

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, September 3, 2019 at 7:00 p.m. in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC



1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: That the Agenda be approved as circulated.

3. **Public Input**

Note: The public is permitted to provide comments to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

4. **Delegations.**

None.

5. **Adoption of Minutes**

Page 5 **(a) Minutes of the Regular Council Meeting held on July 16, 2019, Minutes of the Special Council Meeting held on July 22, 2019, Minutes of the Special Council Meeting held on July 26, 2019, and Minutes of the Special Council Meeting held on July 30, 2019**

Recommendation: That the Minutes of the Regular Council Meeting held on July 16, 2019, Minutes of the Special Council Meeting held on July 22, 2019, Minutes of the Special Council Meeting held on July 26, 2019, and Minutes of the Special Council Meeting held on July 30, 2019 be adopted as circulated.

6. **Business Arising from Minutes**

7. **Consent Agenda**

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

Recommendation: That the Consent agenda be adopted.

Page 19 **(a) BC Liberal Official Opposition – 2019 Official Opposition Meeting Opportunities**

Recommendation: THAT Council receive the letter from BC Liberal Official Opposition dated July 19, 2019, regarding 2019 UBCM Official Opposition Meeting Opportunities, for information.

Page 21 **(b) City of Victoria – Creating a Lobbying Registry**

Recommendation: THAT Council receive the letter from City of Victoria dated July 19, 2019, regarding creating a lobbying registry for municipal government, for information.

Page 22 **(c) Minister of Transport regarding helicopters landing at a private residence in the Village of Anmore**

Recommendation: THAT Council receive the communication from Minister of Transport dated July 30, 2019, regarding helicopters landing at a private residence in the Village of Anmore, for information.

Page 23 **(d) British Columbia Utilities Commission – An Inquiry into the Regulation of Municipal Energy Utilities – Regulatory Timetable**

Recommendation: THAT Council receive the email communication from British Columbia Utilities Commission dated August 2, 2019 regarding An Inquiry into the Regulation of Municipal Energy Utilities – Regulatory Timetable.

Page 30 **(e) Village of Belcarra – Proposed OCP Amendment Bylaw to enable Temporary Use Permits (TUPS) to be issued**

Recommendation: THAT Council receive the letter from Village of Belcarra dated August 9, 2019 regarding proposed OCP Amendment Bylaw to enable Temporary Use Permits (TUPS) to be issued, for information.

Page 33 **(f) District of Saanich – Clean Up of Needles and Other Harm Reduction Paraphernalia**

Recommendation: THAT Council receive the letter from District of Saanich dated August 15, 2019 regarding Clean Up of Needles and Other Harm Reduction Paraphernalia, for information.

Page 35 **(g) District of Saanich – Proceeds of Crime**

Recommendation: THAT Council receive the letter from District of Saanich dated August 15, 2019 regarding Proceeds of Crime, for information.

Page 37 **(h) Metro Vancouver – Support for Rural Communities within Metro Vancouver**

Recommendation: THAT Council receive the letter from Metro Vancouver dated August 26, 2019 regarding Support for Rural Communities within Metro Vancouver, for information.

Page 39 **(i) Ministry of Environment and Climate Change – Action on Plastics Website and Consultation Paper**

Recommendation: THAT Council receive the communication from Ministry of Environment and Climate Change dated August 29, 2019 regarding Action on Plastics – Website and Policy Consultation Paper, for information.

8. Items Removed from the Consent Agenda

9. Legislative Reports

Page 40 **(a) Bylaw Updates**

Report dated August 23, 2019 from the Manager of Corporate Services attached.

Page 59 **(b) Updates to the Zoning Bylaw**

Report dated August 30, 2019 from the Manager of Development Services attached.

10. Unfinished Business

11. New Business

Page 66 **(a) Parking Issues in Anmore**

Report dated August 30, 2019 from the Manager of Development Services attached.

Page 74 **(b) Award of Supply & Delivery of Dump Truck Contract**

Report dated August 29, 2019 from the Chief Administrative Officer attached.

12. Recommendations of Committees.

None.

13. Mayor's Report**14. Councillors Reports****15. Chief Administrative Officer's Report****16. Information Items****(a) Committees, Commissions and Boards - Minutes**

- None.

(b) General Correspondence

Page 77 - United Way dated July 17, 2019 regarding United Way's Period Promise campaign

Page 80 - Union of British Columbia Municipalities dated July 22, 2019 regarding Gas Tax Agreement Community Works Fund Payment

Page 81 - Metro Vancouver Board in Brief for meetings held on Friday, July 26, 2019

Page 93 - Bruce Gibbins dated August 10, 2019 regarding Protection of Groundwater – Stop bottling of groundwater

Page 99 - Green Communities Committee dated August 15, 2019 regarding acknowledgement of reduction of greenhouse gas emissions

Page 102 - Canadian Union of Postal Workers dated August 22, 2019 regarding postal service

Page 103 - Office of the Ombudsperson dated August 13, 2019 regarding Quarterly Report: April 1 – June 30, 2019

17. Public Question Period

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

18. Adjournment

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for
Tuesday, July 16, 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 Paul Weverink

ABSENT

Councillor Kim Trowbridge

OTHERS PRESENT

Juli Halliwell, CAO
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:

R343 That the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

Lynn Burton, Anmore, regarding reference to Village Hall condemnation in July 2
Regular Council minutes and request for information related to that.

