REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, April 9, 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 <u>comments</u> to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

4. <u>Delegations</u>.

5. Adoption of Minutes

Page 5 (a) Minutes of the Regular Council Meeting held on March 19, 2019

Recommendation: That the Minutes of the Regular Council Meeting held on

March 19, 2019 be adopted as circulated.

6. <u>Business Arising from Minutes</u>

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.

(a) Council Committee Appointments – release of resolution from In Camera Meeting held on March 19, 2019:

At the In Camera meeting held on March 19, 2019, Council authorized the release of the following resolutions:

"That Council appoint the following individuals as members of the Community Engagement, Culture, and Inclusion Committee for the two (2) year term commencing April 1, 2019:

- 1. Kerri Palmer Isaak
- 2. Shaunda Moore

3. Trudy Schneider

That Council appoint the following individuals as members of the Environment Committee for the two (2) year term commencing April 1, 2019:

- 1. Grace Bergman
- 2. Coleen Hackinen
- 3. Trudy Schneider
- 4. Patricia Vangerlingen

That Council appoint the following individuals as members of the Finance Committee for the two (2) year term commencing April 1, 2019:

- 1. Mark Roberts
- 2. Nick Cheng

That Council approve the dissolution of the Public Safety Committee effective April 1, 2019; AND That Council appoint Councillor Tim Laidler as liaison to the Village's staff emergency management program.

That Council approve the dissolution of the Youth Committee effective April 1, 2019; AND That Council confirm that youth group activities will continue under the mandate of the Community Engagement Culture and Inclusion Committee."

Page 12 (b) Communication from City of Burnaby, dated March 25, 2019, regarding letter to Minister of Finance re Property Assessment and Taxation Systems.

Recommendation: That Council receive, for information, communication from City of

Burnaby, dated March 25, 2019, regarding letter to Minister of

Finance re Property Assessment and Taxation Systems

Page 21 (c) Communication from District of Kitimat dated March 25, 2019 regarding graduated licensing for motorcycles.

Recommendation: That Council receive, for information, the communication from

District of Kitimat dated March 25, 2019 regarding graduated

licensing for motorcycles.

Page 23 (d) Communication from City of Port Moody dated March 27, 2019 regarding greenhouse gas limits for new buildings - Union of BC Municipalities Resolution.

Recommendation: That Council receive, for information, Communication from City of

Port Moody dated March 27, 2019 regarding greenhouse gas limits for new buildings - Union of BC Municipalities Resolution.

8. <u>Items Removed from the Consent Agenda</u>

9. Legislative Reports

Page 35 (a) Anmore Solid Waste Management Amendment Bylaw No. 592-2019

Recommendation: That Anmore Solid Waste Management Amendment Bylaw No.

592-2019 be adopted.

Page 37 (b) Anmore Water Rates and Regulations Amendment Bylaw No. 593-2019

Recommendation: That Anmore Water Rates and Regulations Amendment Bylaw

No. 593-2019 be adopted.

Page 38 (c) Council Remuneration – Annual Indemnity Bylaw Amendment Bylaw No. 594-2019

Recommendation: That Anmore Annual Indemnity Amendment Bylaw No. 594-

2019 be adopted.

Page 39 (d) OCP Amendment Bylaw 590, 2019 – Anmore Green Estates

Report dated April 5, 2019 from the Manager of Development Services is attached.

10. <u>Unfinished Business</u>

11. New Business

Page 52 (a) Asset Management Plan Update

Verbal update to be provided by Staff.

12. Recommendations of Committees.

(a) Finance Committee meeting held on March 7, 2019.

Recommendation: THAT the Finance Committee refer the draft 2019-2023 financial

plan, as amended, to reflect an average property tax increase of

9.38% to Council, for consideration.

13. Mayor's Report

14. <u>Councillors Reports</u>

15. Chief Administrative Officer's Report

16. <u>Information Items</u>

(a) Committees, Commissions and Boards – Minutes

Page 87 - <u>Draft Minutes of the Finance Committee Meeting held on March 7, 2019.</u>

Page 91 - Minutes of the Public Hearing held on March 19, 2019.

(b) General Correspondence

Page 93 - Communication from The Office of the Ombudsperson dated March 18, 2019 regarding quarterly report: October 1- December 31, 2018.

Page 97 - Communication from Anmore Elementary School PAC dated March 19, 2019, regarding Great Walk event Friday, May 3, 2019.

Page 98 - Communication from Anmore Times dated March 19, 2019 regarding monthly advertising in Anmore Times.

Page 99 - Metro Vancouver Board in Brief for meetings held on March 29, 2019.

17. Public Question Period

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

18. Adjournment

REGULAR COUNCIL MEETING - MINUTES

Minutes 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



ELECTED OFFICIALS PRESENT

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

OTHERS PRESENT

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:

R279/2019 THAT THE AGENDA BE APPROVED AS AMENDED.

CARRIED UNANIMOUSLY

3. Public Input

None.

4. <u>Delegations</u>.

None.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on March 5, 2019

It was MOVED and SECONDED:

R280/2019 THAT THE MINUTES OF THE REGULAR COUNCIL MEETING

HELD ON MARCH 5, 2019 BE ADOPTED AS CIRCULATED.

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

None.

7. Consent Agenda

It was MOVED and SECONDED:

THAT THE CONSENT AGENDA BE ADOPTED.

Before the question was called members of Council removed items from the Consent agenda leaving the following item remaining:

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

It was MOVED and SECONDED:

R281/2019 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.

CARRIED UNANIMOUSLY

8. <u>Items Removed from the Consent Agenda</u>

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

It was MOVED and SECONDED:

R282/2019 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.

CARRIED UNANIMOUSLY

Discussion points included:

- Whether the Village contemplated wheelchair accessible parking in any bylaws.
 It was confirmed that currently there are no provisions but that the only affected
 site would be the Village Hall and that accessible parking would be taken into
 consideration during design of a new Civic Centre.
- (b) Minutes of the Community Engagement, Culture, and Inclusion Committee held on February 21, 2019.

It was MOVED and SECONDED:

R283/2019 THAT COUNCIL RECEIVE, FOR INFORMATION, THE MINUTES

OF THE COMMUNITY ENGAGEMENT, CULTURE, AND INCLUSION COMMITTEE HELD ON FEBRUARY 21, 2019.

Before the question was called it was MOVED and SECONDED:

TO AMEND THE MAIN MOTION TO REQUEST STAFF TO INVESTIGATE POSSIBLE GRANTS AVAILABLE FOR HIGHLIGHING HERITAGE.

The question was called on the amendment and it was:

CARRIED UNANIMOUSLY

The question was called on the motion, as amended and it was:

CARRIED UNANIMOUSLY

9. <u>Legislative Reports</u>

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

It was MOVED and SECONDED:

R284/2019 THAT ANMORE SOLID WASTE MANAGEMENT AMENDMENT

BYLAW NO. 592-2019 BE GIVEN FIRST, SECOND, AND THIRD

READINGS.

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CARRIED UNANIMOUSLY

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

It was MOVED and SECONDED:

R285/2019 THAT ANMORE WATER RATES AND REGULATIONS

AMENDMENT BYLAW NO. 593-2019 BE GIVEN FIRST,

SECOND, AND THIRD READINGS.

CARRIED UNANIMOUSLY

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

Ms. Karen Elrick, Manager of Corporate Services, provided an overview of the staff report.

It was MOVED and SECONDED:

R286/2019 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.

CARRIED

Opposed: Councillor Weverink

Noted: Councillor Weverink was agreeable to the proposed remuneration for the Mayor but was more comfortable with a remuneration of \$18,000 rather than the proposed \$20,000 for Council.

Discussion points included:

- Consideration of tax implications, expenses and lack of benefits.
- Level of engagement and involvement differs amongst Councillors.
- Time commitment required.

- Remuneration being considered is less than the citizen committee recommendation.
- Current council was acclaimed and attraction of future candidates is a challenge.

10. Unfinished Business

None.

11. New Business

(a) BC Mayors Caucus in Prince George March 31 to April 2

It was MOVED and SECONDED:

THAT COUNCIL RECEIVE COMMUNICATION FROM UNION OF BC MUNICIPALITIES RECEIVED MARCH 19, 2019 REGARDING BC MAYORS CAUCUS IN PRINCE GEORGE, MARCH 31 TO APRIL 2.

CARRIED UNANIMOUSLY

12. Mayor's Report

Mayor McEwen reported that he:

- March 6 attended Sasamat Volunteer Fire Department awards.
- Attended a Port Vancouver tour and raised concerns related to the David Avenue right of way.
- Attended a hospitality lunch at 1080 Uplands recognizing the nomination for a Georgie Award.
- March 7 attended Finance Committee meeting where civic building discussion and tax implications for upcoming budget were discussed.
- March 8 attended Regional Planning Committee for Greater Vancouver Sewer and Drainage District.
- March 8 attended an afternoon Mayors meeting where CAO Juli Halliwell presented on behalf of the Integrated Partnership for Regional Emergency Management (IPREM).
- Attended roundtable with Metro Vancouver staff and small community Mayors to discuss concerns with small communities within Metro Vancouver.
- March 9 attended the Share Society Imagine Gala.
- March 13 Chaired the Metro Regional Parks meeting where there was discussion related to Belcarra cabins.
- March 14 attended Metro Water Committee meeting where there was a presentation from BC Hydro regarding the Coquitlam dam and upgrades.
 Would like to arrange meeting to further discuss impact on Buntzen Lake.
- March 14 attended Metro Liquid Waste Committee meeting where Anmore's

membership to Greater Vancouver Sewer and Drainage District was endorsed and recommended to Metro Board for end of March meeting.

• March 15 – attended TransLink meeting.

13. Councillors Reports

Councillor Weverink reported that:

- Attended the Sasamat Fire Department Awards, Finance Committee, and workshop regarding civic centre planning.
- Attended the nomination meeting for Liberal Party candidate Sara Badiei.
- Will be working on fixing sound system.

Councillor Krier reported that:

- Attended Finance Committee.
- Attended International Womens Day luncheon hosted by Tri City Chamber of Commerce
- Attended Soroptomist Give Her Wings Gala.
- Met with Councill Amy Lubik, Port Moody.
- Attended a dementia focus group meeting to determine next steps for Village's Alzheimers speakers series.
- Met with KinSight regarding mutual interests.
- Attended 1080 Uplands Georgie Award nomination recognition.
- Noted Mayor McEwen will be at Tri City Chamber of Commerce coffee talk on March 27

14. Chief Administrative Officer's Report

None.

15. Information Items

(a) Committees, Commissions and Boards – Minutes

- Finance Committee Minutes of November 19, 2018

(b) General Correspondence

- Communication from Karen Palmer regarding dangerous snow on sidewalks

16. Public Question Period

None.

17 .	Δdi	journment
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It was MOVED and SECONDED:

"TO ADJOURN."

The meeting was adjourned at 7:38 p.m.	
Karen Elrick Jo	ohn McEwen
Nateri Eirick J	



CITY OF BURNABY OFFICE OF THE MAYOR MIKE HURLEY MAYOR

2019 March 19

Honourable Carole James Minister Finance PO Box 9048 Stn Prov Govt Victoria, BC V8W 9E2

Dear Minister James:

Subject: Property Assessment and Taxation Systems

On 2019 March 11, Burnaby City Council voted to request that I ask you to undertake an urgent review of the Province's property assessment and taxation systems.

Council is requesting that a review of property assessment and taxation systems include:

- a review of the highest and best use valuation methodology for assessing property values and that you develop measures to effectively minimize the impact this approach is having on small businesses in Metro Vancouver;
- a review of the impact of the current Province-wide non-residential flat rate for school property taxes and its impact on small business in Metro Vancouver;
- a determination of the feasibility of modifying the BC Assessment Act to add new tax sub-classifications for Class1 Residential and Class 6 Business Other; and
- a review of the feasibility of providing eligible homeowners with a tax credit on their personal income tax return in replacement of the Home Owner Grant.

Council's motion also included a request that the attached draft report be circulated to all Metro Vancouver municipalities, Burnaby Members of the Legislative Assembly, and the Burnaby Board of Trade.

Page 2....

Subject: Property Assessment and Taxation 2019 March 19.................Page 2

Your consideration of this important matter is appreciated. Burnaby City Council eagerly awaits the outcome of the requested review of property assessment and taxations systems.

Very truly yours,

Mike Hurley M A Y O R

Copy to:

Metro Vancouver Municipalities

Burnaby Members of the Legislative Assembly

Burnaby Board of Trade



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COUNCIL REPORT

TO:

CITY MANAGER

DATE:

2019 March 07

FROM:

DIRECTOR FINANCE

FILE:

7800-00

SUBJECT:

PROPERTY ASSESSMENTS AND TAXES

PURPOSE:

To recommend the BC Minister of Finance conducts an urgent review of the

Province's property assessment and taxation systems and practices.

RECOMMENDATIONS:

 THAT Mayor, on behalf of City Council, write to the BC Minister of Finance to request that an urgent review be conducted of the Province's property assessment and taxation systems and practices. Specific BC Minister of Finance recommendations outlined in this report include:

- a. THAT the BC Minister of Finance undertake a review of the highest and best use valuation methodology and develop measures to effectively minimize the impact this approach is having on small businesses in Metro Vancouver.
- b. THAT the BC Minister of Finance reviews the impact of the current province-wide non-residential flat rate for school property taxes and its impact on small business in Metro Vancouver.
- c. THAT the BC Minister of Finance determines the feasibility of modifying the BC Assessment Act to add new tax sub-classifications for Class 1 Residential and Class 6 Business Other.
- d. THAT the BC Minister of Finance reviews the feasibility of providing eligible homeowners with a tax credit on their personal income tax return in replacement of the Home Owner Grant.
- THAT a copy of this report be circulated to all Metro Vancouver municipalities, Burnaby Members of the Legislative Assembly and the Burnaby Board of Trade.

REPORT

1.0 INTRODUCTION

Tax equity and fairness is critical to the sustainability and growth of small businesses throughout Metro Vancouver. Not only do small businesses represent 98% of businesses in BC, they are significant employers and contributors to the economic, social and cultural fabric of our communities.

Re: Property Assessments and Taxes

2019 March 25 Page 2

One of the biggest issues in recent years facing the Metro Vancouver small business community is the rapid rise in property values and taxes. A major factor contributing to the escalation in property assessments and taxes stems from how BC Assessment Authority values land. The current system which values properties based on the industry standard of "highest and best use" is a significant contributing factor to the untenable tax burden faced by the business community. Given Metro Vancouver's robust development activity, BC Assessment, governed through the current Assessment Act, is producing property valuations which are resulting in rapidly rising property assessment values and taxes.

On the same note, the Province's practice of levying a province-wide non-residential flat rate for school property taxes is also contributing to the escalation in property taxes being borne by Metro Vancouver small businesses. Lastly, for homeowners, the Provincial Home Owners Grant threshold increases have not kept pace with rising residential property values within Metro Vancouver. As property values increase, more and more properties each year are losing their Home Owner Grant.

This report outlines some of the property assessment and taxation issues facing Metro Vancouver residents and businesses. To remedy these longstanding issues, this report recommends the Minister of Finance conduct an urgent review of the Province's current property assessment and taxation systems and practices along with the impact they are having on residents and businesses in Metro Vancouver.

2.0 POLICY SECTION

Goal

- An Inclusive Community
 - Create a sense of community –
 Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Dynamic Community
 - o Economic opportunity -

Foster an environment that attracts new and supports existing jobs, businesses and industries

Community development –

Manage change by balancing economic development with environmental protection and maintaining a sense of belonging

Re: Property Assessments and Taxes

2019 March 25 Page 3

3.0 HIGHEST AND BEST USE VALUATION METHODOLOGY

In valuing land, BC Assessment uses the appraisal concept of highest and best use - the most probable use of a property that would return the highest value, considering legal, economic, and social factors. Under this valuation methodology, BC Assessment assesses a commercial property's value according to what it could be in the future, rather than what it is today.

This valuation methodology combined with Metro Vancouver's robust real estate development activity in recent years, has resulted in rapidly increasing property values, and with this, small business property assessments and tax bills. Depending on zoning, a property's highest and best use might be a four-storey mixed-use building with retail on the ground floor and three storeys of condos above. However, the existing current use of the property may only be a single-storey retail operation. Under the highest and best use valuation, a commercial landowner would pay property taxes based on assessments that include the future condo units in the airspace above their existing one-story building, regardless of what's actually there. What's more, they pay property taxes on the assessed value of their developed and undeveloped space potential at the commercial mill rate. The current assessment method produces an unfair situation and it is unsustainable particularly for independent small businesses.

In the thriving and growing Metro Vancouver region, many properties have redevelopment potential which causes property values to soar, even if there are no actual plans to redevelop the property and there have been no changes to zoning. In situations where the highest and best use is the current use, a small business may not be affected by this valuation methodology. However, in situations where highest and best use is not the current use, a small business owner can end up with a property tax bill that doesn't reflect the current use. Moreover, businesses in small buildings located in an area where there is redevelopment potential can end up paying more per square foot in property taxes than a small business located on the ground floor of an existing mixed-use building.

The highest and best use valuation methodology has long been a significant financial burden for many businesses in Metro Vancouver whose survival is dependent on a healthy economic environment and a fair and reasonable property assessment and taxation system.

3.1 Triple-Net Commercial Leases

Further complicating the issue is the fact that many small businesses in Metro Vancouver operate with triple-net leases. In triple-net commercial leases, in addition to rent, tenants are most often required to pay their share of property taxes pertaining to the rented commercial space. In cases where a property is not developed to its highest and best use through a triple-net lease, landlords also pass along property taxes pertaining to the unrealized development potential.

Re: Property Assessments and Taxes

2019 March 25 Page 4

While property owners stand to gain from rising property values upon redevelopment or sale, small business tenants continue to shoulder the entire tax burden passed on to them by their landlords. The practice of passing on property taxes related to both rented space and development potential is viewed as unfair and punitive and can cause significant financial distress for small business tenants who have limited ability to absorb the extra expenses.

3.2 Measures to Address Highest and Best Use Valuation Issues on Small Business

a) Base Commercial Properties Assessments on Current Use

The Province could consider changing the Assessment Act which would require the BC Assessment Authority to assess commercial properties based on current use and only when a building permit is issued would a reassessment at highest and best use be triggered.

The Province has recently amended the BC Assessment Act to alleviate the burden of taxes on affected Class 4 heavy industrial businesses. The amendment allows Class 4 industries to be taxed at the current form of development rather than their future highest and best use. The amendment was designed to stop major industrial sites from facing unreasonable assessment increases to their tax bill when a local government changes its official community plan and designates a property for a different use in the future. On this note, the Province could consider similar legislative measures to help alleviate the burden of escalating property assessments and taxes on Class 6 commercial businesses by assessing their properties based on current use rather than the future highest and best use.

b) Allow for Split Classification Assessments

The Province could also explore the feasibility of assessing potential redevelopment lands in a way that would see the current use of the land assessed and taxed according to its value in current use, and separately identifying an assessment value to reflect the redevelopment potential for the property. Both the current use portion and the redevelopment portions would be separately assessed and identified on the assessment role. Split classification assessments would enable municipalities to apply the Class 6 commercial rate and the lower Class 1 residential tax rate to the appropriate assessment values, thereby reducing the overall property tax bill.

It is recommended that the Minister of Finance undertakes a review of the highest and best use valuation methodology and develop measures to effectively minimize the impact this approach is having on small businesses.

Re: Property Assessments and Taxes

2019 March 25 Page 5

4.0 PROVINCE WIDE FLAT NON-RESIDENTIAL SCHOOL TAX RATE

School tax rates on residential properties currently vary by school district. The Province currently sets a single school tax rate for all non-residential properties on a province-wide basis. This results in higher school taxes being levied on small businesses that are based in Metro Vancouver where assessed average value per business property can be three times higher than in other BC municipalities. The implications of the Province applying a single, non-residential school tax rate province-wide results in an unfair burden on small businesses within the Metro Vancouver region which has experienced significant growth in property assessment values.

Starting in 2019, an Additional School Tax (AST) charge will be applied to most high-valued residential properties in the province. The tax will be collected by municipalities and passed onto the Province as per existing arrangements for School Tax. While for the most part the tax is limited to high value homes, it is also applied to certain developments, which in around 10 cases includes Business properties. It is highly likely that the costs associated with the AST borne by the developer will eventually be passed onto those businesses setting up at the new location, in the form of higher rents or an additional contribution to taxes.

It is recommended that the Minister of Finance reviews the impact of the province-wide nonresidential flat rate for school property taxes, the additional school tax and its impact on small business in Metro Vancouver.

