

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, March 19, 2019 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 4 (a) **Minutes of the Regular Council Meeting held on March 5, 2019**

Recommendation: That the Minutes of the Regular Council Meeting held on March 5, 2019 be adopted as circulated.

6. **Business Arising from Minutes**

7. **Consent Agenda**

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

Recommendation: That the Consent agenda be adopted.

Page 10 (a) **Communication from Lower Mainland Government Association dated November 29, 2018 regarding Commemorative Tree Planting Information.**

Recommendation: That Council authorize staff to proceed with selecting a tree to plant in a location recommended by staff and hold a commemorative tree planting ceremony in recognition of the local government profession and ongoing commitment to the community.

- Page 12 **(b) Communication from the Legislative Assembly of British Columbia, BC Liberal Official Opposition dated February 26, 2019 regarding wheelchair accessible parking.**

Recommendation: That Council receive, for information, the communication from the Legislative Assembly of British Columbia, BC Liberal Official Opposition dated February 26, 2019 regarding wheelchair accessible parking.

- Page 14 **(c) Minutes of the Community Engagement, Culture, and Inclusion Committee held on February 21, 2019.**

Recommendation: That Council receive, for information, the Minutes of the Community Engagement, Culture, and Inclusion Committee held on February 21, 2019.

8. Items Removed from the Consent Agenda

9. Legislative Reports

- Page 17 **(a) Anmore Solid Waste Management Amendment Bylaw No. 592-2019**

Recommendation: That Anmore Solid Waste Management Amendment Bylaw No. 592-2019 be given first, second, and third readings.

- Page 19 **(b) Anmore Water Rates and Regulations Amendment Bylaw No. 593-2019**

Recommendation: That Anmore Water Rates and Regulations Amendment Bylaw No. 593-2019 be given first, second, and third readings.

- Page 20 **(c) Council Remuneration – Annual Indemnity Bylaw Amendment Bylaw No. 594-2019**

Report dated March 10, 2019 from the Manager of Corporate Services is attached.

10. Unfinished Business

11. New Business

12. Mayor's Report

13. Councillors Reports

14. Chief Administrative Officer's Report

15. Information Items

Page 31 **(a) Committees, Commissions and Boards – Minutes**

- Finance Committee Minutes of November 19, 2018

Page 34 **(b) General Correspondence**

- Communication from Karen Palmer regarding dangerous snow on sidewalks

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 for the Regular Council Meeting held on Tuesday, March 5 2019 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Polly Krier
Councillor Tim Laidler
Councillor Kim Trowbridge
Councillor Paul Weverink

OTHERS PRESENT

Juli Halliwell, Chief Administrative Officer
Karen Elrick, Manager of Corporate Services
Jason Smith, Manager of Development Services

1. Call to Order

Mayor McEwen called the meeting to order at 7:00 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R272/2019 “THAT THE AGENDA BE APPROVED, AS CIRCULATED.”

CARRIED UNANIMOUSLY

3. Public Input

Nil

4. Delegations

Nil

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on February 19, 2019

It was MOVED and SECONDED:

R273/2019

**“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON FEBRUARY 19, 2019 BE ADOPTED AS
CIRCULATED.”**

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

Nil

7. Consent Agenda

It was MOVED and SECONDED:

R274/2019

“THAT THE CONSENT AGENDA BE ADOPTED.”

CARRIED UNANIMOUSLY

- (a) Communication from Ministry of Education dated February 21, 2019 to School District 43 and City of Port Moody regarding City of Port Moody potential school sites.**

Recommendation: That Council receive, for information, the letter dated February 21, 2019 to School District 43 and City of Port Moody from Ministry of Education regarding City of Port Moody potential school sites.

- (b) Communication from Lower Mainland Local Government Association dated February 27, 2019 regarding call for nominations for executive and resolutions for 2019 AGM and Conference.**

Recommendation: That Council receive, for information, the letter dated February 27, 2019 from Lower Mainland Local Government Association regarding call for nominations for executive and resolutions for 2019 AGM and Conference.

8. Items Removed from the Consent Agenda

Nil

9. Legislative Reports**(a) Anmore Green Estates - OCP Amendment Bylaw**

Mr. Jason Smith, Manager of Development Services, provided an overview of the staff report outlining that Council granted first reading to the OCP Bylaw Amendment at the January 8, 2019 Regular Council meeting and described the next steps required for the process of the OCP Bylaw Amendment.

It was MOVED and SECONDED:

R275/2019: **“THAT VILLAGE OF ANMORE OFFICIAL COMMUNITY
AMENDMENT BYLAW 590, 2019 BE READ A SECOND TIME
AND STAFF BE DIRECTED TO SCHEDULE A PUBLIC
HEARING FOR THE VILLAGE OF ANMORE OFFICIAL
COMMUNITY AMENDMENT BYLAW 590, 2019 ON MARCH 19,
2019.”**

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business**(a) Recommendations Regarding Council Remuneration**

Ms. Juli Halliwell, CAO, provided an overview of the staff report. Ms. Halliwell reported that the recent Canada Revenue Agency Income Tax changes and the effect of that change on Council remuneration. The taxation impact, and Council's desire for a check in on the remuneration prompted the formation of a Council Remuneration Committee, which was a six person resident committee. Ms. Halliwell noted that the Chair of the committee, John Burgess, is in attendance should Council wish to pose any questions.