Joan Walker, Anmore regarding Pinnacle Ridge proposal before Council tonight and
concerns with this development proposal and future development in Anmore. It was
noted that this is just a proposal for consideration at this time and various steps need to
be undertaken prior to any final decisions by Council.

4. Delegations.**(a) BC Hydro Presentation – Buntzen Lake**

Jonny Knowles, Public Safety Lead, and Jamie Mair, Public Safety Advisor, BC Hydro provided a presentation regarding Buntzen Lake parking update and Buntzen Lake emergency response overview.

Discussion points related to parking and traffic included:

- Traffic control occurs at gate but traffic issues continue to Sunnyside and East Road
- Estimate of number of persons in park at peak hours is 2,500
- Concern of delay with working group meetings to address concerns
- Health and safety concerns related to emergency response access
- Improvement of messaging
- Potential for consideration of pay parking

Discussion points related to emergency response overview included:

- Potential emergency conditions
- Practice of evacuation
- Concern over BC Hydro evacuation routes planned

General discussion points included:

- Clear communication when lake is closed due to capacity or emergency issues
- Further analysis of number of people at lake at peak times.

5. Adoption of Minutes**(a) Minutes of the Regular Council Meeting held on July 2, 2019**

It was MOVED and SECONDED:

R344 That the Minutes of the Regular Council Meeting held on
July 2, 2019 be adopted as circulated.

Carried Unanimously

6. Business Arising from Minutes

None.

7. Consent Agenda

It was MOVED and SECONDED

R345 That the Consent agenda be adopted.

Carried Unanimously

(a) City of Prince George – UBCM Resolutions regarding Proceeds of Crime and Clean-Up of Needles and Other Harm Reduction Paraphernalia

Recommendation: THAT Council receive the letter dated July 2, 2019 from the City of Prince George regarding UBCM resolutions regarding Proceeds of Crime and Clean-Up of Needles and Other Harm Reduction Paraphernalia, for information.

(b) Lost Votes BC regarding request that BC Government allow permanent residents to vote

Recommendation: THAT Council receive the email dated July 9, 2019 from Lost Votes BC regarding request that the BC Government allow permanent residents to vote in municipal elections, for information.

(c) Union of British Columbia Municipalities (UBCM) Convention and Lower Mainland Government Association

Recommendation: THAT Council authorizes Mayor John McEwen, Councillor Polly Krier, and the Chief Administrative Officer to register for and attend the 2019 UBCM Convention and LGMA CAO Breakfast in Vancouver from September 23-27, 2019.

(d) District of West Vancouver – UBCM Resolution – Jurisdiction over single use plastics regulations

Recommendation: THAT Council receive the email communication dated July 11, 2019, from the District of West Vancouver regarding UBCM resolution – Jurisdiction over single use plastics regulation, for information.

(e) Ministry of Finance – Speculation and Vacancy Tax annual consultation on September 12, 2019

Recommendation: THAT Council receive the letter from Ministry of Finance dated July 11, 2019, regarding speculation and vacancy tax annual consultation on September 12, 2019, for information.

8. Items Removed from the Consent Agenda

None.

9. Legislative Reports

(a) Proposed Noxious Weed Bylaw

It was MOVED and SECONDED:

THAT Council grant first, second, and third readings to Anmore Noxious Weed Control Bylaw No. 598-2019; and THAT Council grant first, second, and third readings to Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 599-2019.

Before the question was called it was MOVED and SECONDED:

R346 THAT Council refer the Anmore Noxious Weed Control Bylaw No. 598-2019 to the Environment Committee for comment and report back to Council and THAT Council defer consideration of first, second, and third readings to Anmore Noxious Weed Control Bylaw No. 598-2019 until comments are reported back to Council from the Environment Committee.

Carried Unanimously

10. Unfinished Business

None.

11. New Business

(a) Pinnacle Ridge Rezoning [TREZ and Atti Group Applications]

Mr. Jason Smith, Manager of Development Services introduced the application and provided an overview of the staff report whereby two property owners have come forward with a development proposal.

Points included:

- Atti Group proposal is for 33 lot development mix of single family and duplex lots
- TREZ Group proposal is for 63 lot development mix of single family and duplex lots
- Outline of proposed Community Amenity Contributions and amenities
- Should Council wish to consider proposal next Steps to include:
 - Hiring a land consultant to evaluate the proposed community amenity contribution
 - Conducting a financial sustainability analysis related to infrastructure maintenance
 - Addressing access issues
 - Environmental reports
 - Feasibility of septic fields
 - Incorporating firesmart principles to mitigate wildfire risks

Council discussion points included:

- This application is at the early proposal stage
- Concerns regarding lot configuration and layout
- Concerns regarding duplex lots
- Public consultation would take place prior to any public hearing process

It was MOVED and SECONDED:

R347

That Council:

- a) refer the application for comment to the Advisory Planning Commission, Environment Committee and the Park and Recreation Committee;
- b) direct staff to engage the services of a land economist to help review the Community Amenity package that is being offered; and
- c) direct staff to undertake a financial sustainability analysis.