5.0 NEW RESIDENTIAL AND SMALL BUSINESS SUB-CLASSIFICATIONS

The BC Assessment Act identifies nine prescribed classes of properties which are used by the BC Assessment Authority to assign property values.

Class 1: Residential Class 2: Utilities Class 3: Supportive Housing Class 4: Major Industry Class 5: Light Industry Class 6: Business Other

Class 7: Managed Forest Land Class 8: Recreation/Non Profit Class 9: Farm

5.1 Class 1 Residential

Class 1 includes single family residences, duplexes, multi-family residences, apartments, condominiums, manufactured homes, nursing homes, rest homes, summer and seasonal dwellings, bunkhouses, some vacant land, farm buildings and daycare facilities.

Given the diverse array of residential types within this class, the Province may wish to consider modifying the BC Assessments Act and separate, as a minimum, multi-family dwellings and condominiums in order to provide greater property assessment and taxation transparency. The Province may also wish to consider separating out vacant properties from Residential Class 1 for the purpose of addressing the current issues surrounding foreign ownership of property.

Re: Property Assessments and Taxes

2019 March 25 Page 6

5.2 Class 6 - Business Other

Class 6 includes a wide array of businesses such as property that is used for offices, retail, warehousing, hotels, motels, and properties that do not fall into other classes. The commercial businesses within this class are comprised of small "mom and pop" to large well-established national and international commercial businesses.

To help alleviate the impact of assessment increases on small businesses, a new small business tax class that identifies small (i.e. lower-valued) business properties may be effective at providing targeted tax relief. A small commercial tax class would allow municipalities to establish a lower tax rate, should they choose, for lower valued commercial properties to help alleviate the impact of property assessment increases on small businesses.

It is recommended that the BC Minister of Finance determine the feasibility of modifying the BC Assessment Act to add new tax sub-classifications for Class 1 Residential and Class 6 Business Other as outlined in this report.

6.0 REPLACEMENT OF HOME OWNERS GRANT WITH A TAX CREDIT

The Provincial Home Owners Grant Program was introduced in 1957 and is designed to reduce the amount of property tax homeowners pay for their principle residence. The Home Owner grant may be greater if a property owner qualifies for the grant as a senior, veteran or person with a disability. Property owners living in Metro Vancouver are entitled to claim a Basic Grant of \$570, and \$845 for seniors aged 65 or older. If a homeowner meets all requirements of the Home Owner Grant Program but their property's assessment value or partitioned value is over the threshold, they may qualify for a Home Owner Grant at a reduced amount.

Currently, Metro Vancouver homeowners eligible for the Basic Grant whose properties are valued above the current threshold of \$1,650,000 will see their Home Owner Grant reduced by \$5 per \$1,000 of assessed value; with a total reduction to zero at \$1,764,000 and \$1,819,000 for those eligible homeowners who receive the Additional Home Owner Grant. Given the escalation in property assessment values over recent years, more and more homeowners are failing to qualify for the Home Owner Grant.

To provide a more equitable and fairer way to provide property tax relief, the Province may wish to consider moving away from having the eligibility for the Home Owner Grant based on a homeowner's property assessment value to their annual taxable income.

It should be noted that the Province of Manitoba provides eligible homeowners with an "Education Property Tax Credit" up to a value of \$700. This credit is provided to help homeowners cover the school taxes residents pay. The credit can be either directly applied to a homeowner's municipal property tax statement or on a homeowner's income tax return. This initiative would remove the biases around using property assessment values as a determinate of the Home Owner Grant.

Re: Property Assessments and Taxes

2019 March 25 Page 7

It is recommended that the BC Minister of Finance review the feasibility of providing eligible homeowners with a tax credit on their personal income tax return in replacement of the Home Owner Grant.

7.0 RECOMMENDATION

It is recommended that the Mayor, on behalf of City Council, write to the BC Minister of Finance to request that an urgent review be conducted of the Province's property assessment and taxation systems and practices as outlined in this report and that a copy of this report be circulated to all Metro Vancouver Municipalities, Burnaby Members of the Legislative Assembly and the Burnaby Board of Trade.

Noreen Kassam, CPA, CGA DIRECTOR FINANCE

NK:DS/ml

Copied to: Metro Vancouver Municipalities

Burnaby Members of the Legislative Assembly

Burnaby Board of Trade

March 25, 2019

Dear Mayor and Council

VIA EMAIL



Phone 250.632.8900

250.632.4995

On March 3, 2005, a motorcycle accident occurred that would forever change the life of Ms. Denise Lodge. Her 21-year old son Corey bought his first motorcycle, a high speed 1000cc racing sport bike. He wrote his learners license on the same day. In less than 24 hours he was involved in a fatal accident on the Malahat Highway. Unable to navigate the turn, the worst possible outcome was realized.

From this fateful event grew a movement affectionately known as The Coalition of Riders Educating Youth (C.O.R.E.Y). This alliance was organized by a mother who vowed to change an outdated system of motorcycle laws in an effort to advance motorcycle safety initiatives. Over the past 14 years C.O.R.E.Y has been working with the Government asking for them to give New Riders the Skills to have a safe ride.

In 2016, C.O.R.E.Y started working with the RCMP and RoadSafetyBC, presenting to over 7,900 Grade 9 – 12 high school students in Northern and Central BC. The interactive discussion brings full awareness of motorcycles to the new drivers as half of the deaths occur because the driver of the other vehicle does not see the motorcyclist. To further highlight the need of this program a recent statistic from the coroner indicates that there were thirty (30) motorcyclist deaths from January to July 2018. This is a 114% increase over the number of motorcyclist deaths occurring from January to July 2017.

At the 2016 UBCM Conference the following resolution was submitted by the District, and adopted by the North Central Local Government Association at the conference in Dawson Creek. Due to time constraints the resolution was not considered by the UBCM membership; however, it was endorsed post-conference by the UBCM Community Safety Committee:

Graduated Licensing for Motorcycles

DISTRICT OF KITIMAT

WHEREAS many changes and improvements have occurred regarding the operation of motorcycles including: increased fines for dangerous behavior while riding, mandatory approved helmet laws, and new seating regulations which require that the passenger's feet must remain on the foot pegs to prevent children who are too small from riding as passengers;

AND WHEREAS motorcycles make up three per cent of BC's insured vehicles, yet they are involved in approximately eleven per cent of all road fatalities:

THEREFORE BE IT RESOLVED that the Provincial Government implement the final phase of the graduated licensing program for motorcycles including power restrictions and mandatory training.

21

As the program has not yet been implemented, The District of Kitimat Mayor and Council are requesting letters of support be written to the Province to finalize and implement the Graduated Licensing Program for Motorcycles (GLP-M), including Power Restrictions and Mandatory Training.

We ask that letters of support be forwarded to:

Honourable Mike Farnworth, MLA pssg.minister@gov.bc.ca

CoreySafe Society coreysafe@outlook.com

Sincerely,

Mayor Phillip Germuth
District of Kitimat

Karen Elrick

From: Tracey Takahashi <TTakahashi@portmoody.ca>

Sent: March-27-19 2:17 PM **Cc:** Tracey Takahashi

Subject: City of Port Moody Resolution Regarding Greenhouse Gas Limits for New Buildings **Attachments:** Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings.pdf

Follow Up Flag: Follow up Flag Status: Flagged

Good afternoon,

At the Regular Council Meeting held on March 12, 2019, City of Port Moody Council considered the attached report dated February 26, 2019 from the Climate Action Committee regarding Greenhouse Gas Limits for New Buildings and passed the following resolution:

RC19/116

THAT the following resolution regarding Greenhouse Gas Limits for New Buildings be submitted to the Lower Mainland Local Government Association, for subsequent submission to the Union of BC Municipalities, as recommended in the report dated February 26, 2019 from the Climate Action Committee regarding Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings:

WHEREAS climate change is recognized to be an urgent concern requiring rapid decarbonization of energy across all sectors, including buildings, in order to achieve 45% GHG emissions reductions by 2030 and net-zero GHG emissions by mid-century, as noted by the IPCC Special Report on 1.5C;

AND WHEREAS the *British Columbia Energy Step Code* establishes targets for increasing energy efficiency of new construction, but these may not result in the necessary levels of GHG emissions reductions to support local government GHG reduction targets nor BC's legislated GHG emissions reduction targets;

AND WHEREAS new buildings can last for many decades and are difficult, expensive, and disruptive to retrofit for renewable energy after construction;

AND WHEREAS near-zero GHG emissions mechanical systems are well proven and can be cost-effectively incorporated in new buildings, while also improving efficiency;

THEREFORE BE IT RESOLVED THAT the Province include GHG limits for new construction as an enforceable element in Division B of the *British Columbia Building Code*, including a pathway to achieve zero GHG emissions for new construction in a timeline commensurate with the science of climate change and BC's reduction targets;

AND BE IT FURTHER RESOLVED THAT the Province's goal in the CleanBC Plan to "make every new building constructed in BC "net-zero energy ready" by 2032" be revised to "make every new building constructed in BC "zero emissions" and "net-zero energy ready" by 2032";

AND THAT a request be sent to local governments in British Columbia for staff to advise their Councils to support the City of Port Moody's forthcoming resolution "Greenhouse Gas Limits for New Buildings" at the

Lower Mainland Local Government Association conference on May 8-10, 2019 and the Union of BC Municipalities conference on September 23-27, 2019.

City of Port Moody Council is asking all municipalities in BC to support the forthcoming resolution at the Lower Mainland Local Government Association conference to be held on May 8-10, 2019 and at the Union of BC Municipalities conference to be held on September 23-27, 2019.

Thank you.

Tracey Takahashi, CMC
Deputy Corporate Officer, City of Port Moody
604-469-4539 (t) 604-364-7520 (c) 604-469-4550 (f)
ttakahashi@portmoody.ca | www.portmoody.ca

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City of Port Moody Report/Recommendation to Council

Date:

February 26, 2019

File No. 01-0360-20-55-00

Submitted by:

Climate Action Committee

Subject:

Union of BC Municipalities Resolution - Greenhouse Gas Limits for New

Buildings

Purpose / Introduction

To bring forward a Union of British Columbia Municipalities resolution regarding greenhouse gas limits for new buildings and seek Council endorsement to advance the resolution to the Lower Mainland Local Government Association (LMLGA) and the Union of British Columbia Municipalities (UBCM) for consideration, as recommended by the Climate Action Committee.

Recommended Resolutions

THAT the following resolution regarding Greenhouse Gas Limits for New Buildings be submitted to the Lower Mainland Local Government Association, for subsequent submission to the Union of BC Municipalities, as recommended in the report dated February 26, 2019 from the Climate Action Committee regarding Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings:

WHEREAS climate change is recognized to be an urgent concern requiring rapid decarbonization of energy across all sectors, including buildings, in order to achieve 45% GHG emissions reductions by 2030 and net-zero GHG emissions by mid-century, as noted by the IPCC Special Report on 1.5C;

AND WHEREAS the British Columbia Energy Step Code establishes targets for increasing energy efficiency of new construction, but these may not result in the necessary levels of GHG emissions reductions to support local government GHG reduction targets nor BC's legislated GHG emissions reduction targets;

AND WHEREAS new buildings can last for many decades and are difficult, expensive, and disruptive to retrofit for renewable energy after construction;

AND WHEREAS near-zero GHG emissions mechanical systems are well proven and can be cost-effectively incorporated in new buildings, while also improving efficiency;

Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings February 26, 2019

THEREFORE BE IT RESOLVED THAT the Province include GHG limits for new construction as an enforceable element in Division B of the British Columbia Building Code, including a pathway to achieve zero GHG emissions for new construction in a timeline commensurate with the science of climate change and BC's reduction targets;

AND BE IT FURTHER RESOLVED THAT the Province's goal in the CleanBC Plan to "make every new building constructed in BC "net-zero energy ready" by 2032" be revised to "make every new building constructed in BC "zero emissions" and "net-zero energy ready" by 2032";

AND THAT a request be sent to local governments in British Columbia for staff to advise their Councils to support the City of Port Moody's forthcoming resolution "Greenhouse Gas Limits for New Buildings" at the Lower Mainland Local Government Association conference on May 8-10, 2019 and the Union of BC Municipalities conference on September 23-27, 2019.

Executive Summary

The Province of British Columbia (BC) has committed to reducing greenhouse gas (GHG) emissions by at least 40% below 2007 levels by 2030, 60% by 2040, and 80% by 2050. In BC, most GHG emissions come from creating and using energy. Major energy-related sources of GHG emissions include transportation, such as driving cars, and stationary combustion sources, such as heating buildings.

New buildings can last for many decades and are difficult, expensive, and disruptive to retrofit for renewable low-carbon energy solutions after construction. The sooner new buildings achieve near zero emissions, the fewer buildings there will be that require costly and challenging deep energy retrofits to achieve GHG reduction targets.

While the BC Energy Step Code establishes a provincial framework for reducing energy use in new buildings, it does not explicitly address GHG emissions from buildings. As buildings represent up to half of GHG emissions at the community level, there is a need to develop an effective policy framework to achieve emissions reductions.

The Climate Action Committee recommends advancing a resolution to the LMLGA and subsequently to the UBCM, calling on the Province to mandate GHG limits for new buildings as an enforceable element of Division B of the British Columbia Building Code (BCBC). The resolution also asks that the provincial goal in the CleanBC Plan "to make every new building constructed in BC net-zero energy ready by 2032" be revised to "make every new building constructed in BC net-zero energy ready and zero emissions by 2032".

As the proposed resolution will support other BC communities in achieving GHG emissions reductions, the Climate Action Committee further recommends that local government staff in BC be requested to advise their Councils to support the City of Port Moody's forthcoming resolution

Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings February 26, 2019

"Greenhouse Gas Limits for New Buildings" at the LMLGA May 8-10, 2019 and UBCM September 23-27, 2019 conferences.

Background

At the February 25, 2019 Climate Action Committee meeting, staff provided a presentation on the BC Energy Step Code (Step Code), including an overview of GHG emissions modelling in relation to the Step Code, how greenhouse gas intensity (GHGI) is calculated, the reasoning for focusing on GHGs in new buildings, and introduced the proposed UBCM resolution (Attachment 1).

After the staff presentation, the Climate Action Committee passed a resolution in support of the proposed UBCM resolution and seeking support from other municipalities. This resolution is included as the recommended resolution in this report.

Discussion

Climate Change and Greenhouse Gas Emissions

In October of 2018, the Intergovernmental Panel on Climate Change (IPCC) published a special report on the impacts of global warming of 1.5°C¹ above pre-industrial levels and related global greenhouse gas emission pathways. The report states that human activities are estimated to have caused approximately 1.0°C of global warming above pre-industrial levels and that global warming is likely to reach 1.5°C between 2030 and 2052 if it continues to increase at the current rate. Global warming reflecting current nationally stated mitigation goals until 2030 is estimated to result in global warming of about 3°C by 2100, with warming continuing afterwards due to past and ongoing emissions.

Impacts on natural and human systems from global warming have already been observed as many land and ocean ecosystems and some of the services they provide have already changed due to global warming. In addition, climate-related risks to health, livelihoods, food security, water supply, and economic growth are projected to increase with global warming of 1.5°C and increase further with 2°C and 3°C (Attachment 2).

Warming from anthropogenic emissions from the pre-industrial period to the present will persist for centuries to millennia and will continue to cause further long-term changes in the climate system, such as sea level rise. The IPCC special report states that reaching and sustaining net zero global anthropogenic CO₂ emissions is necessary to halt anthropogenic global warming on multi-decadal time scales.

The IPCC advises that pathways limiting global warming to 1.5°C would require rapid and far-reaching transitions in energy, land, urban, and infrastructure, including transportation and buildings, and industrial systems in order to achieve 45% GHG emissions reductions by 2030 and net-zero GHG emissions by mid-century.

¹ https://www.ipcc.ch/site/assets/uploads/sites/2/2018/07/SR15 SPM version stand alone LR.pdf

Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings February 26, 2019

Provincial Goals

The Province has committed to reducing GHG emissions by at least 40% below 2007 levels by 2030, 60% by 2040, and 80% by 2050. In BC, most GHG emissions come from creating and using energy. Major energy-related sources of GHG emissions include transportation, such as driving cars, and stationary combustion sources, such as heating buildings.

Building-related emissions account for almost half of community GHG emissions in most of B.C. As such, reducing building-related emissions can have a significant impact on meeting provincial and community GHG emissions reduction targets.

New buildings can last for many decades and are difficult, expensive, and disruptive to retrofit for renewable low-carbon energy solutions after construction. The sooner new buildings achieve near zero emissions, the fewer buildings there will be that require costly and challenging deep energy retrofits to achieve GHG reduction targets. Low-carbon mechanical systems that provide space heating, cooling, and domestic hot water heating are available in the market today for all of BC's climate and building needs. Most low-carbon energy systems can be cost-effectively incorporated into new buildings.

The BC Energy Step Code

The BC Energy Step Code was introduced in April 2017 as a voluntary energy-efficiency standard in the *British Columbia Building Code* (*BCBC*). As an optional compliance path within the *BCBC*, any builder can choose to build to the requirements of the Step Code, and local governments can implement bylaws or policies that require compliance with the Step Code. To comply, builders must use energy modelling software and on-site testing to demonstrate that both their design and the constructed building meet the energy efficiency requirements of the Step Code. The Step Code establishes targets for increasing energy efficiency of new construction, but does not explicitly address GHG emissions.

Greenhouse Gas Emissions in BC Buildings

Rapidly reducing GHG emissions is an important objective for BC and local governments to reach GHG emission reduction targets consistent with the science of climate change. While Step Code establishes a framework for reducing energy use in new buildings, it does not explicitly address GHG emissions from buildings.

There are many examples of buildings constructed throughout the region using a variety of low-carbon heating and cooling systems. These include air source heat pumps, ground source heat pumps, waste heat recovery systems, biomass systems, and solar collectors. There are multiple options for most building types including single-family, multi-family and commercial buildings, including building-scale and district energy systems. These systems are cost-competitive with more carbon-intensive systems, and can be reliably designed, installed, and operated.

The City of Vancouver has requirements to limit GHG emissions in new buildings, and a number of other local governments have introduced Step Code policies that include a low-carbon energy system option with a lower step (including Surrey, Richmond, Burnaby, New Westminster, and

Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings February 26, 2019

the Township of Langley), while others are considering a similar approach. This low-carbon system "option" approach may result in more low-carbon buildings, but GHG reduction is not guaranteed, and a more rigorous and standardized approach is needed.

In order to better understand the relationship between energy efficiency performance and GHG emissions, as well as policy options, the Provincial Ministry of Housing and Affairs is commissioning a study to explore the range of possible GHG emission reductions in new buildings at each step of the Step Code in relation to common and/or emerging energy systems in buildings, and to provide policy options on how to optimize GHG emission reductions from new buildings.

CleanBC Plan

CleanBC, released in December 2018, outlines the Province's plan for a more prosperous, balanced, and sustainable future. CleanBC includes a target for GHG reduction for buildings of 40% by 2030, and notes the need for further electrification of buildings and support of low-carbon approaches. The CleanBC plan also recognizes the benefits of living and working in greener buildings, like greater comfort, lower energy use, and better air quality – both indoors and in communities. The plan establishes a goal to make every new building constructed in BC net-zero energy ready by 2032.

However, CleanBC does not specifically outline a policy pathway to achieve the 40% target, nor state a long-term goal of zero-carbon buildings. Therefore, policies and regulations that achieve GHG reduction as well as energy efficiency are consistent with both provincial and local government interests.

Encouraging Zero-Carbon Buildings

Although population growth in Port Moody has been moderate in the past, the number of development applications has increased with the addition of the Evergreen Line extension in recent years, making Port Moody an attractive and accessible location. With minimal opportunity for new development, redevelopment has become the focus. As redevelopment in Port Moody continues to grow, an opportunity exists to reduce community GHG emissions by ensuring replacement buildings are equipped with low-carbon solutions.

There is no current governing plan or policy that outlines Port Moody's targets or commitments to building-related emissions reduction. Local governments in BC are required through the *Green Communities Statutes Amendment Act* (Bill 27) to include targets, policies, and actions for the reduction of GHG emissions in their Official Community Plans (OCP). Both the OCP and the Master Transportation Plan (MTP) refer to a community emissions database that is outdated, as well as an interim GHG reduction target of 10% below 2007 levels by 2017, that is past due.

The City has identified a number of climate action goals and initiatives in the OCP that signal Council's commitment to a low-carbon building stock, outlined in **Attachment 3**.

Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings February 26, 2019

Port Moody continues to show support for zero-carbon buildings by encouraging and prioritizing low-carbon development applications using the Sustainability Report Card, exploring early adoption of the Step Code, and leading by example through investments in energy efficient upgrades to civic facilities.