Mr. Burgess noted that Option 1 contained in the report, which would simply make Council's remuneration “whole” after the taxation impact was not an option that the committee would recommend; however, he did report that most committee members agreed on the desired remuneration range outlined in Option 4 of the report which is to increase remuneration for Mayor to \$52,000 and for Councillors to \$24,000.

It was MOVED and SECONDED:

R276/2019 **“THAT COUNCIL INCREASE REMUNERATION FOR MAYOR TO \$45,000 ANNUALLY AND COUNCILLOR TO \$20,000 ANNUALLY, EFFECTIVE JANUARY 1, 2019; AND DIRECT STAFF TO BRING FORWARD AN AMENDMENT TO ANMORE ANNUAL INDEMNITY BYLAW NO. 549-2016 FOR CONSIDERATION.”**

CARRIED UNANIMOUSLY

(b) Port Moody Secondary School After Grad Committee – request for donation.

It was MOVED and SECONDED:

R277/2019: **“THAT COUNCIL APPROVE A DONATION OF \$100 TO PORT MOODY SECONDARY AFTER GRAD TO SUPPORT THE 2019 GRADUATING CLASS DRY GRAD ACTIVITIES.”**

CARRIED UNANIMOUSLY

(c) Schedule of Regular Council Meetings – 2019 - Amendment

It was MOVED and SECONDED:

R278/2019 **“THAT COUNCIL ENDORSE THE AMENDMENT OF THE SCHEDULE OF REGULAR COUNCIL MEETINGS FOR THE MONTHS OF APRIL AND MAY 2019, FOR MEETINGS TO BE SCHEDULED AS FOLLOWS:
APRIL 9, 16, 30 MAY 21”**

CARRIED UNANIMOUSLY

12. Mayor's Report

Mayor McEwen reported that:

- February 20 – met regarding Sasamat Volunteer Fire Department.
- February 22 – Met with Metro Vancouver regarding their role within Sasamat Volunteer Fire Department, potential upcoming special meeting including Anmore and Belcarra for further discussions.
- February 23 – Council of Councils meeting.

- February 26 – participated in an interview with weather channel regarding accessing parks during winter months.
- February 28 – Mayor and CAO lunch regarding regional issues.
- March 1 – met with Translink and other small community Mayors
- March 5 – met regarding new civic building.
- Attended Carol James, Minister of Finance, luncheon.

13. **Councillors Reports**

Councillor Weverink reported that:

- February 23 – attended Council of Council meeting.
- Brought forward concerns regarding riparian setbacks for building regulations,

It was MOVED and SECONDED:

“THAT THE SUBJECT OF DISTANCE THAT ONE IS ALLOWED TO BUILD FROM THE EDGE OF THE VILLAGE’S RIPARIAN AREAS UNDER THE CURRENT ZONING BYLAW BE REFERRED TO THE ENVIRONMENT COMMITTEE FOR DISCUSSION AND POSSIBLE RECOMMENDATION.”

DEFEATED

Council requested that Jason Smith, Manager of Development Services attend the next Environment Committee meeting to provide information to the Committee regarding setback requirements for riparian areas.

Councillor Trowbridge reported that:

- February 23 – attended Council of Councils meeting.
- Reported that the Parks & Recreation Committee is experiencing challenges with the best method to have their concerns and issues raised with Council. It was determined that the best next step would be for Juli Halliwell, CAO, to attend a future Committee meeting in order to determine the appropriate next steps.

Councillor Krier reported that:

- February 23 – attended Council of Councils meeting.
- Attended Healthier Community Partnership Councillor representative meeting.
- Participated in Heritage Woods grad transitions.
- Attended Carol James, Minister of Finance, luncheon.
- Was MC for Talitha Koum gala.

- Attended celebration for former Port Coquitlam Councillor, Mike Forrest.

14. Chief Administrative Officer's Report

- Finance Committee will hold a meeting on Thursday, March 7 and the agenda is available on the Village website.
- March 31 Anmore Garden Club is holding a Spirit Park cleanup.

15. Information Items

(a) Committees, Commissions and Boards – Minutes

- Council Remuneration Committee Minutes of February 13, 2019
- Council Remuneration Committee Minutes of February 20, 2019

(b) General Correspondence

16. Public Question Period

Morgan Weverink spoke regarding Mayor Neil Belenkie, Belcarra, and Belcarra's request for exemption from the Speculation Tax and asked whether Anmore would be providing a letter or statement of support for this initiative. Mayor McEwen reported that Anmore is supportive and was included in email exchange regarding this issue with Rick Glumac, MLA, but noted that communication with MLA Glumac has been challenging.

17. Adjournment

It was MOVED and SECONDED:

"TO ADJOURN."

CARRIED UNANIMOUSLY

The meeting was adjourned at 8:15p.m.