Carried

Opposed: Councillor Laidler

12. Recommendations of Committees.

None.

Mayor's Report

Mayor McEwen reported that:

- He met with Canopy Group on July 4
- He met with the South Fraser Community Rail Group on July 9 regarding light rail transit in the Surrey, Delta, White Rock, and Langley area
- He attended the Metro Vancouver Liquid Waste meeting on July 11 where there was discussion regarding Anmore Green Estates sewer hook up
- He attended the Poco Grand Prix on July 12
- There have been parking issues along Strong Road during construction

13. Councillors Reports

Councillor Weverink reported that he will attend MLA Rick Glumac's session later this week on creating bike friendly communities.

14. Chief Administrative Officer's Report

Ms. Juli Halliwell, CAO reported that although there are no bylaw parking restrictions on Strong Road, bylaw staff have requested that construction vehicles be parked only on one side of the road.

15. Information Items**(a) Committees, Commissions and Boards - Minutes**

- Minutes of the Community Engagement, Culture, and Inclusion Committee held on May 15, 2019.

(b) General Correspondence

- Letter from Port Moody Senior Secondary AfterGrad thank you for donation
- Metro Vancouver Board in Brief for meetings held on June 28, 2019
- Email from BC Hydro dated July 11, 2019 regarding Metro North Transmission Project on Hold

16. Public Question Period

Charles Christie, Anmore, regarding environmental concerns.

17. Adjournment

It was MOVED and SECONDED:

R348 THAT the meeting was adjourned at 8:20 p.m..

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor

SPECIAL COUNCIL MEETING – MINUTES

Minutes for the Special Council Meeting scheduled for Monday, July 22, 2019 immediately following adjournment of the Finance Committee meeting to be held 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

Juli Halliwell, CAO
Karen Elrick, Manager of Corporate Services
Jason Smith, Manager of Development Services
Lance Fortier, Operations Superintendent

1. Call to Order

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

2. Approval of the Agenda

It was MOVED and SECONDED:

R349 That the Agenda be approved as amended, to include the addition of Item 3 c) Parking Bylaw.

Carried Unanimously

3. Recommendations of Finance Committee.

(a) Request for Funding – Double Check Valves

It was MOVED and SECONDED:

R350 THAT Council approve \$25,000 to fund the installation of four (4) double check valves on the Village's watermain at Countryside Village AND THAT funding be allocated from the Water Reserve.

Carried Unanimously

(b) New Civic Building – Financing Considerations and Options

It was MOVED and SECONDED:

R351 THAT Council direct staff to proceed with a civic building detailed design, for a minimum budget of \$750,000, to be funded from the Capital Reserve, as recommended by the Finance Committee.

Carried Unanimously

(c) Parking Bylaw

Mayor McEwen requested options from staff regarding enforcement of parking bylaw infractions, specifically related to Buntzen Lake.

Staff provided information related to the Village's current Municipal Ticket Information system and a Bylaw Notice Enforcement system to allow for ticket fines to be issued. It was noted that should Council wish to implement an escalating fine structure should fines not be paid within a certain time period, then it would be more cost effective to enlist a collection agency for outstanding fines.

Discussion points included:

- Whether ICBC would be able to collect outstanding fines on behalf of the Village
- Whether vehicles with outstanding fines could be towed and held pending recovery of outstanding fines

Staff will investigate further options and report back to Council on the feasibility of implementing a new fine structure and options for recovery of fines.

Mayor McEwen invited public comments:

Doug Richardson, Anmore regarding parking compliance and desire to have civic centre conceptual drawings shared with the community.

4. Adjournment

It was MOVED and SECONDED:

R352 THAT the meeting be adjourned at 7:30 p.m.

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor

SPECIAL COUNCIL MEETING – MINUTES

Minutes for the Special Council Meeting scheduled for
Friday, July 26, 2019 at 3:30 p.m. in Council Chambers at Village Hall,
2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Polly Krier (via telephone conference)
Councillor Tim Laidler
Councillor Kim Trowbridge – 3:32 p.m.*
Councillor Paul Weverink, (Via telephone conference) 3:41 p.m.**

OTHERS PRESENT

Karen Elrick, Manager of Corporate Services
Jason Smith, Manager of Development Services (via telephone conference)
Martin Greig, Building Inspector/Bylaw Enforcement Officer

1. Call to Order

Mayor McEwen called the meeting to order at 3:30 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R353. That the Agenda be approved as circulated.

Carried Unanimously

*Councillor Trowbridge arrived at 3:32 p.m.