Clear direction and leadership in climate policy will strengthen Port Moody's local green economy, and contribute to reaching climate change goals.

Next Steps

The Climate Action Committee is recommending to advance a resolution to the LMLGA and subsequently to UBCM, calling on the Province to mandate GHG limits for new buildings as an enforceable element of Division B of the *British Columbia Building Code*. The resolution also asks that the provincial goal in the CleanBC Plan "to make every new building constructed in BC net-zero energy ready by 2032" be revised to "make every new building constructed in BC net-zero energy ready and zero emissions by 2032".

As the proposed resolution will support other BC communities in achieving GHG emissions reductions, the Climate Action Committee recommends that local government staff in BC be requested to advise their Councils to support the City of Port Moody's forthcoming resolution "Greenhouse Gas Limits for New Buildings" at upcoming 2019 LMLGA and UBCM conferences.

Other Options

THAT the report dated February 26, 2019 from the Climate Action Committee regarding Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings be received for information.

Financial Implications

There are no financial implications associated with the recommendations in this report.

Communications and Civic Engagement

No communications or civic engagement initiatives are required by the recommendations in this report.

Council Strategic Plan Objectives

Advancing the UBCM resolution regarding GHG limits in new buildings is consistent with the strategic outcomes in the areas of Community Planning and Preserving the Environment identified in the 2015-2018 Council Strategic Plan.

Attachments:

- 1. UBCM Resolution Regarding GHG Limits in New Buildings.
- 2. Global Warming Impacts Based on the IPCC Special Report.
- 3. OCP Policies to Support Zero-Emission New Buildings.

Union of BC Municipalities Resolution – Greenhouse Gas Limits for New Buildings February 26, 2019

Prepared by:			1	- 1
meglan	Sahti			
Councillor Meg Chair	han Lahti			

UBCM Resolution

Greenhouse Gas (GHG) limits in the British Columbia Building Code

City of Port Moody

WHEREAS climate change is recognized to be an urgent concern requiring rapid decarbonization of energy across all sectors, including buildings, in order to achieve 45% GHG emissions reductions by 2030 and net-zero GHG emissions by mid-century, as noted by the IPCC Special Report on 1.5C;

AND WHEREAS the *British Columbia Energy Step Code* establishes targets for increasing energy efficiency of new construction, but these may not result in the necessary levels of GHG emissions reductions to support local government GHG reduction targets nor BC's legislated GHG emissions reduction targets;

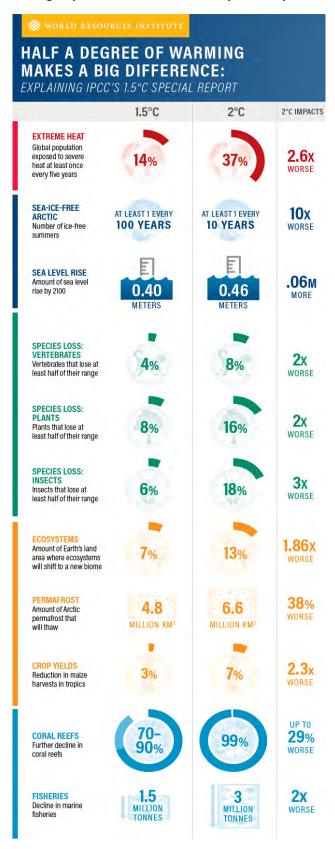
AND WHEREAS new buildings can last for many decades and are difficult, expensive, and disruptive to retrofit for renewable energy after construction;

AND WHEREAS near-zero GHG emissions mechanical systems are well proven and can be cost-effectively incorporated in new buildings, while also improving efficiency;

THEREFORE BE IT RESOLVED THAT the Province include GHG limits for new construction as an enforceable element in Division B of the British Columbia Building Code, including a pathway to achieve zero GHG emissions for new construction in a timeline commensurate with the science of climate change and BC's reduction targets;

AND BE IT FURTHER RESOLVED THAT the Province's goal in the CleanBC Plan to "make every new building constructed in BC "net-zero energy ready" by 2032" be revised to "make every new building constructed in BC "zero emissions" and "net-zero energy ready" by 2032".

Attachment 2 – Global Warming Impacts based on the IPCC Special Report



Attachment 3 – OCP Policies to Support Zero-Emission New Buildings

Chapter 5 – Sustainable Resource Use and Climate Change Response

- 3. The City will develop a Community-wide Sustainable Building Policy to encourage the renovation of existing buildings and the creation of new development that meets a high standard of sustainable building performance with features that may include but are not limited to:
- (d) Passive building systems;
- (e) Energy efficiency technology;
- (f) On-site renewable energy technology;
- (g) District renewable energy systems;
- 5. The City will develop, implement and regularly update a community GHG and energy management plan as a means to plan for an energy-wise and low-carbon future where energy demand is reduced and needs are met through sustainable practices through the community and by sustainable energy systems (e.g., renewable, affordable, reliant, efficient, etc.).
- 10. The City will encourage the planning, design and construction of efficient neighbourhoods and buildings to minimize resource consumption, increase use of renewable resources, increase alternative modes of transportation, reduce greenhouse gas emissions and prepare for climate change.
- 11. The City will encourage local low carbon energy systems, including district energy, as part of larger developments and within areas expected to experience significant redevelopment.
- 12. The City will encourage sustainable project development by applying the Sustainability Checklist, including energy considerations, to assess the relative strengths of a development proposal from a sustainability perspective and encourage the most sustainable project possible.
- 14. To encourage strong energy performance, the City will consider incentives for developers including variances, density bonusing, modified/alternative development standards or other appropriate mechanisms available under the Local Government Act.
- 15. The City will work to provide information to local developers, builders and homeowners about energy efficient building practices and available incentives and funding programs.

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
--------------------------------	-----------------------------------

- 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.

amended accordingly.

READ a first time the 19th day of March, 2019

READ a second time the 19th day of March, 2019

READ a third time the 19th day of March, 2019

ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICER

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

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 19th day of March, 2019

READ a second time the 19th day of March, 2019

READ a third time the 19th day of March, 2019

ADOPTED the day of , 2019

MAYOR
 CORPORATE OFFICER

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.

19th day of March, 2019

READ a first time the

READ a second time the 19th day of March, 2019

READ a third time the 19th day of March, 2019

ADOPTED the day of , 2019

MAYOR

_____CORPORATE OFFICER



Date:

April 5, 2019

Submitted by:

Jason Smith, Manager of Development Services

Subject:

OCP Amendment Bylaw 590, 2019 - Anmore Green Estates

Purpose / Introduction

The purpose of this report is to provide Council with a summary of the public hearing, an update on Metro Vancouver's acceptance of the Regional Context Statement and the option to adopt Official Community Plan Amendment Bylaw 590, 2019 (Attached)

Recommended Options

That Official Community Plan Amendment Bylaw 590, 2019 be read a third and final time, and that Official Community Plan Amendment Bylaw 590, 2019 be adopted.

Background

Official Community Plan Amendment Bylaw 590, 2019 (the Bylaw) was introduced and given first reading at Council's January 8, 2019 meeting. The Bylaw proposes changes to the Village's Official Community Plan (OCP) to facilitate the connection of Anmore Green Estates to the regional sewer system. The Bylaw was sent out for comment to local governments and the School District. Comments on the Bylaw were received from the City of Port Moody and the School District.

Council gave second reading to the Bylaw at its March 5, 2019 meeting and held a public hearing for the Bylaw on March 19, 2019. All members of Council were in attendance at the public hearing and there was one speaker who spoke at the public hearing in support of the Bylaw.

The Bylaw contains changes to the Village's Regional Context Statement, that is part of the OCP, and those changes had to be accepted by Metro Vancouver. The Metro Vancouver Board accepted the proposed changes to the Village's Regional Context Statement at the Metro Vancouver Board meeting of March 29, 2019.

Report/Recommendation to Council

OCP Amendment Bylaw 590, 2019 – Anmore Green Estates April 5, 2019

Discussion

Council is now in the position to adopt the Bylaw in order to advance the possibility of connecting Anmore Green Estates to the regional sewer system.

Though there is still considerable work to be undertaken to connect Anmore Green Estates, the adoption of this Bylaw is a critical step to enable the connection.

Other Options

The following options are presented for Council's consideration:

1. That Official Community Plan Amendment Bylaw 590, 2019 be read a third and final time, and that Official Community Plan Amendment Bylaw 590, 2019 be adopted.

Or

2. That Council provide further direction to staff.

Financial Implications

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

Attachments:

- 1. Official Community Plan Amendment Bylaw 590, 2019
- 2. Correspondence from Metro Vancouver dated April 4, 2019 regarding consideration of the Village of Anmore's amended Regional Context Statement.

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

BYLAW NO. 590-2019

A bylaw to amend the Official Community Plan

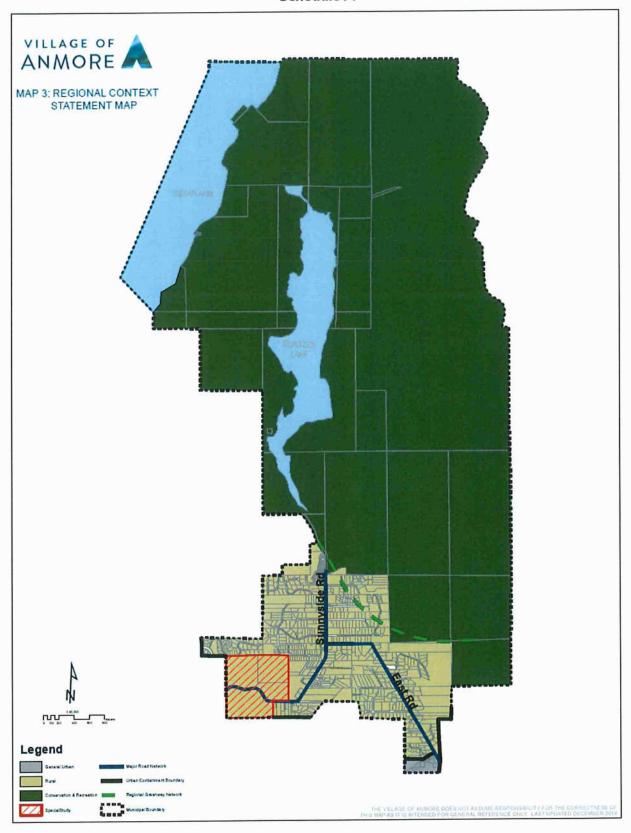
WHEREAS the Local Government Act	t authorizes a	municipality	to amend	its community	/ plan
from time to time;					

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 "Village of Anmore Official Community Plan Amendment Bylaw No. 590-2019".
- 2) That Village of Anmore Official Community Plan Bylaw No. 532, 2014 be amended as follows by replacing Policy MS-7 with the following text:
 - "The Village will join the Greater Vancouver Sewage and Drainage District to accommodate the connection of Anmore Green Estates to the Greater Vancouver Sewage and Drainage District System. During the time frame of this Plan, the Village will not develop a municipal-wide sewer system"
- 3) Replace Map 3: Regional Context Statement Map with the map attached as Schedule A to change the lots compromising of the 51 existing homes at Anmore Green Estates from a Rural designation to an Urban designation within the Urban Containment Boundary.

READ a first time the READ a second time the PUBLIC HEARING HELD the READ a third time the ADOPTED the MAYOR					
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	READ a third time the		day of,	2019	
MAYOR	ADOPTED the		day of,	2019	
MAYOR					
MAYOR					
				MA	YOR
MANAGER OF CORPORATE SERVICES		MANAGER OF CO	DRPORAT	F SERV	ICES

Schedule A





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

File: CR-12-01

Ref: RD 2019 Mar 29

APR 0 4 2019

Juli Halliwell, Chief Administrative Officer/Chief Financial Officer Village of Anmore 2697 Sunnyside Road Anmore, BC V3H 5G9 VIA EMAIL: juli.halliwell@anmore.com

Dear Ms. Halliwell:

Re: Consideration of the Village of Anmore's Amended Regional Context Statement

At its March 29, 2019 regular meeting, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) adopted the following resolution:

That the MVRD Board accept the Village of Anmore's amended Regional Context Statement as submitted to Metro Vancouver on January 11, 2019.

Enclosed is a copy of the staff report for your information.

Sincerely

Chris Plagnol
Corporate Officer

CP/sn

cc: Neal Carley, General Manager, Planning and Environment

Heather McNell, Director, Regional Planning and Electoral Area Services, Regional Planning and

Environment

Encl: Report dated February 13, 2019, titled "Consideration of the Village of Anmore's Amended

Regional Context Statement" (Doc# 28538078)

29129722





To: Regional Planning Committee

From: James Stiver, Division Manager, Growth Management and Transportation,

Regional Planning

Date: February 13, 2019 Meeting Date: March 8, 2019

Subject: Consideration of the Village of Anmore's Amended Regional Context Statement

RECOMMENDATION

That the MVRD Board accept the Village of Anmore's amended Regional Context Statement as submitted to Metro Vancouver on January 11, 2019.

PURPOSE

To seek MVRD Board acceptance of the Village of Anmore's amended Regional Context Statement in accordance with Section 448 of the *Local Government Act*.

BACKGROUND

The Village of Anmore has submitted an amended Regional Context Statement to Metro Vancouver for consideration (Attachment). The Regional Context Statement seeks to include the Anmore Green Estates site within the Urban Containment Boundary and redesignate the parcel from a Rural regional land use designation to General Urban. Section 448 (2) of the *Local Government Act* stipulates that the MVRD Board must respond by resolution within 120 days after receipt indicating whether or not it accepts the Regional Context Statement. If the Board fails to respond within this period of time, the Regional Context Statement is deemed to be accepted.

The Village Council has also endorsed a resolution requesting the Board of the Greater Vancouver Sewerage and Drainage District (GVS&DD) to support its request to become a member of the GVS&DD and, subject to becoming a member, to expand the sewerage area to include the footprints of the existing 51 homes within the Anmore Green Estates lands for the purpose of connecting to the regional sewerage system. This request will be considered separately by the Liquid Waste Committee and GVS&DD Board.

REGIONAL CONTEXT STATEMENTS

Section 446 of the *Local Government Act* requires that each municipality submit a Regional Context Statement that identifies the relationship between the municipality's Official Community Plan (OCP) and the regional growth strategy, *Metro Vancouver 2040: Shaping our Future (Metro 2040).* It is the role of municipalities to adopt Regional Context Statements that specify how the municipality's OCP addresses each of the applicable *Metro 2040* policy actions. When the MVRD Board considers acceptance of a new or amended Regional Context Statement, it is expected that it be "generally consistent" with the goals, strategies, actions, and parcel-based regional land use designations in *Metro 2040*.

VILLAGE OF ANMORE OFFICIAL COMMUNITY PLAN

The Village of Anmore is a predominantly rural and semi-rural community in the north eastern portion of the region, outside of the Urban Containment Boundary. As a community, Anmore is not planned or expected to absorb a significant portion of regional growth or connect to urban servicing. The Village's current OCP policies state that the Village will not develop a municipal-wide sewer system in the interest of respecting the rural and semi-rural character of the community where residents rely on private septic system services, as a means of limiting more urban forms of development.

The Village's Regional Context Statement, which forms part of its OCP and was accepted by the MVRD Board in July of 2011, reinforces the limitation of sewer servicing by restricting the extension of regional sewerage servicing by designating the Village primarily with a Rural land use designation in *Metro 2040*. The one exception is the Eagle Mountain Middle School, which is designated General Urban and located within the Urban Containment Boundary in *Metro 2040*.

Anmore Green Estates

Anmore Green Estates is an existing strata development comprising 51 residential units at the southern limits of the Village of Anmore, bordering on the City of Port Moody adjacent to the Eagle Mountain Middle School.

Location Map



The strata operates a communal septic system for the development's residents, as the development is not connected to a municipal sewerage system. In November 2017, in response to a discovered leak from the communal system onto neighbouring properties owned by School District 43 in

Port Moody, the Ministry of Environment and Climate Change Strategy issued a Pollution Abatement Order to Anmore Green Estates that required the preparation of an action plan to address the failure of the system. Through the Winter and Spring of 2018, required engineering work was completed to consider and recommend options to address the issue. Upon completion, the engineering reports recommended that the most viable solution was to connect the development to the GVS&DD sewerage system via Port Moody's collection system. In August 2016 a Minister's Order was issued requiring that the Village of Anmore submit a plan to manage liquid wastes within the Village to the Province for approval. There are many requirements and parties involved in advancing this solution, that go beyond the ability of Anmore Green Estates and the Village of Anmore to address.

Anmore Council Resolution

At its January 8, 2019 meeting, Village of Anmore Council resolved to seek to connect the Anmore Green Estates site to the GVS&DD system, and passed the following resolution:

THAT Council:

- a) Give 1st reading to Village of Anmore Official Community Plan Amendment Bylaw 590-2019;
- b) Refer Village of Anmore Official Community Plan Amendment Bylaw 590-2019 to the City of Port Moody, the Village of Belcarra and School District No. 43 for comment;
- c) Submit the proposed amendment to Anmore's Regional Context statement comprised of a regional land use designation change from Rural to General Urban for the Anmore Green Estates property, and a corresponding extension of the Urban Containment Boundary to the Metro Vancouver Board for acceptance; and
- d) Request the Greater Vancouver Sewerage and Drainage District Board support the Village of Anmore becoming a member of the Greater Vancouver Sewerage and Drainage District and, subject to becoming a member, expand the sewerage area to include the footprints of the existing 51 homes at Anmore Green Estates.

AND THAT no further steps be taken until such time as the memorandum of understanding is in place with Anmore Green Estates Strata."

Timeline of Proposed Amendment

With Anmore Council giving first reading to Bylaw 590-2019 on January 8, 2019, a circulation of notice to neighbouring jurisdictions is now underway. The Village intends to consider further readings of the Bylaw and a public hearing in March 2019. MVRD's consideration of the amended Regional Context Statement and the GVS&DD Board's consideration of support for Anmore's membership in the GVS&DD service area is required to support the Village's application for membership in the GVS&DD to the Ministry of Municipal Affairs and Housing for an Order in Council to amend Metro Vancouver's Letters Patent to include the Village of Anmore. The consideration of acceptance of the amended Regional Context Statement is the first step prior to the Liquid Waste Committee's and GVS&DD Board's consideration of the Village's request to amend the service area, and the other steps noted above involving the City of Port Moody and the Province.

AMENDED REGIONAL CONTEXT STATEMENT

The Village of Anmore staff report states that the rationale for limiting the connections only to Anmore Green Estates, is to only address the environmental and public health concerns related to the development's sewage treatment system and not to provide excess servicing that could accommodate additional development. The General Urban designation for *Metro 2040* is being sought due to:

- the urgency of the need to address the environmental and public health risk of the failing septic system;
- the level of development in the Anmore Green Estates development being significantly different that the semi-rural and rural development densities seen in the other areas of the municipality;
- this is the only site that is intended to be connected to regional sewerage servicing; and
- the number of units and density of the development is existing and the change in land use designation will more appropriately reflect the existing development than the current Rural designation.

The Village has proposed to amend its Regional Context Statement rather than pursuing a Type 2 amendment to *Metro 2040*. A Type 2 amendment is often the required approach to amending the Urban Containment Boundary. However, this approach is consistent with other Regional Context Statements with regional land use designation changes that have been submitted and considered by the MVRD Board, particularly in situations where there are environmental and public health impact concerns or to better align the regional land use designation with an existing land use / development.

Village of Anmore staff reported to Village Council that:

- there are no consequential impacts to this proposed amendment on the intent of Metro 2040's urban containment objectives as the 51 units are existing no new development will result;
- the connection to regional sewer servicing was concluded as the only viable means to address the Ministry's Pollution Abatement Order process to address the public health and environmental risk issues; and
- there is no regional significance to the proposed amendments and a full Metro 2040 amendment process is not warranted in this case.

For the above reasons, a General Urban designation in *Metro 2040* is appropriate. It should be noted that should Anmore join the GVS&DD, it does set the stage for future consideration of additional sewerage extension requests.

Anmore's Amended Regional Context Statement and Metro 2040

A primary way in which *Metro 2040* reinforces a compact urban area, and protects the region's rural, natural and agricultural areas, is with the introduction and maintenance of the Urban Containment Boundary. To reinforce this objective, *Metro 2040* sets out policies that restrict the extension of sewer servicing into the designated Rural, Conservation and Recreation, and Agricultural areas. While *Metro 2040* includes provisions for the MVRD Board to consider exceptions to this objective in cases where

such a proposed connection would prevent or alleviate a public health or environmental contamination risk, or where a connection has no significant impact on the strategy of urban containment, the Village of Anmore has opted to amend its Regional Context Statement map (Attachment) to adjust the Urban Containment Boundary to encompasses the Anmore Green Estates lands and designate those lands as General Urban.

