate Change Strategy regarding Minister's Order – Liquid Waste Management Plan be received.

page 12 **(b) Provincial - Union of British Columbia Municipalities Green Communities Committee – Climate Action Recognition Program**

Recommendation: That the letter dated August 15, 2018 from Provincial-Union of British Columbia Municipalities Green Communities Committee regarding Climate Action Recognition Program be received.

page 15 **(c) Metro Vancouver – Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment Request from the Township of Langley – Williams Neighbourhood Plan**

Recommendation: That the letter dated July 26, 2018 from Metro Vancouver regarding Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment Request from the Township of Langley – Williams Neighbourhood Plan be received.

page 17 **(d) Sasamat Volunteer Fire Department Board of Trustees – Meeting Minutes of July 5, 2018**

Recommendation: That the Minutes of the Meeting held on July 5, 2018 by the Sasamat Volunteer Fire Department Board of Trustees be received.

page 21 **(e) Village of Belcarra – Rowing Canada Aviron (RCA) National Training Centre Proposal for Buntzen Lake**

Recommendation: That the letter dated July 26, 2018 from Village of Belcarra regarding Rowing Canada Aviron (RCA) National Training Centre Proposal for Buntzen Lake be received.

page 22 **(f) City of Port Moody – Eagle Ridge Hospital Site and Emergency Room Expansion**

Recommendation: That the letter dated July 12, 2018 from City of Port Moody regarding Eagle Ridge Hospital Site and Emergency Room Expansion be received.

page 24 **(g) District of Houston – Support of the Province of BC's Caribou Recovery Program**

Recommendation: That the letter dated July 23, 2018 from District of Houston regarding Support of the Province of BC's Caribou Recovery Program be received.

page 26 **(h) District of Houston – Employer Health Tax Impact on Local Government**

Recommendation: That the letter dated August 14, 2018 from District of Houston regarding Employer Health Tax Impact on Local Government be received.

8. Items Removed from the Consent Agenda

9. Legislative Reports

page 28 **(a) Building Bylaw No. 583-2018**

Report dated August 29, 2018 from the Manager of Development Services is attached.

10. Unfinished Business

11. New Business

page 49 **(a) Award of 2018 Capital Works**

Report dated August 22, 2018 from the Chief Administrative Officer is attached.

page 51 **(b) Adopt A Street Program**

Report dated August 23, 2018 from the Chief Administrative Officer is attached.

page 63 **(c) Annual Water Quality Report**

2017 Annual Water Quality Report is attached.

page 96 **(d) Development Variance Permit No. DVP/48/18 – Bella Terra Investments**

Report dated August 29, 2018 from the Manager of Development Services is attached.

12. Mayor's Report

13. Councillors Reports

14. Chief Administrative Officer's Report

15. Information Items

(a) Committees, Commissions and Boards – Minutes

pages
106 to 116

(b) General Correspondence

- Letter undated from Amanda Todd Legacy Society regarding Light Up Purple for World Mental Health Day
- Letter dated August 2, 2018 copied from Trans Mountain Expansion Project to Corporation of Delta regarding confirmation of financial responsibilities of a marine oil spill related to the Trans Mountain Expansion Project.
- Letter dated August 8, 2018 from Ted and Leigh Ann Littlewood regarding parking issues

16. Public Question Period

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

17. Adjournment

REGULAR COUNCIL MEETING – MINUTES

Minutes of the Regular Council Meeting held on Tuesday, July 17, 2018 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Ryan Froese
Councillor Ann-Marie Thiele (via telephone)
Councillor Kim Trowbridge
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Nil

OTHERS PRESENT

Juli Halliwell, Chief Administrative Officer
Christine Baird, Manager of Corporate Services
Jason Smith, Manager of Development Services

1. Call to Order

Mayor McEwen called the meeting to order at 7:03 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R147/2018 "THAT THE AGENDA BE APPROVED AS CIRCULATED."

CARRIED UNANIMOUSLY

It was MOVED and SECONDED:

"TO RECESS THE REGULAR MEETING IN ORDER TO GO
AHEAD WITH THE PUBLIC HEARING, AS POSTED."

NB: The Public Hearing was held from to 7:03 p.m. to 8:14 p.m.

It was MOVED and SECONDED:

R148/2018 "RECONVENE."

CARRIED UNANIMOUSLY

The meeting reconvened at 8:16 p.m.

Council agreed to discuss item 9(a) immediately after item 3.

3. Public Input

Colleen Hackinen, Elementary Road, presented comments regarding item 9(a) (Infill Development Policy), stating reference to item 5 of the Infill Development Policy that the Village already has a duty to protect riparian areas under Provincial legislation and there should be no bonus given on infill development. She added that there is no such thing as a tree cutting bylaw; and Staff responded that they had misspoke and acknowledged that it has a tree management bylaw. She further added that as the Community Amenity Contribution is subject to Council Policy and not the OCP, it is up to current or future council discretion to do whatever they want, along with other stipulations in the Policy.

Calvin Bedard, Sunnyside Road, presented comments regarding item 9(a) (Infill Development Policy), stating that the policy is in place so it is not a free-for-all. He added that council has carefully considered the public concerns, he respects what council is doing, and he agrees with the policy.

Glen Coutts, Elementary Road, presented comments regarding item 9(a) (Infill Development Policy), stating that the proposed Community Amenity Contribution of \$150,000 is insultingly small given that with CD zones the Village asks for 30% and with that trees and green space. The proposed policy provides about 10% and it is unfair to anybody, especially the Village to get such little back for increasing density.

9. Legislative Reports

(a) **Official Community Plan Amendment Bylaw No. 576-2018**

Mayor McEwen recused himself at 8:22 p.m. and Acting Mayor Trowbridge assumed the role of Chair at that time.

It was MOVED and SECONDED:

R149/2018

“THAT VILLAGE OF ANMORE OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 576-2018 BE READ A THIRD TIME, AND BE ADOPTED; AND THAT COUNCIL ADOPT INFILL DEVELOPMENT POLICY NO. 61 AS ATTACHED TO THE REPORT DATED JULY 13, 2018 TITLED INFILL DEVELOPMENT.”

CARRIED

Councillor Thiele opposed

Council agreed to include Councillor Thiele's comments of opposition, noted as follows.

- The infill amendment does not allow a proactive approach to planning, rather it is short-sighted and reactive instead of taking a visionary approach.
- There is not a significant financial advantage to having half-acre lots in Anmore.

- Chopping up lots within the Village without a cohesive approach to planning is something that she cannot support.

Mayor McEwen returned to the meeting at 8:38 p.m. and resumed the role of Chair.
Councillor Thiele left the meeting at 8:40 p.m.

4. Delegations

(a) Buntzen Lake Rowing Canada Aviron National Training Centre

Cedric Burgers and John Richardson presented summary findings of the open house that they hosted on June 28, 2018 about the proposed Buntzen Lake Rowing Canada Aviron National Training Centre.

Copy of the presentation is attached and forms part of these Minutes herein.

The following key points were made by John Richardson:

- Rowing Canada is not a commercial enterprise
- No fees are to be charged for use
- An environment concern was raised regarding red heron species
- Indigenous issues to be sorted out
- Traffic and parking are not anticipated to be an issue
- Noise from rowing activity will not be an issue
- Beach interference will not be an issue
- Safety would be improved by presence of noiseless, wakeless coach safety boats.

The delegation requested that Council adopt a motion to support the proposal to Rowing Canada. Council responded that it is satisfied with the previously adopted resolution to support further discussions, and added that additional information is required before being content in providing a statement of support or opposition to the proposal.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on July 3, 2018

It was MOVED and SECONDED:

R150/2018

**“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON JULY 3, 2018 BE ADOPTED AS CIRCULATED.”**

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

Nil

7. Consent Agenda

Nil

8. Items Removed from the Consent Agenda

Nil

9. Legislative Reports

(b) Procedure Amendment Bylaw No. 581-2018

It was MOVED and SECONDED:

R151/2018 “THAT ANMORE PROCEDURE AMENDMENT BYLAW NO.
581-2018 BE ADOPTED.”

CARRIED UNANIMOUSLY

(c) Municipal Ticket Information Utilization Amendment Bylaw No. 582-2018

It was MOVED and SECONDED:

R152/2018 “THAT ANMORE MUNICIPAL TICKET INFORMATION
UTILIZATION AMENDMENT BYLAW NO. 582-2018 BE
ADOPTED.”

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business

(a) Development Variance Permit Application – Bella Terra

During presentation of the application, Staff reported that a typo appears on page 2 of the Staff report: in the table, the Proposed Setback for Exterior Side Yard (east) should read as 7.6 metres, not 10 metres.

It was MOVED and SECONDED:

- R153/2018 **“THAT COUNCIL ADVISE STAFF TO PROCEED WITH PROVIDING NOTICE TO THE NEIGHBOURING PROPERTIES OF THE DEVELOPMENT VARIANCE PERMIT REQUEST FOR BELLA TERRA AND ADVISE THEM THAT COUNCIL WILL BE CONSIDERING APPROVAL OF THE DEVELOPMENT VARIANCE PERMIT AT ITS SEPTEMBER 4, 2018 MEETING; AND THAT STAFF BE DIRECTED TO REFUND THE APPLICATION FEE TO BELLA TERRA.”**

CARRIED UNANIMOUSLY

(b) Tri-Cities Healthier Communities Partnership

It was MOVED and SECONDED:

- R154/2018 **“THAT COUNCIL ENDORSES THE PARTNERSHIP RECOMMENDATIONS MADE AT THE MAY 24, 2018 MEETING OF THE TRI-CITIES HEALTHIER COMMUNITIES PARTNERSHIP.”**

CARRIED UNANIMOUSLY

(c) Letter of Support to Nominate Glenda Treffry-Goatley for Ministry of Children and Family Development Childcare Awards of Excellence 2018

It was MOVED and SECONDED:

- R155/2018 **“THAT STAFF BE DIRECTED TO ISSUE A LETTER OF SUPPORT, UNDER THE MAYOR'S SIGNATURE, TO NOMINATE GLENDA TREFFRY-GOATLEY FOR MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT CHILDCARE AWARDS OF EXCELLENCE 2018.”**

CARRIED UNANIMOUSLY

12. Mayor's Report

Mayor McEwen reported that:

- On July 5, he attended the SVFD Fire Trustees Meeting where they got to see the new ladder truck.
- On July 6, he attended the Metro Vancouver Board meeting; there are major concerns with agricultural land being converted for cannabis cultivation and there has now been a moratorium implemented.

- On July 7, the SVFD 40-Year anniversary was held and it was an amazing day with about 400 people in attendance. He commended the two people who drove from Seattle to Anmore in the rain with no roof on the truck and then spent the rest of the day driving people around in the truck, with big thank you to Mr. Piamonte and Ms. Burton as they put them up for the night; and a big thank you to Public Works Staff for doing amazing work on the Park.
- On July 10, he attended the Port Moody Council Meeting, where they discussed the David Avenue Connector.
- On July 13, he attended the PoCo Grand Prix with the three Tri-Cities Mayors. It was a sad farewell for Mayor Greg Moore as the outgoing Mayor.
- On July 14, he attended a white party at a home on Uplands Drive where they provided wine samples.
- On July 17, today he attended the Staff Appreciation BBQ which was really nice; Councillor Trowbridge and Councillor Froese also joined.
- On 19, he will attend the Mayor's croquet tournament in Port Coquitlam.
- On July 20, people are encouraged to attend RibFest at Rocky Point.

13. Councillors Reports

Councillor Froese reported that:

- The Public Safety Committee held in informal meeting at Brew Street recently.
- The Public Safety Committee developed an Adopt a Street Program (refer to information package provided to Staff), and the hope is that it will be rolled out for Ma Murray Day.

It was MOVED and SECONDED:

R156/2018 **"THAT COUNCIL AGREES TO CONTINUE THIS MEETING
PAST 10:00 P.M."**

CARRIED UNANIMOUSLY

It was MOVED and SECONDED:

R157/2018 **"THAT COUNCIL AGREES TO IMPLEMENT THE ADOPT A
STREET PROGRAM WITH THE GUIDELINES LISTED, AND
STAFF MAY AS THEY DEEM NECESSARY ADD ADDITIONAL
PROVISIONS TO THE FRAMEWORK OF THE ADOPT A
STREET PROGRAM. ALL WORK WILL BE DONE TO
FACILITATE THAT THE ADOPT A STREET PROGRAM WILL
BE READY FOR ROLL OUT BY MA MURRAY DAY."**

CARRIED UNANIMOUSLY

- The Public Safety Committee is interested in better quality maps for access to trails.

Council directed Staff to arrange for a meeting of the Mayor and Councillor Froese with BC Hydro regarding this matter.

Councillor Weverink reported that:

- He apologizes for not being able to make it to the Staff Appreciation BBQ today. He noted that he appreciates Staff very much and it is unfortunate that he could not get away from work to attend the event.

14. Chief Administrative Officer's Report

Juli Halliwell reported that:

- Constable Simon Imbeault received a promotion and will leaving Coquitlam RCMP in the near future. He is thanked for his service in Anmore.

15. Information Items

(a) Committees, Commissions and Boards – Minutes

Nil

(b) General Correspondence

- Letter dated July 10, 2018 from Township of Langley regarding Moratorium – Facilities Growing Cannabis on Township of Langley Lands

16. Public Question Period

Nil

17. Adjournment

It was MOVED and SECONDED:

R158/2018

"TO ADJOURN"

CARRIED UNANIMOUSLY

The meeting adjourned at 10:04 p.m.

Certified Correct:

Approved by:

Christine Baird
Manager of Corporate Services

John McEwen
Mayor



File: 4606

August 17, 2018

REGISTERED MAIL

Village of Anmore
2697 Sunnyside Road
Anmore BC V3H 5G9

Dear Mayor McEwen and Council,

Re: Minister's Order – Liquid Waste Management Plan

Thank you for your comments on the draft Minister's Order requiring the development and approval of a liquid waste management plan, emailed to you July 4th, 2018. Please find attached the Minister's Order requiring the preparation and submission of a liquid waste management plan by November 30, 2018.

The Minister's Order requires the Village of Anmore to prepare and submit a liquid waste management plan for the Minister's approval.

Our primary concern is sewage flows from the Anmore Green Estates causing pollution to Eagle Mountain Middle School. If the Village of Anmore has an agreement in place with Greater Vancouver Sewage and Drainage District by October 15, 2018 to connect Anmore Green Estates to Port Moody, Ministry staff may recommend that the Minister rescind this order.

Should you wish to discuss this matter further, please contact Dan Bings directly at (250) 398-4545 or Dan.Bings@gov.bc.ca.

Yours truly,

David Morel
Assistant Deputy Minister
Environmental Protection Division

Enclosure: Minister's order

cc: Dan Bings, Compliance Operations Manager, Environmental Protection Regional Operations Branch

Rick Glumac, MLA, Port Moody-Coquitlam



File: 4606

August 16, 2018

Village of Anmore
2697 Sunnyside Road
Anmore BC V3H 5G9

Attention: Mayor and Council

Minister's Order – Liquid Waste Management Plan

This order is being issued pursuant to Section 24(3)(a) of the *Environmental Management Act*.

GROUND FOR ISSUANCE

As the result of sewage from Anmore Green Estates strata development (Anmore Green Estates) causing pollution (daylighting) on the Eagle Mountain Middle School grounds, the Ministry of Environment and Climate Change Strategy (the Ministry) has issued two pollution abatement orders to Anmore Green Estates. The most recent order resulted in the provision of a peer reviewed engineering assessment of available on and off-site disposal options for the strata. Both professional engineers concluded that there was no viable option for continued on-site disposal without posing unacceptable risks to human health and the environment. Both engineering reports recommended that efforts should focus on connection of Anmore Green Estates to the Port Moody sewer main. These reports were shared with the Village of Anmore on May 25, 2018.

On May 14, 2018, the Greater Vancouver Sewer and Drainage District (GVS&DD) provided the Village of Anmore with an updated costing for the connection of the Anmore Green Estates to the GVS&DD sewage system and the associated membership fees. This document has since been shared with the Ministry. Additionally, the City of Port Moody has shared the engineering cost assessment for the physical connection of Anmore Green Estates to their nearest trunk line, estimated at approximately \$200,000.

The Ministry has had discussions with the Village of Anmore to encourage them to take actions to prevent the daylighting of sewage to the Eagle Mountain Middle School. The Village has taken no significant actions to prevent or mitigate the risk of further pollution to the grounds of Eagle Mountain Middle School. This raises significant concerns with the Village's capacity and willingness to deal with the risks associated with pollution from liquid waste in and around Anmore.

As a result of the risk of further pollution to Eagle Mountain Middle School and that there has been no significant actions taken by the Village of Anmore, I am exercising my authority under the *Environmental Management Act* by issuing the following order.

ORDER

Pursuant to Section 24(3)(a) of the *Environmental Management Act*, the Village of Anmore is hereby directed to submit a waste management plan for municipal liquid waste.

The liquid waste management plan must be prepared and signed by a Qualified Professional(s) and submitted for the Minister's approval no later than November 30, 2018.

For the purpose of this order, a "Qualified Professional" means an applied scientist or technologist specializing in a particular applied science or technology, including agrology, biology, chemistry, engineering, geology or hydrogeology, who

(a) is registered in British Columbia with the professional organization responsible for his or her area of expertise, acting under that professional association's code of ethics and subject to disciplinary action by that association, and

(b) through suitable education, experience, accreditation and knowledge, may be reasonably relied on to provide advice within his or her area of expertise as it relates to this order, or

(c) is approved by the Minister.

In the preparation of the liquid waste management plan it is strongly recommended that you consult the "Interim Guidelines for Preparing Liquid Waste Management Plans" at:

https://www2.gov.bc.ca/assets/gov/environment/waste-management/sewage/guide_to_preparing_liquid_waste_mgmt_plans.pdf

DUTY TO COMPLY

The requirements above must be completed on or before November 30, 2018. Failure to comply with the requirements of this order is a contravention of the *Environmental Management Act* and may result in legal action. I direct your attention to Section 120(11) of the *Environmental Management Act*, which reads:

"(11) A municipality that... (a) fails to submit to the minister a waste management plan as requested or directed by the minister under section 24(2) or (3)... commits an offence and is liable on conviction to a fine not exceeding \$300 000."

Failure to comply with the requirements of this order may also result in an administrative penalty under the Administrative Penalties Regulation (*Environmental Management Act*).

I direct your attention to Section 12(4) of the Regulation, which reads:

"(4) A person who fails to comply with an order under the [Environmental Management] Act is liable to an administrative penalty not exceeding \$40 000."

NOTIFICATION OF PUBLICATION

The Village of Anmore is notified that the Province intends to publish on the Ministry website the entirety of any Regulatory Document provided that:

- a) The Province will provide written notice to the Village of Anmore of its intent to publish the Regulatory Documents at least 14 days prior to publication,
- b) The Province will not publish any information that could not, if it were subject to a request under section 5 of the *Freedom of Information and Protection of Privacy Act* ("FOIPPA"), be disclosed under FOIPPA.

For the purpose of this provision:

"Province" means Her Majesty the Queen in right of British Columbia; and

"Regulatory Document" means any document that the Village of Anmore is required to provide to the Ministry pursuant to or related to this order.

This order will appear in the Ministry of Environment's Quarterly Environmental Enforcement Summary and Environmental Violations Database available at:

<https://www2.gov.bc.ca/gov/content/environment/research-monitoring-reporting/reporting/environmental-enforcement-reporting>

CONTACT

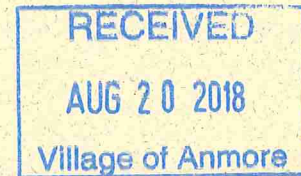
If you have any questions regarding this matter, please contact Dan Bings, Compliance Operations Manager, Regional Operations Branch, Environmental Protection Division at (250) 398-4545 (w), (250) 617-0324 (c) or Dan.Bings@gov.bc.ca.

Yours truly,



George Heyman
Minister of Environment and Climate Change Strategy

cc: Dan Bings



Ref: 238245

August 15, 2018

His Worship Mayor John McEwen and Councillors
Village of Anmore
2697 Sunnyside Rd
Anmore BC V3H 5G9

Dear Mayor McEwen and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your efforts to reduce greenhouse gas emissions in your corporate operations and community over the 2017 reporting year.

As a signatory to the Climate Action Charter (Charter) you have demonstrated your commitment to work with the Province and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

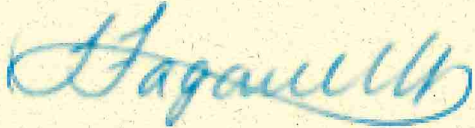
As a Charter signatory who has demonstrated progress on the fulfillment of one of more of your commitments, the GCC is pleased to acknowledge your achievement of Level 1 recognition – 'Demonstrating Progress on Charter Commitments.'

.../2

Mayor McEwen and Councillors
Page 2

Congratulations again on your progress. We wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality and your efforts to reduce emissions in the broader community.

Sincerely,



Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing



Gary MacIsaac
Executive Director
Union of British Columbia Municipalities

Enclosure



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for the 2017 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (*Charter*) signatory on their *Charter* commitments. Recognition is provided according to the following:

Level 1: Demonstrating Progress on Charter Commitments

Local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments receive a letter from the GCC acknowledging their accomplishments.

Level 2: Measuring GHG Emissions

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their [community's community energy and emissions inventory](#) receive a letter from the GCC and a 'BC Climate Action Community 2017' logo, for use on websites, letterhead, etc.

Level 3: Accelerating Progress on Charter Commitments

Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2017 – Climate Leader' logo, for use on websites, letterhead, etc.

Level 4: Achievement of Carbon Neutrality

Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2017 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

To be eligible for the *Recognition Program*, local governments must fulfill the public reporting requirements (including reporting progress to carbon neutrality) of the Climate Action Revenue Incentive Program (CARIP). Recognition levels for the *Recognition Program* are based on the information included in each local government's annual CARIP public report. For more information on CARIP and the public reporting requirements go to:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/climate-action-revenue-incentive-program-carip>



JUL 26 2018

Mayor John McEwen and Council
Village of Anmore
2697 Sunnyside Road
RR1
Anmore, BC V3H 5G9
VIA EMAIL: john.mcewen@anmore.com

RECEIVED

JUL 27 2018



Dear Mayor McEwen and Council:

Re: Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment Request from the Township of Langley – Williams Neighbourhood Plan

The Township of Langley submitted a request to Metro Vancouver to amend *Metro Vancouver 2040: Shaping our Future* (Metro 2040), the regional growth strategy, by changing the regional land use designation on portions of the site from “Mixed Employment” to “General Urban”, and from “General Urban” to “Mixed Employment”. The amendment bylaw would enable implementation of the Williams Neighbourhood Plan, recently completed by the Township of Langley.