3. Legislative Reports.

(a) **Parking Regulation and Enforcement Bylaw Amendment**

Staff presented the bylaw included in the agenda package and provided an outline of proposed changes including:

- Updated map incorporating parking restrictions
- Updates related to section numbering and references within the bylaws
- Introduction of step up from \$50 to \$100 penalty should fine not be paid within

30 days noting fines over 30 days will be sent to collections for payment

- Addition of language to collect any outstanding fines in addition to tow and impound charges when vehicles are towed

It was MOVED and SECONDED:

R354 THAT Council grant first, second, and third readings to Anmore Parking Regulation and Enforcement Bylaw Amendment No. 603-2019 and THAT Council grant first, second, and third readings to Anmore Municipal Ticket Information Utilization Bylaw Amendment No. 604-2019.

** Councillor Weverink joined the meeting via telephone at 3:41 p.m.

It was MOVED and SECONDED:

THAT Schedule “A” to the Anmore Parking Regulation and Enforcement Bylaw Amendment No. 603-2019 be amended to add Heron Way as no parking on weekends and statutory holidays from May 1 to October 1.

Carried Unanimously

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

Carried Unanimously

4. Adjournment

It was MOVED and SECONDED:

R355 THAT the meeting be adjourned at 3:47 p.m.

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor

SPECIAL COUNCIL MEETING – MINUTES

Minutes for the Special Council Meeting scheduled for
Tuesday, July 30, 2019 at 3:30 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

1. Call to Order

Mayor McEwen called the meeting to order at 3:30

2. Approval of the Agenda

It was MOVED and SECONDED:

R356 That the Agenda be approved as circulated.

Carried Unanimously

3. Legislative Reports.

(a) **Parking Regulation and Enforcement Bylaw Amendment**

It was MOVED and SECONDED:

R357 THAT Council adopt Anmore Parking Regulation and Enforcement Bylaw Amendment No. 603-2019 and THAT Council adopt Anmore Municipal Ticket Information Utilization Bylaw Amendment No. 604-2019.

Carried Unanimously

4. **Adjournment**

It was MOVED and SECONDED:

R358 THAT the meeting be adjourned at 3:36 p.m.

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor



LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA

July 19, 2019

Village of Anmore Mayor and Council
2697 Sunnyside Road
Anmore, BC V3H 5G9

Dear Mayor McEwen,

Re: 2019 UBCM Official Opposition Meeting Opportunities

With the 2019 Union of BC Municipalities (UBCM) Convention in Vancouver fast approaching, the Members of the Official Opposition would like to extend an invitation to meet during the UBCM Convention. As the Official Opposition, we value the work local governments do in communities across our province, and we will continue to strongly advocate for you in Victoria. As the Official Opposition Critic for Municipal Affairs, I look forward to learning more about the unique challenges and opportunities facing your community.

To that end, I am pleased to inform you of the following three engagement opportunities that the Official Opposition has arranged for you during the UBCM Convention:

1. For a one-on-one meeting with me and any of our opposition critics at the UBCM Convention, please contact Parveen Sandur at Parveen.Sandur@leg.bc.ca or via telephone at 250-356-6160.
2. Our Caucus is once again hosting three roundtable discussions on the topics noted below, at the Fairmont Waterfront Hotel in the Cheakamus Room on Thursday, September 26:

TOPIC	CRITIC(S)	TIME
Mental Health, Addiction and Recovery	Jane Thornthwaite	3:30pm
Housing and Transportation for a Growing Population	Todd Stone Jordan Sturdy Sam Sullivan	4:30pm
Jobs and Affordability	Shirley Bond Jas Johal Greg Kylo Tracy Redies	5:30pm

BC Liberal Official Opposition
Parliament Buildings
Victoria, BC V8V 1X4



LEGISLATIVE ASSEMBLY of BRITISH COLUMBIA

3. On Friday, September 27 at 6:30am we will be hosting a hot breakfast with the Leader of the Official Opposition, Andrew Wilkinson, at the Fairmont Waterfront Hotel in the Mackenzie Room.

Local governments are often the first point of contact when it comes to government interaction with our shared constituents. While times of crisis allow you to demonstrate the responsiveness and flexibility of your governments, your consistent and reliable delivery of daily services are essential to the quality of life we all enjoy as British Columbians. The passion you have for bettering your communities is inspiring. It is the job of the Official Opposition to keep government accountable and ensure that you are being provided the necessary Provincial resources and supports to continue to provide those quality-of-life services to your residents.

In the spirit of this year's convention theme of *Resiliency and Change*, I hope each of you will take the time to meet with Official Opposition MLAs during the UBCM Convention so we can connect directly, discuss the shifting challenges our communities face and act collaboratively on solutions.