Anmore Green Estates is an existing development on the edge of the General Urban area, built at urban densities, and dissimilar to the Village's prevailing rural and semi-rural form. Furthermore, the Eagle Mountain Middle School, immediately to the west of the Anmore Green Estates lands, is currently connected to the regional sewerage system and contained within the Urban Containment Boundary; in 2014, an amendment to Metro 2040 was approved to redesignate those lands to General Urban and adjust the Urban Containment Boundary and a 25 year servicing agreement was entered into with School District 43, rather than by way of membership within GVS&DD, to facilitate the construction of the school. Therefore, the intent of Metro 2040's objectives of urban containment and protecting the region's Rural lands is not negatively impacted by the proposed amendment.

GVS&DD CONSIDERATIONS

In addition to the MVRD Board's consideration of the Regional Context Statement, at their respective meetings in March, 2019 the Liquid Waste Committee and GVS&DD Board will also be considering the Village of Anmore's application to the Province of British Columbia for membership in the GVS&DD.

If the MVRD Board ultimately accepts the Regional Context Statement, the GVS&DD Board will be able to consider the Village of Anmore's application for membership in the GVS&DD with the understanding that the requested extension of sewer servicing will be consistent with the policies of Metro 2040. Alternatively, if the Regional Context Statement is not accepted, the GVS&DD Board will need to consider the implications of the Village of Anmore's application for membership in the GVS&DD, as the application for membership and expansion of the sewer area will be in conflict with the policies of Metro 2040 and will require further consideration by the MVRD Board of the exception provisions of Metro 2040 to allow the connection of regional sewerage servicing for a public health or environmental contamination reason, or whether such a sewerage extension would have an impact on the intent of the Rural land use designation.

ALTERNATIVES

- 1. That the MVRD Board accept the Village of Anmore's amended Regional Context Statement as submitted to Metro Vancouver on January 11, 2019.
- 2. That the GVRD Board not accept the Village of Anmore's Regional Context Statement, indicating the provisions to which the Board objects and the reasons for objection, and request the Village of Anmore amend its Regional Context Statement and re-submit it to the Board for consideration.

FINANCIAL IMPLICATIONS

If the MVRD Board chooses Alternative 1, there are no financial implications to the MVRD related to the acceptance of the Village of Anmore's Regional Context Statement. If the MVRD Board chooses Alternative 2, a dispute resolution process may take place as prescribed in the Local Government Act. The cost for this dispute resolution is prescribed based on the proportion of assessed land values. Metro Vancouver would be responsible for most of the associated costs.

There are financial implications associated with the request for membership in the GVS&DD. These implications will be presented separately in the March 14, 2019 report to the Liquid Waste Committee.

SUMMARY / CONCLUSION

The Village of Anmore is seeking to amend its Regional Context Statement to include the Anmore Green Estates site within the Urban Containment Boundary and to designate it as General Urban. Village Council has also submitted a formal request to the GVS&DD Board seeking support to become a member of the Greater Vancouver Sewerage and Drainage District and to connect the 51 existing residential units of Anmore Green Estates to the regional sewerage system. The requested sewer connection via Port Moody is intended to address the environmental and public health concerns related to the development's failing septic sewage treatment system and not to provide excess servicing capacity that could accommodate additional development.

The proposed General Urban designation and an adjustment to the Urban Containment Boundary is being proposed:

- 1. to address the urgency of the need to address the environmental and public health risk of the failing septic system;
- 2. to more accurately reflect that the existing Anmore Green Estates development is a significantly different density and form that the semi-rural and rural development densities seen in the other areas of the municipality; and
- 3. as this is the only site that is intended to be connected to regional sewerage servicing and it is only to service an existing development.

There are no consequential impacts on the intent of *Metro 2040*'s urban containment objectives as no new development will result. Therefore, staff are recommending Alternative 1, that the MVRD Board accept the Village of Anmore's amended Regional Context Statement to set the stage for the GVS&DD to consider support for Anmore's membership in the GVS&DD, and facilitate the sewer connection to address the Province's Pollution Abatement Order.

Attachment: Correspondence re Village of Anmore Official Community Plan Amendment Bylaw No. 590-2019 from Village of Anmore, dated January 11, 2019 (orbit doc #28305307)

28538078





January 11, 2019

Chris Plagnol
Corporate Officer
Metro Vancouver
Metrotower III, 4730 Kingsway
Burnaby, BC V5H 0C6

Dear Mr. Plagnol:

Re: Village of Anmore Official Community Plan Amendment Bylaw

No. 590-2019

The Village of Anmore Council recently passed the following resolution at its January 8, 2019 Regular Council meeting:

"THAT Council:

- a. Give 1st reading to Village of Anmore Official Community Plan Amendment Bylaw 590-2019;
- Refer Village of Anmore Official Community Plan Amendment Bylaw 590-2019 to the City Port Moody, the Village of Belcarra, and School District No. 43 for comment;
- c. Submit the proposed amendment to Anmore's Regional Context Statement comprised of a regional land use designation change from Rural to General Urban for the Anmore Green Estates property, and a corresponding extension of the Urban Containment Boundary to the Metro Vancouver Board for acceptance; and
- d. Request the Greater Vancouver Sewerage and Drainage District Board support the Village of Anmore becoming a member of the Greater Vancouver Sewerage and Drainage District and, subject to becoming a member, expand the sewerage area to include the footprints of the existing 51 homes at Anmore Green Estates;

AND THAT no further steps be taken until such time as the Memorandum of Understanding is in place with Anmore Green Estates Strata." Attached is a copy of the Official Community Plan Amendment Bylaw, which contains the amendments to the Regional Context Statement, and the accompanying staff report outlining the Village's rationale.

The Village has been working with the appropriate Metro Vancouver staff and they are aware that these requests would be forthcoming. Should there be any further questions on this matter please feel free to contact our Manager of Development Services, Jason Smith, at 604-469-9877 or iason.smith@anmore.com.

Sincerely,

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Juli Halliwell

Chief Administrative Officer

Ballewill

T 604-469-9877

juli.halliwell@anmore.com

Attachment: Report to Council dated January 4, 2019

Cc: Carol Mason, Commissioner/Chief Administrative Officer Neal Carley, General Manager of Planning & Environment Peter Navratil, General Manager of Liquid Waste Jessica Beverley, Corporate Solicitor



Date: February 13, 2019
To: Juli Kolby, CAO

cc: n/a

From: Cory Sivell, Asset Management Consultant

File: 1536.0002.01

Subject: Asset Management Investment Plan Version 2

Background

In 2017, Urban Systems worked with the Village of Anmore (VOA) to develop the first version of their Asset Management Investment Plan (AMIP V1). Since completing this assignment, the VOA has created a new culvert inventory with detailed condition information. For more information on the inventory and condition data, please refer to the Storm Water Master Plan document completed by GeoAdvice in 2018.

Understanding that asset management is a continual improvement process, the VOA engaged Urban Systems to update the AMIP with this new information. The focus of this assignment was to replace the existing culvert inventory with the newly developed inventory and to integrate the condition information. It is important to note that no other asset categories were updated.

Below is the summary of the changes to the AMIP (culverts only):

Description	AMIP – V1	AMIP – V2
Quantity	6.6km	7.3km
Replacement Cost	\$6.5M	\$7.6M
Remaining Life	79%	67%
Deficit	\$0	\$22K
Life Cycle	\$149K	\$157K
20 Year AAI	\$0	\$113,000

Observations:

- New culverts were found that were not included in the existing inventory (6.3km to 7.3km).
- Culverts are in worse condition than estimated in AMIP V1 (79% remaining life compared to 67% remaining life).
- Deficit increase from \$0 to \$22,000. This provides insight that these culverts should be scheduled for replacement.
- AALCI increased by approximately 5% (\$149K to \$157K)
- 20 Year AAI increased from \$0 to \$113,000. This provides insight that culverts outside the 20-year timeframe have been moved within.

Date: February 13, 2019 File: 1536.0002.01

Subject: Asset Management Investment Plan Version 2

Page: 2 of 2



The detailed results of this AMIP update can be found in the report titled "Asset Management Investment Plan V2" on page 9.

The VOA also wanted to understand the impact the AMIP V2 results may have on the general fund infrastructure levy. The preferred funding scenarios and its respective impact on the Infrastructure Levy is summarized below for the General Fund.

Impact to General Fund Infrastructure Levy				
Asset Category	Preferred Funding Scenario	AALCI	Source	
Roads				
MRN Road Surface	1	\$178,000	AMIP V1	
LRN Road Surface	3	\$86,000	AMIP V1	
Other Assets (sidewalks, streetlights)	1	\$165,000	AMIP V1	
Storm	1	\$157,000*	AMIP V2	
Other Assets (Buildings, Parks, Fleet etc)	1	\$206,000	AMIP V1	
AALCI Total		\$792,000		
Infrastructure Levy		\$970,000		
Impact to the Infrastructure Levy		No impact		

^{*}Funding scenario was developed using the new Culvert inventory and condition assessment information

Observations:

- The Average Annual Life Cycle Investment (AALCI) is less than the Infrastructure Levy for 2018.
- The Infrastructure Levy for the General Fund exceeds the AALCI, thus no adjustments to the levy are necessary to meet the AALCI funding target.

Sincerely,

URBAN SYSTEMS LTD.

Cory Sivell

Asset Management Consultant



Date: February 13, 2019

To: Juli Kolby, CAO (Village of Anmore)

From: Cory Sivell File: 1536.0002.01

Subject: Asset Management Funding Plan (AMFP) Memorandum - Update

Background

Setting annual funding targets for asset renewal is critical to the long-term financial sustainability of a community. Increasing cost pressures and unsustainable funding approaches are driving communities to realize they need to change the way they think about managing their assets, recovering revenues and delivering services. Communities are now embracing the need to integrate asset management principles and thinking into their organizations with the goals of:

- Being financially sustainable over the long term;
- Reducing the need to place large financial burdens on future generations;
- Increasing the likelihood that user fees and property taxes are stable and consistent and reducing the need to have large 'one-off' tax increases; and
- Increasing the likelihood that service levels can be maintained over the long term.

With this understanding, the Village of Anmore (VOA) has invested in developing and updating their Asset Management Investment Plan (AMIP) to assist staff, council and the community with setting their long-term funding targets for asset renewal. The most recent update (2018) to the AMIP involved integrating a new culvert inventory and condition assessment information but no other asset categories were updated.

Once the funding targets were established, the Village was then interested in understanding the impact the selected funding targets have on their customers' current property taxes and water user fees. The remainder of this memo is focused on summarizing the key findings from the AMIP V2, documenting the preferred funding scenarios and their respective impact on property taxes and water user fees.

AMIP Summary

The AMIP is a tool that can be used to assist VOA in setting annual funding targets for asset renewal. In order to assist with setting this target, two investment level indicators were presented;

- 1. Average Annual Life Cycle Investment (AALCI)
- 2. 20 Year Average Annual Investment (20 Year AAI)

Due to uncertainty on how long assets will last, three service life scenarios were presented for each of the investment indicators;

- Scenario 1: Assumes industry standard (rule of thumb) life spans (conservative)
- Scenario 2: Assumes assets will last 25% longer than the industry standard
- Scenario 3: Assumes assets will last 50% longer than the industry standard

These three service life scenarios are presented below for both the general and water fund.

	AA	LCI	
Fund	Scenario 1	Scenario 2	Scenario 3
General Fund	\$828,000	\$663,000	\$554,000
Water Fund	\$310,000	\$246,000	\$205,000
Total	\$1,138,000	\$909,000	\$759,000

*General Fund includes: Roads, Storm, Parks, Buildings, Equipment other Miscellaneous Assets



	20 Yea	ar AAI	
Fund	Scenario 1	Scenario 2	Scenario 3
General Fund	\$570,000	\$365,000	\$208,000
Water Fund	\$80,000	\$7,000	\$0
Total	\$650,000	\$372,000	\$208,000

^{*}General Fund includes: Roads, Storm, Parks, Buildings and Equipment Assets

For more details please refer to the "Asset Management Investment Plan V2, 2019 (Urban Systems)"

Preferred Funding Scenarios and their Impact on Property Taxes and Water User Fee's

The information summarized from AMIP V1 was presented to staff and the Finance Committee on February 27th, 2017, with the intent of sharing the various asset renewal funding scenarios and obtaining direction on what investment level indicator would be best suited for VOA. Based on the discussions from the meeting, the Finance Committee recommended that VOA take a long-term vision to financial sustainability and focus on funding the AALCI. Subsequent to the meeting, staff selected their preferred AALCI funding scenario based on their understanding of the community's infrastructure funding needs. Since these decisions, the VOA has updated their AMIP with new culvert information (Storm assets) which has revised the long-term funding targets. Staff then requested that Urban Systems assess VOA's ability to meet the preferred funding scenarios based on the financial information presented in the 5-Year financial plan for 2018 and the updated information from the AMIP V2.

The preferred funding scenarios and its respective impact on the infrastructure levy (General Fund) for 2018 is summarized below:

^{*}All values are presented in 2017 dollars and do not account for inflation*

Impact to Property Tax/Infrastructure Levy (General Fund)			
Asset Category	Preferred Funding Scenario	AALCI	Source
Roads			
MRN Road Surface	1	\$178,000	AMIP V1
LRN Road Surface	3	\$86,000	AMIP V1
Other Assets (sidewalks, streetlights)	1	\$165,000	AMIP V1
Storm	1	\$157,000	AMIP V2
Other Assets (Buildings, Parks, Fleet etc)	1	\$206,000	AMIP V1
AALCI Total		\$792,000	
Infrastructure Levey		\$970,000	
Impact to Property Tax/Infrastructure Levy		No impact	

^{*}From 5 Year financial plan in 2018

The result of the financial analysis showed that there was no need to adjust the infrastructure levy to meet the preferred AALCI scenario. It is important to note that the AALCI target does not consider new infrastructure, strategic initiatives or increased service levels. Therefore, these investments must be considered on top of the AALCI. For example: The VOA is currently assessing the need to build a new Village Hall. The expenses related to constructing and replacing this building will be above and beyond the \$792,000.



The preferred funding scenario and its impact to water user rates for 2017 (water fund) is summarized below.

Impact to Water User Fee's (Water Fund)		
Asset Category	Preferred Scenario	AALCI
Water System	3	\$205,000
Available for Asset Management*		\$190,000
User Fee Increase		2.1%

^{*}From 5 Year financial plan in 2017

The results of the financial analysis showed that the VOA must increase the revenue obtained from user fees by \$15,000 to meet the selected AALCI funding target. A \$15,000 increase in revenues equates to a 2% increase in the user fee or an 8% increase in funds available for asset management. Its important to note that this funding target assumes like for like replacement and does not take into account changes in level of service, any rate increases for bulk water purchase, or new capital projects.

Infrastructure Deficit

Infrastructure deficit is a measure of the value of infrastructure that has passed it theoretical service life but continues to provide a service to the community (Current year > Year of Replacement). Although the asset is still providing service, it is typically nearing the end of its life and will require field investigation to determine if the asset needs to be replaced for not.

The VOA's infrastructure deficit for each fund (general and water) is summarized below:

Infrastructure Deficit			
Fund	Scenario #1	Scenario #2	Scenario #3
General	\$2,100,000	\$630,000	\$370,000
Water	\$0	\$0	\$0

Since the VOA is a relatively new community and majority of the Village's assets are long lived (>50 years), the infrastructure deficit is relatively small when compared to other communities across British Columbia. Based on the preferred funding levels, the VOA will have sufficient revenues to replace the infrastructure that has passed its theoretical service life within the next 3 to 10 years (depending on selected service life scenario) if desired.

It is important to note that Infrastructure deficits are normal and that the goal is not to eliminate the infrastructure deficit completely. Infrastructure deficits show that assets are beginning to last longer than their estimated service lives which could be a result of good maintenance practices, installation techniques, design or good environmental conditions. Moving forward, the VOA should begin to answer the question, What is the right infrastructure deficit for our community and how will we measure and mange this over time?

We would like to thank you for the opportunity to be of service to the VOA.

Please feel free to contact the undersigned should you wish to discuss any aspect of this memo.

Sincerely,

URBAN SYSTEMS LTD.

Cory Sivell, Asset Management Consultant

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The Village of Anmore

ASSET MANAGEMENT INVESTMENT PLAN V2

Original AMIP V1 : July 2017

Updated AMIP V2: February 2019 (Storm Culverts Only)



TERMS AND DEFINITIONS

The following commonly used terms are defined as they relate to the Asset Management Investment Plan (AMIP).

ASSET

A physical component of a system that has value, enables services to be provided, and has an economic life of greater than 1 year.

ASSET CONDITION

Asset remaining life is one indicator that can be used as a proxy for condition when the physical condition of the asset is not known. The remaining life of an asset is calculated using the following formula:

Asset Remaining Life = Asset Remaining Value/Asset Replacement Value

The remaining life is then grouped into a condition rating system using the following criteria:

Remaining Life	Condition Group
<0	Very Poor
0-25	Poor
25-50	Average
50-75	Good
75-100	Very Good

LEVEL OF SERVICE

A measure of the quality, quantity, and/or reliability of a service from the perspective of residents, businesses, and customers in the community.

REPLACEMENT COST

The investment required (in today's dollars) to replace an asset and ensure it provides the same function as it did before.

Note: The replacement costs used in this report should not be used for capital planning and should only be used for high-level, long-term financial planning.

REVENUE

The income received by the City from taxes, user fees, government transfers and other sources. Own-source revenue refers to income received from taxation, user fees, and any interest income.

RISK(S)

Events or occurrences that will have an undesired impact on services (Risk = Impact x Likelihood).

SERVICE LIFE (SL)

The length of time an asset will theoretically last before it requires replacement or rehabilitation.

SERVICE LIFE SCENARIOS

Three service life scenarios analyzed within the AMIP include:

- Scenario 1: Standard Asset Service Life
- Scenario 2: Service Life Increased by 25%
- Scenario 3: Service Life Increased by 50%

Note: Infrastructure investment refers to investing funds to renew existing infrastructure (capital expenditure) or saving funds in a protected reserve for future asset renewal.

Investment Level Indicators

ANNUAL AVERAGE LIFE CYCLE INVESTMENT (AALCI)

The Average Annual Life Cycle Investment (AALCI) is defined as the summation of each asset's annual depreciation. It represents the annual investment needed to sustain existing infrastructure over its service life (over the next 20 years and beyond).

Note: AALCI must be considered in conjunction with infrastructure deficit as this is a forward-looking parameter that does not consider the past.

20 YEAR AVERAGE ANNUAL INVESTMENT (20 YEAR AAI)

The 20 Year Average Annual Investment (20 Year AAI) is defined as the summation of expenditures over a 20 year planning horizon divided by 20. It represents the annual investment needed to pay for expected infrastructure replacements over the next 20 years (within the 20 year horizon).

INFRASTRUCTURE DEFICIT

Infrastructure Deficit is a measure of the amount of infrastructure that has passed its theoretical service life but still provides service to the community. This infrastructure should be inspected to determine if replacement is necessary or if replacement timing can be adjusted.

Note: The presented indicators do not take into account level of service, risk, future capital needs, or willingness to take on risk. Over time, as the community gathers more information and further develops their asset management system, these investment figures should be further refined and adjusted.



ASSET MANAGEMENT INVESTMENT PLAN

The Asset Management Investment Plan (AMIP) is an asset renewal forecast that can be used to inform long-term funding decisions. Adequate funding of asset renewal will ensure services can be reliably provided into the future. The AMIP is designed to answer the following questions:

- 1) What assets do we own?
- 2) How much are our assets worth?
- 3) What condition are our assets in?
- 4) When will our assets pass their service life?
- 5) How much do we need to invest in our assets?

Through answering these questions, the community can begin to:

- build awareness with staff, Council and the community on the magnitude and timing of potential infrastructure investments;
- understand revenue requirements over the long term; and
- · understand the urgency of investments.

It is important to clarify that the AMIP is not:

- a capital plan that sets out specific projects for the community to undertake;
- an infrastructure cost tool that can be used for construction tenders and predict exact replacement costs; or
- a complete asset management program.

The AMIP is just one component of a larger framework that should be considered in developing an effective asset management program.



Figure 1: Asset Management for Sustainable Service Delivery, A BC Framework

Asset management is a continual improvement process which focuses on bringing together the skills and activities of people in combination with information about assets and finances to enable long-term sustainable service delivery. There is no right spot to start on the framework, rather it is up to each community to determine their specific asset management needs and build their program based on their individual priorities.