At its June 22, 2018 regular meeting, the Board of Directors of Metro Vancouver Regional District (Metro Vancouver) adopted the following resolution:

That the MVRD Board:

- a) initiate the Metro 2040 minor amendment process and in response to the Township of Langley’s request to amend the regional land use designations for the Williams Neighbourhood Plan area, amending 4 hectares of lands designated Mixed Employment to General Urban and 2 hectares of lands designated General Urban to Mixed Employment;*
- b) give first and second readings to Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1266, 2018; and*
- c) direct staff to notify affected local governments as per Metro Vancouver 2040: Shaping our Future section 6.4.2.*

This letter provides notification to affected local governments and other agencies of the proposed amendment to *Metro 2040*.

This is a *Metro 2040* Type 3 minor amendment requiring an amendment bylaw that receives an affirmative 50%+1 weighted vote of the Board at each reading, and no regional public hearing. For more information on regional growth strategy amendment procedures, please see *Metro 2040* Section 6.4.

25763087

A Metro Vancouver staff report providing background information and an assessment of the proposed amendment regarding consistency with *Metro 2040* is enclosed.

You are invited to provide written comments on this proposed amendment to *Metro 2040*. **Please provide your comments via a Council or Board resolution by Friday September 14, 2018. Comments can be submitted to Chris Plagnol, Corporate Officer by mail to 4730 Kingsway, Burnaby BC, V5H 0C6 or by email at Chris.Plagnol@metrovancover.org.**

If you have any questions with respect to the proposed amendment, please contact James Stiver, Manager, Growth Management and Transportation, Parks Planning and Environment by phone at 778-452-4698 or by email at James.Stiver@metrovancover.org.

Yours sincerely,



Greg Moore
Chair, Metro Vancouver Board

GM/NC/HM/js

cc: Jason Smith, Manager of Development Services, Village of Anmore
Neal Carley, General Manager, Parks, Planning and Environment, Metro Vancouver

Attachments

1. Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1266, 2018 (Doc# 25359277)
2. Report dated May 29, 2018, titled "Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment Request from the Township of Langley — Williams Neighbourhood Plan". (Doc# 25366805)

25763087

See Corporate Officer for copy of Attachments, if desired.

Sasamat Volunteer Fire Department Board of Trustees

Thursday, July 5, 2018
7:00 – 9:00 PM
Anmore Firehall
2690 East Road, Anmore

Chair:	Councilor Darrell Penner	MV Board	P
Note Taker:	Diana Bennett	Metro Vancouver	P
Members:	Councilor Bruce Drake	Village of Belcarra	P
	Mayor Ralph Drew	Village of Belcarra	P
	Councilor Jennifer Glover	Village of Belcarra	A
	Mayor John McEwen	Village of Anmore	P
	Councilor Kim Trowbridge	Village of Anmore	A
	Councilor Paul Weverink	Village of Anmore	P
Staff:	Rob Nicholls	Metro Vancouver	P
	Fire Chief Jay Sharpe	Fire Chief	P
	District Fire Chief Dave Gregory	Anmore District Chief	P
	District Fire Chief Jol Drake	Belcarra District Chief	A
Guest(s):			

MINUTES

Call to order 7:06pm

Item #	Item	Status
1.	<u>Approval of Agenda:</u> MOTION: to approve the Agenda as distributed. Moved and seconded	Carried
2.	<u>Housekeeping Items and Metro Vancouver Updates:</u> Firehall Seismic and Condition Review <ul style="list-style-type: none"> The regular process for procuring services was used by Metro Vancouver. The successful proponent was Johnston Davidson Inc. Onsite meetings have been held with them. Rob was hoping for a high level report for tonight, but they did not have enough information to provide. The report will be available for a meeting in the fall. The cost was anticipated to be around \$40,000 but will probably be more like \$60,000 as they have also be commissioned to include costing into the report. Some of the options included is 	

**Sasamat Volunteer Fire Department
Board of Trustees**

July 5, 2018

Page 2

	<p>adding a suite to the fire halls or an addition of a 3rd bay to add stability to the buildings.</p> <ul style="list-style-type: none">• As a side bar, Mayor McEwen mentioned a discussion with another Mayor about the current MFA borrowing rates. He mentioned this as a possible option for financing any necessary improvements to the fire halls.• Rob Nicholls will explore this option through Metro Vancouver. <p>MOTION: to receive the reported updates</p> <p>Moved and seconded</p> <p>Belcarra Fire Hall repairs</p> <ul style="list-style-type: none">• The repairs will begin next week• The money for the repairs will come from the Emergency Repair Reserves as passed by the Mayors at the MV Board meeting on May 25, 2018.• A discussion was had regarding the fine tuning of the process of budgeting for reserves across MV. SVFD currently have 2 Reserves that are held and maintained by By-law. <p>MOTION: to receive the reported updates</p> <p>Moved and seconded</p> <p>Update on new Quint</p> <ul style="list-style-type: none">• After an extensive Journey, the Quint arrived at the Hall yesterday.• As this was an unbudgeted expense for 2018, it was decided that the contributions to the Equipment Reserve for this year would be reduced by the amount of the purchase.• The Quint had a thorough inspection through ProFire and only a couple of things were needing attention. The Transmission was rebuilt and a few Pump Seals were replaced.• The ladder was inspected and tuned up.• The Body Shop that was doing the painting, found some rust which was fixed.• It has passed its final CVS Inspection.• The decals will be affixed tomorrow to be ready for the 40th Anniversary Celebration on Saturday.• The total cost including work and painting will probably be in the \$46 – 48,000 range.	<p>Carried</p> <p>Carried</p>
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**Sasamat Volunteer Fire Department
Board of Trustees**

July 5, 2018

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	<ul style="list-style-type: none"> • MV SSEM Training will have a ProFire Representative provide Train the Trainer training to the SVFD Training Officer. • The Equipment from the Retired Truck # 11 will be transferred to the Quint. <p>MOTION: to receive the reported updates</p> <p>Moved and seconded</p>	Carried
3.	<p><u>Fire Chief's Report</u></p> <p>Manpower</p> <ul style="list-style-type: none"> • We have 3 new recruits in Belcarra • 1 member has moved to Extended Leave <p>Equipment</p> <ul style="list-style-type: none"> • We recently receive a donation of approximately \$7000 worth of firefighting equipment from BC Hydro that was no longer needed at Burrard Thermal. Mostly fittings and some fire hose. <p>Halls and Grounds</p> <ul style="list-style-type: none"> • Maintained by Municipal Staff and cleaned by Contract Cleaners. <p>Training</p> <ul style="list-style-type: none"> • All Fire fighters have recently toured both schools and all preplans have been reviewed. <p>Public Education</p> <ul style="list-style-type: none"> • Public Education continues. On June 15, 2018, six members taught the PeopleSaver course to grades 4 and 5 at Anmore Elementary. It was at this even that District Chief Drake challenged the students to a water fight on July 7, 2018. <p>Old Business</p> <ul style="list-style-type: none"> • None. <p>Reports and Information</p> <ul style="list-style-type: none"> • We have had a total of 42 call-outs YTD. • The majority of calls have been for Medical Aid (27 / 42) • EHS has changed their protocols for Medical Aid calls and many other departments have noticed a decline in calls. <p>MOTION: to receive the Fire Chief's Report</p> <p>Moved and seconded</p>	Carried

**Sasamat Volunteer Fire Department
Board of Trustees**

July 5, 2018

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4.	<p><u>New Business</u></p> <p>2019 Budget Review & Approval</p> <ul style="list-style-type: none">• The proposed 2019 operating budget is showing an overall reduction of approximately 8% over 2018. <p>MOTION: to increase the Contribution to Reserves for 2019 by the amount of the proposed reduction for a 0% increase or reduction.</p> <p>Moved by Mayor McEwen and seconded by Mayor Drew</p> <ul style="list-style-type: none">• Discussion ensued about where the 8% reduction was coming from and it was determined that the reduction was because \$40,000 was transferred from the reserves to cover the cost of the Fire Hall Seismic and Condition Report. <p>MOTION: to withdraw the motion to increase the Contribution to Reserves for 2019 by the amount of the proposed reduction for a 0% increase or reduction.</p> <p>Moved and Seconded</p> <p>MOTION: to approve the proposed budget as presented, with minor revisions that may be necessary due to actual costs received from accounting for estimates made at time of preparation (i.e. Insurance and Corporate Allocation Amounts).</p> <p>Move and Seconded</p>	<p>Carried</p> <p>Carried</p> <p>Carried</p>
5.	<p><u>Next Meeting</u></p> <ul style="list-style-type: none">• It was decided to have a final meeting of the current Board of Trustees in order to receive the Fire Hall Seismic and Condition Report. This Board of Trustees can then provide recommendations for the next Board of Trustees.• Next Meeting will be September 27, 2018	

Meeting Adjourned at 8:06 pm



VILLAGE OF BELCARRA

"Between Forest and Sea"

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8

TELEPHONE 604-937-4100 FAX 604-939-5034

belcarra@belcarra.ca • www.belcarra.ca



July 26, 2018

Cedric Burgers, John Richardson
& Jill Wurflinger
c/o 2488 Haywood Avenue
West Vancouver, BC, V7V 1Y1

RECEIVED

JUL 30 2018

VILLAGE OF
ANMORE

Re: Rowing Canada Aviron (RCA) National Training Centre Proposal for Buntzen Lake

At the regular meeting of Belcarra Council held July 23rd, 2018, the following motion was passed:

"That the Village of Belcarra support, in principal, the proposal to establish a National Training Centre for National Athletes of Rowing Canada Aviron (RCA) at Buntzen Lake; and
That a copy of the letter be sent to BC Hydro, the Tsleil Waututh First Nation, and the Mayor and Council members of the Village of Anmore, City of Port Moody, City of Coquitlam, and City of Port Coquitlam."

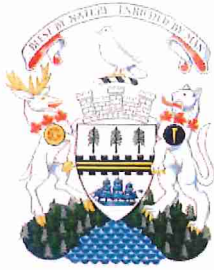
Council members appreciated the presentation made outlining your request to establish a 'National Training Centre for National Athletes of Rowing Canada Aviron' (RCA) at Buntzen Lake. The vision of the RCA to be a world leader in international rowing and to be a consistent, leading medal winner for the Canadian Olympic / Paralympic Team is most commendable. It is a privilege to provide our support to your quest to have Buntzen Lake as the site for the new primary RCA NTC.

On behalf of Belcarra Council and staff, we wish you the very best in this particular endeavour.

Sincerely,

Ralph Drew
Mayor

cc: Chair Ken Peterson, Executive Chair of the Board, BC Hydro
Chief Maureen Thomas, Tsleil Waututh First Nation
Mayor McEwen and Council, Village of Anmore
Mayor Clay and Council, City of Port Moody
Mayor Stewart and Council, City of Coquitlam
Mayor Moore and Council, City of Port Coquitlam



CITY OF PORT MOODY

OFFICE OF THE MAYOR

July 12, 2018

To: Mayors and Councillors
City of Coquitlam, City of Port Coquitlam, Village of Anmore, Village of Belcarra

Dear Colleagues,

As you may have been following, there have been some developments recently in regards to the Eagle Ridge Hospital (ERH) site and expansion of the emergency room, and I want to be sure you know the facts and details.

As background, the ERH site is 10.5 acres that was donated by the City of Port Moody to the Eagle Ridge Hospital Society in the 1970's for the hospital. The property is zoned as P1 Public Service and is identified as Parks and Institutional in the City of Port Moody Official Community Plan.

In 2013 a Hospital Master Plan was developed that recognized the need to improve the hospital and expand the emergency room. The capital project was identified to be funded from the disposition of Fraser Health Authority (FHA) assets, including the sale of a parcel from the existing ERH site. There was talk over the years on different ideas including office/commercial development, other health care facilities, etc.

On or about May 29, 2017 FHA announced the \$ 27.6 million ER expansion project with \$ 22.6 million committed funding from the Province and \$ 5 million required to be generated locally through the Eagle Ridge Hospital Foundation (ERHF). ERHF subsequently started a capital donation campaign which has been fairly successful to date, with some sizeable private donations.

On March 7, 2018, Eagle Ridge Hospital hosted a community open house and revealed to the public at that event a plan for residential development on their site. The plan consisted of multiple residential buildings, identified as 1 x 26 storey, 1 x 22 storey and 'other' 6-12 buildings and 3 storey townhouses. Our Council had never seen nor heard of this plan which is contrary to our OCP, although I believe our staff had been advised through a pre-application from the proponent (our staff do not normally communicate early development discussions with Council as we get many that never come to fruition)

ERHF, as was extensively reported in the local media, reacted on April 4 with the following statement: "Eagle Ridge Hospital Foundation cannot support this plan in its current state. The proposed redevelopment plan shows no long-term vision for our community hospital, Eagle Ridge, or concrete understanding of re-investment in the greater health services of our growing communities of Anmore, Belcarra, Coquitlam, Port Coquitlam and Port Moody."

On July 2, 2018 the FHA application was considered at the City of Port Moody Community Planning Advisory committee, slightly more refined and now indicating 20% of the units would be rental, and a minimum of 36 units would be sub-market rental.

To say the proposal was coldly received at the committee would be generous. The committee consists of all of Council and members of the community, and provides input on land use, design, zoning, and OCP related policies and bylaws. The comments at the committee centred around appropriate use of public land, sale of public assets into the private market, need for the land for future hospital expansion, variance from existing zoning and OCP, and the now stated 'requirement' for the land to be sold for the ER expansion to proceed.

Two issues in particular, confirmed by FHA at the July 2 meeting that were of significant concern were:

1. That excess proceeds from the sale of the lands for development, above the 22.6 million, would be transferred to other 'needs' within the health region.

FHA appropriately pointed out that costs and revenues are both still variable and there are process that include First Nation negotiations that would need to be part of any sale of land.

2. That the ER expansion would not go ahead without the approval of the development proposal.

CPAC Member: "What is the Fraser health authority's commitment to expanding in services and how will it work should the people of Port Moody reject this OCP and Zoning amendment to be committed to improving the emergency services at the hospital if this doesn't get passed?"

Response from FHA (ERH Executive Director Lisa Zetes-Zanatta) : "Then they don't get an emergency room it is that simple. "

The committee ultimately passed a resolution unanimously to Council recommending that the project not be supported. FHA obviously, and correctly, did not take the response from the committee as supportive, and on July 5, 2018 it was reported in the Tri City News that FHA has withdrawn its application for development with the City of Port Moody, but that the ER planning continues. Having not heard anything directly from ERH or FHA, we have no idea what this means.

I wanted to ensure that everyone was up to date on the process and progress to date on this crucially important capital project for our communities. Should anything further develop with the City of Port Moody we will notify you immediately, and ask that you do the same should you be approached or hear anything from FHA or the Ministry.



Mike Clay
Mayor



OFFICE OF THE MAYOR

July 23, 2018

Ministry of Environmental Climate Change Canada
200 Sacré-Coeur Boulevard
Gatineau, QC
K1A 0H3

Attention: The Honourable Catherine McKenna
Minister of Environment and Climate Change Canada

Dear Ms. McKenna,

RE: Support of the Province of B.C.'s Caribou Recovery Program

At the Regular Meeting on July 17th, 2018 the District of Houston received the attached correspondence from Bill Miller, Chair of the Regional District of Bulkley-Nechako.

At that meeting Council passed the following resolution:

"That Council resolves to issue a letter of support to the Honourable Catherine McKenna, Minister of Environment and Climate Change Canada, regarding support of the Province of B.C.'s Caribou Recovery Program."

The District of Houston supports the Regional District of Bulkley-Nechako's request for Ottawa to support the Province, in collaboration with all relevant local interests and inclusive of local governments, to develop and implement Caribou Recovery Program to maintain and recover B.C.'s caribou herds.

The District of Houston also agrees with Minister Donaldson, FLNRORD's opening remarks, in the *Provincial Caribou Recovery Program Discussion Paper*, that it is important to "reduce threats to caribou, while balancing the needs of all British Columbians, including Indigenous communities, industry and recreation enthusiasts."

The District of Houston supports the Province's ongoing efforts to compile current and accurate data reflecting caribou use as the most recent updated scientific information, including spatial representation of habitat, as an essential step to achieve the objective in protecting caribou herds while balancing the socioeconomic impacts and the needs of other species, including moose habitat and predator management.



Thank you for your attention to this matter.

Sincerely,

Jonathan VanBarneveld
Acting Mayor

Attach: Correspondence from the Regional District of Bulkley-Nechako Re: Support of the Province of B.C.'s Caribou Recovery Program

cc: The Honourable John Horgan, Premier, Province of B.C.
The Honourable George Heyman, Minister of Environment and Climate Change Strategy
The Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development
North Central Local Government Association Members
Union of B.C. Municipalities Members



OFFICE OF THE MAYOR

August 14, 2018

File: 0530-00

The Honourable Carole James
Minister of Finance and Deputy Premier
PO BOX 9048 STN PROV GOVT
Victoria BC
V8W 9E2

Attention: The Honourable Carole James
Minister of Finance and Deputy Premier

Dear Minister / Deputy Premier James,

RE: Employer Health Tax Impact on Local Government

At the Regular Meeting on August 7th, 2018 the District of Houston received the attached correspondence from the Mayor Walt Cobb of the City of Williams Lake.

At that meeting Council passed the following resolution:

"That Council resolves to issue a letter of support to Honourable Carole James, Minister of Finance and Deputy Premier, regarding support of the City of Williams Lake correspondence re: employer health tax impact of local government."

The District of Houston supports the City of Williams Lake's request for the Province of British Columbia to exempt local governments, regional districts, and school boards from the imposition of the EHT to lessen the financial burden on local taxpayers, especially those that are on fixed incomes. The District of Houston, like many local governments have a limited revenue base that relies heavily on property taxation. The new Employer Health Tax will put additional cost pressure on the District of Houston (and other B.C. local governments) that would have to be passed to municipal taxpayers, placing an undue share on lower and middle income British Columbians.

Thank you for your attention to this matter.

Sincerely,

Jonathan Van Barneveld
Acting Mayor

Attach: Correspondence from the City of Williams Lake Re: Employer Health Tax Impact on Local Government

cc: Union of B.C. Municipalities Members



CITY OF WILLIAMS LAKE

450 MART STREET, WILLIAMS LAKE, BRITISH COLUMBIA V2G 1N3
TELEPHONE (250)392-2311 FAX (250)392-4408

July 17, 2018

The Honourable Carole James
Minister of Finance and Deputy Premier
PO BOX 9048 STN PROV GOVT
Victoria BC
V8W 9E2

Dear Minister / Deputy Premier James:

Re: Employer Heath Tax Impact on Local Government

This is to advise that the City of Williams Lake Council passed the following resolution at its regular meeting held Tuesday, May 29th, 2018:

"That pursuant to the report of the Chief Financial Officer dated May 17, 2018, Council support the resolution of the Council for the City of Langley and request the Province of BC to exempt local governments, regional districts and school boards from the imposition of the EHT to lessen the financial burden on local taxpayers, especially those that are on fixed incomes and further that correspondence to that effect be sent to the Province of BC."

The City of Williams Lake, like many local governments have a limited revenue base that relies heavily on property taxation. The new Employer Heath Tax will put additional cost pressure on the City of Williams Lake (and other BC local governments) that would have to be passed to municipal taxpayers, placing an undue share on lower and middle income British Columbians.

If you have any questions in this regard, please contact the undersigned.

Sincerely,


Mayor Walt Cobb

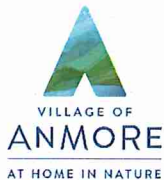
cc: UBCM Member Municipalities



MUSEUM
of the
CARIBOO CHILCOTIN

www.williamslake.ca





VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 29, 2018

Submitted by: Jason Smith, Manager of Development Services

Subject: Revised Building Bylaw

Purpose / Introduction

The purpose of this report is to introduce Council to the revised Building Bylaw and provide an overview of the proposed changes.

Recommended Options

That Anmore Building Bylaw No. 583-2018 be read a first, second and third time.

Background

The current Building Bylaw was adopted in 2004 and is in need of updating. Staff have been working on the revised Building Bylaw for the last year. The work on this revised Building Bylaw was driven to address implementation and administrative issues, as well as to reflect the requirements of the new Building Act that has been recently revised.

Discussion

The purpose of the building bylaw is to articulate the conditions for issuing building permits and granting authority for the building official to undertake their job – to inspect buildings and development for compliance with the BC Building Code. The Building Bylaw is an administrative bylaw and is not permitted to regulate how buildings are built.

The following provides an overview of the main tasks undertaken in revising the Building Bylaw (Bylaw):

1. The Bylaw was reorganized and given a modernized style to improve readability.
2. All the schedules were deleted other than climatic data, as to give more flexibility to staff to update forms and letters associated with building permits without having to undertake a bylaw amendment.
3. Clarified when permits are required for building, plumbing, sprinkler and lawn irrigation, to allow specific requirements depending on what type of permit is needed.
4. Updated requirements for building permit applications, to ensure that the building official has all of the necessary information.

Report/Recommendation to Council

Revised Building Bylaw

August 29, 2018

5. Specific references to the Erosion and Sediment Control bylaw are included to ensure consistency and that best practices are followed.
6. Introduced time limit of 24 months for building permits; extensions may be granted subject to payment of fee, in order to ensure timely completion of projects and to avoid circumstances where a building was commenced under one regulatory regime and completed under another.
7. Introduced ability for Village to require third party review of registered professionals, and costs to be borne by owner and/or registered professional to ensure public safety and protection of the environment.
8. Introduced ability for the Village to retain a registered professional to complete plan review or inspections as per the *Building Act* in cases or applications where the Village does not have the capacity or expertise.
9. Removed material already referenced in the Building Code, which is in compliance with the requirements of the new *Building Act*.
10. Introduced place holder for Energy Step Code and for Council to give further consideration to implementing increased requirements for energy efficiency. Staff will be returning to Council with a separate report outlining further possibilities for improving energy efficiency in new buildings.