Karen Elrick
Corporate Officer

John McEwen
Mayor

From: LGMA Office [<mailto:Office@lgma.ca>]

Sent: November-29-18 2:09 PM

Subject: LGMA Commemorative Tree Planting Information Package

Hello,

To mark our 100th anniversary, the LGMA is working with local governments across BC to plant a tree during Local Government Awareness Week (May 19-25, 2019) in celebration of a century of dedication, hard work, and innovation by local government professionals. Attached to this email is an information package about our Commemorative Tree Planting Initiative. This information package contains:

- details about the Commemorative Tree Planting;
- a template letter that can be sent to your board or council to obtain authorization for the tree planting;
- templates for a media release and media advisory to help promote your tree planting ceremony to local press;
- information about trees suited to your climate;
- information about the LGMA100 campaign and BC Hydro's Community Regreening program.

The information package is attached as a Word document, please feel free to reuse or edit the resources in this document as needed.

We are excited to work with your local government to help celebrate the impact that local government professionals make in our communities. If you have any questions about the Commemorative Tree Planting, the information package, or the LGMA100 campaign, please contact us at office@lgma.ca or reach us by phone at 250.383.7032.

LGMA

Suite 710A– 880 Douglas Street

Victoria, BC V8W 2B7

T. 250.383.7032

E. office@lgma.ca

Twitter: [@LGMABC](https://twitter.com/LGMABC)

Letter to Board/Council:

Please use the following information to form your letter to Mayor and Council regarding a commemorative tree planting in your community.

Background

The purpose of this letter is to seek Council's approval to join other local governments across BC and plant a commemorative tree in recognition of local government professionals and their ongoing commitment to serve their communities.

At the 1919 Union of BC Municipalities Conference, a resolution was adopted establishing the Local Government Management Association of BC (then called the "Municipal Officers Association of BC"). For the past 100 years, the LGMA has worked to support the learning, leadership, and growth of local government professionals across the province.

To mark its 100th anniversary, the LGMA is encouraging all local governments in BC to plant a tree in celebration of a century of dedication, hard work, and innovation by local government professionals during Local Government Awareness Week, May 19-25, 2019.

The LGMA has partnered with BC Hydro's Community Regreening Program and will offer every local government in BC up to \$50 to purchase a tree of their choice in their climate zone. Local governments can choose one of two options:

1. Purchase a tree from existing suppliers and have the LGMA provide a reimbursement of up to \$50.
2. Select their preferred tree and place an order through LGMA for a cost of up to \$50. LGMA will arrange shipment of the tree to their community.

Selected trees will need to meet BC Hydro's requirements for [planting near powerlines](#). As well, a small, metal, weather-resistant commemorative plaque will be provided by the LGMA to be mounted near the tree. Plaques are made of a substrate coated in an aluminum composite and will be able to live outside in a variety of weather conditions.

Recommendation

That Council authorize staff to proceed with selecting a tree to plant in a location recommended by staff and hold a commemorative tree planting ceremony in recognition of the local government profession and ongoing commitment to the community.



LEGISLATIVE ASSEMBLY

of BRITISH COLUMBIA

John McEwen
2697 Sunnyside Road
Anmore, BC V3H 5G9
Via Email: John.mcewen@anmore.com

February 26, 2019

Your Worship, Mayor McEwen,

As many as 55,000 British Columbians use a form of wheeled mobility, whether powered wheelchairs, scooters or manual wheelchairs. This number appears to have increased by 25% in a decade, and expected to increase as our population continues to age, technology continue to increase and facilitate individuals with disabilities to be mobile in their communities. BC is third among Canadian provinces in our population of users of wheelchairs and scooters, and higher than those populations in larger provinces of Ontario and Quebec.

Wheelchair accessible parking is an essential piece of community infrastructure that enables people with disabilities to be included and mobile in their communities. With changes made to the BC Building Code last fall, specifically the removal of accessible parking requirements, on December 10th, municipalities became responsible for the regulation of accessible parking. This means of course that municipalities will now need to adopt bylaws that address this for their communities.

Therefore, we are writing to you today to inquire as to whether or not your municipality has a bylaw in place and if so, to please provide us a copy of said bylaw, and if not, to strongly recommend the adoption of a bylaw that references the CSA standard.

The Canadian Standards Association CAN/CSA Technical Standard B651 Accessibility in the Built Environment (CAN/CSA B651) uses a robust omnibus built-environment accessibility guideline that is recognized nationally. The Federal Treasury Board's Accessibility Standard for Real Property policy has required this technical standard for all new and renovated federal government real property, including leased property, since October 1, 2014. This is also the standard used by the Rick Hansen Foundation (www.rickhansen.com/become-accessible) as the benchmark to audit existing facilities and provide guidance in the design phase of new buildings.

It is imperative that accessible parking be built to these standards so that adapted vehicles with ramp access, such as those used by individuals with powered mobility devices such as power wheelchairs and scooters can be accommodated. As individuals with disabilities and as legislators, we are especially interested in this issue and as such also offer any assistance we can to you should you need it. In addition, SPARC BC (www.sparc.bc.ca), has offered to provide assistance to any municipality interested in having more information about the specific types of disabilities and accessibility needs in your community to help support their local planning and decision-making including specific needs around accessible parking. If you are interested in availing yourself of this service, please contact Alfiya Battalova, Manager, Accessibility Initiatives at 604-718-8509.