CANADIAN'S INFRASTRUCTURE CHALLENGE

Communities across Canada are currently faced with infrastructural and organizational challenges. Many are realizing that the majority of their infrastructure was installed decades ago and has continually provided service to the community with little to no service disruption. These assets, which have provided significant value to the community, are now nearing the end of their useful life; however, many local governments have not fully planned for their replacement

FCM recently completed a study that concluded that estimates Canada's infrastructure deficit to be 123 billion and growing. A recent study by BCWWA, titled "Are our water systems at risk?" found that the majority of BC water and sewer systems are not recovering the full cost of service delivery through user fees.

With increasing cost pressures and unsustainable funding approaches, communities are beginning to realize they need to change the way they think about managing their assets, recovering revenues, and delivering services. Communities are now embracing the need to integrate asset management principals and thinking into their organization with the goal to:

- be financially sustainable over the long term;
- reduce the need to place a large financial burden on future generations;
- increase the likelihood that user fees and property taxes are stable and consistent and reduce the need to have large 'one-off' increases; and
- increase the likelihood that service levels can be maintained over the long term

With this understanding, the Village of Anmore has invested in developing an Asset Management Investment Plan (AMIP) as the first step in better understanding their own unique infrastructure challenges.

ASSET QUESTIONS



What assets do we own?

Taking stock of assets within a community is foundational to the development of an AMIP. The first step in building an inventory is gathering all available data, then collecting important attributes for each asset such as: quantity, diameter, year of installation, material, etc.

The value of this inventory extends well beyond this project as this database can now be used as the central source of asset information moving forward.

The methodology used to compile this inventory is detailed in Appendix A.



How much are our assets worth?

Calculating the replacement cost of a community's assets provides the organization with a deeper understanding of the magnitude of infrastructure that it is responsible for managing and replacing. These cost figures directly affect the asset reinvestment level and are a driver for future revenue requirements. Replacement costs presented in this report represents the magnitude of investment required to replace all assets as they exist today. The asset replacement costs do not account for new investment required to satisfy; regulatory requirements, growth/expansion, safety improvements, or economic development.

The assumptions and methodologies used to develop replacement cost figures are detailed in Appendix C & E.



What is the condition of our asset?

Remaining life of an asset is one indicator that can be used to understand the theoretical condition of an asset. The condition of the asset can then inform asset reinvestment and inspection programs.

Since the actual physical condition of the asset is not known, the age of the asset is used to estimate its condition (refer to Terms and Definitions)



When do our assets need to be replaced?

Accurately predicting when infrastructure will need to be replaced is difficult, if not impossible, to do. The service life (how long an asset will last) is a highly uncertain parameter that is affected by many factors such as material, environment, and construction techniques. Nonetheless, mapping replacement timing is valuable in helping communities begin planning for future expenditures. For example, the investment cost forecast may show a significant expenditure in 2025, representing a large number of watermains that are predicted to need replacing. While it is unlikely that all of these watermains would need to be replaced at the same time, replacement timing estimates provide an indication that a large investment might occur and that further investigation is required to confirm the urgency of these investments.

The asset service lives can be found in Appendix D.



How much do we need to invest in our assets?

Predicting the right investment level needed for infrastructure renewal requires significant thought and discussion amongst stakeholders. To better understand a community's initial long-term investment needs, three indicators have been calculated.

Investment Level Indicators:

- 1) Average Annual Life Cycle Investment (AALCI)
- 2) 20 Year Average Annual Investment (20 Year AAI)
- 3) Infrastructure deficit

(refer to Terms and Definitions)

Each of these indicators are calculated using replacement costs (Appendix C) and service life estimates (Appendix D). Accurately predicting when infrastructure will need to be replaced is very difficult to do. For this reason, lifespan estimates are generally based on rule of thumb values. Most rule of the thumb lifespans applied by engineers are conservative (on the safe side). In practice, many assets could last much longer (25% longer or possibly more) than these estimates. For these reasons, we have developed three service life scenarios (refer to terms and definitions) which will help highlight how investments level would change depending on the various lifespan assumptions.

Each of these questions (1 to 5) is graphically presented in the body of this report.



WATER SYSTEMS

What assets do we own?

Watermain

23 km



Pumping Station

3

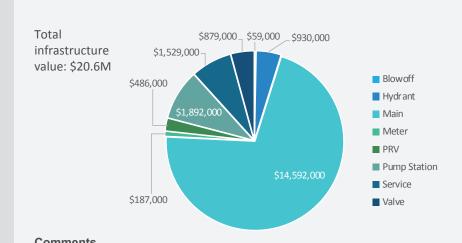




Hydrants

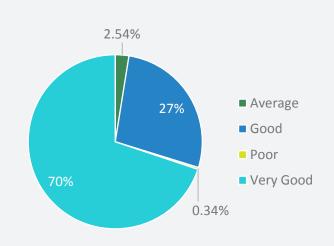
50

How much are our assets worth?



• 80% of infrastructure is made up of the watermains and pump stations

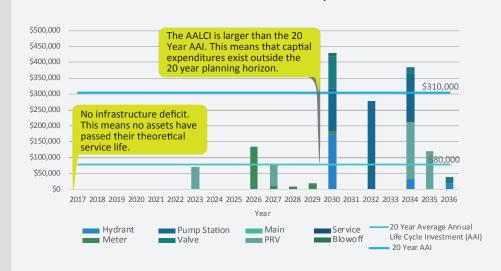
What condition are our assets in?



Comments

- Physical condition of the asset is not known, the age of the asset is used to estimate it condition (refer to terms and definitions)
- Majority of assets are in very good condition (predominately installed in 1996)

When do our assets need to be replaced?



Comments

 Confirm the need to replace assets shown in the graph above through performing visual condition assessments

Note: The graph above is based on service life scenario 1

How much do we need to invest in our assets?

Average Annual Life Cycle Investment (AALCI)

Asset Category	Scenario 1 Standard Service Life (SL)	Scenario 2 SL Increased by 25%	Scenario 3 SL Increased by 50%
Blowoff	\$1,500	\$1,200	\$980
Hydrant	\$24,000	\$19,000	\$16,000
Main	\$147,000	\$117,000	\$98,000
Meter	\$13,000	\$10,000	\$8,400
PRV	\$20,000	\$16,000	\$13,000
Pump Station	\$62,000	\$49,000	\$41,000
Service	\$20,000	\$16,000	\$13,000
Valve	\$22,000	\$18,000	\$15,000
Total	\$310,000	\$246,000	\$205,000

Comments

- AACLI can be reduced from \$310,000 to 205,000 (33%) if service life is increased by 50%
- Watermains and pump stations represent majority of the AALCI (70% in scenario 1)

20 Year Average Annual Investment (20 Year AAI)

Asset Categories	Scenario 1 Standard Service Life (SL)	Scenario 2 SL Increased by 25%	Scenario 3 SL Increased by 50%
Blowoff	\$640	\$0	\$0
Hydrant	\$12,000	\$0	\$0
Main	\$0	\$0	\$0
Meter	\$9,400	\$0	\$0
PRV	\$22,000	\$0	\$0
Pump Station	\$29,000	\$6,800	\$0
Service	\$0	\$0	\$0
Valve	\$6,800	\$0	\$0
Total	\$80,000	\$7,000	\$0

Comments

- 20 Year AAI can be reduced from \$80,000 to \$0 (100%) if service life is increase by 50%.
 This does not mean the investments disappears but instead they are pushed outside the 20 year planning horizon.
- PRV and Pump Stations represent majority of the 20 Year AAI (65% in Scenario 1). This
 means majority of the community's investments over the next 20 years could be expected
 in these assets.

Infrastructure Deficit

Asset Categories	Scenario 1 Standard Service Life (SL)	Scenario 2 SL Increased by 25%	Scenario 3 SL Increased by 50%
Blowoff	\$0	\$0	\$0
Hydrant	\$0	\$0	\$0
Main	\$0	\$0	\$0
Meter	\$0	\$0	\$0
PRV	\$0	\$0	\$0
Pump Station	\$0	\$0	\$0
Service	\$0	\$0	\$0
Valve	\$0	\$0	\$0
Total	\$0	\$0	\$0

Comments

 The Village currently has no infrastructure deficit which means no assets have passed their theoretical service life. This is mostly driven by the fact that the community is relatively new and majority of the assets are long lived (>50 years).

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Level 1 Summary | Water Systems

Asset Category	Replacement Value	Remaining Value	Infrastructure Deficit	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Blowoff	\$59,000	\$37,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hydrant	\$930,000	\$583,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Main	\$14,592,000	\$12,307,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Meter	\$187,000	\$121,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$135,600
PRV	\$486,000	\$291,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$71,000	\$0	\$0	\$0
Pump Station	\$1,892,000	\$1,588,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Service	\$1,529,000	\$1,210,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Valve	\$879,000	\$577,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$20,554,000	\$16,714,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$71,000	\$0	\$0	\$136,000

											Total – 20		
Asset Category	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Years	20 Year AAI	AALCI
Blowoff	\$0	\$0	\$0	\$11,000	\$0	\$0	\$0	\$0	\$0	\$1,900	\$13,000	\$640	\$1,500
Hydrant	\$0	\$0	\$0	\$173,000	\$0	\$0	\$0	\$34,000	\$0	\$20,000	\$226,000	\$12,000	\$24,000
Main	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$147,000
Meter	\$12,000	\$9,200	\$20,000	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$187,000	\$9,400	\$13,000
PRV	\$69,000	\$0	\$0	\$0	\$0	\$0	\$0	\$179,000	\$121,000	\$0	\$438,000	\$22,000	\$20,000
Pump Station	\$0	\$0	\$0	\$135,000	\$0	\$278,000	\$0	\$156,000	\$0	\$0	\$568,000	\$29,000	\$62,000
Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000
Valve	\$0	\$0	\$0	\$101,000	\$0	\$0	\$0	\$18,000	\$0	\$16,000	\$135,000	\$6,800	\$22,000
Total	\$81,000	\$9,200	\$20,000	\$432,000	\$0	\$278,000	\$0	\$387,000	\$121,000	\$38,000	\$1,567,000	\$80,000	\$310,000



What assets do we own?



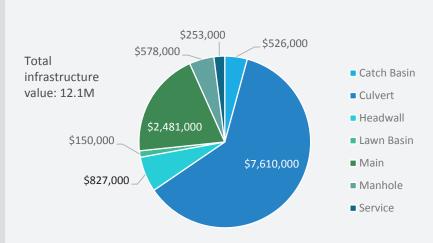








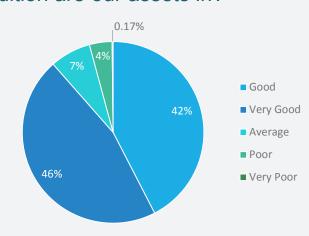
How much are our assets worth?



Comments

• 80% of the infrastructure value is represented by Culverts and Mains

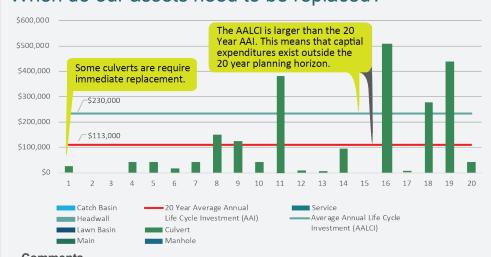
What condition are our assets in?



Comments

- Physical condition of the assets was determined through field investigation that was conducted in 2018. Please refer to the "Culvert Assessment Form" for a detailed understanding of the condition assessment
- · Majority of assets are in good or very good condition as majority of assets were installed in 1996 and have relatively long life spans.
- · It is recommended that assets in very poor and poor condition get scheduled for replacement in the near term and that assets in average condition are regularly inspected.

When do our assets need to be replaced?



Comments

- 100% of the replacements over the next 20 years are represented by Culverts.
- Investments required into culvert replacement is trending upwards
- The AACLI is larger than the 20 Year AAI. This means that the capital Expenditures exist outside the 20 year planning horizon

Note: The graph above is based on service life scenario 1 (Standard Service Life)

How much do we need to invest in our assets?

Average Annual Life Cycle Investment (AALCI)

Asset Category	Condition Based Service Life (SL)	SL Scenario 1 Increased by 25%	SL Scenario 1 Increased by 50%
Catch Basin	\$6,600	\$5,300	\$4,400
Culvert	\$157,000	\$125,000	\$105,000
Headwall	\$14,000	\$12,000	\$9,200
Lawn Basin	\$1,900	\$1,500	\$1,300
Main	\$37,000	\$30,000	\$25,000
Manhole	\$9,700	\$7,800	\$6,500
Service	\$3,300	\$2,600	\$2,200
Total	\$229,500	\$184,200	\$153,600

Comments

- AACLI can be reduced from \$229K to \$154K (33%) if service life is increased by
- Culverts and mains represent majority of the AALCI (75% in scenario 1)

20 Year Average Annual Investment (20 Year AAI)

Asset Categories	Condition Based Service Life (SL)	SL Scenario 1 Increased by 25%	SL Scenario 1 Increased by 50%
Catch Basin	\$0	\$0	\$0
Culvert	\$113,000	\$47,000	\$16,000
Headwall	\$0	\$0	\$0
Lawn Basin	\$0	\$0	\$0
Main	\$0	\$0	\$0
Manhole	\$0	\$0	\$0
Service	\$0	\$0	\$0
Total	\$113,000	\$47,000	\$16,000

Comments

- 20 Year AAI can be reduced from \$113K to \$16K if service life is increase by 50%. This does not mean the investments disappears but instead they are pushed outside the 20 year planning horizon.
- 100% of the replacements over the next 20 years are represented by Culverts.

Infrastructure Deficit

Asset Categories	Condition Based Service Life (SL)	SL Scenario 1 Increased by 25%	SL Scenario 1 Increased by 50%
Catch Basin	\$0	\$0	\$0
Culvert	\$22,000	\$0	\$0
Headwall	\$0	\$0	\$0
Lawn Basin	\$0	\$0	\$0
Main	\$0	\$0	\$0
Manhole	\$0	\$0	\$0
Service	\$0	\$0	\$0
Total	\$220,000	\$0	\$0

Comments

- Infrastructure deficit can be reduced from \$220K to \$0 (100%) if service life is increased by 25% or 50%
- The infrastructure deficit (service life scenario 1) is represented 100% by Culverts. It is recommended that these culverts within the deficit get scheduled for Page 9 replacement in the near term.

Level 1 Summary | Storm System

Asset Category	Replacement Value	Remaining Value	Infrastructure Deficit	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Catch Basin	\$526,000	\$420,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Culvert	\$7,610,000	\$5,087,000	\$22,000	\$22,000	\$0	\$0	\$45,000	\$41,000	\$13,000	\$46,000	\$149,000	\$130,000	\$35,000
Headwall	\$827,000	\$588,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
Lawn Basin	\$150,000	\$119,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Main	\$2,481,000	\$1,852,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Manhole	\$578,000	\$438,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Service	\$253,000	\$197,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$12,425,000	\$8,701,000	\$22,000	\$22,000	\$0	\$0	\$45,000	\$41,000	\$13,000	\$46,000	\$149,000	\$130,000	\$35,000

											Total – 20		
Asset Category	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	Years	20 Year AAI	AALCI
Catch Basin	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,600
Culvert	\$389,000	\$11,000	\$8,300	\$99,000	\$3,400	\$517,000	\$15,000	\$264,000	\$441,000	\$31,000	\$2,252,000	\$113,000	\$157,000
Lawn Basin	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,000
Headwall	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$1,900
Main	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,000
Manhole	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,700
Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,300
Total	\$389,000	\$11,000	\$8,300	\$99,000	\$3,400	\$517,000	\$15,000	\$264,000	\$441,000	\$31,000	\$2,252,000	\$113,000	\$230,000



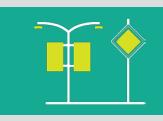
What assets do we own?





Sidewalk

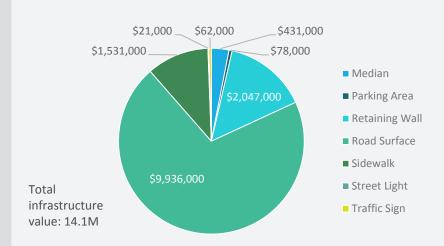
10 km



Streetlights and Traffic Signs

Various

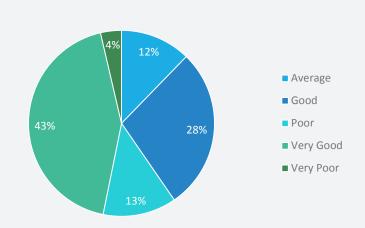
How much are our assets worth?



Comments

• 95% of infrastructure is made up road surfaces, retaining walls and sidewalks.

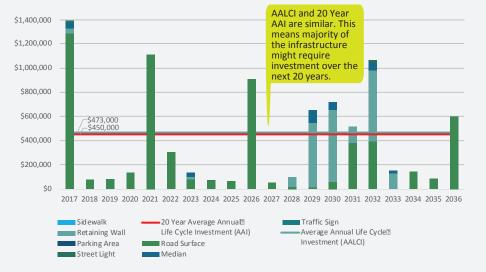
What condition are our assets in?



Comments

 The physical condition of the asset was based on condition a study completed by EBA.

When do our assets need to be replaced?



Comment

 Confirm the need to replace assets shown in the graph above through performing visual condition assessments

Note: The graph above is based on service life scenario 1 (Standard Service Life)

How much do we need to invest in our assets?

Average Annual Life Cycle Investment (AALCI)

Asset Category	Scenario 1 Standard Service Life (SL)	Scenario 2 SL Increased by 25%	Scenario 3 SL Increased by 50%
Median	\$22,000	\$18,000	\$15,000
Parking Area	\$1,600	\$1,300	\$1,100
Retaining Wall	\$103,000	\$82,000	\$69,000
Road Surface	\$310,000	\$247,000	\$207,000
Sidewalk	\$31,000	\$25,000	\$21,000
Street Light	\$1,400	\$1,200	\$930
Traffic Sign	\$4,200	\$3,300	\$2,800
Total	\$473,000	\$378,000	\$317,000

Comments

- AALCI can be reduced from \$473,000 to \$317,000 (33%) if service life is increased by 50%.
- Retaining Wall and road surface represent majority of the AALCI (90% in scenario 1)

20 Year Average Annual Investment (20 Year AAI)

Asset Categories	Scenario 1 Standard Service Life (SL)	Scenario 2 SL Increased by 25%	Scenario 3 SL Increased by 50%
Median	\$22,000	\$18,000	\$6,400
Parking Area	\$0	\$1,300	\$0
Retaining Wall	\$103,000	\$82,000	\$4,500
Road Surface	\$322,000	\$205,000	\$116,000
Sidewalk	\$150	\$0	\$0
Street Light	\$1,900	\$1,200	\$0
Traffic Sign	\$3,100	\$3,300	\$0
Total	\$452,000	\$311,000	\$127,000

Comments

- 20 Year AAI can be reduced from \$452,000 to \$127,000 (72%) if service life is increase by 50%. This does not mean the investments disappears but instead they are pushed outside the 20 year planning horizon.
- Road Surface and retaining walls represent majority of the 20 Year AAI (95% in Scenario 1).
 This means majority of the community's investments over the next 20 years could be expected in these assets.

Infrastructure Deficit

	Scenario 1	Scenario 2	Scenario 3
Asset Categories	Standard Service Life (SL)	SL Increased by 25%	SL Increased by 50%
Median	\$88,000	\$0	\$0
Parking Area	\$0	\$0	\$0
Retaining Wall	\$63,000	\$0	\$0
Road Surface	\$1,204,000	\$0	\$0
Sidewalk	\$0	\$0	\$0
Street Light	\$17,000	\$17,000	\$0
Traffic Sign	\$0	\$0	\$0
Total	\$1,372,000	\$17,000	\$0

Comments

- Infrastructure deficit can be reduced from \$1,372,000 to \$0 (100%) if service life is increased by 50%.
- The Villages infrastructure deficit (service life scenario 1) represent the median, retaining wall, road surface and streetlight assets. It is recommended that these assets get inspected to confirm their condition and the need to replace them.