Other Options

The following options are presented for Council's information:

1. That Anmore Building Bylaw No. 583-2018 be read a first, second and third time.

Or

2. That Council request further information of staff.

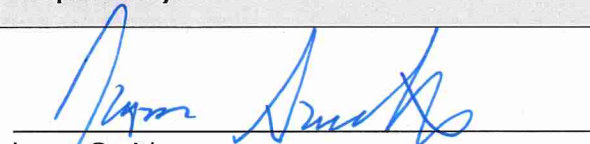
Financial Implications

There are no financial implication for any of the options presented.

Attachments:

1. Anmore Building Bylaw No. 583-2018

Prepared by:


Jason Smith
Manager of Development Services

ANMORE BUILDING BYLAW NO. 583-2018

A bylaw to regulate the construction of buildings and
other structures in the Village of Anmore
In accordance with the British Columbia Building Code

Adopted: **DRAFT as at AUGUST 31, 2018**

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PART 1 – INTRODUCTORY PROVISIONS

1.1 **WHEREAS** the Province of British Columbia has enacted the *British Columbia Building Code* to govern standards in respect of the construction, alteration, repair and demolition of buildings and structures in municipalities and regional districts in the Province;

AND WHEREAS the Province of British Columbia, by enactment, has authorized Council to regulate the construction, alteration, repair or demolition of buildings and structures by bylaw, for the health, safety and protection of persons and property;

NOW THEREFORE the Municipal Council of the Village of Anmore in open meeting assembled enacts the following.

1.2 This Bylaw may be cited for all purposes as "Anmore Building Bylaw No. 583-2018".

1.3 The headings in this Bylaw have been inserted for reference only. Text in *italics* are defined terms.

1.4 Words and terms used in this Bylaw have the same meaning as those defined in article 1.4.1.2. of the *Building Code*.

PART 2 – DEFINITIONS

2.1 In this Bylaw:

agent	means a person acting under the authority of the owner and who has completed and submitted an <i>Owner Authorization Form</i> ;
building	means a structure used or intended for supporting or sheltering any use or occupancy, either of a temporary or permanent nature;
<i>Building Code</i>	means the <i>British Columbia Building Code</i> as adopted by the Minister by regulation under the <i>Building Act</i> , SBC 2015 c. 2;
<i>Building Official</i>	means the person designated by the Village as the Building Inspector or other person designated by the Village under the <i>Building Act</i> ;
building permit	means a permit approved and issued by the Village in a prescribed form to allow for construction to occur;
building review	means a limited review by the <i>Building Official</i> of representative elements of a structure under construction;

<i>building value</i>	means the current value of all construction related to a development, including, but not limited to, site preparation, labour and materials, documentation preparation, materials testing, consulting and management fees, contractor's profit and overhead, sales taxes, and insurance;
<i>construction</i>	means any activity related to the construction or demolition of a <i>structure</i> and includes the placement or removal of fill on a <i>parcel</i> of land;
<i>Council</i>	means the municipal council of the Village of Anmore;
<i>Letters of Assurance</i>	means the schedules as specified in the <i>Building Code</i> which outline the core responsibilities of the <i>registered professionals</i> ;
<i>occupancy</i>	means the use or intended use of a <i>building</i> or part thereof for the shelter or support of persons, animals or property;
<i>occupancy permit</i>	means the permission or authorization in writing by the <i>Building Official</i> to occupy a <i>building</i> for the accepted <i>occupancy</i> ;
<i>owner</i>	means the registered owner of a <i>parcel</i> as filed in the Land Title Office;
<i>Owner Authorization Form</i>	means a Village prescribed form signed and dated by an owner, authorizing an agent to act on their behalf;
<i>parcel</i>	means land designated as a separate and distinct <i>parcel</i> of land on a registered subdivision plan or description filed in the records of the Land Title Office;
<i>permit</i>	<i>permit</i> means a <i>building permit</i> and/or trade permit approved and issued by the Village;
<i>Part 3 building (complex building)</i>	means a class of <i>building</i> as defined by the <i>Building Code</i> as being other than a <i>Part 9 building</i> , and one that typically requires engagement of registered professionals for architectural, structural, mechanical, plumbing, electrical, and geotechnical elements of the construction;
<i>Part 9 building (simple building)</i>	means a class of building as defined by the <i>Building Code</i> which requires only selective engagement of <i>registered professionals</i> ;
<i>registered professional</i>	means an architect or professional engineer registered in British Columbia with their respective professional association;
<i>structure</i>	means construction of any kind, whether affixed to, supported by or sunken into land, including, but not limited to, buildings, platforms, elevated tanks, poles, towers and

	antennae, swimming pools, tents and fabric structures, decks over 600 mm above finished grade, retaining walls and other structures over 1.2 m in height;
trade permit	means a plumbing permit, sprinkler permit, or lawn irrigation permit;
Village	means the Village of Anmore;
Zoning Bylaw	means the Anmore Zoning Bylaw.

PART 3 – SEVERABILITY

- 3.1 If any portion of this Bylaw is for any reason held invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Bylaw.

PART 4 – PURPOSE

- 4.1 This Bylaw has been enacted for the purpose of regulating construction within the Village. The activities undertaken by or on behalf of the Village pursuant to this Bylaw are for the purpose of promoting the health, safety and protection of persons and property.
- 4.2 The activities undertaken by or on behalf of the Village pursuant to this Bylaw are not intended to include, nor does the purpose of this Bylaw extend to:
- (a) the protection of persons, owners or constructors from economic loss;
 - (b) the assumption by the Village or the *Building Official* of any responsibility for ensuring that any person, owner, or any employees, constructors or designers retained by the owner, build or construct in compliance with the *Building Code*, the requirements of this Bylaw or other applicable enactments;
 - (c) providing any person a warranty of design, materials or workmanship with respect to any *building* for which a *building permit* or *occupancy permit* is issued;
 - (d) providing a warranty or assurance that construction undertaken pursuant to permits issued by the Village is free from latent, or any, defects; and
 - (e) providing a warranty or assurance that any design or construction undertaken pursuant to permits issued by the Village complies with the *Building Code*, the requirements of this Bylaw or other applicable enactments.

PART 5 – SCOPE AND APPLICATION

- 5.1 This Bylaw applies to the design, construction and occupancy of new and existing *buildings* or *structures* in the Village.

PART 6 – GENERAL PROHIBITIONS

- 6.1 No person shall commence or continue any construction unless the *Building Official* has issued a permit for the work.
- 6.2 No person shall carry out any construction that is at variance with the permit or approved plans unless that variance has been approved in writing by the Building Official.
- 6.3 No person shall submit false or misleading information to the Building Official in relation to any application for a permit or any construction undertaken pursuant to this Bylaw.
- 6.4 No person shall, unless authorized in writing by the Building Official, alter, cover, remove or in any way tamper with any notice, permit or certificate posted upon or affixed to a building, pursuant to this Bylaw.
- 6.5 No person shall occupy or use any building unless a valid occupancy permit has been issued by the Building Official nor shall any person occupy or use any building contrary to the terms of any occupancy permit issued, or any notice given, by the Building Official.
- 6.6 No person shall obstruct the Building Official or another person authorized by the Village to carry out an inspection or other administration of this Bylaw.

PART 7 – THE BUILDING OFFICIAL

- 7.1 The provisions under this Part of the Bylaw are administrative duties only and create no obligation to enforce or administer the provisions of this Bylaw.
- 7.2 The Building Official may approve the issuance of *building permits* and trade permits if satisfied that the work to which any permit relates is in compliance with the *Building Code* and this Bylaw.
- 7.3 The Building Official:
 - (a) may enter any lot or unoccupied building at any reasonable time for the purpose of determining that the provisions of this Bylaw and other Village bylaws have been fulfilled;
 - (b) may enter an occupied dwelling upon providing written notice to the occupant 24 hours in advance of entry; and
 - (c) shall carry identification confirming his/her status as the *Building Official*.
- 7.4 The *Building Official* may refuse to process a permit application where the application is voided under section 12.4 of this Bylaw or where the submitted documentation

does not demonstrate compliance with the *Building Code* or any other applicable enactment.

7.5 The *Building Official* may suspend or revoke a *permit* for one or more of the following reasons:

- (a) violation of any of the conditions under which the *permit* was issued;
- (b) violation of any provisions of this or any other bylaw;
- (c) violation of any provisions of the *Building Code*;
- (d) when information or circumstances are later found to exist which would have been cause for refusing such *permit* had they been known at the time the *building permit* was issued; or
- (e) if any person has prevented or obstructed, or sought or attempted to prevent or obstruct, the entry of the *Building Official* onto the lot or into the *building*, when in the course of carrying out his or her duties in relation to the administration of this Bylaw.

7.6 The *Building Official* may order the correction:

- (a) of any construction that is in contravention of the approved *permit* and plans, of this Bylaw or another Village bylaw;
- (b) of any construction that is not in compliance with the *Building Code*; or
- (c) of an unsafe condition.

7.7 The *Building Official* may post a Stop Work Order where work is proceeding in contravention of either the *Building Code* or this Bylaw.

7.8 Where a person occupies a *building* or part of a *building* in contravention of this Bylaw, the *Building Official* may post a No Occupancy Notice on the affected part of the *building*.

7.9 Where, due to particular site conditions, size or complexity of a development or aspects of developments, the *Building Official* may request professional certification from a *registered professional* that specifies the plans, the construction and supporting documents comply with the *Building Code* and other enactments respecting safety.

7.10 Where the *Building Official* considers that the construction would be on land which is subject to or is likely subject to flooding, mud or debris flows, erosion, land slip, rock falls, subsidence or avalanche, he or she may request a report from a professional engineer or geoscientist that verifies whether or not the land may be used safely for the intended use. If the *registered professional* determines that the land may be used safely for the intended use, and in accordance with conditions specified in the report, the *permit* may only be issued if:

- (a) the owner covenants with the Village to use the land only in the manner certified for safe use and to reimburse the Village for any expenses that may be incurred by the Village as a result of a breach of the covenant; and
- (b) the covenant is registered on title.

PART 8 – THE OWNER

- 8.1 It is the sole responsibility of the owner in collaboration with their contractor(s) to carry out the construction in accordance with the permit and approved plans, the *Building Code*, this Bylaw and other applicable enactments.
- 8.2 The owner shall:
- (a) obtain required permits prior to the commencement of construction activity;
 - (b) pay the applicable permit fees and damage deposits as specified in the Anmore Fees and Charges Bylaw;
 - (c) retain the services of registered professionals when required by the *Building Code* and this Bylaw;
 - (d) post and maintain the *building permit* placard in a visible location on site with the address and *building permit* number shown;
 - (e) have the approved *building permit* plans on site and available to the *Building Official*;
 - (f) allow the *Building Official* to enter any lot, *building* or premises at any reasonable time, for the purpose of administering this Bylaw;
 - (g) call for field reviews at stages specified in Part 18 of this Bylaw and retain records of those field reviews on site;
 - (h) provide on-site washroom facilities;
 - (i) notify the Village when a *registered professional* is no longer engaged.
- 8.3 The owner shall ensure that Village property and services abutting the owner's lot are free from debris, dirt and damage throughout the construction period.
- 8.4 The owner to whom a *building permit* is issued shall be responsible for the cost of repair of any damage to Village property that occurs as a result of the construction. Where the cost of any repair work to Village property or services exceed the deposit amount held by the Village, the owner shall submit to the Village an amount equal to the excess costs incurred by the Village in repairing the damages.
- 8.5 The owner of a lot on which a Stop Work Order has been posted, and every other person, shall cease all construction activities on the lot immediately. No work shall be done on the lot unless agreed to by the *Building Official* in writing, as necessary to remove hazards or to mitigate undue damage arising from exposure to the elements. Work on the site, in general, may only resume once compliance has been achieved in respect of all applicable provisions of this Bylaw and the *Building Official* has rescinded in writing the Stop Work Order.

PART 9 – REGISTERED PROFESSIONALS

- 9.1 Letters of Assurance shall be submitted to the Village in accordance with provisions of the *Building Code* and this Bylaw:
- 9.2 Where Letters of Assurance have been submitted in support of a building permit application, the *Building Official* will rely exclusively upon the certification of the registered professional that the design and field reviews of the construction comply with the *Building Code* and other applicable enactments. The building permit signed by the owner will constitute written notice of acceptance of this reliance of professional certification.
- 9.3 When a registered professional provides Letters of Assurance in support of a building permit, the professional shall also provide written evidence of professional liability insurance to the *Building Official*, in the amount specified in the Anmore Fees and Charges Bylaw.
- 9.4 Notwithstanding Part 18 of this Bylaw neither the granting of a building permit, or the acceptance of the designs submitted, or any building reviews completed by the *Building Official*, shall in any way relieve the owner and the registered professionals of full responsibility for ensuring that the construction be in substantial compliance with the requirements of the *Building Code*, this Bylaw and other applicable enactments.
- 9.5 The Village may request third party certification or peer review of professional certification where, in the opinion of the *Building Official*, this review is warranted. Costs associated with the third party review shall be borne by the owner and/or the registered professional.

PART 10 – THE CONTRACTOR

- 10.1 A contractor shall:
- (a) hold a valid Village business licence;
 - (b) carry insurance in an amount specified by the Village; and
 - (c) carry out the work in accordance with the permits and approved plans, and in accordance with the *Building Code* and Village bylaws.

PART 11 – REQUIRED PERMITS

- 11.1 Permits must be obtained whenever construction regulated under this Bylaw is to be undertaken.
- 11.2 An owner shall obtain a building permit:
- (a) prior to carrying out any construction or demolition;
 - (b) prior to moving a building;

- (c) prior to installing mechanical equipment or carrying out construction related to mechanical equipment; or
- (d) prior to excavation and placement and/or removal any soil.

11.3 An owner shall obtain a trade permit where:

- (a) plumbing work is undertaken as regulated by the *BC Plumbing Code*, including cross-connection control;
- (b) fire sprinkler work is undertaken as regulated by the *Building Code*; or
- (c) lawn irrigation work is undertaken.

11.4 An owner shall obtain an occupancy permit prior to occupancy of a new or substantially renovated building.

PART 12 – BUILDING PERMIT APPLICATIONS

12.1 An application for a *building permit* shall include the following:

- (a) a completed *building permit* application form;
- (b) 3 sets of architectural and structural design drawings, at a legible scale, plus a digital record copy. In the case of a *Part 3 building permit* application, additional plans are required to include mechanical, plumbing, electrical and geotechnical disciplines;
- (c) a copy of the Title Certificate for the lot on which the construction is proposed, and be dated no more than 30 days prior to the date of application;
- (d) a topographical survey completed by a BC Land Surveyor and dated within 6 months of building permit application. Information to include *parcel* boundaries, road access, driveway crossings, covenant and rights of way information, improvements, contours and or spot elevations, and other topographical details including swales, ditches, creeks and trees;
- (e) a completed *Owner Authorization Form*, where an agent is making an application on behalf of an owner;
- (f) a copy of all covenants registered against the property, where the Village is a named party;
- (g) *Letters of Assurance* from a professional engineer, for structural and geotechnical components;
- (h) evidence of minimum liability insurance coverage for *registered professionals*, as specified in the *Anmore Fees and Charges Bylaw*;
- (i) a copy of sewerage record filing or satisfactory evidence of an existing sewerage system connection;
- (j) confirmation of warranty and licencing coverage for the builder in accordance with the *Home Owner Protection Act*;
- (k) confirmation of an existing and suitable potable water service connection;
- (l) an erosion and sediment control plan with certification from a *Qualified Environmental Professional (QEP)*;
- (m) the application fee as specified in the *Anmore Fees and Charges Bylaw*.

- 12.2 Where the *Building Official* considers that the site conditions, size or complexity of a development, or other aspect of a development so warrants, the *Building Official* may require that a *registered professional* be engaged and provide *Letters of Assurance*.
- 12.3 The *Building Official* may waive the requirement to provide any of the submission requirements where such documentation is not necessary for the application under consideration.
- 12.4 A *building permit* application shall be voided and the plan-processing portion of the permit fee forfeited when the permit cannot be issued within 180 days of the date of building permit application.

PART 13 – BUILDING PERMITS - GENERAL

- 13.1 The *Building Official* shall issue a *building permit* when:
- (a) a completed *building permit* application, including all required supporting documentation has been received and approved;
 - (b) the information submitted as part of the *building permit* application adequately demonstrates that the proposed work will substantially conform with the *Building Code*, this Bylaw and other applicable enactments;
 - (c) all applicable fees and securities have been paid.
- 13.2 The Village may retain the services of a third party *registered professional* to complete plan review and/or inspections as required.
- 13.3 Except for a demolition permit, which is valid for a period of thirty days, a *building permit* shall be valid for a period of 24 months from the date of issuance.
- 13.4 Notwithstanding section 13.3 of this Bylaw, a *building permit* will lapse and the rights of the owner under the permit shall terminate if the *building* foundation is not poured within six months from the date of issuance of the permit.
- 13.5 The *Building Official* may extend the validity of a *building permit* for a period of 6 months upon payment of the extension fee, as set out in the Anmore Fees and Charges Bylaw.
- 13.6 The *Building Official* may issue a *building permit* for a portion of a *building* before the documentation for the entire building has been accepted, provided sufficient information has been provided to the Village to demonstrate to the *Building Official* that the portion of the *building* accepted for construction substantially complies with the *Building Code*, this Bylaw and other applicable enactments, and the permit fee applicable to that portion of the *building* has been paid. Notwithstanding the issuance of said permit, the requirements of this Bylaw apply to the remainder of the *building* as if a permit for any other portion of the *building* had not been issued.

- 13.7 A *building permit* shall not be issued under this Bylaw if a *building* or other *structure*, the use of which does not conform to the provisions of the *Zoning Bylaw*, is damaged or destroyed to the extent of 75% or more of its value above its foundations as determined by the *Building Official*, and it must not be repaired or reconstructed, except for a conforming use in accordance with the *Zoning Bylaw*, in which case a permit may be issued for the repair or reconstruction that is a conforming use in accordance with the *Zoning Bylaw*.
- 13.8 Separate *building permits* are required for multiple buildings on a *parcel*.

PART 14 - TRADE PERMITS

- 14.1 An application for a plumbing permit shall be made by a trade certified plumber and shall include:
- (a) a completed application form;
 - (b) fees as specified in the Anmore Fees and Charges Bylaw; and
 - (c) evidence of an active Anmore business licence.
- 14.2 An application for a sprinkler permit shall include:
- (a) a completed application form;
 - (b) plans and calculations to show compliance with the applicable National Fire Protection Association standards;
 - (c) Letter of Assurance from a *registered professional*; and
 - (d) fees as specified in the Anmore Fees and Charges Bylaw.
- 14.3 An application for a lawn irrigation permit shall include:
- (a) a completed application form; and
 - (b) a cross-connection control device to protect the potable water supply.

PART 15 – FEES, DEPOSITS AND PENALTIES

- 15.1 Permit and field review fees, deposits, security and liability insurance coverage amounts shall be paid and/or provided prior to the issuance of a permit as stipulated in the Anmore Fees and Charges Bylaw.
- 15.2 Building permit fees are calculated based on the *building value* determined by the *Building Official*. Where an owner disputes the valuation completed by the *Building Official*, the owner may retain the services of a registered quantity surveyor to complete an alternate *building value*, which may be used to determine fees.
- 15.3 When an application is cancelled, the plans and related documents submitted to the Village with the application may be destroyed.

- 15.4 A portion of the building permit fees may be refunded when a valid permit is surrendered and cancelled before any construction begins, provided:
- (a) the refund shall be not more than 50% of the original permit fee; and
 - (b) where construction has begun, no refund shall be made.
- 15.5 For each stage of construction, as set out in Part 18 of this Bylaw, where more than two building reviews by the *Building Official* are necessary, a rescheduling fee shall be paid for each additional *building review*, as per the Anmore Fees and Charges Bylaw.
- 15.6 Every person who commences construction without first obtaining a permit as required by this Bylaw, shall, in addition to the normal permit fee payable, pay an additional charge equal to 100% of the permit fee.
- 15.7 Following completion of construction, the amount of the damage deposit not used by the Village for repairs to Village property or services shall be returned to the party from whom the damage deposit was received.
- 15.8 Fees relating to a Stop Work Order shall be paid prior to the release of the Stop Work Order.
- 15.9 Fees relating to any plan amendment shall be paid prior to construction.

PART 16 - OFF-SITE WORKS

- 16.1 All off site work related to the construction shall be pre-approved by the Village and shall be completed in accordance with good engineering practice and with the Anmore Works and Services Bylaw.
- 16.2 Contractors operating on Village property must carry minimum insurance levels, as specified in the Anmore Works and Services Bylaw.
- 16.3 All work on Village property shall be completed by the Village unless otherwise authorized.
- 16.4 Any unfinished or substandard work or damages to municipal property may be rectified and/or completed by the Village at the expense of the owner. Where the cost of any work carried out by the Village exceeds the deposit amount held by the Village, the owner shall submit to the Village an amount equal to the excess costs incurred by the Village in carrying out the work;
- 16.5 All off site work is to be completed prior to the issuance of an occupancy permit or final inspection.

PART 17 – DRAINAGE AND FILL CONDITIONS

- 17.1 Where the *Building Official* designates that a given lot must have a zero increase in the rate of storm water run-off for any development, a professional engineer shall design and carry out field reviews of the construction as it relates to necessary on-site facilities and/or detention, in order to maintain a zero increase in the rate of run-off and provide a professional assurance that a zero increase in the rate of run-off will be achieved.
- 17.2 Where fill is placed upon a lot for any reason, the owner shall construct drainage controls to prevent an increase in the discharge of storm water run-off onto adjacent properties.

PART 18 – CONSTRUCTION

- 18.1 A preconstruction site meeting is required prior to the issuance of a building permit to confirm the installation of tree barriers and that environmental and sediment control measures are in place, and to complete a municipal infrastructure assessment.
- 18.2 Except for a Part 3 *building*, the *Building Official's* acceptance of the following stages of construction is required before commencement of the subsequent stage:
- (a) excavation, but prior to the placement of formwork;
 - (b) forms for the footings or foundation walls, but prior to the placement of concrete;
 - (c) damp proofing or water proofing, but prior to concealment
 - (d) perimeter foundation drainage, storm drainage and below grade drain, waste and vent (DWV) piping, but prior to backfilling;
 - (e) site services, to include water, sewer and storm installation;
 - (f) preparation of the subgrade, but prior to pouring the concrete floor slab;
 - (g) rough plumbing of *building* sprinkler and lawn irrigation installation;
 - (h) rough grade, surface drainage and retaining walls, but prior to framing;
 - (i) framing, sheathing, exterior doors, windows and roof membrane completed, including the installation of any fire stopping, bracing, chimney and duct work construction, rough wiring, gas venting and rough plumbing, but before installation of the insulation or the application of an interior or exterior finish which would conceal such work;
 - (j) insulation and vapour barrier applied, but prior to any interior or exterior finish applied that would conceal the insulation and vapour barrier; and
 - (k) final plumbing, sprinkler installation and lot grading;
 - (l) final *building* when the *building* is substantially complete and ready for occupancy, but before occupancy of any part of the *building*; and
 - (m) final public works and project completion.
- 18.3 The owner shall give at least one business day notice to the Village when requesting that the *Building Official* attend the site. The *Building Official* will endeavor to complete *building* reviews as scheduled, but the Village shall not be under any

obligation to attend on a specified day. No aspect of the work shall be concealed until the *Building Official* has accepted that aspect of the work in writing.