LEGISLATIVE ASSEMBLY

of BRITISH COLUMBIA

We are confident that you and your municipality understand the business case for accessibility. The Conference Board of Canada's The Business Case to Build Physically Accessible Environments, February 2018 suggests that:

- There are 2.9 million Canadians living with a physical disability that impairs their mobility, vision, or hearing, representing 10 percent of the country's population.
- That this number will rise by 1.8 per cent annually over the next 13 years, nearly double the pace of the population as a whole.
- That real spending by this group is set to rise from \$165 billion in 2017 to \$316 billion in 2030, increasing from 14 to 21 per cent of the total consumer market.

So, we are very anxious to receive your response to our inquiry about your bylaws. We believe it is imperative that all municipalities large and small adopt a best-practice standard and work towards ensuring that it is adopted and enforced widely across both new and existing (as possible) infrastructure. Again we offer any assistance we can provide in developing or enhancing your new or existing bylaws in this regard.

Sincerely,

Stephanie Cadieux MLA

Surrey South

Michelle Stilwell MLA

Parksville-Qualicum

COMMUNITY ENGAGEMENT, CULTURE AND INCLUSION COMMITTEE MEETING – MINUTES



Minutes of the Community Engagement, Culture and Inclusion Committee
Meeting held on Thursday, February 21, 2019 in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC

MEMBERS PRESENT

Councillor Polly Krier
Kerri Palmer Isaak
Ping Luo
Shaunda Moore
Trudy Schneider

1. CALL TO ORDER

Chair Krier called the meeting to order at 7:04 p.m.

2. APPROVAL OF THE AGENDA

It was MOVED and SECONDED:

“THAT THE AGENDA BE APPROVED AS CIRCULATED.”

CARRIED UNANIMOUSLY

3. MINUTES

(a) Minutes of the Meeting held on May 10, 2018

It was MOVED and SECONDED:

**“THAT THE MINUTES OF THE COMMUNITY ENGAGEMENT,
CULTURE AND INCLUSION COMMITTEE MEETING HELD ON
MAY 10, 2018 BE ADOPTED AS CIRCULATED.”**

CARRIED UNANIMOUSLY

4. BUSINESS ARISING FROM THE MINUTES

Nil

5. UNFINISHED BUSINESS

Nil

6. **NEW BUSINESS**

(a) Alzheimer's Workshop follow up and next steps.

Committee discussed the success of the January 31 Alzheimer's/Dementia open house and how it was well attended with the majority of people being caregivers. The committee further discussed the next steps highlighted below:

- There was a desire from attendees to ask questions in a more private setting;
 - Consider including “break out” groups for future meetings for those not comfortable speaking in a large group.
- Most people wanted to know how to get help as opposed to learning the beginning stages of the disease.
- Chair Krier informed members that she would like the Village of Anmore to be a “Dementia Friendly Community” and apply for a grant through UBCM which would provide more access to services from the Alzheimer's Society. Workshops for consideration would be ongoing caregiver's workshops and workshops for people living with dementia and their care partners.

Action item: Chair Krier to follow up with the Alzheimer's Society to set up a 2 day caregiver workshop.

(b) Village of Anmore events.

The committee discussed relevant events of interest and points included:

- Ma Murray Day – Increase presence and Historical heritage to be a bigger component;
 - showcase artifacts
 - update story boards
 - include a typesetting craft for kids
 - share Ma Murray's newspapers
 - increase Anmore stories; historical interview from residents

Action item: Request staff to investigate possible grants available for highlighting heritage.

- Cultural Celebration Day 2020 – to hold on the Friday prior to Father's Day
- May Day Basket 2020
- Snow Angel Program 2020

- Incorporate Senior Activities

Action item: Kerri Palmer Isaak to follow up with interested parties to determine what could be offered for beginners/senior yoga classes in the council chambers.

(c) Follow up on discussion from last meeting.

Members agreed to discuss upcoming dates at the next meeting and target the meetings to be a maximum of 1 hour.

7. ADJOURNMENT

It was MOVED and SECONDED:

“TO ADJOURN.”

CARRIED UNANIMOUSLY

The meeting adjourned at 8:12 p.m.

Certified Correct:

Approved:

Karen Elrick
Manager of Corporate Services

Councillor Polly Krier
Chair, Community Engagement, Culture
and Inclusion Committee

VILLAGE OF ANMORE

BYLAW NO. 592-2019

A bylaw to amend Anmore Solid Waste Management Bylaw No. 554-2016

WHEREAS it is deemed expedient to amend Anmore Solid Waste Management Bylaw No. 554-2016.

NOW THEREFORE the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. That this bylaw may be cited for all purposes as “**Anmore Solid Waste Management Amendment Bylaw No. 592-2019**”.

2. Section 10.1 is amended by deleting the word “fall” after the word “annual” in Section 10.1 and replacing it with the word “spring”.

3. Schedule “A” Section 1 (b) is deleted in its entirety and replaced with the following:

- (b) All owners will receive an annual utility notice that shall be payable by the due date, which will be no less than 21 days from the date of mail out.