Sincerely,

Todd G. Stone, MLA
Official Opposition Critic for Municipal Affairs

THE CITY OF VICTORIA



OFFICE OF THE MAYOR

Mayor Malcolm Brodie
City of Richmond
6911 No. 3 Road
Richmond BC V6Y 2C1

July 19, 2019

Dear Mayor Brodie,

I am writing on behalf of Victoria City Council, to express support for a motion passed by Richmond City Council at its Regular Council meeting held on June 24, 2019, which reads:

Whereas the BC Lobbyists Registration Act (LRA) requires individuals and organizations who lobby public office holders and meet specific criteria to register their lobbying activities in an online public registry; and

Whereas the goal of the BC Lobbyists Registration Act (LRA) is to promote transparency in lobbying and government decision-making;

Therefore be it resolved that UBCM request that a lobbying regulation system for municipal government, similar to the provincial mechanism under the BC Lobbyists Registration Act, be established.

This resolution from Richmond City Council aligns with the City of Victoria's 2020 Strategic Priority of "Creating a Lobbying Registry".

Sincerely,

Lisa Helps
Victoria Mayor

cc The Union of British Columbia Municipalities (UBCM) Annual Convention

From: "Minister of Transport / Ministre des Transports (TC)" <TC.MinisterofTransport-MinistredesTransports.TC@tc.gc.ca>

Date: Tuesday, July 30, 2019 at 10:57 AM

To: John McEwen <John.McEwen@anmore.com>

Subject: Regarding helicopters landing at a private residence in the Village of Anmore

His Worship John McEwen
Mayor
Village of Anmore
John.mcewen@anmore.com

Dear Mr. Mayor:

I am responding to your correspondence of July 2, 2019, regarding helicopters landing at a private residence in the Village of Anmore.

With respect to civil aviation, Transport Canada's focus is on overseeing a safe, secure, efficient and environmentally responsible transportation system, with an emphasis on safety. The *Aeronautics Act* and the Canadian Aviation Regulations (CARs) provide a comprehensive framework through which safety is regulated. Transport Canada takes its aviation safety oversight role very seriously and expects air operators to fully comply with all applicable aviation regulations.

In response to your complaint, the department has initiated an investigation to determine if a violation of aviation safety legislation occurred and to consider appropriate enforcement action, if a violation is indeed verified. Transport Canada's investigation of this incident will include an assessment of potential hazards to safety; an evaluation of the operations and where they occurred in relation to 'built-up' areas; and any authorization(s) given to the air operator with respect to the operation of the aircraft at the time in question.

I should note that our enforcement policy requires investigators to systematically and objectively gather and consider the facts in accordance with principles of natural justice and procedural fairness. As I am sure you can appreciate, this process requires departmental officials to proceed methodically. If it is determined that there has been non-compliance with the CARs, Transport Canada will take appropriate enforcement action, which could include fines or suspensions. However, given that the investigation is ongoing, I am not in a position to speculate as to the types of fines or suspensions that may be imposed.

Again, thank you for writing and sharing your concerns with Transport Canada.

Yours sincerely,

The Honourable Marc Garneau, P.C., M.P.
Minister of Transport

From: Commission Secretary BCUC:EX [<mailto:Commission.Secretary@bcuc.com>]
Sent: August-02-19 10:29 AM
Subject: BCUC – An Inquiry into the Regulation of Municipal Energy Utilities – Regulatory Timetable

Good morning,

Please see attached correspondence with respect to the above-noted matter.

Original will not follow. A hard copy of the attached is available upon request. Please call the BCUC Regulatory Services at 604-660-4700 to request a copy.

Regards,

Jessica O'Brien

Administrative Assistant, Regulatory Services

British Columbia Utilities Commission

P: 604.660.4700 **BC Toll Free:** 1.800.663.1385 **F:** 604.660.1102

bcuc.com

The information being sent is intended only for the person or organization to which it is addressed. If you receive this e-mail in error, please delete the material and contact the sender.



August 1, 2019

Sent via email/eFile

BCUC MUNICIPAL ENERGY UTILITIES INQUIRY EXHIBIT A-1
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Re: British Columbia Utilities Commission – An Inquiry into the Regulation of Municipal Energy Utilities – Regulatory Timetable Establishment

By Order G-177-19, dated August 1, 2019, the British Columbia Utilities Commission (BCUC) has established an inquiry to examine the regulation of energy utilities affiliated with municipalities and regional districts (Inquiry). The Inquiry will explore issues related to ownership structures and operational arrangements of utilities affiliated with municipalities and regional districts, including the appropriate regulatory status of such organizations under the *Utilities Commission Act* (UCA) in order to provide clarity to the BCUC, utilities and municipalities.

Section 1 of the UCA states that a “public utility” does not include “a municipality or regional district in respect of services provided by the municipality or regional district within its own boundaries”, thus offering an exclusion from regulation to these entities under certain circumstances. However, energy services offered in affiliation with municipalities and regional districts are ever changing as local governments strive to achieve environmental and economic benefits for their communities. Ownership and operating structures to achieve these community benefits have become complex. Further, the BCUC has received questions and complaints from individual stakeholders regarding such entities and their need for regulation. Thus, the BCUC seeks to achieve clarity regarding the appropriate level of regulation required to meet the needs of stakeholders while respecting existing oversight tools and objectives at the local government level.