- 18.4 Where a *registered professional* provides *Letters of Assurance* in accordance with this Bylaw and the *Building Code*, the Village shall rely exclusively on field reviews undertaken by the *registered professional* as assurance that the design and construction of the components of the drawings and supporting documents prepared by the *registered professional* in support of the application for the permit, substantially comply with the *Building Code* and other applicable enactments.
- 18.5 The *Building Official* may attend the site from time to time to observe the progress of the construction and to monitor the field reviews completed by a *registered professional*.
- 18.6 Changes to the approved plans must be approved in writing by the *Building Official* prior to construction.

PART 19 – OCCUPANCY PERMITS

- 19.1 No person shall use or occupy a *building* or part of a *building* until an occupancy permit has been issued by the Village.
- 19.2 At the discretion of the *Building Official*, a provisional occupancy permit may be issued for a maximum period of 60 days where the work authorized by the permit is substantially complete and there are no life or fire safety issues. A bond shall be paid to the Village based on the value of the outstanding work. The bond shall be refunded to the owner upon satisfactory completion of the outstanding work.

PART 20 – DEMOLITION

- 20.1 A person seeking a building permit for demolition must submit the following information to the *Building Official*:
- (a) completion of a building permit application;
 - (b) payment of the applicable fees and securities as required by the *Anmore Fees and Charges Bylaw*;
 - (c) payment for utility service disconnections (if applicable); and
 - (d) evidence of registration with Worksafe BC as a demolition contractor.
- 20.2 Unless a building permit has been issued for new construction, the owner must ensure that:
- (a) the site is regraded;
 - (b) measures are implemented to prevent water accumulation or erosion; and
 - (c) there are no life safety hazards.

PART 21 – RETAINING STRUCTURES

- 21.1 An owner shall obtain a building permit for the construction or alteration of retaining structures where:
- (a) the vertical height is greater than 1.22 m, as measured from grade to top of the wall; or
 - (b) tiered retaining structures are spaced less than twice the vertical height of the immediate lower retaining structure.
- 21.2 Prior to the issuance of a building permit, sealed engineering plans and Letters of Assurance prepared by a registered professional must be submitted to the *Building Official*.

PART 22 – SWIMMING POOLS

- 22.1 An owner must obtain a building permit for the construction of a swimming pool, and shall provide the following documentation/information:
- (a) a site plan showing the pool location relative to the property lot lines and buildings;
 - (b) sealed engineering plans with Letters of Assurance prepared by a registered professional;
 - (c) details of water supply, drainage and backflow prevention.
- 22.2 Effluent from the pool must drain to a dedicated rock pit.
- 22.3 All pools require the construction of fencing that completely surround the swimming pool with a minimum height of 1.5 m and will not allow a spherical object of 100 mm to pass through. The fence shall include self-closing and self-latching gates, buildings or other structures. Latches shall be located 900mm above grade.

PART 23 – MOVING A BUILDING

- 23.1 Except for new manufactured housing, a *building* is not permitted to be moved without first obtaining a building permit.
- 23.2 A *building* is not permitted to be moved into the Village without first obtaining approval by resolution of Council.

PART 24 – SEDIMENT AND EROSION CONTROL

- 24.1 Prior to the issuance of a building permit and any land clearing, *building* or construction activity:
- (a) sediment and erosion control (ESC) measures must be installed;

- (b) an ESC plan, as specified in the Anmore Erosion and Sediment Control Bylaw, must be submitted and accepted by the Village; and
- (c) a letter of supervision shall be submitted by a qualified professional as specified in the provincial Riparian Area Regulation.

PART 25 – BC ENERGY STEP CODE

- 25.1 Owners may achieve a higher energy standard than that specified in the *Building Code* by electing to comply with the BC Energy Step Code.

PART 26 – BUILDING ADDRESSING

- 26.1 Every owner or occupier of a *parcel* must place a permanent civic address in a conspicuous place on the property, and be clearly visible from the street.
- 26.2 The *Building Official*, at his discretion may renumber or alter the assigned numbers in respect of any *building* on any *parcel*, including those already in existence.
- 26.3 The *Building Official* may, on the issuance of a building permit, assign a house number related to the *building* authorized by the permit.
- 26.4 Prior to the start of construction, after obtaining a building permit, the owner shall post the civic address at a conspicuous place on the site.

PART 27 – CLIMATIC DATA

- 27.1 Refer to Schedule A for climatic data values.

PART 28 – ENFORCEMENT

- 28.1 Any person who:
- (a) contravenes, violates or fails to comply with any provision of this Bylaw;
 - (b) fails or neglects to do anything required under this Bylaw; or
 - (c) permits, suffers or allows an action or thing to be done in contravention of this Bylaw, or of any permit, notice or order issued under this Bylaw, commits an offence, and where the offence is a continuing one, each day that the offence is continued constitutes a separate offence.
- 28.2 Any person who contravenes any provision of this Bylaw shall commit an offence against the Bylaw.
- 28.3 Each day that such contravention continues shall constitute a separate offence.

- 28.4 Upon conviction of an offence under this Bylaw, the person who committed the offence shall be liable to a fine of up to ten thousand dollars (\$10,000); and shall be liable on summary conviction to the penalties prescribed in the Offence Act.

PART 29 – EFFECTIVE DATE

- 29.1 Anmore Building and Plumbing Code Administration Bylaw No. 381-2004 and all amendments thereto are hereby repealed on adoption of this Bylaw.
- 29.2 This Bylaw comes into force and effect on the date of adoption.

READ a first time the day of

READ a second time the day of

READ a third time the day of

ADOPTED the day of

MAYOR

MANAGER OF CORPORATE SERVICES

Certified as a true and correct copy of “Anmore Building Bylaw No. 583-2018”.

DATE

MANAGER OF CORPORATE SERVICES

SCHEDULE A

CLIMATIC DATA

DESIGN ELEMENT	DESIGN VALUE
January 2.5% Design Temperature	-7° C
January 1.0% Design Temperature	-9° C
July 2.5 % Design Drybulb Temperature	25° C
July 2.5% Design Wetbulb Temperature	17° C
Annual Total Degree-Days Below 18°C	3100
Maximum Fifteen-Minutes Rainfall	2 mm
Maximum One-Day Rainfall	150 mm
Annual Total Precipitation	2100 mm
Moisture Index	2.07
Driving Rain Wind Pressures, 1/5	160 Pa
Snow Load, S _s	2.9 kPa
Snow Load, S _r	0.7 kPa
Hourly Wind Pressure 1/10	0.36 kPa
Hourly Wind Pressure 1/50	0.47 kPa

SEISMIC DATA

DESIGN ELEMENT	DESIGN VALUE
S _a (0.2)	0.93
S _a (0.5)	0.63
S _a (1.0)	0.32
S _a (2.0)	0.17
PGA	0.46

FROST PROTECTION

DESIGN ELEMENT	DESIGN VALUE
Minimum Depth	460 mm

NB: These values have been derived from the BC Building Code and are provided for convenience only.



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 22, 2018
Submitted by: Juli Halliwell, Chief Administrative Officer
Subject: Award of 2018 Capital Works

Purpose / Introduction

To obtain Council approval to award the contract for the 2018 Capital Works tender to Jack Cewe Ltd.

Recommended Options

That Council approve the award of the contract for the 2017 Capital Works for a total contract price of \$359,100, including GST, to Jack Cewe Ltd.

Background

On August 1, 2018, the Village issued a tender for the capital projects approved as part of the 2018-2022 5-Year Financial Plan, as follows:

Project	Budget
Thompson Road Pavement Rehabilitation	\$200,000
Uplands Drive Pavement Rehabilitation	200,000
East Rd (Blackberry to N. Charlotte) Pavement Rehabilitation	50,000
Total	\$450,000

At the closing time of August 17, 2018 at 2:00pm, three tenders were received.

Discussion

The tenders were opened by Village staff and sent to ISL Engineering for review of the tenders and recommendation for award. The table below outlines the bid prices received:

Bidder	Tender Price (incl. GST)
Jack Cewe	\$359,100.00
Winvan Paving	\$486,766.77
Lafarge Canada	\$581,650.65

Report/Recommendation to Council

Award of 2018 Capital Works

August 22, 2018

ISL Engineering provided a tender summary and confirmed that all of the tenders received have been checked for correct values and that they are all in compliance.

As a result, the recommendation is for the works to be awarded to the lowest bidder, Jack Cewe Ltd.

Other Options

1. That Council decline to award the 2018 Capital Works and not undertake the work.

Financial Implications

While one project budget was insufficient based on the tender results, overall the contract price for Jack Cewe Ltd. as well as all engineering related costs are within the approved budget of \$450,000.


Communications / Civic Engagement

Schedules for construction, once determined, will be communicated to affected residents and made available on the Village's website and social media platforms.

Corporate Strategic Plan Objectives

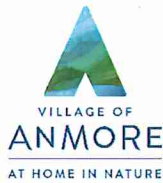
The completion of the 2018 Capital Works aligns with Council's Corporate Strategic Objective to keep pace with best practices for the safety, operations and maintenance of municipal roads and services.

Prepared by:



Juli Halliwell

Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 23, 2018
Submitted by: Juli Halliwell, Chief Administrative Officer
Subject: Adopt a Street Program

Purpose / Introduction

To provide Council with information regarding the newly formed Adopt a Street program.

Recommended Options

That Council receive the report dated August 23, 2018 from the Chief Administrative Officer regarding Adopt a Street Program and the attachments which form the Village of Anmore Adopt a Street Program, for information.

Background

At their most recent meeting, the Public Safety Committee developed an Adopt a Street program for consideration by Council.

At the Regular Council meeting held on July 17, 2018 the following resolution was passed:

"THAT COUNCIL AGREES TO IMPLEMENT THE ADOPT A STREET PROGRAM WITH THE GUIDELINES LISTED, AND STAFF MAY AS THEY DEEM NECESSARY ADD ADDITIONAL PROVISIONS TO THE FRAMEWORK OF THE ADOPT A STREET PROGRAM. ALL WORK WILL BE DONE TO FACILITATE THAT THE ADOPT A STREET PROGRAM WILL BE READY FOR ROLL OUT BY MA MURRAY DAY."

Discussion

Staff have developed the attached program guidelines based on the information that was provided by Councillor Froese, on behalf of the Public Safety Committee, at the July 17th meeting.

The program guidelines have been reviewed by all appropriate internal staff as well as by the Village's liability insurer, the Municipal Insurance Association of BC (MIABC).

Report/Recommendation to Council

Adopt a Street Program

August 23, 2018

The program is a cooperative effort between community volunteers and the Village to help maintain litter-free public sidewalks and walkways. Individuals, groups and businesses are all eligible to “adopt a street”. A sign will be placed at the head of the street segment, recognizing the individual, group or business that has committed to keeping the area litter free. Equipment, such as a safety vest and litter picker, will be supplied by the Village.

Removal of litter will be done at least once per month and reported to the Village. For those groups who are unable to keep their commitment, signs will be taken down and the street segment offered to an alternate party.

Following its implementation, the program and guidelines will be monitored and adjustments made where required.

Other Options

1. That Council direct staff to make changes to the Adopt a Street program.
2. That Council direct staff not to implement the Adopt a Street program.

Financial Implications

The costs associated with the program will be approximately \$50 per person (safety vest & garbage picker), plus the cost of 1 sign per segment (\$30).

Communications / Civic Engagement

The Adopt a Street program will be launched at Ma Murray Day on September 9, 2018. Following the launch, information about the program will be shared on our website, social media platforms and via our resident email notification system.

Corporate Strategic Plan Objectives

The Adopt a Street program meets Council's strategic objective of enriching the community through activity, learning, arts, and culture.

Attachments:

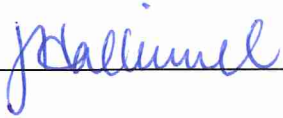
1. Village of Anmore Adopt a Street Program

Report/Recommendation to Council

Adopt a Street Program

August 23, 2018

Prepared by:



Juli Halliwell

Chief Administrative Officer



ADOPT A STREET PROGRAM

The Village of Anmore's Adopt a Street program is a cooperative effort between community volunteers and the Village to help maintain litter-free public sidewalks and walkways. The Village welcomes residents and organizations like schools, local non-profits and businesses to participate in the program.

A commitment to responsible participation is important to achieving our objective of clean, safe and attractive streets. This overview sets out the roles and responsibilities of the Village and of participants in Anmore's Adopt a Street program.

The Village agrees to do the following:

1. Supply operating supplies (i.e. litter bags, gloves, safety vests and litter pickers)
2. Arrange for the removal and disposal of litter and related materials gathered by participants from the designated street.
3. Furnish and install Adopt a Street signs, at the beginning of the road section that recognize either individual names or the name of the participating organization. Participants can also choose to remain anonymous.

The Village reserves the right to reject any requested names on the signs that may cause concern for the public or may cause damage to Anmore's image. No company logos will be permitted on the signs.

Participants agree to do the following:

1. Review and be familiar with the Safety Guide (page 4) provided by the Village, and attend any orientation or training sessions arranged by the Village.
2. Remove litter from a designated section of a Village road at least once a month (although more frequently is encouraged), for at a minimum period of one year, during daylight hours. Participants also provide the Village with either a written or electronic record reporting their efforts after each session.
3. Wear appropriate clothing and use equipment, tools and materials provided by the Village.

4. Take precautions to ensure the safety and health of participants. Any injuries or loss/damage to property must be promptly reported to the Village with as much detail as possible. This includes the name of the injured person, the volunteer (if different), and any witnesses or other people involved. You must report if first aid was performed or if transportation to a clinic or hospital was required, and let the Village know what the mode of transportation was (e.g.: taxi, ambulance or other vehicle). The Village also requires the time, date and nature of the injury/damage/loss, as well as traffic and weather conditions.
5. Avoid touching or direct contact with potentially hazardous or unhealthy items found during clean up sessions, such as syringes, needles, condoms or animal parts. Participants should promptly report such items, along with other objects that appear hazardous or could present difficulties in removing due to size, weight or other conditions.
6. Notify the Village if you discontinue or withdraw from participating in the program and return non-disposable equipment, tools and materials to the Village.
7. Groups must designate a liaison to manage records, act as a contact between the Village and volunteers, orient and train new volunteers, and take steps to ensure all volunteers are familiar with the attached Safety Guide (page 4). Liaisons must also notify the Village of any additional volunteers and provide completed Risk, Waiver and Indemnity Agreements for each participant.
8. The liaison distributes equipment, tools and materials provided by the Village to participants. The liaison is also responsible for supervising volunteers under 19, including ensuring these volunteers are wearing appropriate clothing and conducting themselves safely while participating in the Adopt a Street program.

Adopt a Street Safety Guide

Safety first! At no time should the safety or health of any volunteer be compromised while participating in the Village of Anmore's Adopt a Street program. When in doubt, choose the safer option and consult with the Village or your group's liaison.

Liaison for Groups

Group participants choose a person to act as a liaison with the Village. This person:

- Coordinates members who volunteer in the program
- Manages records
- Reviews and discusses this guide with participants
- Supervises volunteers under the age of 19
- Generally ensures participation is in keeping with the Village's goals and recommendations

Orientation and Training

Review and discuss this Safety Guide with your fellow volunteers. Consult with the Village about anything that is not clear to you.

Review the route to be cleaned up at each session. Take note of any areas of high traffic, limited vision of traffic, and any other concerns or potential hazards. Gather special gear and equipment and take your cell phone.

Clothing and Equipment

- Always wear the safety vests, gloves and use the equipment, tools and materials provided for the program (e.g.: dust pans, litter pickers).
- Wear clothing that is not restrictive and that is suitable for the weather.
- Wear boots or closed-toed shoes.
- Do not use headphones.
- Bring drinking water and stay hydrated.

Make sure you can be easily seen by drivers and cyclists. Limit your work activity to daylight hours.

Conduct

- Persons under 19 years of age should be supervised by a responsible adult.
- Limit your work activity to daylight hours.
- No one may participate in the program if they are under the influence of alcohol or illegal drugs.
- Participants should work in pairs or teams if possible.
- Be aware of traffic conditions.
- Observe traffic signals, use crosswalks and avoid jaywalking.
- Avoid horseplay.
- Work on one side of the street at a time. Pick up litter walking against the traffic.
- Never reach blindly to pick up an item – use a litter picker to identify it first.
- Do not touch or handle hazardous litter, such as needles, syringes, condoms, discarded car batteries or dead animal parts. Report these to your liaison or to the Village.
- Broken glass, razor blades, or other sharp objects should be handled cautiously, using a litter picker and wearing safety gloves.
- Do not attempt to pick up any object that you suspect may be dangerous to handle, (e.g., carrying harmful bacteria or containing volatile or toxic material) or that seems too heavy or awkward to easily remove. Report these to your liaison or to the Village.
- Do not stand in the roadway under any circumstance.

Start picking up litter at the opposite end from your Adopt a Street sign or at the assigned location. Tie up and leave full litter bags at the sign, if possible. If the bags are too heavy, tie them up and leave them where they are. Contact your group's liaison or the Village to arrange for pick up and disposal of the full litter bags.

Recyclable or refundable items, such as glass bottles, pop cans, clean paper bags, coffee cups, etc. should be bagged separately, and labeled as “recycling” with a permanent marker. The Village will ensure that these items are properly recycled.

Emergencies

- Keep a working cell phone handy.
- Have or arrange for transportation to be available.
- Know the quickest route to the nearest hospital. (Eagle Ridge Hospital is at 475 Guildford Way).

Reporting

Following each clean-up session, report your activities to your group's liaison or fill out a Participant Record form (page 6) and deliver it (mail, email or in person) to the Village at the Village Hall, 2697 Sunnyside Road or village.hall@anmore.com.

Include any incidents, conditions or encounters with people or animals that concerned you. Identify any damage or loss to property that may have been caused by or related to your work under the Adopt a Street program.

Report any hazardous litter or objects that seem dangerous, heavy or awkward to remove.

Report any injury that you, another volunteer or other person experiences while you were at work; any emergency incidents and any steps taken to address the injury or emergency.

DRAFT

Adopt a Street Program Participation Record

Name:	Organization (if applicable):
Location:	

Date	Time	Volunteer's Names	Hours
Total hours:			

Describe Weather/Traffic Conditions

Describe any Hazardous or Heavy Objects (What, Where, Need for Follow-up)

Any additional comments or notes?

NOTE: Immediately report any incidents involving injury to a volunteer or other person to the Village Hall at 604.469.9877 or email village.hall@anmore.com.

Personal information on this form is collected and used for Village of Anmore business only and is managed in accordance with the *Freedom of Information and Protection of Privacy Act*. Subject to that Act, another enactment, a court order compelling disclosure, or consent by the individual to its release, such information is treated as confidential. Inquiries about release or privacy of records may be directed to the Village Corporate Officer.

Adopt a Street Program – Injury Report

Injury Details	
Date of injury:	Time of injury:
Name of injured person:	
What happened?	
List any volunteers present:	
Any witnesses or other people involved? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please list names:	
Was first aid performed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Was transportation to a clinic or hospital required? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please list transportation method (eg: taxi, ambulance, personal vehicle)	

Describe Weather/Traffic Conditions

Adopt a Street Program – Loss/Damage of Property Report

Loss/Damage of Property Details

Date:

Time:

What happened?

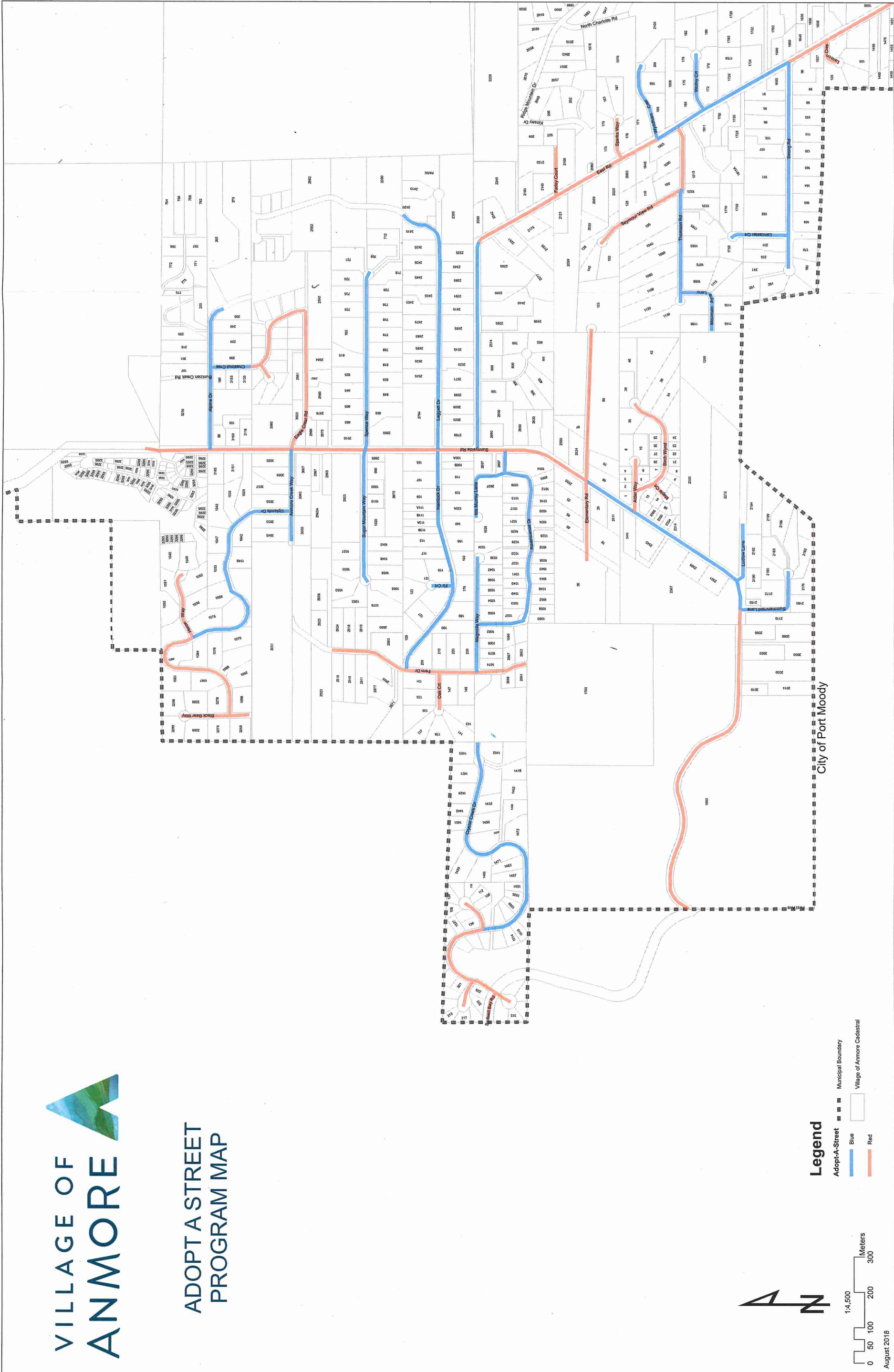
List any volunteers present:

Any witnesses or other people involved? ☐ Yes ☐ No

If yes, please list names:

Describe Weather/Traffic Conditions

ADOPT A STREET PROGRAM MAP





2017 ANNUAL WATER QUALITY REPORT

Public Works Department
Village of Anmore
Prepared by: Luke Guerin, Operations Superintendent

Foreword

Under the British Columbia Drinking Water Protection Act and the British Columbia Drinking Water Protection Regulation (BCDWPA & BCDWPR) the Village of Anmore is required to conduct water quality monitoring in the Village's distribution system and to publish the results in an annual report. This document fulfills that requirement by presenting a summary and discussion of all water quality sampling results for the year 2017. An overview of projects and events as they relate to drinking water in the Village of Anmore is also provided in this report.