January 1 to December 31, 2019	\$289.00 for two Collection Carts
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4. Schedule “A” Section 1(c) is deleted in its entirety and replaced with the following:

- (c) Upon issuance of an occupancy permit for a building that will be serviced by this bylaw, owners shall pay the pro-rated amount for the remainder of the year.

5. Schedule “A” Section 1(d) “Collection Cart Replacement” is amended as follows:

	120 Litre	240 Litre	360 Litre
Collection Cart Replacement	\$140.00	\$151.00	\$169.00

6. Anmore Solid Waste Management Bylaw No. 554-2016, as amended, is hereby amended accordingly.

READ a first time the day of , 2019

READ a second time the day of , 2019

READ a third time the day of , 2019

ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICER

VILLAGE OF ANMORE

BYLAW NO. 593-2019

A bylaw to amend Anmore Water Rates and Regulations Bylaw 555-2016

WHEREAS it is deemed expedient to amend Anmore Water Rates and Regulations Bylaw No. 555-2016.

NOW THEREFORE the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. That this bylaw may be cited for all purposes as “**Anmore Water Rates and Regulations Amendment Bylaw No. 593-2019**”.
2. Schedule “B” Section 1 and 2 is amended by changing the per cubic meter of water rate to \$2.86.
3. Schedule “B” Section 3 is amended by changing the per cubic meter of water rate to \$2.95.
4. Anmore Water Rates Bylaw No. 554-2016, as amended, is hereby amended accordingly.

READ a first time the day of , 2019

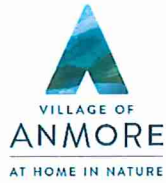
READ a second time the day of , 2019

READ a third time the day of , 2019

ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICER



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: March 10, 2018

0540-20/19

Submitted by: Karen Elrick, Manager of Corporate Services

Subject: Council Remuneration – Annual Indemnity Bylaw Amendment

Purpose / Introduction

To introduce an amending bylaw to the Anmore Annual Indemnity Bylaw which sets the amount of the Village of Anmore's Council annual remuneration, based on the recommendations from the Council Remuneration Committee.

Recommended Options

THAT Council grant first, second, and third reading to Anmore Annual Indemnity Amendment Bylaw No. 594-2019, which sets the annual remuneration for the Mayor of the Village of Anmore at \$45,000 and for each Councillor of the Village of Anmore at \$20,000, effective January 1, 2019.

Background

A Council Remuneration Committee was struck in January 2019 to review and report back on Anmore Council's annual remuneration and expenses, taking into consideration the recent changes to the *Income Tax Act*.

The Council Remuneration Committee, comprised of six community members, met a total of four times in January and February, and subsequently, submitted a report (**Attachment 1**) to Council with recommendations for consideration at the March 5, 2019 Regular Council Meeting.

Report/Recommendation to Council

Council Remuneration

March 10, 2018

Discussion

The chair of the Council Remuneration Committee, John Burgess, attended the March 5, 2019 Regular Council meeting and was invited to provide input to Council at that time.

Mr. Burgess noted that Option 1 contained in the attached report, which would simply make Council's remuneration "whole" after the taxation impact was not an option that the committee would recommend; however, he did report that most committee members agreed on the desired remuneration range outlined in Option 4 of the report which is to increase remuneration for Mayor to \$52,000 and for Councillors to \$24,000.

Council engaged in a fulsome discussion on the roles and responsibilities of members of the Mayor and members of Council. Consideration was given to the time commitment required, the increased need for representation of Village of Anmore within the region, and the importance of a remuneration that would attract future candidates for the positions of Mayor and Council.

The remuneration for Mayor and Council of the Village of Anmore is set by bylaw. Accordingly, staff is presenting an amendment to the Anmore Annual Indemnity Bylaw No. 549-2016 (**Attachment 2**). Should Council wish to grant three readings to this bylaw, it would then be brought forward to the next Regular Council Meeting for Council's consideration of adoption.

Other Options

The following options are presented for Council's consideration:

1. THAT Council grant first, second, and third reading to Anmore Annual Indemnity Amendment Bylaw No. 594-2019, which sets the annual remuneration for the Mayor of the Village of Anmore at \$45,000 and for each Councillor of the Village of Anmore at \$20,000, effective January 1, 2019. (**Recommended**)

OR

2. THAT Council provide further direction to staff on the desired adjustment to Council's annual remuneration.

OR

Report/Recommendation to Council

Council Remuneration

March 10, 2018

3. THAT Council decline to consider an amendment of the Anmore Annual Indemnity Bylaw 549-2016 which sets the annual remuneration of Mayor and Council.

Financial Implications

The increased Annual Remuneration would result in an overall impact of \$52,797.56 per annum to the Village's operating budget. The consideration of this increase has been contemplated within the proposed budget for 2019 and the overall additional cost to the Village has been, for the most part, offset by reduction in costs elsewhere within the budget.

Communications / Civic Engagement

Four Council Remuneration Committee meetings were held which were open to the public. Committee meeting minutes were included on Regular Council agendas, which are posted publically. The Committee's report was presented and considered at the Regular Council Meeting on March 5, 2019 which was open to the public, and for which the agenda was posted publically.