Upon the completion of this Inquiry, the BCUC will consider if it is appropriate or necessary to:

- i) seek advance approval from the Government of BC to offer a class of cases exemption to municipalities and regional district energy systems in certain circumstances; and/or
- ii) make a recommendation to the Government of BC to review the definition of a “public utility” within the UCA as it relates to such entities.

How to Participate

The BCUC encourages stakeholders to participate as interveners in this Inquiry and provide valuable insight and perspective to this proceeding. The BCUC understands that energy systems operated in affiliation with municipalities and regional districts may be reviewed and overseen by various other parties. Therefore, the BCUC encourages stakeholders to intervene to ensure the impact and effectiveness of such oversight is represented within this Inquiry. Intervenors are able to file evidence, ask questions and make submissions on process. The BCUC Panel will carefully consider all submissions and filings as it prepares its final report for this Inquiry. A [Request to Intervene](#) can be submitted on the BCUC website. The deadline to request intervenor status is Thursday, September 12, 2019.

Stakeholders who do not wish to intervene, may participate by submitting a [Letter of Comment](#) on the BCUC Website. Letters of Comment will be posted on the Inquiry's proceeding webpage and considered by the Panel in the Inquiry's report. The deadline to submit Letters of Comment is Thursday, October 24, 2019.

[Interested parties](#) may register with the BCUC to receive automated email notifications of all documents posted by the BCUC to the Inquiry's webpage.

About the BCUC

The BCUC is an independent regulatory agency of the Government of British Columbia that is responsible for regulating BC's energy utilities, the Insurance Corporation of BC's compulsory automobile insurance rates, intra-provincial pipelines and the reliability of the electrical transmission grid. We work hard to ensure British Columbians get value from their utilities with safe, reliable energy services and fair energy and basic auto insurance rates, while ensuring the entities we regulate have the opportunity to earn a fair return on their capital investments.

Sincerely,

Original signed by:

Patrick Wruck
Commission Secretary

ML/jo
Enclosure



ORDER NUMBER
G-177-19

IN THE MATTER OF
the *Utilities Commission Act*, RSBC 1996, Chapter 473

and

British Columbia Utilities Commission
An Inquiry into the Regulation of Municipal Energy Utilities

BEFORE:
D. M. Morton, Commissioner

on August 1, 2019

ORDER

WHEREAS:

- A. Section 1 of the *Utilities Commission Act* (UCA) defines a “public utility”, in part, as “a person, or the person’s lessee ... who owns or operates in British Columbia, equipment or facilities for the production, generation, storage, transmission, sale, delivery or provision of electricity ... or any other agent for the production of light, heat, cold or power to or for the public or a corporation for compensation”;
- B. Section 1 of the UCA states that a “public utility” does not include “a municipality or regional district in respect of services provided by the municipality or regional district within its own boundaries” thus offering an exclusion from regulation to these entities under certain circumstances;
- C. In addition to directly owning and operating energy systems, there are several ownership and operational structures in which a municipality or regional district can participate in providing energy services, including: establishing a municipally-owned corporation, entering partnering or joint venture agreements, a franchise agreement or outsourcing operations of a fully owned municipal energy system to a third party;
- D. The ownership and operational structures now available to a municipality or regional district to provide energy services do not appear to be specifically addressed in the UCA and, as such, there appears to be ambiguity regarding whether these ownership and operational structures are “public utilities” or the exclusion to these ownership and operational structures continue, pursuant to the definition in section 1 of the UCA;
- E. In its role of administering the UCA, the British Columbia Utilities Commission (BCUC) is responsible for making findings with respect to the definition of a “public utility” and the applicability of, or exclusion to, regulation under the UCA;
- F. Recent BCUC proceedings including: Sustainable Services Ltd. Geothermal Energy System Status as a Public Utility under the UCA, Creative Energy Vancouver Platforms Inc. Reconsideration and Variance of Order G-88-16, and the Greater Vancouver Sewerage and Drainage District Application for an Exemption from Part 3

of the UCA, have brought forward issues and complaints related to matters of interpretation and paramountcy between the UCA and the *Community Charter* or *Vancouver Charter*;

- G. These proceedings have explored a range of issues related to ownership structures and operational arrangements now available to municipalities or regional districts including: the point at which “services” cease to be “provided by the municipality or regional district”; ownership structure of energy systems entities; the ability of a municipality to enter into a franchise agreement and levy franchise fees without prior BCUC approval subject to the public interest test pursuant to section 45(8) of the UCA; and the regulatory status of entities that own and operate equipment beyond municipal boundaries and whether they fall under the jurisdiction of the UCA or the *Community Charter*; and
- H. Given that the UCA contains an exclusion of a municipal or regional district energy system that is provided by the municipality or regional district within its own boundaries from the definition of a public utility under certain circumstances, and thereby regulation by the BCUC, the BCUC considers the establishment of an inquiry to review the municipal and regional district exclusion from the definition of public utility in section 1 of the UCA (An Inquiry into the Regulation of Municipal Energy Utilities) and a regulatory timetable are warranted.