Please visit the following web sites for further information:

Health Canada

<http://www.hc-sc.gc.ca/ewh-semt/water-eau/drink-potab/guide/index-eng.php>

Ministry of Health

http://www.health.gov.bc.ca/protect/dw_index.html

Health Link BC File #56 - Persons with compromised or Weakened Immune Systems

<http://www.healthlinkbc.ca/healthfiles/hfile56.stm>

Metro Vancouver

<http://www.metrovancouver.org/services/water/Pages/default.aspx>

Village of Anmore

<http://www.anmore.com>

USEPA

<http://www.epa.gov/safewater/mcl.html>

World Health Organization

http://www.who.int/water_sanitation_health/publications/2011/dwg_guidelines/en/index.html

Emergency Water Quality Contact Information

Luke Guerin

Operations Superintendent

Phone: 604-469-9877

Cell: 604-315-0360

E-mail: luke.guerin@anmore.com

Public Works Yard

Phone: 604-469-6622

After Hours Emergency

Phone: 604-817-7745

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Acronyms

AO: Aesthetic Objective

ASTTBC: Applied Science Technicians and Technologists of British Columbia

BCDWPA: *British Columbia Drinking Water Protection Act*

BCDWPR: *British Columbia Drinking Water Protection Regulation*

DBP: Disinfection By-Products

DWMP: *Metro Vancouver Drinking Water Management Plan*

E.coli: *Escherichia coli*

EOCP: Environmental Operators Certification Program

GCDWQ: *Guidelines for Canadian Drinking Water Quality*

HAA: Haloacetic Acid

HPC: Heterotrophic Plate Count

MAC: Maximum Acceptable Concentration

Mg/l: Milligrams per Liter

NTU: Nephelometric Turbidity Units PPB: Parts Per Billion

PPM: Parts Per Million

PRV: Pressure Regulating Valve

PVC: Polyvinyl Chloride

SCADA: Supervisory Control and Data Acquisition

SCFP: Seymour – Capilano Filtration Plant

THM: Trihalomethane

UDF: Uni-directional Flushing

WQMRP: Water Quality Monitoring and Reporting Plan for Metro Vancouver and Member Municipalities

YTD: Year-to-Date

Executive Summary

The Village of Anmore supplies drinking water to residential and commercial customers within Village limits. The Village of Anmore is dedicated to providing high quality, aesthetically pleasing drinking water at a reasonable cost.

The Village contracts the collection and testing of water samples to the Metro Vancouver Regional District, who collects the samples from the distribution system on a routine basis. This report includes a summary and discussion of the results of all sampling conducted on the Village's water distribution system during 2017 as well as a discussion of projects and events affecting water quality within the Village of Anmore. A complete record of 2017 water quality sampling results can be found in the appendices of this report.

As per the Water Quality Monitoring and Reporting Plan for Metro Vancouver and Member Municipalities (WQMRP) water samples are collected from the distribution system and analyzed for:

- **Chemical and Physical Parameters**
 - o Metals
 - o Vinyl chloride
 - o Temperature
 - o Free chlorine
 - o Minerals
 - o Disinfection by-products
 - o Turbidity
- **Bacterial Parameters**
 - o E.Coli
 - o Heterotrophic Plate Count (HPC)
 - o Total Coliforms

All sample results for E.Coli and Total Coliforms were negative. HPC's met the guidelines in all instances. Sample results for chemical and physical parameters addressed in the *Guidelines for Canadian Drinking Water Quality (GCDWQ)* were well under their respective Maximum Acceptable Concentration (MAC) values.

As part of our commitment to continual improvement, reliable service and high water quality, the Village completes operational and capital projects as well as water quality sampling on an ongoing basis. In 2017 the Village completed:

- Routine inspection and maintenance of all water distribution facilities
- Dead end and uni-directional water main flushing
- Upgrading of watermain on Sunnyside Road between Leggett and Eaglecrest

1.0 Water Distribution System Data

1.1 System Infrastructure

The tables in this section provide a snapshot of the Village of Anmore's water distribution system. All of the components listed, with the exception of the private hydrants, and private pump station are operated and maintained by the Village's Public Works Department.

Table #1: Length of Pipe in System

Total Length of all Pipes in Distribution System	26,000 meters
--	---------------

Table #2: Fire Hydrants

Fire Hydrants	#
Village Hydrants	151(approx.)
Private Hydrants	3
Total	154(approx.)

Table #3: Critical Water System Components

Asset	#
Pressure Reducing Valves	8
Pump Stations	4 (1 Private)
Reservoirs	0
Chlorine Booster Stations	1

In addition to the pipe, fire hydrants, and critical components, there are many other smaller components to Anmore's water distribution system, including:

- Water meters
- Air valves
- End of line blow off valves
- Line valves
- Sampling stations

All of these components work in concert to help the Village deliver safe, reliable drinking water to customers.

1.2 Public Response

In 2017 the Village's Public Works Department responded to three water quality related concerns regarding water discolouration from regular water main flushing maintenance and one concern related to chlorine levels. Typical customer concerns, include taste and odour complaints, chlorination complaints and pressure concerns.

Current best management practices prescribed by Fraser Health, the GCDWQ, and the USEPA Surface Water Treatment Rule recommend maintaining a minimum of 0.20mg/l free chlorine in the distribution system (Health Canada, 2010) (Health Canada, 2009) (USEPA, 2004) (USEPA, 2002). The Village of Anmore aims to maintain free chlorine residual concentrations between 1.2 mg/l and 0.20 mg/l. If residents wish to remove chlorine from their water prior to drinking, the best way to do so is with an activated carbon filter, such as a Brita, or by filling a jug of water and letting it stand uncovered overnight.

Notification is provided to all residents by way of mail drop, as well as postings on the Village's website and community sign boards regarding regularly scheduled annual water main flushing. It is recommended that if a residents finds discoloured water as a result of flushing, that the water is left running until it clears.

1.3 Staff Certification

The Village of Anmore water distribution system is classified as a Level II system by the Environmental Operators Certification Program (EOCP). The Village's water system is monitored, operated, and maintained by qualified personnel who are certified by the EOCP. In addition to certification under the EOCP, Village of Anmore staff have training in Hypo chlorination, PRV Maintenance and Hydrant Maintenance. All Level II maintenance is conducted by a contractor who possesses the Level II certification.

Table #4 contains a summary of staff qualifications.

Table #4: Operator Certification

Certification Level	# of Staff
EOCP Water Distribution Level I	1
EOCP Water Distribution Level II	0
Total Qualified Staff	1

2.0 2017 Event Summary

2.1 Planning for the Future

The Village of Anmore is a growing community within the Lower Mainland, with an estimated population of 2,210 residents (based on 2016 Census). Anmore's water system currently consists of 9 pressure zones, 2 pump stations, 8 pressure reducing stations, and includes over 20 km of water mains. Anmore receives potable water from the Metro Vancouver Coquitlam source via a 300 mm diameter supply connection from the City of Port Moody. The water supply and distribution infrastructure is a key focus of Anmore's strategic infrastructure priorities, and thus the need for Anmore to have a comprehensive Water Utility Master Plan (completed in 2015).

Anmore's Water Master Plan has provided an understanding of the capacity of its current system under existing and future demand requirements and identifies servicing opportunities and constraints to plan

upgrades to the water utility in an economic and efficient manner. A Capital Upgrades Plan was provided with a proposed schedule and estimated costs to complete the works. Integral to the Water Utility Master Plan is the development of a hydraulic model for Anmore, which will allow for the review of the level of services provided to existing and future populations by the water utility. Future populations are forecasted to a 2032 planning horizon in the most recent Official Community Plan (OCP). Furthermore, an annual operations, maintenance, and inspection program and budget will be developed which will allow for sufficient monitoring and maintenance of the water utility assets. The cumulative costs of the recommendations will form part of a long-term financial plan with the eventual goal of having a financially sustainable utility.

2.2 “Flush” Message from the Fraser Health Authority

Fraser Health has recently revised its metals at the tap “Flush” message. They have asked that all water purveyors include the following message in their annual report:

Anytime the water in a particular faucet has not been used for six hours or longer, “flush” your cold-water pipes by running the water until you notice a change in temperature. (This could take as little as five to thirty seconds if there has been recent heavy water use such as showering or toilet flushing. Otherwise, it could take two minutes or longer.)

The more time water has been sitting in your home’s pipes, the more lead it may contain.

Use only water from the cold-tap for drinking, cooking, and especially making baby formula. Hot water is likely to contain higher levels of lead.

The two actions recommended above are very important to the health of your family. They will probably be effective in reducing lead levels because most of the lead in household water usually comes from the plumbing in your house, not from the local water supply.

Conserving water is still important. Rather than just running the water down the drain you could use the water for things such as watering your plants (Zubel, 2014).

If residents have any questions they are encouraged to contact the Fraser Health’s Drinking Water Program at 604-870-7900 or 1-866-749-7900.

3.0 Water Main Flushing Program

The Village of Anmore conducts uni-directional and dead end flushing in order to maintain a high level of water quality in the distribution system. Regularly flushing water mains removes stagnant water and deposits from pipes. Spot flushing is also conducted on an “as required” basis due to complaints or poor water quality sample results indicating elevated Heterotrophic Plate Counts (HPC), positive total coliform results, and/or elevated water temperature combined with depressed free chlorine residuals.

4.0 Water Quality Sampling and Testing

As per the Water Quality Monitoring and Reporting Plan for Metro Vancouver and Member Municipalities

sampling and analysis for numerous water quality parameters are conducted on the Village of Anmore's distribution system on a regular basis. Sample schedules for various constituents are broken into sections based on the number of samples recommended by the GCDWQ and/or mandated by the BCDWPR. Monitoring of drinking water in the Village's water distribution system is conducted for bacterial, chemical, and physical characteristics.

In 2017 a total of 101 bacteriological samples were collected from the Village's distribution system. Table #6 presents the locations and descriptions of the four sample stations where Village staff collect water quality samples on a bi-weekly basis.

Table #6: Water Sampling Station Inventory

SAMPLE STATION	LOCATION	SOURCE WATER
ANM-470	2697 Sunnyside Rd.	Coquitlam (Via Port Moody)
ANM-471	1175 East Rd.	Coquitlam (Via Port Moody)
ANM-472	3275 Sunnyside Rd.	Coquitlam (Via Port Moody)
ANM-473	2505 Elementary Rd.	Coquitlam (Via Port Moody)

4.1 Chemical / Physical Quality

Water quality sampling for chemical and physical parameters including disinfection by-products, vinyl chloride, and metals is carried out on varying schedules. Table #7 modified from Metro Vancouver's WQMRP sets out a schedule requiring "approximately 10% of the sample sites in each municipal system to be sampled for the following parameters at the frequency shown (Metro Vancouver, 2008)."

Table #7: Chemical / Physical Monitoring in Municipal Distribution Systems

Parameter	Location	Frequency
Free Chlorine Residual	All	Tests run when bacteriological samples are taken
Copper	Municipal Distribution System**	Semi-annually

Haloacetic Acids	Municipal Sites – Cross section, representative of all three sources, minimum of one per municipality.	Quarterly
Iron	Representative municipal sites – unlined iron and steel mains.	Semi-annually
Lead	Municipal Distribution System**	Semi-annually
Odour	Any or all sites	Complaint Basis*
pH	Municipal Sites – cross section, representative of all sources, minimum of three per municipality.	Quarterly
Taste	Any or all sites.	Complaint Basis*
Temperature	Representative municipal sites.	Quarterly
Trihalomethanes	Municipal Sites – cross section, representative of all sources, minimum of three per municipality.	Quarterly
Turbidity	Municipal Sites – All	Collected with bacteriological samples
Vinyl Chloride	Municipal sites where PVC pipe is used in the distribution system – minimum of one per potentially affected system.	Semi-annually
Zinc	Municipal Distribution System**	Semi-annually

* If a complaint comes to Metro Vancouver, Metro Vancouver will bring it to the attention of the relevant municipality.

** The GCDWQ stipulate that samples for metals analysis should be from a flushed location. This provides rationale to sample for metals in the distribution system as opposed to locations in buildings.

4.1.1 Metals

Metals can enter the drinking water system from either the source watershed or in the distribution system itself. Historically the Village of Anmore's drinking water has contained very little metal compounds. The Village of Anmore monitors the water distribution system for metals. Sampling is conducted semi-annually as per the WQMRP.

A summary of relevant health based MAC and Aesthetic Objective (AO) standards for metals in drinking water can be found in Table #8. This table summarizes only those parameters listed in the GCDWQ that are captured by the current version of the WQMRP.

A complete record of 2017 metals sampling results can be found in Appendix #2.

Table #8: MAC and AO Metals Standards Modified from the Guidelines for Canadian Drinking Water Quality

Parameter	MAC (mg/l)	AO (mg/l)	Year of Approval (Re-affirmation)
Aluminum		[0.1 / 0.2]	1998
Antimony	0.006		1997
Arsenic	0.010		2006
Barium	1.0		1990
Cadmium	0.005		1986 (2005)
Chromium	0.05		1986
Copper		≤1.0	1992
Iron		≤0.3	1978 (2005)
Lead	0.010		1992
Manganese		≤0.05	1987
Mercury	0.001		1986
Selenium	0.01		1992
Sodium		≤200	1992
Zinc		≤5.0	1979 (2005)

4.1.2 Disinfection By-Products

Disinfection By-Product (DBP) formation occurs when chlorine in drinking water reacts with dissolved organic compounds. These reactions can produce two main groups of DBP compounds, Trihalomethanes (THM) and Haloacetic Acid (HAA). Monitoring for DBP's is conducted on a quarterly basis as set out by Metro Vancouver's WQMRP. 2016 THM and HAA sampling results from the Village's water distribution system were below the respective MAC values, with the exception of one instance.

A complete record of 2017 DBP sampling results can be found in Appendix #3.

4.2 Bacteriological Quality

All bacterial samples collected from municipal distribution systems are analyzed for total coliform and *E.coli* bacteria. These samples are also analyzed for the presence of heterotrophic bacteria. HPC bacteria provide an indicator of microbial growth in the distribution system and are used as an early warning to predict where water quality concerns may arise. The Village collects a minimum of 8 bacteriological samples per month. Further samples are collected by Village personnel on an as needed basis in response to water main breaks, operational adjustments, water quality complaints, or where cross-connections are suspected.

The quantity of bacterial samples collected from municipal water distribution systems is based on the population served. Under the BCDWPR the Village is required to collect a minimum of 4 bacteriological samples from the water distribution system per month based on population (under 5000). Figures #1 and #2 display the number of bacteriological samples collected from the Village's water distribution system and the percentage of samples collected that returned HPC results greater than 500 CFU/ml each month.

It should be noted that the statistical analysis of a small number of samples per month is subject to skewing of results due to the limited number of samples. For example, if less than 10 samples were submitted in a month and one sample was positive, the percentage of samples containing coliforms would exceed the standard of 10%.

A complete record of 2017 bacteriological water quality sampling results can be found in Appendix #1.