Attachments:

1. Council Remuneration Committee report dated February 28, 2019.
2. Village of Anmore Annual Indemnity Amendment Bylaw No. 594-2019.

Report/Recommendation to Council

Council Remuneration

March 10, 2018

Prepared by:



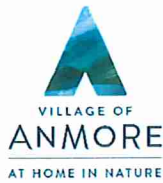
Karen Elrick
Manager of Corporate Services

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

Chief Administrative Officer's Comment/Concurrence



Juli, Halliwell, Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: February 28, 2019

0540-20/19

Submitted by: Council Remuneration Committee

Subject: Recommendations Regarding Council Remuneration

Purpose / Introduction

To report back on the findings of the Council Remuneration Committee ("Committee") and provide the Committee's recommendations for changes to the Village of Anmore's annual Council Remuneration and Annual Indemnity Bylaw.

Recommended Options

1. THAT Council increase remuneration for Mayor to \$31,528 annually and Councillor to \$15,764 annually, effective January 1, 2019;

AND direct staff to bring forward an amendment to Anmore Annual Indemnity Bylaw No. 549-2016 for consideration.

2. THAT Council increase remuneration for Mayor to \$33,178 annually and Councillor to \$17,414 annually, effective January 1, 2019;

AND direct staff to bring forward an amendment to Anmore Annual Indemnity Bylaw No. 549-2016 for consideration.

3. THAT Council increase remuneration for Mayor to \$33,178 annually and Councillor to \$17,414 annually, effective January 1, 2019, and that further increases of 10% per year for the years 2020, 2021 and 2022 be applied;

AND direct staff to bring forward an amendment to Anmore Annual Indemnity Bylaw No. 549-2016 for consideration.

Report/Recommendation to Council

Recommendations Regarding Council Remuneration

February 28, 2019

4. THAT Council increase remuneration for Mayor to \$52,000 annually and Councillor to \$24,000 annually, effective January 1, 2019;

AND direct staff to bring forward an amendment to Anmore Annual Indemnity Bylaw No. 549-2016 for consideration.

Background

Effective January 1, 2019, the Income Tax Act was amended to revoke the allowance of 1/3 of elected official's remuneration to be a non-taxable benefit.

At the January 8, 2019 Closed Council meeting, the following resolution was passed and subsequently released to the public:

"THAT COUNCIL APPROVES THE ESTABLISHMENT OF THE 2019 COUNCIL REMUNERATION COMMITTEE FOR THE PURPOSES OF REVIEWING COUNCIL'S ANNUAL REMUNERATION AS OUTLINED IN THE REPORT DATED DECEMBER 18, 2018 FROM THE CHIEF ADMINISTRATIVE OFFICER TITLED 2019 COUNCIL REMUNERATION COMMITTEE;

AND THAT JOHN BURGESS, CELIA CHIANG, COLEEN HACKINEN, JEAN ANN MARKS, SHAUNDA MOORE AND STEVEN ROBB BE APPOINTED TO THE 2019 COUNCIL REMUNERATION COMMITTEE;

AND THAT JOHN BURGESS BE APPOINTED AS CHAIR OF THE 2019 COUNCIL REMUNERATION COMMITTEE;

AND THAT STAFF PREPARE A TERMS OF REFERENCE FOR COUNCIL REVIEW AND ADOPTION,"

Terms of Reference for the Committee (**Attachment 1**) were adopted by Anmore Council on January 22, 2019 and by the Committee on January 28, 2019. The mandate of the Committee was to review and report back on Anmore Council's annual remuneration and expenses, taking into consideration the recent changes to the Income Tax Act.

Report/Recommendation to Council

Recommendations Regarding Council Remuneration

February 28, 2019

The Committee met a total of four times in 2019: January 28, February 6, 13, and February 20. During the February 6th meeting, Committee members posed questions to the following current members of Council: Mayor John McEwen, Councillor Polly Krier and Councillor Kim Trowbridge. The questions were intended to gain an understanding of the level of effort required from the Mayor and a Councillor for the Village of Anmore.

Discussion

During the meetings, the Committee had fulsome discussion regarding the remuneration provided to elected officials in the Village of Anmore. Based on population, there is one Mayor and four Councillors that form Anmore Council. Discussion included:

- whether or not remuneration should be increased to make all members of Council “whole” in light of the *Income Tax Act* changes;
- if annual cost of living increases should be allocated and, if so, for how much;
- whether additional allowances should be provided for items such as cell phones and home office expenses;
- whether the percentage difference between Mayor and Councillors' remuneration at 50% is appropriate; and
- whether the overall compensation for Mayor and Councillors is reasonable and will attract future candidates to run for an elected position on Anmore Council.

All Committee members felt that the elected officials of Anmore Council should be “made whole” by increasing their remuneration to an amount that would result in their take home remuneration equal to the amount it was prior to January 1, 2019. The “tax bracket” assumed was 40%. All Committee members also felt that the remuneration should be increased annually by the Vancouver Consumer Price Index (CPI) for the previous year (December over December). In 2019, the Vancouver CPI increase was 2.9%.