Level 1 Summary | Road System

Asset Category	Replacement Value	Remaining Value	Infrastructure Deficit	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Sidewalk	\$1,531,000	\$1,070,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Surface	\$9,936,000	\$4,664,000	\$1,204,000	\$1,204,000	\$107,000	\$104,000	\$175,000	\$1,109,000	\$329,000	\$94,000	\$85,000	\$82,000	\$950,000
Retaining Wall	\$2,047,000	\$1,331,000	\$63,000	\$63,000	\$0	\$0	\$0	\$0	\$0	\$27,000	\$0	\$0	\$0
Median	\$431,000	\$212,000	\$88,000	\$88,000	\$0	\$0	\$2,700	\$0	\$0	\$34,000	\$1,700	\$1,900	\$0
Parking Area	\$78,000	\$33,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Traffic Sign	\$62,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,000	\$2,700	\$1,100	\$0
Street Light	\$21,000	\$1,900	\$17,000	\$17,000	\$0	\$0	\$0	\$0	\$0	\$0	\$4,100	\$0	\$0
Total	\$14,106,000	\$7,342,000	\$1,372,000	\$1,372,000	\$107,000	\$104,000	\$178,000	\$1,109,000	\$329,000	\$198,000	\$94,000	\$85,000	\$950,000

											Total – 20		
Asset Category	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Years	20 Year AAI	AALCI
Sidewalk	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000	\$150	\$31,000
Road Surface	\$64,000	\$22,000	\$18,000	\$73,000	\$380,000	\$696,000	\$0	\$184,000	\$109,000	\$610,000	\$6,389,000	\$320,000	\$310,000
Retaining Wall	\$0	\$79,000	\$489,000	\$597,000	\$81,000	\$588,000	\$128,000	\$0	\$0	\$0	\$2,047,000	\$103,000	\$103,000
Median	\$0	\$0	\$146,000	\$65,000	\$0	\$68,000	\$25,000	\$0	\$0	\$0	\$431,000	\$22,000	\$22,000
Parking Area	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,600
Traffic Sign	\$10,000	\$5,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$62,000	\$3,100	\$4,200
Street Light	\$0	\$0	\$0	\$0	\$0	\$17,000	\$0	\$0	\$0	\$0	\$38,000	\$1,900	\$1,400
Total	\$74,000	\$107,000	\$653,000	\$735,000	\$461,000	\$1,372,000	\$153,000	\$184,000	\$109,000	\$610,000	\$8,970,000	\$450,000	\$473,000



What assets do we own?







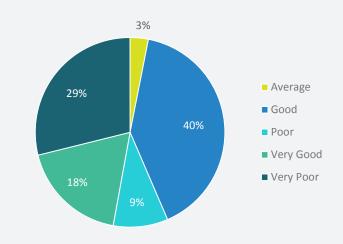
How much are our assets worth?



Comments

• Majority of infrastructure is made up of building, equipment, and parks systems

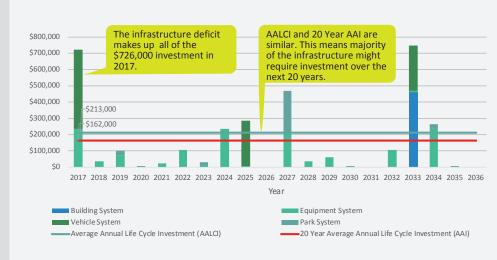
What condition are our assets in?



Comment

 Physical condition of the asset is not known, the age of the asset is used to estimate it condition (refer to terms and definitions)

When do our assets need to be replaced?



Comments

• Confirm the need to replace assets shown in the graph above through performing visual condition assessments.

Note: The graph above is based on service life scenario 1 (Standard Service Life)

How much do we need to invest in our assets?

Average Annual Life Cycle Investment (AALCI)

Asset Category	Scenario 1 Standard Service Life (SL)	Scenario 2 SL Increased by 25%	Scenario 3 SL Increased by 50%
Building System	\$24,000	\$20,000	\$16,000
Equipment System	\$75,000	\$60,000	\$50,000
Park System	\$20,000	\$16,000	\$13,000
Vehicle System	\$87,000	\$70,000	\$58,000
Total	\$206,000	\$166,000	\$137,000

Comments

- AACLI can be reduced from \$206,000 to \$137,000 (33%) if service life is increased by 50%.
- Equipment and vehicle assets represent majority of the AALCI (80% in scenario 1)

20 Year Average Annual Investment (20 Year AAI)

	Scenario 1	Scenario 2	Scenario 3
Asset Categories	Standard Service Life (SL)	SL Increased by 25%	SL Increased by 50%
Building System	\$17,000	\$0	\$0
Equipment System	\$72,000	\$57,000	\$40,000
Park System	\$17,000	\$15,000	\$13,000
Vehicle System	\$101,000	\$70,000	\$28,000
Total	\$207,000	\$142,000	\$81,000

Comment

- 20 Year AAI can be reduced from \$207,000 to \$81,000 (60%) if service life is increase by 50%. This does not mean the investments disappears but instead they are pushed outside the 20 year planning horizon.
- Road Surface and retaining walls represent majority of the 20 Year AAI (90% in Scenario
 1). This means majority of the community's investments over the next 20 years could be
 expected in these assets.

Infrastructure Deficit

Asset Categories	Scenario 1 Standard Service Life (SL)	Scenario 2 SL Increased by 25%	Scenario 3 SL Increased by 50%
Building System	\$0	\$0	\$0
Equipment System	\$236,000	\$166,000	\$90,000
Park System	\$0	\$0	\$0
Vehicle System	\$490,000	\$445,000	\$278,000
Total	\$726,000	\$611,000	\$368,000

Comments

- Infrastructure deficit can be reduced from \$726,000 to \$368,000 (50%) if service life is increased by 50%
- The Villages infrastructure deficit represent the equipment and vehicle assets (scenario
 1). It is recommended that these assets get inspected to confirm their condition and the
 need to replace them.

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Level 1 Summary | Other Assets

Asset Category	Replacement Value	Remaining Value	Infrastructure Deficit	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Building System	\$620,000	\$419,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment System	\$588,000	\$194,000	\$236,000	\$236,000	\$36,000	\$73,000	\$6,700	\$23,000	\$109,000	\$12,000	\$237,000	\$6,700	\$0
Vehicle System	\$693,000	\$66,000	\$490,000	\$490,000	\$140,000	\$0	\$0	\$0	\$0	\$64,000	\$0	\$490,000	\$0
Park System	\$395,000	\$217,000	\$0	\$0	\$0	\$28,000	\$0	\$0	\$0	\$18,000	\$0	\$0	\$140,000
Total	\$2,296,000	\$896,000	\$726,000	\$726,000	\$176,000	\$101,000	\$7,000	\$23,000	\$109,000	\$30,000	\$237,000	\$497,000	\$140,000

											Total – 20		
Asset Category	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Years	20 Year AAI	AALCI
Building System	\$0	\$0	\$0	\$0	\$0	\$0	\$340,000	\$0	\$0	\$0	\$340,000	\$17,000	\$24,000
Equipment System	\$219,000	\$36,000	\$62,000	\$6,700	\$0	\$109,000	\$12,000	\$237,000	\$6,700	\$0	\$1,422,000	\$72,000	\$75,000
Vehicle System	\$0	\$0	\$0	\$0	\$0	\$0	\$490,000	\$140,000	\$0	\$0	\$2,015,000	\$101,000	\$87,000
Park System	\$250,000	\$0	\$0	\$0	\$64,000	\$0	\$0	\$28,000	\$0	\$0	\$323,000	\$17,000	\$20,000
Total	\$469,000	\$36,000	\$62,000	\$6,700	\$64,000	\$109,000	\$842,000	\$405,000	\$6,700	\$0	\$4,100,000	\$207,000	\$206,000

CONCLUSION AND NEXT STEPS

FUNDING LEVEL RECOMMENDATIONS

The AMIP provides a comprehensive overview of the replacement costs for all the water, storm, road, building, equipment and fleet assets. In addition, the AMIP provides the approximate timing for the replacement of these assets.

Since it is very difficult (if not impossible) to predict with any certainty when any given asset will fail, we have had to rely on accepted industry standards combined with the valuable input and experience of the Village of Anmore operations staff in order to establish our best approximation of the expected lifespans. This represents the "base case" life spans as presented in Scenario 1. It is possible that the asset may last longer than our base case estimates. To see the impact on funding levels if we assume the assets last 25% longer or even 50% longer than the base case, we have also prepared Scenarios 2 and 3 respectively.

In addition to the three scenarios described above, we have also provided two separate planning horizons; a full asset lifecycle planning horizon which considers expenditures that are 20 years and beyond (AALCI) and a twenty-year planning horizon (20 year AAI) which only considers investments required in the next 20 years

It is now the responsibility of the council to answer two key questions for each asset category in order to set long-term funding targets for each asset category:

- 1. What planning horizon should the community plan for (AALCI or 20 Year AAI)?
- 2. What service life scenario is the community going to fund (scenario 1, 2 or 3)?

The best approach for Anmore will be one that balances affordability, inter- generational equity, future risk and desired levels of service. This will require a fulsome discussion by the council and input from the various stakeholders.

To help guide this discussion, the pro's and con's of each are provided;

STEP 1

What planning horizon should the community plan for (AALCI or 20 Year AAI)?

AALCI (>20 Years)



Pros

- · Lower risk that service levels could be affected
- Lower risk that financial burdens are placed on future generations



Cons

- · Does not directly consider the infrastructure deficit
- Will require a larger increase to the revenues than funding the 20 Year AAI
- Stakeholders today will be investing in assets they might not get the benefit of enjoying

20 Year AAI (<20 Years)



Pros

- · Considers the infrastructure deficit
- Will require less revenue increase than funding the AALC



Cons

- Higher risk that service levels could be affected
- Higher risk that financial burdens could be placed on future generations

STEP 2

What service life scenario is the community going to fund? (scenario 1, 2 or 3)?

Service Life Scenario 1



Pros

- · Fiscally conservative
- · Lower risk that service levels could be affected
- Lower risk that financial burdens are placed on future generations



Cons

- Will require larger revenue increases than in scenario 2 and 3
- It is possible that the assets will last longer and that users will be over paying
- May accumulate large reserves that could be better used for other purposes

Service Life Scenarios 2 and 3 (Assume assets large 25% and 50% longer respectively)



- $\bullet\ \ \,$ It is possible the assets may last this long or longer
- As an interim measure it could provide some additional time to further investigate, analyze and refined the expected life spans



- Higher risk to future service levels than in scenario 1
- Higher risk that financial burdens could be placed on future generations than in scenario 1

For most communities in BC, the AALCI and 20 Year AAI are typically difficult to fund in the short term. Instead communities have used these financial indicators as a long-term funding target that they work towards over the long term. As the community evolves it asset management plan, the long-term funding target can be refined based on better understanding risk (triple bottom line), level of service, ability to borrow and willingness to pay.

APPENDIX A

AMIP METHODOLOGY

The two main steps followed to develop the AMIP are detailed below:

Step 1: Inventory Details

Through this project, an asset inventory was developed for the community's major linear and non-linear assets. Inventory data for each major asset category was compiled using CAD and record drawings, TCA records, and staff knowledge. This information is now in a consolidated inventory. Assumptions made in the inventory can be found within the location-based system (GIS) and excel model developed.

Appendix E – Data Assumptions.

Step 2: Develop Asset Management Investment Plan (AMIP)

Once the inventory was developed, it was imported into the Asset Management Investment Plan (AMIP) excelbased model so that each asset could be evaluated. Key information calculated for each asset category is summarized in Table 1 (left.)

Table 1: AMIP Attributes

Attributes	Question Addressed
Asset Service Life	How long will the asset last? (Appendix D)
Replacement Value	How much will it cost to replace the asset? (Appendix C)
Remaining Life	When does the asset need to be replaced?
Infrastructure Deficit	Which assets have passed their theoretical service lives and need to be inspected for condition?
Total 20 Year Total Investment	How much should theoretically be invested over the next 20 years to renew existing infrastructure?
20 Year Average Annual Investment (20 Year AAI)	How much are we theoretically expected to invest on average per year to address the 20 year total investment?
Average Annual Life Cycle Investment (AALCI)	How should we spend annually to sustain infrastructure over the long term? Note: AALCI must be considered in conjunction with infrastructure renewal deficit (backlog) as this is forward looking parameter that does not consider historical expenditures.
Timing of each infrastructure replacement	When should we be anticipating infrastructure expenditures?

Note: If the 20 year AAI is greater than the AALCI, this means that there are many assets that may need replacement after field condition is verified.

APPENDIX B

INVESTMENT LEVEL INDICATORS

Average Annual Life Cycle Investment (AALCI)

The Average Annual Life Cycle Investment (AALCI) is defined as the summation of each asset's annual depreciation, based on the asset's replacement cost and service life.

\sum_{i}

Replacement Cost

Service Life

The AALCI is the ideal funding level for sustaining existing infrastructure and should be a long-term target for the community. When planned for appropriately, the AALCI can be used to ensure revenue stability, prevent unnecessary risk, and enable a community to apply for one-time funding to support new asset needs (instead of relying on such funding for addressing emergency situations).

AALCI is sensitive to changes in the service life so it's important to understand how the investment level could change based on how long an asset provides service. Understanding this sensitivity will help decision makers decide on what investment level is best for the community.

Note: AALCI is a forward-looking parameter that does not take into account the infrastructure deficit. Therefore, it is important to consider AALCI and the infrastructure deficit together.

20 Year Average Annual Capital Expenditure

The 20 Year Average Annual Investment (20 Year AAI) is defined as the summation of expenditures over a 20 year planning horizon divided by 20.

20 Year Total Anticipated Capital Expenditure

20

This indicator provides an idea of how much should be spent on an annual basis to fund asset replacements anticipated over the next 20 years and fund the infrastructure deficit (further defined below)

Service life directly affects the 20 year expenditures as it dictates when an asset is scheduled for replacement. For example, if an asset service life is extended, the replacement year might change from 2030 to 2040, which would push the project outside of the 20 year planning horizon and reduce 20 Year AAI. It is important to note that this does not make the expenditure disappear, just postpones it. This is why the AALCI is a better financial indicator because it accounts for replacements outside the planning horizon. Although AALCI takes a longer term vision to funding, it does not account for the infrastructure renewal deficit. Therefore, it is important to consider AALCI and infrastructure renewal deficit together.

Infrastructure Deficit

Infrastructure deficit is a measure of the amount of infrastructure that has passed its theoretical service life but continues to provide service to the community.

Current Year > Year of Asset Replacement

Although the asset is still providing service, it is typically nearing the end of its life and will require field investigation to determine if the asset needs to be replaced or not.

Changes in the asset service life can turn a future expenditure into an infrastructure deficit or vice versa. For example, an asset that is scheduled for replacement in 2016 is now past its theoretical service life and would be recorded as an infrastructure deficit. If that asset's service life is extended to a future year, it would be recorded as an asset replacement and not a liability.

APPENDIX C

ASSET UNIT COST

Water Pipe Distribution Replacement Costs									
Description	Units		Diameter						
		300	250	200	150	100	75	50	
Pipe	\$/m	\$845	\$650	\$650	\$650	\$520	\$520	\$520	
Services	each	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600	
*Based on Opus Dayton and Knight Water Utility Master Plan Assume PVC pipe will be									

Other Water Distribution Systems Replacement Costs					
Description Unit Unit Cost*					
Water Meter	each	Tangible Capital Assets			
Hydrant each \$6,500*					
*Includes engineering and contingency					

replaced with PVC

Other Storm System Replacement Costs					
Description	Units	Unit Cost			
Catch Basin	each	\$4,600			
Lawn Basin	each	\$3,200			
Manhole	each	\$5,000			
*Includes engineering and contingency					

Asset	Installation Year	Initial Cost	% of Total Costs	Replacement Cost (2017 dollars)*
Pinnacle Ridge Pump station	2012	\$802,000		
Civil			40%	\$320,686
Mechanical			30%	\$240,515
Electrical			25%	\$200,429
Instrumentation/Controls			5%	\$40,086
Uplands Pump Station	2010	\$390,000		
Civil			40%	\$155,969
Mechanical			30%	\$116,977
Electrical			25%	\$97,481
Instrumentation/Controls			5%	\$19,496
Chlorine Booster Station	2014	\$450,000		
Civil			58%	\$260,110
Mechanical			12%	\$53,816
Electrical			7%	\$31,393
Chlorine Dosing and Booster Pump			23%	\$103,147

- Replacement costs are from the Opus Dayton and Knight Water Utility Master Plan
- Replacement costs were based on final progress payment therefore assume engineering and contingency was included in the price

Storm System Pipe Replacement Costs																			
Description	Units		Diameter																
		200	250	300	350	375	400	450	525	600	650	675	750	900	1150	1200	1500	2000	2500
Main	\$/m	455	510	600	620	620	N/A	760	920	N/A	N/A	1200	1400	1600	N/A	N/A	N/A	N/A	N/A
Culvert	\$/m	390	450	840	875	900	975	975	N/A	1200	1300	N/A	N/A	1800	2200	N/A	3000	3300	3500
Includes engineering and contingency																			

Note: The replacement costs used in this report should not be used for capital planning and should only be used for high-level,long-term financial planning.

Additional Project Costs							
Asset Category	Category Planning Design CA Contingency						
Water System*							
Storm System System	3%	5%	7%	35%			
*Based on Opus Dayton and Knight Water Utility Master Plan							

APPENDIX D

ASSET SERVICE LIVES

Main Service Lives (Water, Storm)				
Pipe Type	Life Expectancy			
AC	70			
DI	100			
Gl	70			
PVC	80			
HDPE	80			

Water System Service Lives			
Hydrant	40		
Meter	20		
Valve	40		
Pumping Station *			
Mechanical	30		
Electrical	20		
Instrumentation/Controls	20		
Civil	50		

*Note: based on Opus Dayton and Knight Water Utility Master Plan

Storm System Service Lives			
Manhole	60		
Catch Basin	80		
Lawn Basin	80		

Road System Service Lives

Based on EBA pavement condition assessment & Tangible Capital Assets records

Other Assets (buildings, parks equipment) Based on Tangible Capital Assets records

Culverts	
Pipe Type	Life Expectancy
Concrete	40 years
Metal	30 years
Treated Wood	30 years

APPENDIX E

ASSUMPTIONS

	Data Managament Tracker					
Asset	Data Management Tracker Description					
Asset	Water System					
Mains, Services, Valves, Hydrants etc	Replacement Costs: Opus Dayton and Knight Water Utility Master Plan Quantity: GIS Year of Install/Size/Material: GIS Year Updated: 2017 Condition: Based on Age & Service Life					
Facilities (Pumping Stations, wells, PRV, Reservoirs)	Replacement Costs: Estimated Quantity: Opus Dayton and Knight Water Utility Master Plan Year of Install/Size: Opus Dayton and Knight Water Utility Master Plan Year Updated: 2017 Condition: Based on Age & Service Life					
	Storm System					
Mains, Culverts, Service, Manholes etc	Culverts & Headwalls Replacement Cost: Estimated(2019 \$'s) Quantity: GIS Year of Install: GIS Year Updated: 2018 Condition: From Storm Water Master Plan document completed by GeoAdvice in 2018 Mains, Manholes, Services etc Replacement Cost: Estimated (2017 \$'s) Quantity: GIS Year of Install: GIS Year Updated: 2017 Condition: Based on Age					
	Road System					
Surface, Sidewalk, Culverts	Replacement Cost: EBA pavement condition report/spreadsheet Quantity: EBA pavement condition report/spreadsheet Year of Install: EBA pavement condition report/spreadsheet • Assets not included in EBA's report such as retaining walls, medians, parking areas, traffic signs and streetlights were based on the TCA. Infrastructure replacement costs were developed by indexing TCA costs to 2017 dollars using ENR cost index, 10% was added for contigiency / unknowns Year Updated: 2017 Condition: Based on EBA Pavement Condition Report					
	Other Assets					
Building, Equipment, Fleet	Replacement Cost: Index'd TCA cost to 2017 dollars using ENR cost index Quantity: TCA Year of Install: TCA Year Updated: 2017 Condition: Based on Age & Service Life					

APPENDIX F

OTHER CONSIDERATIONS

The following sections are included to introduce some additional topics related to asset management implementation to support on-going, informed infrastructure decision-making.

1.1 Decision-making through an Understanding of Service, Risk, and Cost

Making good decisions requires that the right people have the right information at the right time. Achieving this requires communication and ongoing information management. Asset management is not about having perfect information; it is about ensuring decisions are informed by the best information available, and then working to improve information where appropriate.

The collection and use of information about services, risk, and cost can be integrated into the existing budget processes based on the Figure 9.1.

Often, the best way to implement asset management is not through building new and complicated processes, but through making incremental improvements to your current processes. The collection and use of information about services, risk, and cost can be integrated into the existing budget processes.



Figure 1: Typical Budget Process

What to do:

- Include considerations of level of service, risk, and cost at each stage of the budget process.
- Service, risk, cost, and revenues cannot be fully understood in isolation—each component should be brought together to understand connections and tradeoffs.
- Use the best information available at the time.
- If there are gaps or updates needed in important information, include actions to fill those data gaps (or update information such as master plans) in your budget.