Figure #1: Number of Bacterial Samples Analyzed / Month

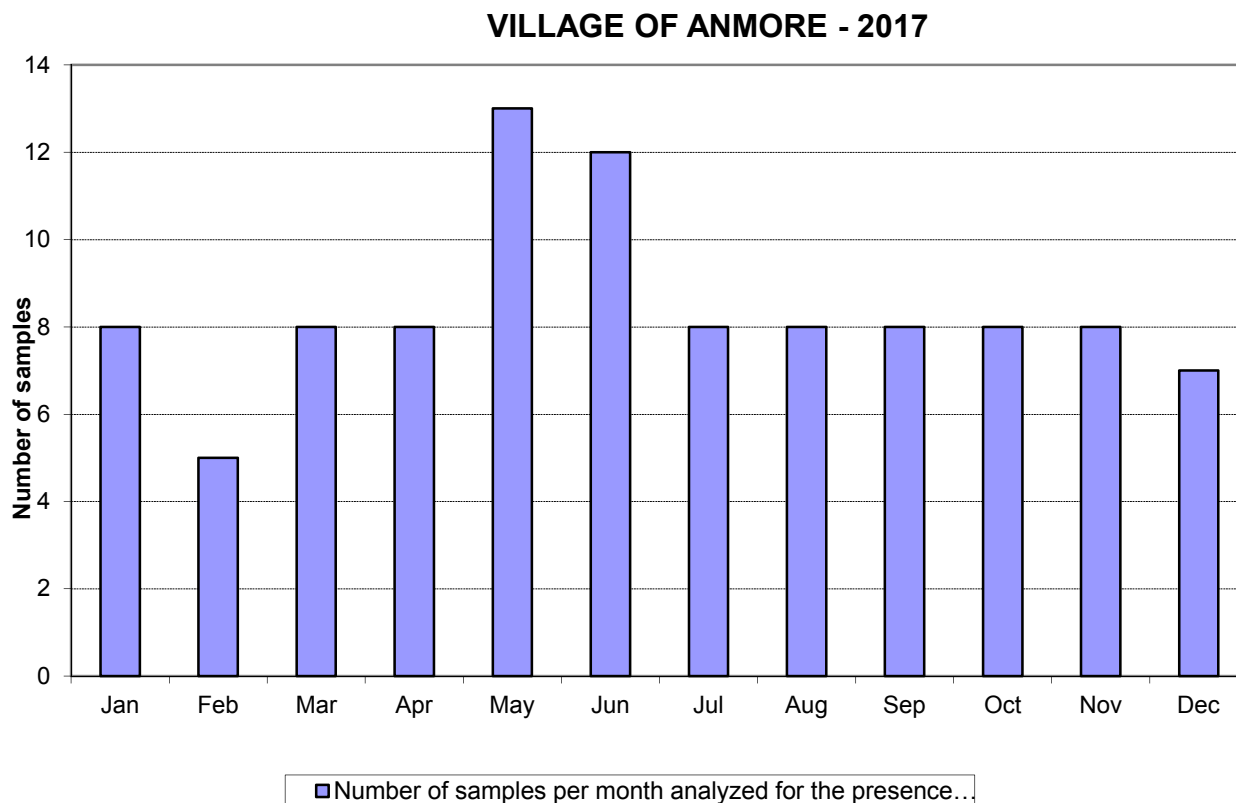


Figure #2: 2017 Monthly Heterotrophic Plate Count

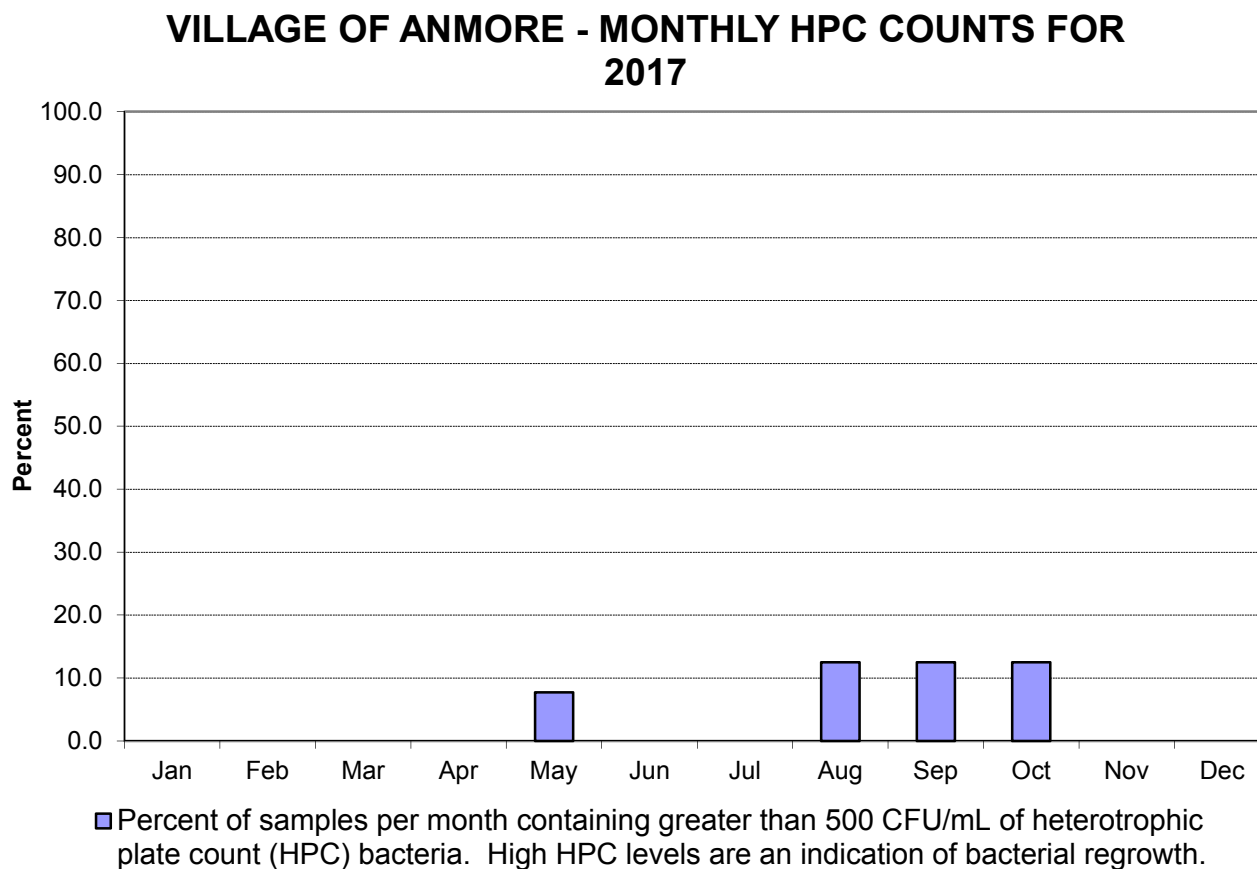
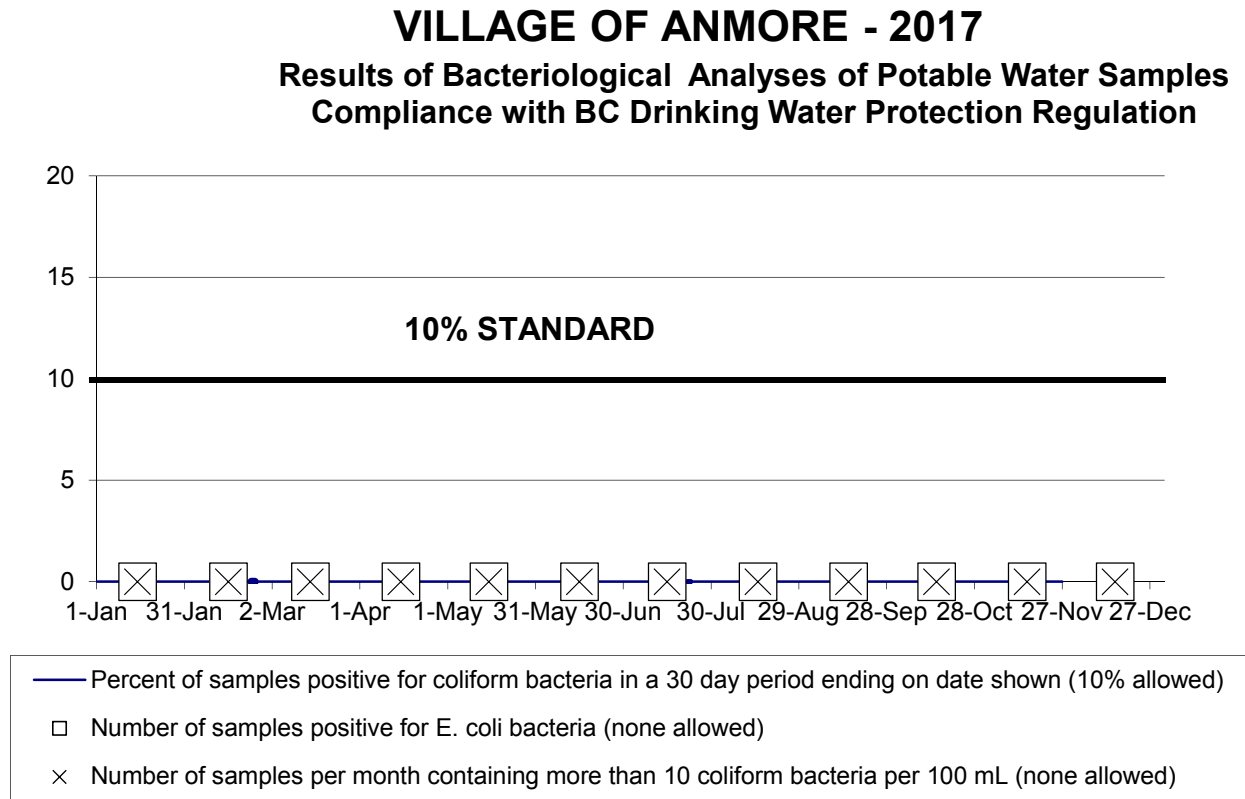


Figure #3: Results of Bacteriological Analysis of Potable Water Samples and Compliance with BCDWPR



Tables #9 and #10, which are modified from Schedule A and B of the BCDWP, define bacteriological water quality monitoring requirements for all water purveyors under the act and regulation.

Table #9: Water Quality Standards for Potable Water (Sections 2 & 9)

Parameter:	Standard:
Fecal coliform bacteria	No detectable fecal coliform bacteria per 100ml
Escherichia coli	No detectable Escherichia coli per 100 ml
Total coliform bacteria	
(a) 1 sample in a 30 day period	No detectable total coliform bacteria per 100 ml
(b) more than 1 sample in a 30 day period	At least 90% of samples have no detectable total coliform bacteria per 100ml and no sample has more than 10 total coliform bacteria per 100ml

(Province of British Columbia, 2011)

Table #10: Frequency of Monitoring Samples for Prescribed Water Supply Systems (Section 8)

Population Served by the Prescribed Water Supply System:	Number of Samples Per Month:
less than 5,000	4
5,000 to 90,000	1 per 1,000 of population
more than 90,000	90 plus 1 per 10,000 of population in excess of 90,000

(Province of British Columbia, 2011)

4.3 Free Residual Chlorine

Water distributed by the Village contains a disinfectant called free chlorine. Maintaining an adequate disinfectant residual in a potable water distribution system is vital to preserving public health.

Disinfectant in the distribution system:

- Ensures that microorganisms hazardous to public health are inactivated
- Provides an indicator of distribution system upset
- Controls biofilm growth

(USEPA, 2007)

Free residual chlorine concentrations in water received by the Village from Port Moody generally varies and is not at concentrations high enough to provide adequate disinfection throughout the Village. Reduced concentrations of disinfectant have historically been a challenge for the Village's water system. Prior to the commissioning of the permanent Chlorine Booster Station in December of 2013, Anmore's Water System had little to no chlorine residual.

Tables #11, #12 and Figure #4 provide a summary of the number of samples collected from each sample station that were found to have free chlorine concentrations less than 0.20 mg/l. A map of all water quality sample collection points regularly sampled by the Village can be found in Appendix #4.

Table #11: Percentage of Samples / Month with < 0.20 mg/l Free Chlorine

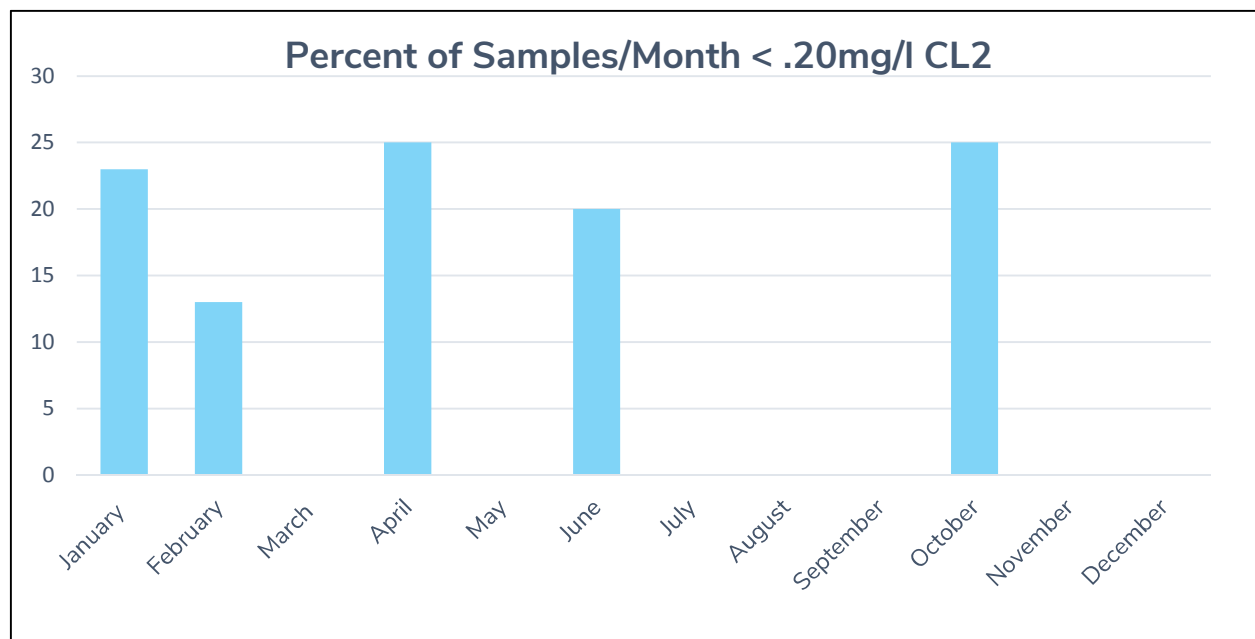
Month	# of Free Cl ₂ Samples <0.20 mg/l	Total Number of Samples Taken	Percentage of Samples / Month With Less Than 0.20 mg/l Free Cl ₂
January	1	8	13%
February	0	5	0%
March	3	8	38%
April	2	8	25%
May	1	13	8%
June	1	12	8%
July	0	8	0%
August	0	8	0%
September	1	8	13%
October	0	8	0%
November	1	8	13%
December	0	7	0%
Total	10	101	9.90%

Table #12: Summary of Chlorine Residual Sampling by Station

Sample Station	Total Number of Samples with <0.2 mg/l Free Chlorine	Total Number of Samples per Station	Percentage of Samples with <0.2 mg/l Free Chlorine
ANM-470	1	30	3.33%
ANM-471	0	28	0%
ANM-472	0	29	0%
ANM-473	12	30	40.00%
All Stations	13	117	11.11%

See Appendix #4 for Sampling Station Map

Figure #4: Percentage of Samples / Month with < 0.20 mg/l Free Chlorine



5.0 Water Distribution System Projects

5.1 Future Planning

In the spring of 2015 the Village completed a comprehensive study of the water utility. The intent of this study work was to develop a Water Utility Master Plan that will guide the operation, maintenance, upgrading and expansion and renewal of the utility in a sustainable manner. This Plan has established the existing infrastructure assets, assessed the condition of the assets, and identified any deficiencies that affect the immediate and long-term function of these assets. The data gathered through these processes will be utilized to establish common maintenance/operating practices, future capital improvements and assist with updating strategic priorities as relates to water utility infrastructure planning.



5.2 Emergency Response Plan

In the event of an emergency, the Village may enact its Water System Emergency Response Plan. The goals of this plan are as follows:

- Rapidly restore service after an emergency
- Ensure adequate water supply for fire protection
- Minimize loss of service to users
- Provide emergency information to public
- Re-establish critical operations

Conclusion

This year (2017) Public Works staff at the Village of Anmore have continued improvements to the day to day operations of the water utility and continue to work closely with Fraser Health Authority to ensure safe, clean potable water for the Village's residents.

Every year the Village budgets for the study, maintenance, and replacement of critical components of the water distribution system and 2017 was no exception. Continued resource focus on the operation and maintenance of the Village's water system along with completing critical infrastructure upgrades will be pivotal to maintaining a high level of drinking water quality in the coming years.

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Appendix #1

Bacterial Analysis

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-473	GRAB	2505 Elementary	5-Jan-16	0.17	<1	<2	5.5	<1	0.18
ANM-473	GRAB	2505 Elementary	5-Jan-16	0.17	<1	<2	5.5	<1	0.18
ANM-472	GRAB	3275 Sunnyside Road	5-Jan-16	0.97	<1	<2	6.8	<1	0.3
ANM-470	GRAB	2697 Sunnyside Road	5-Jan-16	0.68	<1	<2	6.4	<1	0.29
ANM-471	GRAB	1175 East Road	6-Jan-16	0.63	<1	<2	7.1	<1	0.44
ANM-470	GRAB	2697 Sunnyside Road	13-Jan-16	0.72	<1	[Poor spreading] LA	7.3	<1	0.33
ANM-473	GRAB	2505 Elementary	13-Jan-16	0.13	<1	<2	6.6	<1	0.27
ANM-472	GRAB	3275 Sunnyside Road	13-Jan-16	1.1	<1	<2	7.2	<1	0.3
ANM-471	GRAB	1175 East Road	13-Jan-16	0.73	<1	<2	7.4	<1	0.35
ANM-473	GRAB	2505 Elementary	21-Jan-16	0.84	<1	<2	7	<1	0.34
ANM-470	GRAB	2697 Sunnyside Road	21-Jan-16	0.77	<1	<2	7	<1	0.32
ANM-472	GRAB	3275 Sunnyside Road	21-Jan-16	0.69	<1	<2	7.2	<1	0.31
ANM-471	GRAB	1175 East Road	21-Jan-16	0.31	<1	<2	7.3	<1	0.32
ANM-473	GRAB	2505 Elementary	3-Feb-16	0.02	<1	LA	7.3	<1	0.19
ANM-472	GRAB	3275 Sunnyside Road	3-Feb-16	0.84	<1	LA	7.3	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	3-Feb-16	0.98	<1	LA	7.1	<1	0.33

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-471	GRAB	1175 East Road	3-Feb-16	0.46	<1	LA	7.1	<1	0.42
ANM-473	GRAB	2505 Elementary	16-Feb-16	0.81	<1	<2	7.9	<1	0.41
ANM-472	GRAB	3275 Sunnyside Road	16-Feb-16	1	<1	<2	7.9	<1	0.3
ANM-470	GRAB	2697 Sunnyside Road	16-Feb-16	1.2	<1	<2	8	<1	0.36
ANM-471	GRAB	1175 East Road	16-Feb-16	1	<1	<2	7.7	<1	0.46
ANM-472	GRAB	3275 Sunnyside Road	3-Mar-16	1	<1	<2	8.2	<1	0.35
ANM-473	GRAB	2505 Elementary	3-Mar-16	0.93	<1	<2	8	<1	0.38
ANM-470	GRAB	2697 Sunnyside Road	3-Mar-16	0.88	<1	<2	8.1	<1	0.32
ANM-471	GRAB	1175 East Road	3-Mar-16	0.32	<1	<2	8.2	<1	0.4
ANM-472	GRAB	3275 Sunnyside Road	16-Mar-16	0.94	<1	<2	7.9	<1	0.23
ANM-473	GRAB	2505 Elementary	16-Mar-16	0.59	<1	6	8.4	<1	0.24
ANM-470	GRAB	2697 Sunnyside Road	16-Mar-16	0.87	<1	<2	8.4	<1	0.3
ANM-471	GRAB	1175 East Road	17-Mar-16	0.54	<1	<2	7.3	<1	0.27
ANM-472	GRAB	3275 Sunnyside Road	29-Mar-16	0.52	<1	<2	9.2	<1	0.28
ANM-473	GRAB	2505 Elementary	29-Mar-16	0.54	<1	<2	9.2	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	29-Mar-16	0.56	<1	2	9	<1	0.26

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-471	GRAB	1175 East Road	29-Mar-16	0.27	<1	2	8.9	<1	0.32
ANM-472	GRAB	3275 Sunnyside Road	11-Apr-16	1.12	<1	<2	9.1	<1	0.26
ANM-473	GRAB	2505 Elementary	11-Apr-16	<0.04	<1	<2	12	<1	0.2
ANM-470	GRAB	2697 Sunnyside Road	11-Apr-16	1.2	<1	<2	9.7	<1	0.45
ANM-471	GRAB	1175 East Road	11-Apr-16	0.86	<1	<2	11	<1	0.27
ANM-470	GRAB	2697 Sunnyside Road	26-Apr-16	0.73	<1	<2	13	<1	0.28
ANM-472	GRAB	3275 Sunnyside Road	26-Apr-16	0.76	<1	<2	11	<1	0.25
ANM-473	GRAB	2505 Elementary	26-Apr-16	<0.04	<1	<2	12	<1	0.27
ANM-471	GRAB	1175 East Road	26-Apr-16	0.63	<1	<2	9.8	<1	0.27
ANM-472	GRAB	3275 Sunnyside Road	10-May-16	1.07	<1	<2	12	<1	0.32
ANM-473	GRAB	2505 Elementary	10-May-16	0.89	<1	<2	13	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	10-May-16	0.81	<1	<2	13	<1	0.38
ANM-471	GRAB	1175 East Road	10-May-16	1.2	<1	<2	12	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	19-May-16	1.07	<1	2	15	<1	0.78
ANM-472	GRAB	3275 Sunnyside Road	19-May-16	0.97	<1	<2	13	<1	0.3
ANM-471	GRAB	1175 East Road	25-May-16	0.95	<1	<2	12	<1	0.4

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-470	GRAB	2697 Sunnyside Road	25-May-16	1.01	<1	<2	15	<1	0.55
ANM-473	GRAB	2505 Elementary	25-May-16	0.23	<1	<2	11	<1	0.55
ANM-472	GRAB	3275 Sunnyside Road	25-May-16	0.78	<1	<2	10	<1	0.42
ANM-473	GRAB	2505 Elementary	2-Jun-16	<0.04	<1	<2	17	<1	0.23
ANM-470	GRAB	2697 Sunnyside Road	2-Jun-16	0.38	<1	<2	15	<1	0.25
ANM-472	GRAB	3275 Sunnyside Road	7-Jun-16	0.75	<1	<2	13	<1	0.3
ANM-473	GRAB	2505 Elementary	7-Jun-16	0.35	<1	2	19	<1	0.36
ANM-470	GRAB	2697 Sunnyside Road	7-Jun-16	0.62	<1	<2	15	<1	0.39
ANM-471	GRAB	1175 East Road	7-Jun-16	0.55	<1	<2	14	<1	0.36
ANM-472	GRAB	3275 Sunnyside Road	21-Jun-16	0.8	<1	<2	15	<1	0.26
ANM-473	GRAB	2505 Elementary	21-Jun-16	<0.04	<1	[contamination; cg around edge of plate] LA	18	<1	0.25
ANM-470	GRAB	2697 Sunnyside Road	21-Jun-16	0.65	<1	<2	15	<1	0.28
ANM-471	GRAB	1175 East Road	21-Jun-16	1.15	<1	<2	14	<1	0.33
ANM-472	GRAB	3275 Sunnyside Road	6-Jul-16	0.5	<1	<2	16	<1	0.29
ANM-473	GRAB	2505 Elementary	6-Jul-16	0.65	<1	<2	16	<1	0.28

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-470	GRAB	2697 Sunnyside Road	6-Jul-16	0.7	<1	<2	17	<1	0.34
ANM-471	GRAB	1175 East Road	6-Jul-16	1.25	<1	<2	15	<1	0.39
ANM-472	GRAB	3275 Sunnyside Road	20-Jul-16	0.82	<1	2	16	<1	0.27
ANM-473	GRAB	2505 Elementary	20-Jul-16	1.12	<1	<2	19	<1	0.3
ANM-470	GRAB	2697 Sunnyside Road	20-Jul-16	0.74	<1	<2	17	<1	0.38
ANM-471	GRAB	1175 East Road	20-Jul-16	1.09	<1	<2	15	<1	0.25
ANM-471	GRAB	1175 East Road	2-Aug-16	1	<1	2	17	<1	0.29
ANM-470	GRAB	2697 Sunnyside Road	2-Aug-16	1	<1	<2	19	<1	0.33
ANM-473	GRAB	2505 Elementary	2-Aug-16	0.65	<1	<2	22	<1	0.48
ANM-472	GRAB	3275 Sunnyside Road	2-Aug-16	0.53	<1	<2	18	<1	0.3
ANM-472	GRAB	3275 Sunnyside Road	16-Aug-16	0.56	<1	4	18	<1	0.22
ANM-473	GRAB	2505 Elementary	16-Aug-16	1.3	<1	<2	21	<1	0.28
ANM-470	GRAB	2697 Sunnyside Road	16-Aug-16	1.2	<1	<2	19	<1	0.24
ANM-471	GRAB	1175 East Road	16-Aug-16	1	<1	<2	19	<1	0.33
ANM-472	GRAB	3275 Sunnyside Road	31-Aug-16	0.75	<1	2	19	<1	0.29
ANM-473	GRAB	2505 Elementary	31-Aug-16	0.97	<1	2	20	<1	0.31

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-472	GRAB	3275 Sunnyside Road	18-Jan-17	1.2	<1	<2	6	<1	0.2
ANM-473	GRAB	2505 Elementary	18-Jan-17	1.2	<1	<2	5	<1	0.22
ANM-470	GRAB	2697 Sunnyside Road	18-Jan-17	1.2	<1	10	5	<1	0.21
ANM-471	GRAB	1175 East Road	18-Jan-17	0.87	<1	<2	6	<1	0.3
ANM-472	GRAB	3275 Sunnyside Road	25-Jan-17	1.1	<1	<2	5	<1	0.45
ANM-473	GRAB	2505 Elementary	25-Jan-17	<0.04	<1	<2	4	<1	0.32
ANM-470	GRAB	2697 Sunnyside Road	25-Jan-17	0.97	<1	<2	5	<1	0.56
ANM-471	GRAB	1175 East Road	25-Jan-17	1	<1	<2	6	<1	0.47
ANM-471	GRAB	1175 East Road	2-Feb-17	0.52	<1	<2	6	<1	0.28
ANM-472	GRAB	3275 Sunnyside Road	23-Feb-17	0.7	<1	<2	5	<1	0.41
ANM-473	GRAB	2505 Elementary	23-Feb-17	0.84	<1	<2	5	<1	0.33
ANM-470	GRAB	2697 Sunnyside Road	23-Feb-17	0.95	<1	2	5	<1	0.32
ANM-471	GRAB	1175 East Road	23-Feb-17	0.54	<1	<2	5	<1	0.36
ANM-472	GRAB	3275 Sunnyside Road	1-Mar-17	0.6	<1	<2	4	<1	0.27
ANM-473	GRAB	2505 Elementary	1-Mar-17	0.14	<1	<2	4	<1	0.19
ANM-470	GRAB	2697 Sunnyside Road	1-Mar-17	0.55	<1	<2	4	<1	1.4