Discussion by the Committee included the fact that many municipalities provide devices to their elected officials in order to carry out their duties. The Village of Anmore does not provide a cell phone, tablet, laptop, office space or any other allowance for these types of requirements. As a result, it was agreed by all members of the committee that the Mayor and all Councillors should be provided an expense allowance in addition to their annual remuneration. It should be noted that not all Committee members agreed to the amount that is highlighted in the Financial Implications section below, namely because the number is based on what the Village would pay, as opposed to what the individual person might pay for such items/services.

Report/Recommendation to Council

Recommendations Regarding Council Remuneration

February 28, 2019

Thorough discussion by the Committee resulted in agreement that the current remuneration for a Councillor being 50% of the Mayor's remuneration is reasonable; however, it may be more appropriate for the Mayor's compensation to be slightly higher in percentage (see Recommended Option #3 where a Councillor's remuneration is 46% of the Mayor's).

All members of the committee agreed that the compensation provided both to the Mayor and Councillors is not reflective of the number of hours and level of effort required to fulfill the duties. In particular, it was noted that the Mayor spends upwards of 40 hours per week in order to fulfil his duties. It was also noted, however, that it is a choice to run for a position on Anmore Council as an elected official and that compensation does not necessarily reflect the level of effort required. Further, funding is provided through taxpayer dollars, and so careful consideration must be given to any increase in remuneration and the impact it may have on the overall tax increase for the Village.

Financial Implications

As a result of their discussions, the committee provides the following analysis:

Recommended Option 1 (Make Whole + CPI)		Councillor	Mayor
Council Remuneration as at Dec 31, 2018		\$12,533.76	\$25,067.40
To make whole (1/3 rd Council Remuneration/0.6 – 1/3 rd) add:		2,785.28	5,570.53
Total		15,319.04	30,637.93
Cost of Living Increase (2.9%) add:		444.25	888.50
Grand Total Remuneration 2019		\$15,763.29	\$31,526.43
	2018 Remuneration	Recommended Option 1	Total Impact
Councillor (X4)	\$50,135.04	\$63,053.16	\$12,918.12
Mayor	25,067.40	31,526.43	6,459.03
Total	\$75,202.44	\$94,579.59	\$19,377.15

Recommended Option 2 (Make Whole + CPI + Expenses)		Councillor	Mayor
Council Remuneration as at Dec 31, 2018		\$12,533.76	\$25,067.40
To make whole (1/3 rd Council Remuneration/0.6 – 1/3 rd) add:		2,785.28	5,570.53
Total		15,319.04	30,637.93
Cost of Living Increase (2.9%) add:		444.25	888.50
Total		15,763.29	31,526.43
Expense allowance (devices, home office, etc.) add:		1,650.00	1,650.00
Grand Total Remuneration 2019		\$17,413.29	\$33,176.43

Report/Recommendation to Council

Recommendations Regarding Council Remuneration

February 28, 2019

Prepared by:

John Burgess
Committee Chair

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

Chief Administrative Officer's Comment/Concurrence

Chief Administrative Officer

Report/Recommendation to Council

Recommendations Regarding Council Remuneration

February 28, 2019

	2018 Remuneration	Recommended Option 2	Total Impact
Councillor (X4)	\$50,135.04	\$69,653.16	\$19,518.12
Mayor	25,067.40	33,176.43	8,109.03
Total	\$75,202.44	\$102,829.59	\$27,627.15

Recommended Option 3 (10% Annual Increase for Term*)				
	2019	2020	2021	2022
Councillor	\$17,413.29	\$19,154.62	\$21,070.08	\$23,177.09
Mayor	33,176.43	36,494.07	40,143.48	44,157.83
	2018 Remuneration	Recommended Option 3 (in 2022)		Total Impact
Councillor (X4)	\$50,135.04	\$92,708.36		\$42,573.32
Mayor	25,067.40	44,157.83		19,090.43
Total	\$75,202.44	\$136,866.19		\$61,663.75

*Vancouver CPI has only been factored in for 2019 figures as the committee's recommendation is to continue providing annual cost of living increases as per the current bylaw

Recommended Option 4 (\$52,000 & \$24,000)			
	2018 Remuneration	Recommended Option 4	Total Impact
Councillor (X4)	\$50,135.04	\$96,000.00	\$45,864.96
Mayor	25,067.40	52,000.00	26,932.60
Total	\$75,202.44	\$148,000.00	\$72,797.56

Communications / Civic Engagement

Committee meeting minutes were included on Regular Council agendas, which are posted publicly. The recommendations within this report will go forward to a future Regular Council meeting.

Attachments:

1. Council Remuneration Committee Terms of Reference

BYLAW NO. 594-2019

A bylaw to amend Anmore Annual Indemnity Bylaw No. 549-2016

WHEREAS it is deemed expedient to amend Anmore Annual Indemnity Bylaw No. 549-2016.