UNDERSTANDING SERVICE AND RISK

Level of service is a measure of the quality, quantity, and/or reliability of a service from the perspective of members, businesses, and customers in the community. Understanding service means having a clear and consistent understanding of:

- 1) the types of services you provide;
- 2) the groups of residents, businesses, and institutions that you provide them to;
- 3) the level of service being delivered currently (your performance); and
- 4) the level of service you're aiming to provide (your target).

Infrastructure is not inherently valuable; it is only as valuable as the service it provides to the community. Rather than jumping straight to pipe breakage rates or pavement quality index, start with defining the service in terms that residents and businesses would understand—for example, water service outages, driving comfort, etc. This helps to ensure the priorities for limited resources are aligned with what the community values.

Risk(s) are events or occurrences that will have undesired impacts on services (Risk = Impact x Likelihood). Some events that impact delivery of services will have a higher probability or greater impact than others, which make them a bigger risk. Often, with the right planning and actions, the likelihood or impact of these events can be reduced. To understand risk, you need to understand:

- 1) what your risks are and where they are;
- 2) the impacts and likelihood of these risks;
- what can be done to control or mitigate them and what resources are required;
 and
- 4) whether they are worth mitigating or if they should be tolerated.

Risks are assessed by identifying the impact and the likelihood of the event, and then finding the corresponding level of risk. Doing this for each risk helps you to figure out which are your biggest risks and which risks are not as important to worry about.

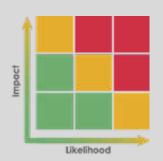




Figure 2: Information Management Process

1.2 Information Management

As circumstances change over time, information needs to be updated or improved. Information updates may be done on an ongoing basis or may be completed as part of an annual process. Updates should reflect new assets, retired assets, refurbished or replaced assets, replacement cost changes, updates to operating costs to repair and maintain, and asset condition information.

Updates may also be made to improve the accuracy of information, such as replacing anecdotal condition information with results from a condition assessment. Collecting more data or more accurate data can be very valuable in decision making, but it can be time consuming and expensive; it's not worth investing in unless you know it will improve your decision making. When working with vendors or consultants, ask them (at the beginning of the project) to provide you information in a format that makes updating your inventory as easy as possible.

1.3 Communication and Engagement

Communication is considered to be a set of ongoing activities that are applied within each stage of the asset management process. The purpose of communicating is to ensure that people and departments within an organization are aligned, working towards the same goals, and efficiently implementing asset management by applying the information and outputs in decision-making and programming. Communication and engagement are also important for obtaining support for asset management from Council, staff, members, and other ratepayers. Common topics for asset management communication and engagement include:

- The importance of infrastructure in service delivery
- State of assets
- State of finances and funding challenges
- Levels of service

- · Service delivery costs and trade-offs
- The organization's approach to asset management
- Staff and community members' roles
- The work being done to ensure long-term sustainable service delivery

It is often advisable to develop internal alignment and an understanding of assets, services, and related costs and risks prior to external communication and engagement.

1.4 Natural Assets

There is a growing recognition of the pivotal role that all natural areas play in providing services to communities. Natural Capital Assets are defined as the natural assets which provide a value and service to the community over time and are essential to the delivery of services.

It will be important for community to identify and quantify the economic benefits of protecting its natural assets and understand the costs associated with replicating these natural functions in response to the loss or destruction of any components of these 'eco-assets'. Natural Capital Assets do not have a market value so assessing their importance and assigning an economic value will aid in raising awareness of their importance to the community. The substitutes for natural capital can be much more expensive to duplicate and operate than those provided by nature. Also, there are many services only nature can provide.

We suggest that the community identify all of its significant natural capital assets and the value they provide. This value could be considered in future infrastructure decision-making, planning, and budgeting for the protection of these assets and the services they provide.

FINANCE COMMITTEE MEETING - MINUTES

Minutes of the Finance Committee Meeting held on Thursday, March 7, 2019 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



COMMITTEE MEMBERS PRESENT

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

OTHERS PRESENT

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

1. CALL TO ORDER

Mayor McEwen called the meeting to order at 5:35 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 November 19, 2018

It was MOVED and SECONDED

"THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON NOVEMBER 19, 2018 BE ADOPTED AS CIRCULATED."

CARRIED UNANIMOUSLY

4. <u>BUSINESS ARISING FROM THE MINUTES</u>

Nil

5. UNFINISHED BUSINESS

Nil

6. <u>NEW BUSINESS</u>

(a) Five Year (2019 – 2023) Financial Plan

Ms. Juli Halliwell, CAO, provided an overview of the documents included in the agenda package and outlined legislative requirements regarding adoption of the 5 Year Financial Plan and Tax Rate Bylaw.

Ms. Halliwell noted that the budget presented would result in a property tax increase for an average single family home of 8.99% not including consideration of an adjustment of Council remuneration. It was noted that the limited tax base in Anmore results in a higher impact of budget changes to property taxes than neighbouring communities.

Points included:

- Additional taxation revenue.
- Increased investment income.
- Overview of revenue and expenditure changes.
- Contemplation of new service for contracted dog control at the budgeted cost of \$12,000 per year.
- Breakdown of proposed property tax increase 6.7% for fixed asset levy and 2.2% for general operating budget.

Discussion included:

- Investment portfolio of Village is regulated and low risk.
- Asset management and contemplation of new Civic building.
- CPI increase for salaries is based on Vancouver area rate which was 2.9% for 2018.
- Breakdown of 2018 property taxes:
 - o 22% operation of village
 - o 16% asset replacement levy
 - 4% policing
 - o 45% school
 - 5% Metro Vancouver
 - o 7% TransLink
 - 1% BC Assessment / MFA

- Need for additional contract services for Finance, Communications and Geotechnical review.
- Increased legal fee expenditure in 2018 due to Anmore Green Estates.
- Noted decrease in building permit revenue.
- Potential for new revenue source of Building, Bylaw, and Planning services contract.

Action Item: Staff to provide historical actuals to Committee members to show trend patterns for budget items.

- Contemplation within budget for proposed Council remuneration increase budget impact of \$50,000.
- Civic Building considerations for future community needs.
- Whether Council conference budget should be adjusted.
- Strong financial position of Village of Anmore
- Budget changes considered to accommodate for Council remuneration proposed increase:
 - Elimination of new dog service of \$12,000 with potential alternate options to be investigated.
 - o Potential offset to contract service amount \$10,000 reduction.
 - Funding of MSP for 2019 from reserves would result in an \$8,000 decrease in budget.
 - Reduce legal budget by \$10,000.
 - o Reductions noted above would result in a 9.38% average tax increase.

Ms. Halliwell provided an overview of the proposed water rate increase of 2% to \$2.86 per cubic meter and a proposed increase in garbage collection from \$269 to \$289; and noted the bylaw amendments would be brought forward at the next Regular Council meeting.

Proposed capital project highlights included:

- Truck replacement \$120,000.
- Tennis court resurface \$15,000.
 - This project will be placed on hold.
- Trail standards maintenance and upgrades, and bus shelter installations.
 - These projects will be kept in budget but action will not commence pending potential funding opportunities from other government levels.
- Culvert repair and replacement.
- Sunnyside Road Improvements \$147,000.
 - Remove this item from budget pending alternative funding options.
 Portion funded by MRN of \$98,000 to remain in budget.

Manager of Corporate Services

Action Item: Staff to determine scope of Sunnyside Road Improvement project within Major Road Network budget amount of \$98,000.

It was MOVED and SECONDED

"THAT THE FINANCE COMMITTEE REFER THE DRAFT 2019-2023 FINANCIAL PLAN, AS AMENDED, TO REFLECT AN AVERAGE PROPERTY TAX INCREASE OF 9.38% TO COUNCIL, FOR CONSIDERATION."

Chair, Finance Committee

CARRIED UNANIMOUSLY

7. <u>ADJOURNMENT</u>			
It was MOVED and S	SECONDED:		
"ТО А	ADJOURN."		
		CARRIE	D UNANIMOUSLY
The meeting adjourned at 7:33 p.m			
Certified Correct:		Approved:	
Karen Elrick		Mayor John McE	Ewen

PUBLIC HEARING-MINUTES

Minutes for the Public Hearing scheduled for Tuesday, March 19, 2019 at 6:00 p.m. 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

Jason Smith, Manager of Development Services Karen Elrick, Manager of Corporate Services

1. Call to Order

The Public Hearing was called to order at 6:00 p.m.

2. Opening Statement by Chair – Mayor John McEwen

Mayor McEwen read the public hearing statement which is included as Attachment 1 and forms part of the minutes.

The Corporate Officer confirmed that legislative requirements for notice of the public hearing were met and that one submission was received after agenda production and is included on table.

3. Presentation of Official Community Plan Amendment Bylaw No. 590-2019

Mr. Jason Smith, Manager of Corporate Services, provided an overview of the proposed bylaw amendment to facilitate the Village of Anmore joining the Greater Vancouver Sewage and Drainage District (GVSDD) to accommodate the connection of Anmore Green Estates to GVSDD and to change the lots comprising the 51 existing homes at Anmore Green Estates from Rural to Urban designation within the Urban Containment Boundary.

4. Written Submissions

1. School District No. 43 (Included as Attachment 2 to these minutes)

5. <u>Comments from Public</u>

<u>Sandy Meyer</u>, Resident, expressed gratitude for the Village's efforts thus far. Noted 39 properties are part of Strata LMS3080 and 12 are outlying properties which are individually owned duplexes or single family homes.

6. Close of Public Hearing

Mayor McEwen called for further speakers, and seeing none, declared the public hearing closed at 6:06 p.m.

Karen Elrick	John McEwen
Corporate Officer	Mayor



2nd floor – 947 Fort Street PO Box 9039 STN PROV GOVT Victoria BC V8W 9A5

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General Inquiries: 250-387-5855 Toll-Free: 1-800-567-3247 Fax: 250-387-0198

March 18, 2019

RECEIVED

MAR 26 2019



Ms. Juli Halliwell
Chief Administrative Officer
Village of Anmore
2697 Sunnyside Rd.

ANMORE BC V3H 5G9

Dear Ms. Halliwell,

RE: Quarterly Report: October 1 – December 31, 2018

This package of documents details the complaint files the Office of the Ombudsperson closed for the Village of Anmore between October 1 and December 31, 2018. This package does not include information about complaint files that are currently open with our office. As required by the Ombudsperson Act, this report provides information about the complaint files we closed regarding your organization within the last quarter, including both files we investigated and files we closed without investigation. No action is required on your part, however we hope that you will find this information useful and share it within your organization.

Enclosed you will find a detailed report containing the following:

- The number of files our office closed in the last quarter regarding your organization and the category under which these files were closed. The categories we use to close files are based on the sections of the *Ombudsperson Act*, which gives the Ombudsperson the authority to investigate complaints from the public regarding authorities under his or her jurisdiction. A more detailed description of our closing categories is available on our website at: https://bcombudsperson.ca/gr-glossary.
- If applicable, copies of all closing summaries from investigated files that were closed during the last quarter. Our office produces closing summaries for *investigated* files only, and not for enquiries or those we choose not to investigate. These summaries provide an overview of the complaint received, our investigation and the outcome.
- If applicable, a summary of the topics identified in all complaints that were closed in the last quarter for your organization. Our office tracks the topics of complaints we investigate and those we close without investigation (we do not track this information for enquiries). We track general complaint topics for all complaints we receive, and when applicable, we include authority-specific and/or sector-specific topics for your organization and/or sector. Because complaints are confidential, we do not share complaint topic information if we received too few complaints to preserve the complainants' anonymity.





If you have questions about our quarterly reports, or if you would like to sign up for our mailing list to be notified of educational opportunities provided by our Prevention Initiatives Team, please contact us at 250-508-2950 or consult@bcombudsperson.ca.

Yours sincerely,

Jay Chalke

Ombudsperson

Province of British Columbia

Enclosures



2nd floor – 947 Fort Street PO Box 9039 STN PROV GOVT Victoria BC V8W 9A5 General Inquiries: 250-387-5855 Toll-Free: 1-800-567-3247 Fax: 250-387-0198

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Ombudsperson

Quarterly report for Village of Anmore for October 1 — December 31, 2018	,
Type of complaint closure	# closed
Enquiries – Many people who contact us are not calling to make a complaint, but are seeking information or advice. These contacts are classified as <i>Enquiries</i> to distinguish them from <i>Complaints</i> , which are requests that our office conduct an investigation.	0
Complaints with No Investigation – Our office does not investigate every complaint it receives. First, we determine whether we have authority to investigate the complaint under the <i>Ombudsperson Act</i> . We also have discretion to decline to investigate for other reasons specified in the <i>Ombudsperson Act</i> .	1
Early Resolution Investigations — Early Resolution investigations provide an expedited process for dealing with complaints when it appears that an opportunity exists for the authority to take immediate action to resolve the issue. Typical issues that are addressed through Early Resolution include timeliness, communication, and opportunities for internal review.	0
Complaint Investigations — When we investigate a complaint we may conclude with a determination that a complaint is not substantiated, or with a negotiated settlement of the complaint, or with public findings and recommendations. We may also exercise discretion to cease investigation for a number of other reasons specified in the <i>Ombudsperson Act</i> .	Total: 0
Reason for closing an Investigation:	
Pre-empted by existing statutory right of appeal, objection or review.	0
Investigation ceased with no formal findings under the Ombudsperson Act.	
More than one year between event and complaint	0
Insufficient personal interest	0
Available remedy	0
Frivolous/vexatious/trivial matter	0
Can consider without further investigation	0
No benefit to complainant or person aggrieved	0
Complaint abandoned	0
Complaint withdrawn	0
Complaint settled in consultation with the authority - When an investigation leads us to conclude that action is required to resolve the complaint, we try to achieve that resolution by obtaining the voluntary agreement of the authority to settle the complaint. This allows matters to be resolved fairly for the complainant and authority without requiring a formal finding of maladministration.	0
Complaint substantiated with formal findings under the <i>Ombudsperson Act</i> .	0
Complaint not substantiated under the <i>Ombudsperson Act</i> .	0
Ombudsperson Initiated Investigations – The Ombudsperson has the authority to initiate investigations independently from our process for responding to complaints from the public. These investigations may be ceased at the discretion of the Ombudsperson or concluded with formal findings and recommendations.	0

For more detailed information about the complaint closing categories used by our office, please see our glossary of terms at: https://www.bcombudsperson.ca/resources/information-public-bodies/fairness-quick-tips. To obtain a more detailed breakdown of the complaints closed for your authority for the quarter, please contact us at consult@bcombudsperson.ca.





Complaints Closed from October 1, 2018 to December 31, 2018 All Local Government Village of Anmore

The tables below summarize the complaint topics we are tracking for your sector and/or authority and the number of times this topic was identified in the files (investigated and non-investigated complaints) that were closed in the most recent quarter.

If you would like more information on the types of complaints we receive, please contact our Prevention Initiatives Team: email us at consult@bcombudsperson.ca or call us at 250-508-2950.

Sector-Specific Complaint Topics - All Local Government

Business Licensing	5	3%
Bylaw Enforcement	50	34%
Council Member Conduct (incl. Conflict of Interest)	5	3%
Official Community Plan/Zoning/Development	24	17%
Fees/Charges (incl. Taxes)	13	9%
Open Meetings	1	1%
Procurement	2	1%
Services (incl. Garbage, Sewer, Water)	19	13%
Response to Damages Claim	2	1%
Other	24	17%

General Complaint Topics - All Local Government

Decision/Outcome - Disagreement with	68	35%
Accessibility	4	2%
Delay	8	4%
Administrative error	5	3%
Treatment by staff	13	7%
Communication	26	14%
Process/Procedure	34	18%
Complaint/Review/Appeals Process	16	8%
Employment/Labour Relations	2	1%
Other	16	8%

Village of Anmore, 2697 Sunnyside Road Anmore BC, V3H 5G9

Anmore Elementary School 30 Elementary Road, Anmore, BC V3H 4Y6 MAR 22 2019

March 18 2019

To whom it may concern,

Three years counting and as per tradition, Anmore Elementary School will host a Great Walk event (Friday May 3 2019, 1-3pm) which will include the local community; parents, students, teaching staff, Buntzen Lake staff, SVFD volunteers but also will continue to raise funds for the Natural Learning and Play Space project.

This rain or shine event which we hope to take place beyond Anmore Elementary School grounds within the Village, will again focus on physical activity, school spirit and fun. School children tend to exceed their fitness goals with most students aiming to run the entire 7km route.

Date:

Friday May 3th 2019

Time:

1-3 pm

Location:

Distance 1: to Ice Cream Store and back
Distance 2: to Floating Bridge and back
Distance 3: to Pump House and back

Last year, we changed the route to have students walk to the camp store and beyond via the right side of Sunnyside road for increased safety. One concern raised was the increased construction truck traffic from nearby construction such as Bella Terra. If the Village has suggestions or contacts to relay our request for less truck traffic during the run, it would be appreciated. These are our children.

We further ask that the Village notify the local community by updating the signage boards with "Please drive carefully – Students on Great Walk - Friday May 3, 1-3pm" close to the event itself. We will also be contacting SVFD members to see if they might be able to assist with traffic safety. SVFD were a valuable asset to our event last year providing much enthusiasm and advice.

Thank you for your time and assistance,

Leigh Scatchard, Great Walk Organizer, PAC, Anmore Elementary School

March 19, 2019

Attn: Juli Halliwell CAO

CC: Anmore Village Mayor and Council

Re: Monthly Advertising in Anmore Times

The Anmore Times team would like to thank the Village of Anmore for the support of our publication for many years. We are going to try to carry on with other sources of funding. Our goal is still to bring Anmore residents together, and provide a platform for sharing of ideas and information. We will no longer plan for input from the Village, but we will continue to share Village news, cover council meetings and advertise Village events. We are also happy to accept future advertising from the Village and associated organizations or individuals on an ad hoc basis. Premium positioning previously extended to the Village for advertising, such as exclusive use of the back cover, is not, however, guaranteed without a long-term commitment.

Thank you again for the past years of support.

Jan Morrissey



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For Metro Vancouver meetings on Friday, March 29, 2019

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact Greg.Valou@metrovancouver.org or Kelly.Sinoski@metrovancouver.org

Metro Vancouver Regional District

Engagement for the Regional Industrial Lands Strategy

APPROVED

The Board approved the scope of the consultation for the Regional Industrial Lands Strategy and authorized staff to proceed with the engagement process as presented.

Regional Industrial Lands Strategy: Survey of Industrial Users

RECEIVED

As part of developing the Regional Industrial Lands Strategy, a series of white papers, reports, and other deliverables are under development. In 2018, the Task Force expressed interest in better understanding the issues and challenges facing industrial users and tenants in the region.

The Board received for information the results of a survey of industrial users undertaken as part of the Regional Industrial Lands Strategy project.

Economic Value of Industrial Lands to the Metro Vancouver Region

RECEIVED

The Board received for information a consultant report on the economic value of industrial lands to the Metro Vancouver Region.

Intervistas completed a study on the economic impact of Metro Vancouver's industrial lands to the regional, provincial, and national economy. The report considers interdependencies with non-industrial lands and activity, the importance of industrial activity in diversifying the economy, alternative industrial land locations outside of the region, and the consequences of an insufficient supply of industrial lands in the region.

The study concludes that industrial lands provide the foundation for a significant amount of the region's total economic activity, with a disproportionately large amount of employment, and wages above the regional average. Industrial lands serve both an important regional role and, as a facilitator of tradeenabling activities, a critical national role. The extent to which these activities can be moved elsewhere will vary by sector and may be limited. The potential effects of a lack of industrial land on the regional economy, while difficult to ascertain, will also vary by sector and will likely be negative for the region as a whole.



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Metro Vancouver's 2018 Zero Waste Conference

RECEIVED

The Board received a report with an overview of Metro Vancouver's Eighth Annual Zero Waste Conference, titled "A Future without Waste: The Journey to A Circular Economy," which was held on Thursday, November 8 and Friday, November 9, 2018 at the Vancouver Convention Centre.

The focus of the 2018 Zero Waste Conference was to highlight Canadian leadership on important issues of waste prevention and the circular economy while providing opportunities from governments, businesses and innovators from around the globe, which are continuing to break ground and serve as inspiration to push harder in terms of lasting solutions that will lead to a future without waste.

2018 Regional Create Memories Not Garbage Campaign Results

RECEIVED

The Board received for information a report with a summary of the results of the 2018 regional holiday waste reduction campaign, "Create Memories, Not Garbage."