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-471	GRAB	1175 East Road	1-Mar-17	0.17	<1	<2	4	<1	0.38
ANM-472	GRAB	3275 Sunnyside Road	29-Mar-17	0.75	<1	<2	7	<1	0.3
ANM-473	GRAB	2505 Elementary	29-Mar-17	0.04	<1	<2	7	<1	0.22
ANM-470	GRAB	2697 Sunnyside Road	29-Mar-17	1.1	<1	<2	7	<1	0.28
ANM-471	GRAB	1175 East Road	29-Mar-17	0.47	<1	<2	6	<1	0.36
ANM-472	GRAB	3275 Sunnyside Road	5-Apr-17	1	<1	<2	7	<1	0.51
ANM-473	GRAB	2505 Elementary	5-Apr-17	0.04	<1	<2	7	<1	0.19
ANM-470	GRAB	2697 Sunnyside Road	5-Apr-17	1	<1	<2	7	<1	0.36
ANM-471	GRAB	1175 East Road	5-Apr-17	0.59	<1	<2	7	<1	0.49
ANM-472	GRAB	3275 Sunnyside Road	13-Apr-17	0.79	<1	<2	7	<1	0.28
ANM-473	GRAB	2505 Elementary	13-Apr-17	0.05	<1	<2	8	<1	0.24
ANM-470	GRAB	2697 Sunnyside Road	13-Apr-17	0.72	<1	4	7	<1	0.32
ANM-471	GRAB	1175 East Road	13-Apr-17	0.9	<1	<2	7	<1	0.37
ANM-472	GRAB	3275 Sunnyside Road	9-May-17	0.91	<1	<2	9	<1	0.49
ANM-473	GRAB	2505 Elementary	9-May-17	<0.04	<1	7200	12	<1	0.2
ANM-470	GRAB	2697 Sunnyside Road	9-May-17	1.1	<1	8	11	<1	0.37

Sampling point	Sample type	Sample reported name	Sampled date	Chlorine Free mg/L	Ecoli MF/ 100mLs	HPC CFU/mls	Temp. °C	Total Coliform MF/ 100mLs	Turbidity NTU
ANM-471	GRAB	1175 East Road	9-May-17	0.67	<1	<2	9	<1	0.35
ANM-470	GRAB	2697 Sunnyside Road	11-May-17	1.3	<1	<2	10	<1	0.25
ANM-472	GRAB	3275 Sunnyside Road	19-May-17	0.94	<1	<2	10	<1	0.36
ANM-473	GRAB	2505 Elementary	19-May-17	1.2	<1	<2	12	<1	0.26
ANM-470	GRAB	2697 Sunnyside Road	19-May-17	1.2	<1	<2	11	<1	0.24
ANM-471	GRAB	1175 East Road	19-May-17	0.76	<1	4	9	<1	0.29

Appendix #2

Metals Monitoring



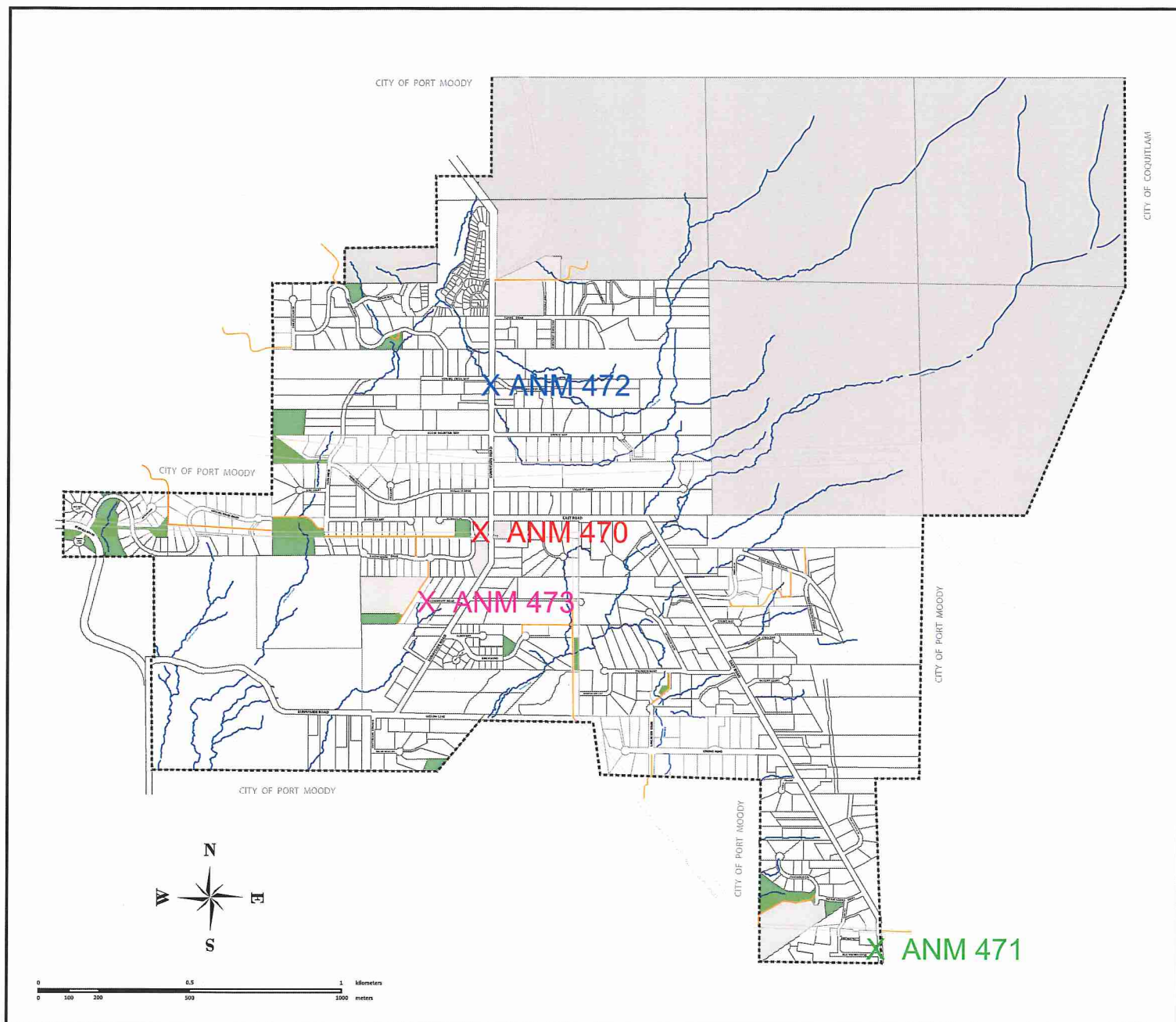
		ANM-470	ANM-472
	Sample Description	2697 Sunnyside Road	3275 Sunnyside Road
	Sample Date	25/10/2017 9:51	25/10/2017 10:01
	Sample Type	GRAB	GRAB
Aluminum Total	µg/L	88	79
Antimony Total	µg/L	<0.5	<0.5
Arsenic Total	µg/L	<0.5	<0.5
Barium Total	µg/L	2.8	2.9
Boron Total	µg/L	<10	<10
Cadmium Total	µg/L	<0.2	<0.2
Calcium Total	µg/L	1270	1690
Chromium Total	µg/L	0.05	0.06
Cobalt Total	µg/L	<0.5	<0.5
Copper Total	µg/L	23.1	4.8
Iron Total	µg/L	60	62
Lead Total	µg/L	<0.5	<0.5
Magnesium Total	µg/L	101	97
Manganese Total	µg/L	1.2	0.9
Mercury Total	µg/L	<0.05	<0.05
Molybdenum Total	µg/L	<0.5	<0.5
Nickel Total	µg/L	<0.5	<0.5
Potassium Total	µg/L	133	130
Selenium Total	µg/L	<0.5	<0.5
Silver Total	µg/L	<0.5	<0.5
Sodium Total	µg/L	6100	5680
Zinc Total	µg/L	5.1	3.7

Appendix #3

Disinfection By-Product Monitoring

Sample	Date Sampled	THM (ppb)					Total THM Quarterly Average (Guileline Limit 100ppb/mL)	HAA (ppb)						Total HAA Quarterly Average (Guileline Limit 80ppb/mL)
		Bromodichloromethane	Bromoform	Chlorodibromomethane	Chloroform	Total Trihalomethanes		Dibromoacetic Acid	Dichloroacetic Acid	Monobromoaacetic Acid	Monochloroacetic Acid	Trichloroacetic Acid	Total Haloacetic Acid	
ANM-470	2016-06-02 00:00	<1	<1	<1	45	45.7		<0.5	23	<1	9	35	68.2	
ANM-470	2016-08-31 00:00	1	<1	1	39	41		<0.5	3	<1	<2	14.9	19.4	
ANM-470	2016-10-21 00:00	2	<1	<1	61	64		<0.5	30	<1	7	45.5	83.5	
ANM-470	2017-03-01 00:00	<1	<1	<1	42	44	49	<0.5	18	<1	2	22.6	44	54
ANM-470	2017-05-19 00:00	<1	<1	<1	44	44	48	<0.5	39	1	3	60.8	104.9	63
ANM-470	2017-08-23 00:00	<1	<1	<1	26	26	45	<0.5	12	1	<2	11	24.1	64
ANM-470	2017-12-02 00:00	<1	<1	<1	40	41	39	<0.5	14	<1	<2	18.9	35.4	52
ANM-473	2016-06-02 00:00	<1	<1	<1	45	45.6		<0.5	22	<1	11	29.1	62	
ANM-473	2016-08-31 00:00	1	<1	1	45	47		<0.5	24	<1	9	26.3	60.1	
ANM-473	2016-10-21 00:00	2	<1	<1	70	73		<0.5	4	<1	10	24.3	38.6	
ANM-473	2017-03-01 00:00	1	<1	<1	54	56	55	<0.5	20	<1	3	26.4	50.3	53
ANM-473	2017-05-19 00:00	<1	<1	<1	44	44	55	<0.5	44	1	3	75.3	124.1	68
ANM-473	2017-08-23 00:00	<1	<1	<1	53	53	57	<0.5	7	<1	<2	12.1	19.6	58
ANM-473	2017-12-02 00:00	<1	<1	<1	59	60	53	<0.5	8	<1	<2	32.3	42.5	59

Appendix #4
Anmore Water Quality Sampling Station Map

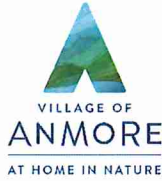


LEGEND

Anmore Water Quality Sampling Stations

June 2014

The Village of Anmore does not assume responsibility for the correctness of this map as it is intended for general reference only.



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 29, 2018

Submitted by: Jason Smith, Manager of Development Services

Subject: Bella Terra Development Variance Permit – Adoption Report

Purpose / Introduction

The purpose of this report is to provide Council with the opportunity to issue a development variance permit for Bella Terra. The development variance is for 3 proposed parcels and would amend the front, rear and side yard setback requirements for the 3 proposed parcels so that the original intent of the development application can be realized.

Recommended Options

That Council approve Development Variance Permit No. 48/18 for the Bella Terra development, as recommended in the report dated Aug 29, 2018.

Background

Council discussed this application and initiated the development variance permit (DVP) process at the July 17, 2018 council meeting. Public notice was provided to the neighbouring properties and no comments on this matter have been received by staff to-date.

Discussion

The developers of Bella Terra are in the midst of finalizing their Phase II subdivision, and during the review of that subdivision application a difference of opinion arose as to how to define the front yard setback. The DVP process was commenced in an effort to ensure that there was absolute clarity as to where the front yard line was and from that what all the setbacks would be for proposed lots 2, 3 and 4. The full discussion of the definitions was provided in the initial Council report and is attached to this report.

There were no comments received from the neighbouring property owners, and staff are supportive of the original development scheme that Council endorsed as part of the rezoning. Granting the DVP would enable the Bella Terra development to proceed.

Report/Recommendation to Council

Bella Terra Development Variance Permit – Adoption Report

August 29, 2018

The proposed setback changes are outlined in the following table:

Yard	Required Setback	Proposed Setback
Front	7.6 metres	5 metres
Rear	7.6 metres	5 metres
Exterior/Interior Side Yard (east)	5 metres	7.6 metres
Exterior/Interior Side Yard (west)	5 metres	7.6 metres

Other Options

The following options are provided for Council's consideration:

1. That Council approve Development Variance Permit No. 48/18 for the Bella Terra development, as recommended in the report dated Aug 29, 2018.
- Or
2. That Council decline the request for a development variance permit for the Bella Terra development.

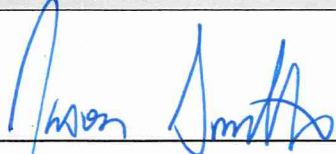
Financial Implications

There are no financial implications with regard to any of the options presented.

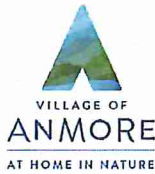
Attachments:

1. Report to Council dated July 13, 2018
2. Development Variance Permit No. 48/18

Prepared by:



Jason Smith
Manager of Development Services



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 13, 2018

Submitted by: Jason Smith, Manager of Development Services

Subject: Development Variance Permit Application – Bella Terra

Purpose / Introduction

The purpose of this report is to introduce a development variance permit (DVP) application to Council. The DVP is for 3 proposed parcels that are part of phase 2 of the Bella Terra development. The intent of the application is to amend the front, rear and side yard setback requirements for 3 proposed parcels so that the original intent of the development application can be realized.

Recommended Options

That Council advise staff to proceed with providing notice to the neighbouring properties of the Development Variance Permit request for Bella Terra and advise them that Council will be considering approval of the Development Variance Permit at its September 4, 2018 meeting.

Background

The Bella Terra property was the subject of a rezoning application in 2016. Since that time the first phase of the development has completed the subdivision process. Several parcels were created, as envisioned in the rezoning application, through that process and the developers are now proceeding with the final phase of subdividing the Bella Terra property.

During the review of this proposal, staff noted that there was a misinterpretation of the front parcel line location and the corresponding front yard setback requirements. Staff recommended to the developer that they seek a DVP to ensure that there was no ambiguity with regards to where the front parcel line located, and thus what all the other parcels lines would be defined as, and the corresponding setback requirements.

Report/Recommendation to Council

Development Variance Permit Application – Bella Terra

July 13, 2018

Discussion

The parcels in question are parcels 2, 3 and 4 of the proposed phase 2 subdivision, see attached drawing.

Below is the definition used to determine the front parcel line from the Zoning Bylaw:

means the parcel line common to the parcel and an abutting street.
Where there is more than one parcel line abutting a street, the shortest of these lines shall be considered the front. In the case of a panhandle parcel, the front parcel line, for the purpose of determining setback requirements, is at the point where the access strip ends and the parcel widens.

Staffs interpretation of this definition is that for proposed parcels 2, 3 and 4 the front parcel line is the northern parcel line – as this is the parcel line that abuts the street. The developer had predicated their development and building scheme on the assumption that the eastern parcel line would be the front. If staff's interpretation is carried through then the southern parcel lines would be the rear parcel line and the eastern and western parcel lines would be considered the external side parcel lines.

Staff are supportive of the original intent of the development and to enable it recommend the following changes to the setback requirements for the proposed parcels 2, 3 and 4.

Yard	Required Setback	Proposed Setback
Front	10 metres	5 metres
Rear	7.6 metres	5 metres
Exterior Side Yard (east)	5 metres	10 metres
Exterior Side Yard (west)	5 metres	7.6 metres

Notice will be sent to the neighbouring properties, as required by the Local Government Act. Should Council choose to proceed with the DVP application, the intent would be that the application be brought back for adoption at the September 4, 2018 regular Council meeting.

Report/Recommendation to Council

Development Variance Permit Application – Bella Terra

July 13, 2018

Other Options

The following options are presented for Council's consideration:

1. That Council advise staff to proceed with providing notice to the neighbouring properties of the Development Variance Permit request for Bella Terra and advise them that Council will be considering approval of the Development Variance Permit at its September 4, 2018 meeting. [Recommended]

Or

2. That Council not proceed with notification and advise staff to notify the applicant that Council is not supportive of this Development Variance Permit application

Or

3. That Council advise staff of an alternative course of action in responding to this Development Variance Permit application.

Financial Implications

There are no financial implications to any of the options presented.

Attachments:

1. Proposed Parcels – Bella Terra Phase Subdivision

Report/Recommendation to Council

Development Variance Permit Application – Bella Terra

July 13, 2018

Prepared by:

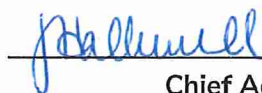


Jason Smith

Manager of Development Services

Reviewed for Form and Content / Approved for Submission to Council:

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer

VILLAGE OF ANMORE

DEVELOPMENT VARIANCE PERMIT NO. 48/18

Issued pursuant to section 498 of the Local Government Act

1. This Development Variance Permit is issued to:

BELLA TERRA INVESTMENTS INC.

as the registered owners (hereinafter referred to as the "Permittee" and shall apply only to ALL AND SINGULAR those certain parcels of land and premises (hereinafter referred to as the "Land) situated and in being in the Village of Anmore, in the Province of British Columbia, and more particularly known and described as:

LOT 12, SECTION 20, TOWNSHIP 39, NEW WESTMINSTER DISTRICT, PLAN
EPP70467 – PROPOSED LOTS 2, 3 AND 4

located at:

CIVIC ADDRESSES TBD.

2. The said Land is subject to Anmore Zoning Bylaw No. 568-2017, and any and all amendments thereto.
3. That section 9.17.4 (building setbacks) of Anmore Zoning Bylaw No. 568-2017 be varied by reducing the setbacks for the front lot line, the rear lot line, the exterior side yard (east), and exterior side yard (west), for future construction of a new principal building situated on the Lot as indicated below and in accordance with the attached drawing, shown as Schedule A of this permit:
- (i) The front lot line setback from 7.6 metres to 5 metres;
 - (ii) The rear lot line setback from 7.6 metres to 5 metres;
 - (iii) The exterior/interior side yard (east) setback from 5 metres to 7.6 metres; and
 - (iv) The exterior/interior side yard (west) setback from 5 metres to 7.6 metres
4. This Permit only pertains to the building footprint of a proposed principal building as shown on Schedule A. The construction of any new building or structure shall comply with the applicable building setbacks.

5. This Permit does not constitute a subdivision approval or a building permit.

AUTHORIZING RESOLUTION passed by Council on the ____ day of _____, 2018

IN WITNESS WHEREOF this Development Variance Permit No. 48/18 is hereby issued by the Municipality, signed by the Mayor and the Manager of Corporate Services and sealed with the Corporate Seal this ____ day of _____, 2018.

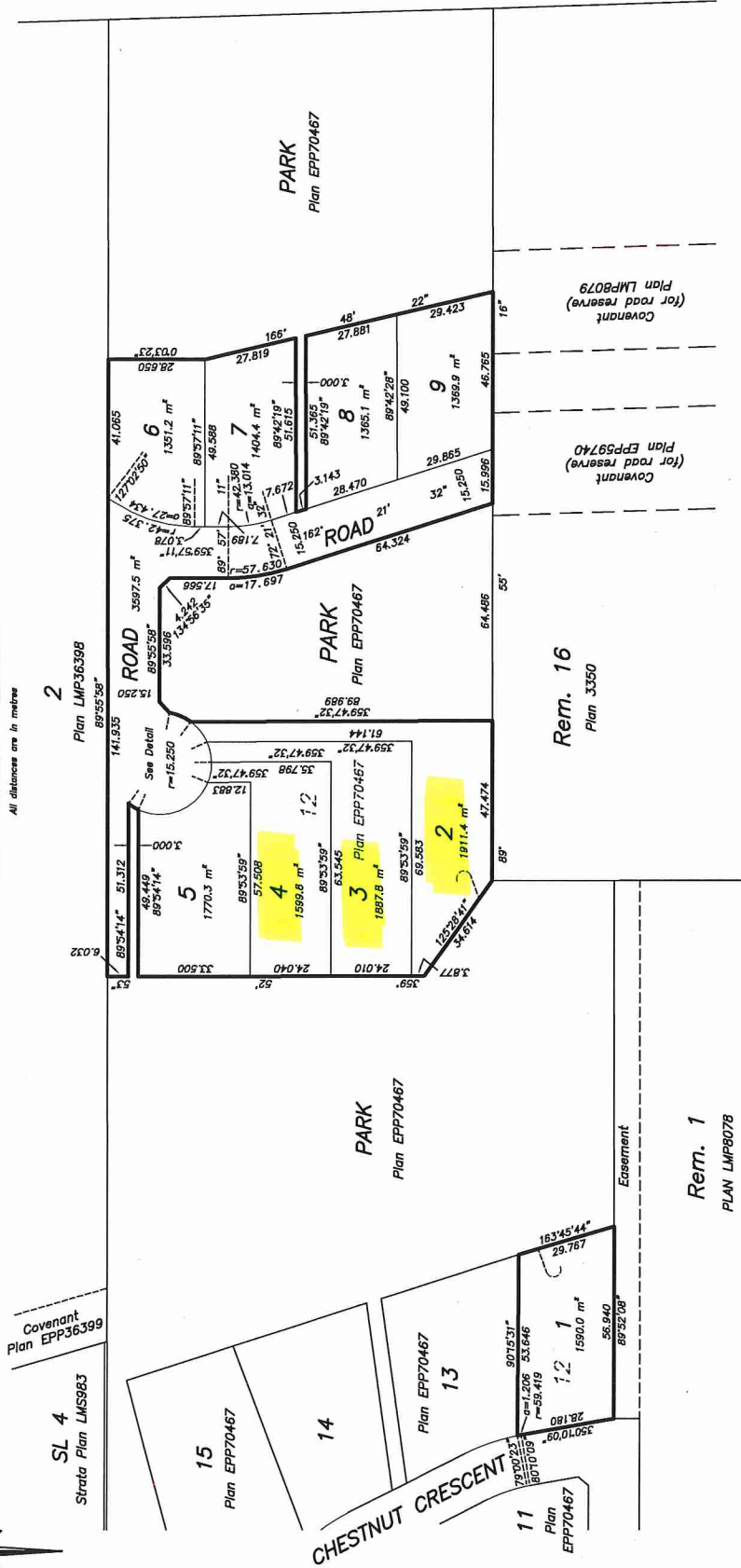
The Corporate Seal of the
Village of Anmore was hereto
affixed in the presence of:

MAYOR

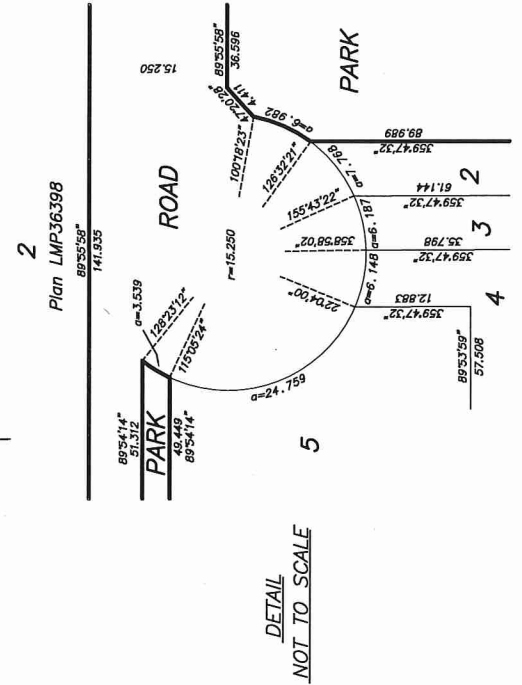
MANAGER OF CORPORATE SERVICES

PROPOSED SUBDIVISION PLAN OF LOT 12,
SECTION 20, TOWNSHIP 39,
NEW WESTMINSTER DISTRICT, EPP70467

SCALE: 1:1000



Sec. 21
Tp. 39



VERNON C. GOUDAL & ASSOCIATES
A DIVISION OF RPOVE
PROFESSIONAL LAND SURVEYING INC.
202 - 1120 WESTWOOD STREET
COQUITLAM, B.C. V3B 7Y8
TEL : (604) 942-8816
FAX : (604) 464-8808
FILE NUMBER : 06597AX



AMANDA TODD LEGACY
'THE DREAM OF HELPING KIDS'

amandatoddlegacy.org | info@amandatoddlegacy.org

To Whom It May Concern;

Re: Light Up Purple for October 10, 2018

We invite you to join us for our #LightUpPurple campaign in support of World Mental Health Day held annually on October 10th. Light Up Purple is supported by the World Federation for Mental Health, whose 2018 theme is "*Young People and Mental Health in a Changing World*".