NOW THEREFORE the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. That this bylaw may be cited for all purposes as "**Anmore Annual Indemnity Amendment Bylaw No. 594-2019**".
2. Section 2 is deleted in its entirety and replaced with the following:
 2. That the Annual Indemnity for the Mayor of the Village of Anmore is Forty Five Thousand (\$45,000) Dollars effective January 1, 2019. Remuneration will be paid monthly.
3. Section 3 is deleted in its entirety and replaced with the following:
 3. That the Annual Indemnity for the each Councillor of the Village of Anmore is Twenty Thousand (\$20,000) Dollars effective January 1, 2019. Remuneration will be paid monthly.
4. Anmore Annual Indemnity Bylaw No. 549-2016 is hereby amended.

READ a first time the day of , 2019

READ a second time the day of , 2019

READ a third time the day of , 2019

ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICER

FINANCE COMMITTEE MEETING – MINUTES

Minutes of the Finance Committee Meeting held on Monday, November 19, 2018 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



COMMITTEE MEMBERS PRESENT

Mayor John McEwen
Councillor Polly Krier
Councillor Tim Laidler
Councillor Kim Trowbridge
Councillor Paul Weverink
Nick Cheng
Mark Roberts

OTHERS PRESENT

Juli Halliwell, Chief Administrative Officer

1. CALL TO ORDER

Mayor McEwen called the meeting to order at 7:10 p.m.

2. APPROVAL OF THE AGENDA

It was MOVED and SECONDED

"THAT THE AGENDA BE APPROVED AS CIRCULATED."

CARRIED UNANIMOUSLY

3. MINUTES

(a) **Minutes of the Meeting held on May 28, 2018**

It was MOVED and SECONDED

**"THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING
HELD ON MAY 28, 2018 BE ADOPTED AS CIRCULATED."**

CARRIED UNANIMOUSLY

4. BUSINESS ARISING FROM THE MINUTES

Nil

5. UNFINISHED BUSINESS

Nil

6. NEW BUSINESS**(a) 2018 Recast**

Staff presented the 2018 recast to Finance Committee members and fielded questions.

(b) 2019 Budget Forecast – Timeline

Finance Committee members confirmed that the 2019-2023 5-Year Financial Plan is to be presented at the February 2019 Finance Committee meeting, following completion of Council's 2018-2022 Strategic Plan.

(c) Fund Requisition for Schematic Design of New Village Hall

It was MOVED and SECONDED:

“THAT FINANCE COMMITTEE APPROVE UP TO \$15,000 TO FUND THE CONSULTANT COSTS ASSOCIATED WITH COMMISSIONING A CLASS D ESTIMATE FOR THE CONSTRUCTION OF A NEW VILLAGE CIVIC CENTRE BUILDING AND THAT FUNDING BE ALLOCATED FROM THE CAPITAL ASSET RESERVE.”

CARRIED UNANIMOUSLY

(d) Unclaimed Bond Policy No. 58

It was MOVED and SECONDED:

**“THAT UNCLAIMED BOND POLICY NO. 58 BE LIFTED FROM
THE TABLE.”**

CARRIED UNANIMOUSLY

It was MOVED and SECONDED:

**“THAT AN UNCLAIMED BOND POLICY IS NOTE CREATED
FOR THE VILLAGE OF ANMORE.”**

CARRIED UNANIMOUSLY

7. ADJOURNMENT

It was MOVED and SECONDED:

“TO ADJOURN.”

CARRIED UNANIMOUSLY

The meeting adjourned at 8:13 p.m.

Certified Correct:

Approved:

Juli Halliwell
Chief Administrative Officer

Mayor John McEwen
Chair, Finance Committee

From: "Karen Palmer"
To: "John McEwen" <John.McEwen@anmore.com>
Subject: dangerous snow on sidewalks

Hi John,

I'm following up on our conversation today regarding the dangerous uncleared public sidewalks along the length of Sunnyside Road.

I'm very concerned about the safety of older residents in Anmore who are trying to navigate the slippery public sidewalks when they get off the bus to walk home. I'm similarly concerned about residents who use walkers and wheelchairs, and who cannot use the public sidewalks at all when they are covered in snow.

On Saturday, March 9, 2019, I watched a very elderly woman trying to walk home from the bus stop south of the elementary school. See attached photos. She had two bags of groceries and was slipping with every step. I stopped in the middle of the road to offer her a ride, but she was not willing to get into a car with strangers. It was painful for me to watch her try to walk home on the slippery sidewalk.

I was so concerned that I called Luke on the after-hours line, and asked him to clear the sidewalks, but he said he doesn't have staff to do that, though he said he would try. As of today, Wednesday March 13, 2019, the sidewalks have not yet been cleared and remain treacherous, as they have all winter after a snowfall.

We have been walking our dogs on these uncleared sidewalks, and despite us being relatively fit and healthy, we constantly fear falling. If Anmore is going to be a village that supports diversity - including older residents - we need the sidewalks to be kept clear all winter, especially those along the bus route. Our hospitals plan for "surge capacity" during flu season by contracting extra nurses to care for us; we could conceivably use the same strategy and hire extra staff to clear our sidewalks in winter.

It's only a matter of time before someone falls and sues the village. That would be tragic in all ways, both for the health of the individual, and the health of the village's finances, especially since it is completely preventable.

I hope council will urgently develop a strategy to ensure that our sidewalks are shovelled in winter starting 2020.

Thanks for considering.

Best wishes,

Karen Palmer