The campaign supports the waste reduction objectives in the Integrated Solid Waste Management Plan. The 2018 campaign was in market from September 24, 2018 to January 15, 2019. The objectives were to: raise awareness of the needless amount waste produced over the holiday season; encourage audiences to celebrate in ways that produce less waste; and, to reduce the amount of waste produced in Metro Vancouver during the holiday season over the long term.

Consideration of the Village of Anmore's Amended Regional Context Statement

APPROVED

The Board accepted the Village of Anmore's amended Regional Context Statement as submitted to Metro Vancouver on January 11, 2019.

The Village of Anmore sought to amend its Regional Context Statement to include the Anmore Green Estates site within the Urban Containment Boundary and to designate it as General Urban.

Village Council has also submitted a formal request to the GVS&DD Board seeking support to become a member of the Greater Vancouver Sewerage and Drainage District and to connect the 51 existing residential units of Anmore Green Estates to the regional sewerage system. The requested sewer connection via Port Moody is intended to address the environmental and public health concerns related to the development's failing septic sewage treatment system, and not to provide excess servicing capacity that could accommodate additional development.

Office Development in Metro Vancouver's Urban Centres – 2018 Update

APPROVED

The Board:

- a) received for information the consultant report;
- b) endorsed the recommendations for Metro Vancouver as set out on page 5 of the report, with the addition of the following:



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- 8. Further to recommendations #2, #4, and #5, specifically outline the tools and best practices member municipalities can utilize to foster a greater share of office development in Regional City Centres; and
- 9. Metro Vancouver to take a leadership role in targeting a greater proportion of office development across all Regional City Centres and prepare a robust strategy to assist municipalities in meeting the employment targets in regional context statements, through a review of Regional Growth Strategy policy measures."; and
- a) distributed the report to member jurisdiction Councils for information.

Lougheed Corridor Land Use and Monitoring Study - Final Report

RECEIVED

Metro Vancouver led the Lougheed Corridor Land Use and Monitoring Study in partnership with TransLink, the Cities of Coquitlam, Port Coquitlam, Pitt Meadows and Maple Ridge, as well as invited representation from the Katzie, Kwantlen and Kwikwetlem First Nations, the Agricultural Land Commission, and Ministry of Transportation and Infrastructure.

The Board received the report for information.

The 2018 Regional Parking Study - Key Findings

RECEIVED

The Board received the Parking Study report for information and resolved to write letters to share the key findings of the 2018 Regional Parking Study and Technical Report to the Mayors' Council on Regional Transportation, the TransLink Board of Directors, and the Councils of member jurisdictions.

Food Flow: Agri-food Distribution in Metro Vancouver - Scope of Work

RECEIVED

The Board received for information a report about a project being undertaken by Regional Planning that will define the extent of the agri-food distribution system and the connections to land use policy and transportation infrastructure that are necessary for "food flow" - the movement of food supply across the Metro Vancouver region.

The extent of the regional "food flow" is not widely known. Staff have embarked on a study to define the location of agri-food distribution businesses and their connections to land use policy and transportation infrastructure.

The first phase of work compiled existing data on the agri-food distribution system. The 2019 work will focus on interviews with the private sector. The results of the study will be used to improve understanding and inform various regional and municipal planning processes.



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2019 Agricultural Land Use Planning Policy Forum

RECEIVED

The Board received for information a report about the BC Agricultural Land Use Planning Policy Lab and Metro Vancouver's role in co-hosting a one-day policy forum.

Metro Vancouver is co-hosting a forum on April 3, 2019 with the University of Northern B.C. to bring experts together to focus on agriculture land use planning solutions to protect B.C.'s farmland. The forum is the first step to establish a "policy lab" in B.C. A policy lab is a neutral, expert-centred space for analyzing issues and designing solutions that address intractable policy problems. The April policy forum will build capacity and enhance understanding of the policies that impact agricultural land use in the Lower Mainland, as well as gauge interest in an ongoing provincial policy lab and the future activities/topics that are most beneficial to participants.

Belcarra Regional Park - Belcarra South Recommended Static Landscape Display and Interpretive Feature

APPROVED

The Board, in accordance with the MVRD Board resolution dated November 24, 2017, approved the recommended non-residential public use of Cabin 1, located in Belcarra Regional Park south picnic area, as a static landscape display and interpretative park feature illustrating historical uses of the site.

At its November 24, 2017 meeting, the MVRD Board directed staff to investigate uses for Cabin 1, and to report back to the Board. Staff have completed a heritage study on the Belcarra Cabins and identified potential uses for Cabin 1. The Belcarra Cabins Heritage Study completed in 2017 was taken into consideration, and a variety of other precedent heritage buildings in other parks were reviewed.

Metro Vancouver staff reviewed the precedent study with the Village of Belcarra staff in March 2018 and discussed potential options and preliminary cost factors. With all factors and studies considered, the recommended use for Cabin 1 is as a static landscape display building without public access, to be viewed from the exterior.

Campbell Valley Regional Park - Public Engagement and Management Plan Update

APPROVED

The Board authorized staff to proceed with the public engagement process as presented in the report.

Metro Vancouver is undertaking an update to the management plan for Campbell Valley Regional Park. Staff anticipate the first round of public and stakeholder engagement will occur between June and October 2019.

The proposed stakeholder and public engagement on the Campbell Valley Regional Park Management Plan Update will ensure that the final management plan is broadly supported and reflective of regional parks users' input. The update will test stakeholder, First Nations, partner, and public current values, interests, concerns and desires for the park and also evaluate items identified for action in the previous management plan and subsequent review.



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George Massey Crossing Project – Next Phases

RECEIVED

The Board received for information the report with an update on the next phases for the George Massey Crossing project.

The Province, through the Ministry of Transportation and Infrastructure, initiated engagement with Metro Vancouver, TransLink, municipalities, and First Nations on the George Massey Crossing project. The Province will use the regional, municipal and First Nation plans, priorities and input to inform the development, assessment and evaluation of the options for the George Massey Crossing. The provincial engagement will be conducted in three phases with the target of a completed business case by November 2020.

Fraser Basin Council – Annual Report to Metro Vancouver

RECEIVED

In 2018, the MVRD Board approved a three-year Contribution Agreement with the Fraser Basin Council. Under the agreement, the Fraser Basin Council is required to submit an annual report to Metro Vancouver by January 31 of each year. The Board received the report for information.

Non-member Attendance at Board and Committee Meetings Policy Revision

APPROVED

The Board approved the revised Non-member Attendance at Board and Committee Meetings Policy, as presented.

The Non-member Attendance at Board and Committee Meetings Policy sets out the practice associated with non-member attendance and participation at Board and Committee meetings. Recently, staff was directed to review and clarify the practice associated with how non-members are authorized to attend closed meetings.

Electoral Area A 2019 By-Election

APPROVED

The Board appointed Klara Kutakova as Chief Election Officer and Kelly Hardy as Deputy Chief Election Officer for the 2019 by-election for the office of Regional Director for MVRD Electoral Area A, and authorized release of up to \$80,000 from the Electoral Area General Reserve, if necessary, to be used for the administration of the unbudgeted 2019 by-election for the office of Director of Electoral Area A.

Review of the Federal Gas Tax Fund Expenditures Policy

RECEIVED

The Board received for information a report with an overview of the process to review the MVRD Board's Federal Gas Tax Fund Expenditures Policy.

The Metro Vancouver Board adopted the Federal Gas Tax Expenditures Policy in 2016 that sets out the process through which the Board considers and approves expenditures from the Federal Gas Tax Fund (Greater Vancouver Regional Fund) for regional transportation projects proposed by TransLink. At its

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October 26, 2018 regular meeting, the MVRD Board adopted a resolution directing staff to undertake a review of the Federal Gas Tax Fund Expenditures Policy, in consultation with TransLink and the Union of British Columbia Municipalities, and to report back to the Finance and Intergovernment Committee in 2019 with findings and, where appropriate, recommendations.

Key Climate Change Developments Since the Adoption of the Climate 2050 Strategic Framework

RECEIVED REFERRED

At its March 15, 2019 meeting, the Climate Action Committee expressed concerns about the ability for greenhouse gas reduction targets identified in Climate 2050 and the Province's CleanBC to combat climate change impacts identified in the Intergovernmental Panel on Climate Change (IPCC) special report on the impacts of global warming. Members discussed accelerating Climate 2050 actions and subsequently amended the recommendation as presented above in underline style.

The Board received for information the report and directed staff to report back with recommendations to align Metro Vancouver's Climate 2050 Strategic Framework and Roadmaps with the 2018 Intergovernmental Panel on Climate Change special report on global warming, and to report back with recommended changes to Climate 2050 Strategic Framework targets, including interim targets.

Climate 2050 Roadmaps Development Process and Engagement Approach

RECEIVED

Climate 2050 is an overarching climate action strategy that describes Metro Vancouver's role in taking action on climate change, and provides strategic direction on how Metro Vancouver can integrate climate change considerations into decisions and policies affecting the region. The Roadmaps development process will use an engagement approach that will provide a platform for Metro Vancouver to engage with the public and stakeholders and to explore potential integration of climate resilience and greenhouse gas reduction efforts with various partners and its member jurisdictions.

Staff will provide additional details on the overall engagement approach and on the engagement plans for individual Roadmaps in upcoming Climate Action Committee meetings.

The Board received the report for information.

Consultation on a Cannabis Production Emission Regulation for Metro Vancouver

RECEIVED **REFERRED**

The Board received the report for information and referred the report back to the Climate Action Committee for more information. Furthermore, the Board resolved to write a letter to Health Canada requesting that they actively enforce federal regulations regarding the prevention of odours from federally-licensed cannabis producers.



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Metro Vancouver's Electric Vehicle Public Outreach Programs

RECEIVED

Using research that identifies key barriers to EV uptake, Metro Vancouver has designed three public EV outreach programs to increase EV ownership in the region, using messaging that is integrated with existing incentives aimed at reducing the upfront cost of vehicles and charging infrastructure. Metro Vancouver's EV programs will also integrate messaging to support the incoming provincial ZEV Standard, which will increase EV supply to meet market demand. As part of the Climate 2050 Transportation Roadmap, staff will be identifying EV outreach campaigns as a current strategic approach to reducing transportation-related GHG emissions in the region, and will be considering the long term evolution of these programs to reflect a rapidly changing transportation landscape.

The Board received the report for information.

Staff Appointments for the Purpose of Serving Summons under the Offence Act

APPROVED

The Board appointed, for the purpose of serving summons under section 28 of the Offence Act for alleged violation of MVRD air quality management bylaws, all Metro Vancouver staff currently appointed as officers under the Greater Vancouver Regional District Air Quality Management Bylaw No. 1082, 2008.

Delegations Received at Committee March 2019

RECEIVED

The Board received for information summaries of delegations to committees.

Regional Planning Committee

Roderick Louis

Finance and Intergovernment Committee

Wayne Wright, Metro Vancouver Nominee, Vancouver Airport Authority Board of Directors, and Anne Murray, Vice President of Airline Business Development and Public Affairs, Vancouver Airport Authority; and

Climate Action Committee

Alex Boston, Executive Director, Renewable Cities - SFU Wosk Centre for Dialogue

MVRD Freedom of Information Bylaw No. 1284, 2019

APPROVED

The Board gave first, second and third reading to Metro Vancouver Regional District Freedom of Information Bylaw No. 1284, 2019; then passed and finally adopted said bylaw.



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GVWD Development Cost Charges Options Update

RECEIVED

At the Metro Vancouver District Boards Special Meetings held on November 30, 2018 and December 7, 2018, Board Directors requested additional information on pursuing GVWD development cost charges to offset household impact of an increasing water rate.

The Greater Vancouver Water District Act currently does not include the legal authority to implement a Development DCC program for the regional water utility service. A request from the Board to the Province for legislative changes to amend the GVWD Act to permit DCCs will be required to enable a water DCC program. This report provides additional information on the process and key considerations that will be involved in exploring the implementation of GVWD DCCs for growth projects within the Water District.

The Board received the report for information.

Seymour Salmonid Society - 2018 Annual Report

RECEIVED

Under the terms of the Contribution Agreement with GVWD, the Seymour Salmonid Society is required to submit an annual report on its activities to Metro Vancouver. The Society achieved the goals set out in the Contribution Agreement and operated successfully in 2018. The Seymour Salmonid Society 2018 Annual Report meets the requirements of the Contribution Agreement.

The Board received for information a report that contains the Seymour Salmonid Society's 2018 Annual Report.

Award of Amendment to Construction Contract RFP No. 18-048, Second Narrows Water Supply Tunnel - Burrard Inlet Crossing

APPROVED

The Board approved award of the amended scope within Second Narrows Park in an amount of \$19,899,602 (exclusive of taxes) to Traylor-Aecon General Partnership resulting from Request for Proposal No. 18-048, Second Narrows Water Supply Tunnel - Burrard Inlet Crossing.

Delegations Received at Committee March 2019

RECEIVED

The Board received for information a summary of a delegation to the Water Committee from James Peters of ShowerPot.

GVWD Freedom of Information Bylaw No. 251, 2019

APPROVED



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The Board gave first, second and third reading to Greater Vancouver Water District Freedom of Information Bylaw No. 251, 2019, then passed and finally adopted the bylaw.

Greater Vancouver Sewage and Drainage District

Bylaw 181 Update and Commercial Waste Hauler Licensing Bylaw Overview

RECEIVED APPROVED

On February 22, 2019, the Board referred recommendations related to two bylaws before the Minister of Environment and Climate Change Strategy back to the Zero Waste Committee for more information. The proposed updates to Bylaw 181 modernize a bylaw that has not been changed since 1996 and aim to increase waste diversion, increase transparency, and ensure a level playing field for facilities managing recyclable material and municipal solid waste in the region.

The Commercial Waste Hauler Licensing Bylaw establishes a licensing program for commercial waste haulers collecting mixed municipal solid waste. Under the bylaw, these haulers apply for an annual \$100 license with a series of requirements including ensuring that recycling containers are provided wherever mixed municipal solid waste is collected. Implementing the Commercial Waste Hauler Licensing Bylaw will help advance waste diversion in the region and assist in the collection of the Generator Levy.

The Board received the report for information and resolved to send a letter to the Minister of Environment and Climate Change Strategy requesting that the Minister approve the GVS&DD Commercial Waste Hauler Licensing Bylaw No. 307, 2017 and the GVS&DD Solid Waste and Recyclable Material Regulatory Amending Bylaw No. 309, 2017.

Generator Levy Overview

RECEIVED

The Board received a report with additional information on the Tipping Fee Bylaw and Generator Levy.

The Generator Levy was approved by the Board in November 2017, and has been in place since January 2018. This report provides an overview of the Tipping Fee Bylaw and the Generator Levy. The Generator Levy is an important tool in advancing waste diversion in the region and ensuring a cost effective and equitably funded regional solid waste system.

Solid Waste Regulatory Framework Correspondence Update

RECEIVED

The Board received a summary of correspondence that was emailed to Zero Waste Committee members, as well as a letter of support to from the David Suzuki Foundation to the Minister of Environment and Climate Change Strategy.

Mixed Waste Processing Pilot

APPROVED



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Representatives of the cement industry have communicated to Metro Vancouver that cement kilns provide a unique opportunity to divert a portion of the municipal solid waste stream.

In addition, over the years, various businesses have come forward promoting technologies that claim to effectively recover materials from municipal solid waste for various uses, including use as a fuel source.

The Board authorized engaging a consultant to assist in the design of a pilot project, financial model, and procurement process for the purpose of processing municipal solid waste for the recovery of materials and/or fuel, and directed staff to report back to the Board with the concept plan and procurement model for the implementation of the pilot project.

Waste-to-Energy Facility Second Pass Superheater Replacement Project Contract Award **APPROVED**

The Board authorized award to Covanta Burnaby Renewable Energy, ULC, for the construction of the second pass superheater replacement project at the Metro Vancouver Waste-to-Energy Facility at a cost of \$5,484,000 (including PST, but excluding GST), under the terms and conditions of existing Contract 98106.

Staff Appointments for the Purpose of Serving Summons under the Offence Act

APPROVED

The Board appointed, for the purpose of serving summons under section 28 of the Offence Act for alleged violation of GVS&DD solid waste bylaws, all Metro Vancouver staff currently appointed as officers under the Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996

Support for the Village of Anmore's Membership in the Greater Vancouver **Sewerage and Drainage District**

APPROVED

The Board:

- a) supported the Village of Anmore's application to the Province of British Columbia for membership in the Greater Vancouver Sewerage and Drainage District (GVS&DD), and
- b) agreed to provide sewerage services to the Village of Anmore subject to the following conditions:
 - i. that the Province grants GVS&DD membership to the Village of Anmore;
 - ii. that the Metro Vancouver Regional District Board resolves that the Village of Anmore's request for regional sewerage services meets the provisions of Metro 2040: Shaping Our Future;
 - that the existing agreement between the Village of Anmore, the City of Port Moody and the GVS&DD to service Eagle Mountain Middle School be terminated and the Village of Anmore enter into a servicing agreement with the City of Port Moody to convey Anmore wastewater through Port Moody infrastructure; and
 - iv. that an appropriate flow-based billing protocol be developed and implemented to facilitate annual GVS&DD servicing levies.



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Award of Phases 2 and 3, Construction and Post-Construction Management Services: Annacis Island Wastewater Treatment Plant Outfall System Project

APPROVED

The Board approved the award of Phase 2 Construction and Phase 3 Post-Construction for an amount of up to \$11,614,673.25 (exclusive of taxes) to the Phase 1 consultant, Hatch Corporation, for Construction Management Services on the Annacis Island Wastewater Treatment Plant Outfall System Project.

Award of Contract Resulting from Tender No. 18-304: Annacis Island Wastewater **Treatment Plant Secondary Clarifier Upgrades Construction**

APPROVED

The Board approved the award of a contract in the amount of \$17,771,000 (exclusive of taxes) to NAC Constructors Ltd. resulting from Tender No. 18-304: Annacis Island Wastewater Treatment Plant Secondary Clarifier Upgrades Construction.

Staff Appointments for the Purpose of Serving Summons under the Offence Act

APPROVED

The Board appointed for the purpose of serving summons under Section 28 of the Offence Act for alleged violation of GVS&DD liquid waste bylaws, all Metro Vancouver and City of Vancouver staff currently appointed as officers under the Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007.

2019 Regional Unflushables Campaign - Update

RECEIVED

The Board received for information a report summarizing the 2019 Unflushables campaign.

Now in its third year, the campaign will continue with the creative materials and approaches that have proven successful in previous campaigns. These include reaching residents in relevant locations for this topic, such as washrooms and public works events, and using a humorous tone. The campaign will include advertising through online channels (YouTube, display ads) and social media (Facebook, Twitter, Instagram), updated videos and campaign web page, posters in washrooms in various locations and engagement at public events.

North Shore Wastewater Treatment Plant Indicative Design

RECEIVED

The Board received a report that addresses recent inquiries specific to the level of treatment and technology selection for the new North Shore Wastewater Treatment Plant.

Delegations Received at Committee March 2019

RECEIVED

The Board received for information summaries of delegations to committees.



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Zero Waste Committee

- Steve Bryan, Director, Waste Management Association of BC
- Ken Carrusca, Vice President, Environment and Marketing (Western Region), Cement Association of Canada

Liquid Waste Committee

James Peters, ShowerPot

GVS&DD Freedom of Information Bylaw No. 324, 2019

APPROVED

The Board gave first, second and third reading to Greater Vancouver Sewerage and Drainage District Freedom of Information Bylaw. No. 324, 2019, then passed and finally adopt it.

Metro Vancouver Housing Corporation

Energy Management Update - Metro Vancouver Housing

RECEIVED

The Board received for information a report that outlines the Options Analysis process that has been established to inform MVHC energy efficiency investments and summarizes the financial benefits and GHG emissions reductions that have been realized. MVHC projects completed since 2016 under the Energy Management Program are expected to yield a life-cycle net present value of \$1,186,413 and an annual reduction in GHG emissions of 258,156 kg CO₂e.

MVHC Freedom of Information Resolution

APPROVED

The Board adopted the Metro Vancouver Housing Corporation Freedom of Information Resolution for the Administration of the Freedom of Information and Protection of Privacy Act.

A review of the Freedom of Information Bylaws was identified as a priority of the Finance and Intergovernment Committee in its 2019 Work Plan. The Bylaws were reviewed against the statutory requirements, against the Local Government Management Association Manual, and compared with bylaws in other member municipalities. The revisions are intended to bring the Metro Vancouver Bylaws and MVHC Resolutions into compliance with the recent legislation and local government practices, to provide greater flexibility to the program and a more user-friendly bylaw for staff and the public.