We are pleased to have seen increased involvement with this event over the past five years, and the awareness it is bringing to mental health and wellness around the world. Buildings, landmarks and bridges across Canada, the USA and Internationally have been illuminating for 'Light Up Purple'. We hope to see all our previous supporters, along with new ones, **light up purple on October 10th, proclaim and build awareness for World Mental Health Day, and even wear or do something purple themed.** Please visit our event website to view past supporters and discover other ways to get involved to show support on October 10, 2018.

The Amanda Todd Legacy is a non-profit society that focuses on awareness and the well-being of individuals with respect to prevention and awareness relating to bullying, cyber abuse and internet safety as well as resources and education that encourage mental wellness and healthy living.

Standing together as one we can make a difference for everyone. By educating and empowering children and adults, we advocate for change to avoid more casualties. We, as caring communities of parents, youth, families, friends, classmates, co-workers and neighbors, must stand together and #MakeTodayPositive. Together we can show the entire world by lighting up purple that we say NO to bullying and the stigma of mental illness.

Please join us this year and help to make a #GlobalDifference in the awareness surrounding mental health this October 10th. If you should have any questions, please email me directly at carol@amandatoddlegacy.org.

Thank you in advance for your consideration.

Carol Todd - Founder
Amanda Todd Legacy Society
www.amandatoddlegacy.org
#MentalHealthMatters

August 2, 2018

Mayor Lois Jackson
The Corporation of Delta
4500 Clarence Taylor Crescent
Delta, BC, V4K 3E2
Sent via email

Dear Mayor Jackson and members of Delta Council,

Thank you for your letter dated May 30, 2018 regarding confirmation of financial responsibilities of a marine oil spill related to the Trans Mountain Expansion Project (TMEP or Project). I would like to assure you that the safety of the public, our employees and the environment is our first priority. We understand your concerns about potential effect to your municipality's shoreline, including the Fraser River from a pipeline spill, or a spill from tankers transiting the Salish Sea.

Trans Mountain has committed to a number of items of spill prevention, preparedness and response, for both land and marine spills. These commitments, are based upon a most thorough and comprehensive review of risks associated with the project. Trans Mountain combines careful planning with regular training, equipment deployments and mock emergency exercises. A key component of Program enhancement has been the development of Geographic Response Plans (GRPs). GRPs enable a timely and more effective response to mitigate potential impacts to the environment by providing pre-identified control points, response tactics and other geographically specific information¹. In addition we have the largest inventory of pipeline inland oil spill response equipment in the province of BC which is strategically located along the pipeline to allow for the fastest and most effective response. Other improvements include significant investments in tug escort and enhancements to the existing marine spill response regime through Western Canada Marine Response Corporation (WCMRC), which will benefit the entire south coast region of BC. WCMRC is the Transport Canada certified Response Organization for the coast of British Columbia, which is entirely funded by industry, including Trans Mountain (www.wcmrc.com).

As noted in a Council Report by your municipality's Director of Corporate Services dated May 2, 2018,² there are a number of conditions that relate to spill response and emergency planning in the National Energy Board (NEB) approval of TMEP and as part of the Environmental Certificate awarded to Trans Mountain by the BC Environmental Assessment Office (BCEAO). Trans Mountain has been working on fulfilling these Conditions by enhancing the Emergency

¹ More information about the location of the Pipeline System, and associated Geographic Response Plan Data Sheets is available on our website: <https://www.transmountain.com/emergency-response-plans> (Accessed July 19, 2018)

² Memorandum from the Director of Corporate Services dated May 2, 2018. Motions on Notice (G.01): May 14, 2018 Regular Meeting of Delta Council: <https://delta.civicweb.net/document/178210> (accessed July 2, 2018)



Management Program, which includes making improvements to existing plans and meeting with potentially affected communities. Emergency management program conditions include:

- NEB Condition 90: Consultation on improvements to Trans Mountain's Emergency Management Program
- NEB Condition 117: Reporting on improvements to Trans Mountain's Emergency Management Program
- NEB Condition 119: Emergency Preparedness and Response Exercise and Training Program
- NEB Condition 120: Notification and reporting on emergency response exercises
- NEB Condition 121: Financial Assurances Plan – operations phase
- NEB Condition 124: Implementing improvements to Trans Mountain's Emergency Management Program
- NEB Condition 125: Emergency Response Plans for the Pipeline and for the Edmonton, Sumas and Burnaby Terminals
- NEB Condition 126: Emergency Response Plan for the Westridge Marine Terminal
- NEB Condition 129: Final Terminal Risk Assessments
- NEB Condition 131: Marine Shipping-related Commitments (includes enhancement to WCMRC marine spills response regime)
- NEB Condition 136: Pre-Operational full scale emergency response exercises
- NEB Condition 144: Ongoing implementation of marine shipping-related commitments
- NEB Condition 153: Full-scale emergency response exercises during operations
- BC EAO Condition 33: Geographic Response Plans
- BC EAO Condition 34: Coastal Geographic Response
- BC EAO Condition 35: Fate and Behaviour of Bitumen Release
- BC EAO Condition 36: Emergency Preparedness and Response Exercise and Training Program and Reporting
- BC EAO Condition 37: Pre-Operations Emergency Response Exercises

In reference to the list above, the BCEAO requires continued investment in the research of fate and behavior of bitumen as BCEAO Condition 35.³ Supplemental studies are currently underway to address related questions about the fate and behaviour of dilbit and other crude oil products in both marine and freshwater settings under a range of circumstances and conditions. Research topics include how oil spreads and behaves on water and the evaluation of current inland spill response technologies. For example, We recently completed joint industry research initiative with

³ Conditions of Approval can be found in Schedule B: Trans Mountain Expansion Project Table of Conditions for an Environmental Assessment Certificate: <https://projects.eao.gov.bc.ca/api/document/5892318fb637cc02bea16484/fetch> (Accessed July 12, 2018)



the governments of British Columbia and Alberta, to independently evaluate and review current inland spill response technologies focusing on diluted bitumen.⁴

Trans Mountain has also made many commitments related to emergency management, including spill response, that are tracked and reported publicly as per NEB Condition 6.⁵ This includes Trans Mountain's progress in implementing TERMPOL recommendations.⁶

As part of the Expansion Project we have initiated an extensive consultation program over the last several years and in compliance with NEB Condition 90 for the development of our industry leading EMP. The consultation program maximizes local input and expertise which is the key to developing the industry leading program. Like many municipalities in Metro Vancouver, the municipality of Delta has participated in some of our regular exercises and EMP enhancement works since that time, including a full-scale exercise at Westridge Marine Terminal in 2015, and a meeting with representatives from the Delta Fire Department, Engineering, Climate Action and Environment and the Emergency Coordinator on January 19, 2017. We welcome your continued participation as we engage with municipalities in Metro Vancouver and across the project corridor.

Liability coverage for oil spills

Should a spill occur along the pipeline or at the Westridge Marine Terminal, regardless of where the oil comes from, Trans Mountain would activate the required response resources and see that the response is undertaken in a diligent manner. The cost of the response would be allocated based upon the following:

Oil spills from Trans Mountain Pipeline System

The NEB has oversight for any potential spills resulting from operations of the Trans Mountain pipeline. The concern about potential spills costs and damages was considered by the NEB in their recommendation report to the Federal Cabinet in May 2016.⁷

⁴ Trans Mountain Supporting Ongoing Canadian Research of Diluted Bitumen Behaviour in Water, <https://www.transmountain.com/news/2018/trans-mountain-supporting-ongoing-canadian-research-of-diluted-bitumen-behaviour-in-water> (Accessed July 13, 2018)

⁵ Trans Mountain Expansion Project Compliance to Condition 6 - Commitments Tracking Table (NEB Filing ID A92890) <https://apps.neb-one.gc.ca/REGDOCS/Item/View/3579773> (Accessed July 13, 2018)

⁶ TMEP progress on TERMPOL Review Committee Recommendations <https://www.transmountain.com/termpol> (Accessed July 13, 2018)

⁷ Section 13.3 of the National Energy Board Report: Trans Mountain Expansion Project (page 319), May 2016. NEB filing ID A77045 <https://apps.neb-one.gc.ca/REGDOCS/Item/View/2969696> (Accessed July 2, 2018).



The NEB reinforced requirements to ensure Trans Mountain has sufficient financial resources over the course of the Project to address the costs of a major spill with NEB Condition 121.

Under the NEB Condition 121 Trans Mountain is required to have a Financial assurance plan assuring unfettered access to at least \$100 million in the form of ready cash to cover costs, including compensation, to third parties for losses and damages in the near term, while insurance claims are being processed. An additional \$1 billion must also be made available through other financial instruments stipulated by the NEB in the condition.⁸

Marine-based oil spills

Westridge Terminal-source spill: The Westridge Marine Terminal is an oil handling facility as defined in the Canada Shipping Act. Extensive emergency response plans are available for this facility, which are exercised regularly to ensure rapid response by terminal staff and Western Canada Marine Response Corporation (WCMRC). If oil were to be released into the marine environment directly from the Trans Mountain facilities, such as operations at Westridge Marine Terminal, Trans Mountain would be the Responsible Party and Trans Mountain would cover the financial costs of cleaning up such a spill. Tanker loading is planned and handled carefully under close supervision of Trans Mountain operators, the Trans Mountain Loading Master and the vessel officers and staff. Trans Mountain has emergency plans and equipment and spill mitigation measures and whenever a vessel is berthed at the terminal it is fully surrounded by a marine oil spill containment boom.

- **Ship-source spill:** As outlined to you in the May 2, 2018 staff report to Delta Council, in Canada, liability and compensation for ship-source oil spill pollution is governed by the *Canada Shipping Act* and the *Marine Liability Act* and is also based on a polluter pays principle. If oil were released from a vessel, the vessel owner would be the Responsible Party and three different sources of compensation are available to provide up to \$1.36 billion for damages resulting from a single oil spill. This includes the shipowners' liability,⁹ International Oil Pollution Compensation Funds,¹⁰ and Canada's Ship-Source Oil Pollution Fund.¹¹

In a submission to the Province of British Columbia (B.C.) Ministry of Environment policy intentions paper on activities related to spill management, Transport Canada confirmed that

⁸ Conditions of Approval can be found in Appendix 3 of the National Energy Board Report: Trans Mountain Expansion Project (page 319), May 2016. NEB filing ID A77045 <https://apps.neb-one.gc.ca/REGDOCS/Item/View/2969696> (Accessed July 2, 2018).

⁹ For information on compensation sources visit: <http://www.tc.gc.ca/eng/marinesafety/oep-ers-regime-funds-1119.htm>

¹⁰ For information on the International Oil Pollution Compensation Funds visit: <http://www.iopcfunds.org/>

¹¹ For information on Ship-Source Oil Pollution Fund visit: <http://sopf.gc.ca/>



Canadian taxpayers are protected from clean up and compensation costs associated with oil spills. The full statement is available at: <http://www.tc.gc.ca/eng/mediaroom/our-response-bc-policy-intentions-paper-activities-spill-management.html>.

As described by Transport Canada in this submission to B.C., any person in Canada, including private corporations or the Crown, may file a claim for losses or expenses caused by oil spills from ships:

Under the Oceans Protection Plan, the Government of Canada is making major improvements to the *Ship-Source Oil Pollution Fund* to ensure unlimited industry funded compensation is made available to those affected by ship-source spills. Specifically, these proposed changes include:

- Removing the limit of liability on the *Ship-Source Oil Pollution Fund* to allow for an unlimited amount of compensation for eligible losses and damage with a guaranteed fund top-up;
- Ensuring the ability to recover from industry through a modernized levy mechanism in the unlikely event that the *Ship-Source Oil Pollution Fund* is depleted;
- Aligning with the international regime to ensure coverage to prevent or minimize economic losses, such as in the fisheries or tourism sectors;
- Providing emergency funding to the federal incident commander and to responders under the direction of the federal incident commander when responding to a significant incident; and
- Instituting a fast-track system for small claims to the *Ship-Source Oil Pollution Fund* in order to reduce administrative burdens and facilitate prompt compensation.

Commitment to Safety

Trans Mountain has been safely loading ships at its Westridge Marine Terminal since 1956 without a single spill from tanker operations. We maintain a Vessel Acceptance Standard, which governs the acceptance or rejection of all vessels calling at the Westridge Marine Terminal. Prior to a cargo transfer involving a vessel berthed at Westridge Marine Terminal, Trans Mountain conducts a vessel acceptance process that includes a pre-screening followed by a physical inspection by the Trans Mountain Loading Master before being allowed to undertake operations at the Westridge Terminal dock. Trans Mountain has the right to deny vessels that do not pass the acceptance process.

If an oil spill occurs in a marine environment, multiple organizations quickly take a coordinated approach to mitigate public and environmental impacts. Although vessels transporting petroleum are responsible for any release on water, we are committed to prevention of oil spills and with working with spill responders and ship owners to minimize any spill on water.



We have regulatory requirements to conduct a full scale exercise every three years at the Westridge Terminal. The next full scale exercise for Westridge Terminal is taking place on September 19, 2018, to which Delta and other local municipalities will be invited to observe.

To read our Westridge Marine Terminal Emergency Response Plan visit our website at: [https://transmountain.s3.amazonaws.com/ERP/Westridge Marine Terminal ERP Sept 2016/index.html](https://transmountain.s3.amazonaws.com/ERP/Westridge_Marine_Terminal_ERP_Sept_2016/index.html)

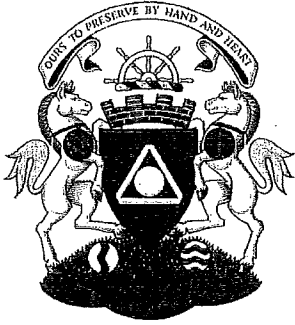
As part of our Application to the National Energy Board, Trans Mountain proposed additional risk controls and safety enhancement, which build on the region's robust safety regime. More information about our marine safety enhancements can be read on our website at: <https://www.transmountain.com/marine-safety>

The Corporation of the Municipality of Delta has participated in our emergency management activities in recent years and we encourage your continued participation. If you have further questions, please contact Lexa Hobenshield at 604-809-9869 or lexa_hobenshield@kindermorgan.com.

Sincerely,

Michael Davies
Vice President, Operations
Kinder Morgan Canada

CC: Ian Anderson, President, Kinder Morgan Canada
The Honourable Carla Qualtrough, Member of Parliament, Delta
The Honourable John Horgan, Premier of British Columbia
Ravi Kahlon, MLA Delta North
Ian Paton, MLA Delta South
Delta Council
Steven Lan, Acting City Manager Corporation of Delta
Sean McGill, Director of Corporate Services Corporation of Delta
Darrell Mussatto, Mayor City of North Vancouver
Karla Graham, City Clerk City of North Vancouver
Metro Vancouver Regional District municipalities
Jonathan Wilkinson, Member of Parliament, North Vancouver



THE CORPORATION OF DELTA
Office of The Mayor, Lois E. Jackson



May 30, 2018

Mr. Ian Anderson, President
Kinder Morgan Canada
300 5th Avenue SW Suite 2700
Calgary, AB T2P 5J2

Dear Mr. Anderson,

Re: Trans Mountain Pipeline Expansion Project

At the May 14, 2018 Regular Meeting of Delta Council the following resolutions were adopted with respect to the Trans Mountain Pipeline Expansion Project:

THAT the City of Delta supports British Columbia's reference to the courts to clarify its jurisdiction to protect the coast; and

THAT the City of Delta write to the government of Canada and Kinder Morgan to seek to confirm that the City of Delta and its taxpayers will not be required to pay any and all costs (economic losses, tax losses, clean-up, etc.) of any spill that affects our shoreline.

A spill from the Trans Mountain Pipeline has the ability to affect Delta's shoreline if the spilled material enters the Fraser River. I recognize that the commitments made through the Trans Mountain Pipeline Expansion Project approval process, related to spill prevention, preparedness and response are meant to ensure this has a very low likelihood of occurring. It also gives me additional comfort knowing that the Western Canada Marine Response Corporation will be increasing its capacity significantly in conjunction with your project, including a new base in the Fraser River, which is a benefit to our community.

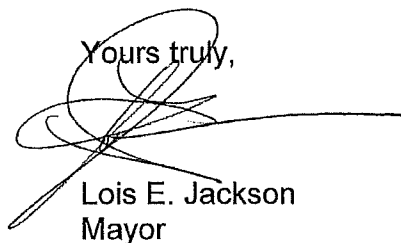
However, it is important that the City of Delta, or our taxpayers, do not incur any costs resulting from a potential oil spill clean-up. Therefore, we respectfully request confirmation that under no circumstances, will the City of Delta, or our taxpayers, be responsible financially or operationally for any potential oil spills associated with the Trans Mountain project. Given the recent announcement of the federal government's intention to purchase the Trans Mountain pipeline and associated facilities, I acknowledge that Kinder Morgan will not be the owner of the pipeline in the future and as such, I am seeking the same assurances from the government of Canada.

... 2

May 30, 2018
Page 2

Thank you for your consideration of this letter and I look forward to your response.

Yours truly,

A handwritten signature in black ink, appearing to be "Lois E. Jackson", with a long horizontal line extending to the right.

Lois E. Jackson
Mayor

cc: The Honourable Carla Qualtrough, Member of Parliament, Delta
The Honourable John Horgan, Premier of British Columbia
Ravi Kahlon, MLA Delta North
Ian Paton, MLA Delta South
Delta Council
Steven Lan, Acting City Manager
Sean McGill, Director of Corporate Services

The City of North Vancouver
OFFICE OF MAYOR DARRELL MUSSATTO



May 3, 2018

Jonathan Wilkinson
MP North Vancouver
102 W 3 Street
North Vancouver, BC V7M 1E8

Dear Mr. Wilkinson:

Trans Mountain Pipeline Expansion Project

At its Regular Meeting of April 23, 2018, City of North Vancouver Council unanimously approved the following resolution:

WHEREAS the Trans Mountain Pipeline Expansion Project and the related seven-fold increase in tanker traffic in the Burrard Inlet will increase the risks to neighbouring municipalities of spills of diluted bitumen;

WHEREAS municipalities will bear the costs of damages in excess of that covered by the Federal Spill Response Program;

AND WHEREAS thousands of current jobs and millions of dollars of economic activity on the waterfront will be put at risk by these threats;

THEREFORE BE IT RESOLVED THAT the City of North Vancouver support British Columbia's efforts to obtain clarity from the Supreme Court of Canada about the rights and jurisdiction to protect our waterfront and who will bear full responsibility for the costs of clean-up and related damages in the event of any spill;

AND THAT a copy of this resolution be forwarded to Metro Vancouver municipalities and local MLA's and MP's.

Council expressed its support as to the importance of efforts to ensure the protection of our valuable waterways and coastlines.

Yours sincerely,

Darrell Mussatto
Mayor

cc: Karla Graham, City Clerk, City of North Vancouver
Metro Vancouver municipalities

August 8, 2018

To the Mayor John McEwen,

Councilors Ryan Froese, Ann-Marie Thiele,

Kim Trowbridge, Paul Weverink

Dear Mayor and Council

I would like to bring this item up regarding the parking issues the Village or Anmore and its residents are having. First I would like to thank you all for taking the incentive in trying to help the residents of Anmore cope with this weekend ordeal.

I found the new signs that have been placed on East Road and Sunnyside to be an effective warning to Buntzen Lake travellers and I believe that having the area policed with ticketing and towing powers for illegal parking would be an effective way to patrol and keep Anmore residents happy.

I am alarmed at the traffic road blocks that where in place on the corner of East Road and Sunnyside road this weekend, this blockage caused large traffic backups on East Rd and cut off the traffic to the lake.

The unintended consequences have damaged the business to the only Grocery store in the Village.

Anmore Grocery's sales were down by 45% over last year on the two days that the traffic was stopped. This was the results of the road blockage. This store depends on the volume of business in the summer month to carry it through the rest of the year.

We have relied on this store in Anmore to supply sundry items for all of our families when we run out of essential items, saving us a trip to Port Moody or Coquitlam for supplies.

I ask you to reconsider the road blockage on the weekends and to enforce the ticketing and towing of illegally parked cars.

New signs on the road would help, most of the old sign are in need of replacement.

Please consider this a request from a resident of Countryside Village of 12 years and an Anmore Resident since 1998.

We would appreciate a timely response as this issue is tied to the stores viability.

Ted & Leigh Ann Littlewood

#29 3295 Sunnyside Rd

Anmore BC

RECEIVED

AUG 08 2018

VILLAGE OF
ANMORE 