NOW THEREFORE pursuant to section 82 of the UCA, the BCUC orders as follows:

- 1. An inquiry to review certain aspects of the municipal and regional district exclusion from the definition of public utility in section 1 of the UCA is established.
- 2. A regulatory timetable is established for the Inquiry into the Regulation of Municipal Energy Utilities, as set out in Appendix A to this order.
- 3. Interveners who wish to participate in the Inquiry into the Regulation of Municipal Energy Utilities are to register with the BCUC by completing a [Request to Intervene Form](#), by the date established in the regulatory timetable attached as Appendix A to this order and in accordance with the BCUC’s Rules of Practice and Procedure.
- 4. The BCUC requests registered interveners provide written submissions to address the following:
 - 1) Whether a utility affiliated, in some way, with a municipality or regional district is considered a public utility as defined by section 1 of the UCA. Forms of affiliation include, but may not be limited to:
 - a. The utility’s assets are owned by a corporation of which the municipality or regional district is a shareholder or the sole shareholder;
 - b. The utility’s assets are owned by a partnership of which the municipality or regional district is a partner, a limited partner or a general partner;
 - c. The utility’s assets are owned by a third party, but the municipality or regional district has granted a franchise agreement, a licence and/or has enacted enabling bylaws to facilitate the construction and/or operation of the utility;
 - d. The utilities’ assets are owned by a municipality or regional district but are operated by a third party; and
 - e. The municipality or regional district, by agreement with the utility owner, sets or approves the setting of rates for the utility.

5. Members of the public are invited to provide letters of comment for the BCUC's consideration, by the date established in the regulatory timetable attached as Appendix A to this order. Letters of comment must be in the [Letter of Comment Form](#) and be submitted on the BCUC's website, or submitted by email to commission.secretary@bcuc.com, mail, courier or personal delivery to the British Columbia Utilities Commission, 4th Floor, 900 Howe Street, Vancouver, BC, V6Z 2N3.

DATED at the City of Vancouver, in the Province of British Columbia, this 1st day of August 2019.

BY ORDER

Original signed by:

D. M. Morton
Commissioner

Attachment

British Columbia Utilities Commission
An Inquiry into the Regulation of Municipal Energy Utilities

REGULATORY TIMETABLE

Action	Date (2019)
Intervener registration	Thursday, September 12
Intervener written submissions and letters of comment	Thursday, October 24
Further process	To be determined



VILLAGE OF BELCARRA

"Between Forest and Sea"

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8
TELEPHONE 604-937-4100 FAX 604-939-5034
belcarra@belcarra.ca • www.belcarra.ca



August 9, 2019

Juli Halliwell
Chief Administrative Officer
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9

By email: juli.halliwell@anmore.com

RE: Village of Belcarra proposed OCP Amendment Bylaw to enable Temporary Use Permits (TUPs) to be issued

Dear Juli Halliwell:

Please be advised, that at a Regular meeting of Belcarra Council held on July 22, 2019, the following motion was passed:

"That the Official Community Plan (OCP) Bylaw 435, 2011, Amendment Bylaw No. 541, 2019, be read a first and second time; and
That the OCP Bylaw 435, 2011, Amendment Bylaw No. 541, 2019 be referred to Public Hearing on September 9, 2019; and
That Official Community Plan (OCP) Bylaw 435, 2011, Amendment Bylaw No. 541, 2019 be circulated to Metro Vancouver, the City of Port Moody, the Village of Anmore, and the Tsleil-Waututh Nation pursuant to Section 475 of the Local Government Act."

The Village has received an application for a Temporary Use Permit (TUP) to enable a Tea Room to operate for three years on land owned by the Evangelical Laymen's Church (ELC) in the Farrer Cove area of Belcarra. Currently, TUPs are not permitted in the Village. The purpose of this OCP amendment is to enable TUPs to be issued in the Village, including the ELC Lands.

The proposed OCP amending bylaw is included with this letter for reference.

Please do not hesitate to contact the writer if you have any comments or questions regarding the proposed amendment to the Belcarra Official Community Plan.

Sincerely,

Lorna Dysart
Chief Administrative Officer

cc Dan Watson, Brook Pooni Associates

Encl. "Village of Belcarra Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 541, 2019"



VILLAGE OF BELCARRA
Official Community Plan Bylaw No. 435, 2011
Amendment Bylaw No. 541, 2019



An amendment bylaw to enable Temporary Use Permits in the Village of Belcarra.

WHEREAS the *Community Charter* enables a local government to amend its bylaws from time to time;

NOW THEREFORE the Village of Belcarra enacts as follows:

1. That this bylaw be cited for all purposes as the “Village of Belcarra Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 541, 2019”
2. That the “Village of Belcarra Official Community Plan Bylaw No. 435, 2011” be amended:
 - a) By adding after Section 3.1.2 (b) (ii) the following:
 - iii) Council may issue a Temporary Use Permit (TUP) pursuant to OCP Schedule E.
 - and
 - b) By adding Schedule E to the Official Community Plan as follows:

SCHEDULE E: TEMPORARY USE PERMITS (TUPs)

The *Local Government Act* enables the Village of Belcarra to designate areas where temporary uses may be permitted and to set general conditions that apply to temporary uses.

Council may, by resolution, upon application from a land owner, issue a Temporary Use Permit (TUP) to allow any use not permitted under the regulations of the Village of Belcarra Zoning Bylaw.

A TUP may be issued for a maximum of three years and may be renewed only once for a second period of up to three years, at Council’s discretion. Council may issue a TUP with additional conditions and may shorten the duration of the permit to less than three years.

Temporary Use Permit Areas: Temporary Use Permits may be issued anywhere in the Village of Belcarra; however, TUPs may only be issued if they meet the general conditions below and where residents and landowners have been notified pursuant to the Local Government Act.

General Conditions:

1. A temporary use should not unduly restrict the existing use or a future use of the land identified under the Official Community Plan.
2. A temporary use should not have a significant negative impact on adjoining properties or be incompatible with adjoining uses.
3. The temporary use should not negatively impact public health, safety, or environmental conditions.
4. No industrial uses may be permitted within the Village.
5. Commercial uses may only be permitted in lands designated CI-1 (Civic Institutional) or P-1 (Regional Park) by the Village of Belcarra Zoning Bylaw.

Read a First Time on July 22, 2019

Read a Second Time on July 22, 2019

Read a Third Time on

ADOPTED by Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Village of Belcarra Waterworks Bylaw No. 435, 2011
Amendment Bylaw No. 541, 2019

Chief Administrative Officer

District of Saanich
Legislative Services
770 Vernon Ave.
Victoria BC V8X 2W7

t. 250-475-1775
f. 250-475-5440
saanich.ca



File: 1300-50

August 15, 2019

Arjun Singh, President
Union of BC Municipalities
Suite 60 10551 Shellbridge Way
Richmond BC V6X 2W9

Dear Mr. Singh:

Re: CLEAN UP OF NEEDLES AND OTHER HARM REDUCTION PARAPHERNALIA

This letter will confirm that Saanich Council, at their meeting on August 12, 2019, made the following resolution:

"That:

WHEREAS the low barrier distribution of harm reduction supplies including syringes and other safe injection supplies in communities across BC poses a significant safety and cleanliness concern;

AND WHEREAS local governments businesses and residents are bearing the escalating costs of cleaning up the needles and drug paraphernalia in public spaces;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities request ongoing Provincial funding to local governments to cover the costs of cleaning up needles and drug paraphernalia in their communities."

An excerpt of the minutes is attached for your reference.

Sincerely,

A handwritten signature in blue ink, appearing to read "Angila Bains", is written over the printed name.

Angila Bains, B.A., CMC
Manager, Legislative Services

/sl

Attach.

cc: Mayor and Council
All Municipalities

1300-50

Clean up of
Needles and Harm
Reduction
Paraphernalia

**CLEAN UP OF NEEDLES AND OTHER HARM REDUCTION
PARAPHERNALIA**

Notice of Motion from Mayor Haynes from the July 15, 2019 Council meeting that:

WHEREAS the low barrier distribution of harm reduction supplies including syringes and other safe injection supplies in communities across BC poses a significant safety and cleanliness concern;

AND WHEREAS local governments businesses and residents are bearing the escalating costs of cleaning up the needles and drug paraphernalia in public spaces;

THEREFORE BE IT RESOLVED that the Union of BC Municipalities request ongoing Provincial funding to local governments to cover the costs of cleaning up needles and drug paraphernalia it their communities.

MOVED by Councillor Harper and Seconded by Councillor Plant: "That:

WHEREAS the low barrier distribution of harm reduction supplies including syringes and other safe injection supplies in communities across BC poses a significant safety and cleanliness concern;

AND WHEREAS local governments businesses and residents are bearing the escalating costs of cleaning up the needles and drug paraphernalia in public spaces;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities request ongoing Provincial funding to local governments to cover the costs of cleaning up needles and drug paraphernalia it their communities."

Council discussion ensued with the following comments:

- The clean-up of harm reduction supplies affects municipal budgets therefore it is appropriate to request that the Province provides ongoing funding.

The Motion was then Put and CARRIED



File: 1300-50

August 15, 2019

Arjun Singh, President
Union of BC Municipalities
Suite 60 10551 Shellbridge Way
Richmond BC V6X 2W9

Dear Mr. Singh:

Re: PROCEEDS OF CRIME

This letter will confirm that Saanich Council, at their meeting on August 12, 2019, made the following resolution:

"That:

WHEREAS the provision of police services places a significant financial burden on local government;

AND WHEREAS the civil forfeiture crime prevention and crime remediation grant program funds community crime reduction and crime prevention activities but does not address local government policing costs including expenditures related to investigations and police work that results in seizures in proceeds of crime;

THEREFORE BE IT RESOLVED that the Province share seizures of proceeds of crime with local governments to help address protective services costs."

An excerpt of the minutes is attached for your reference.

Sincerely,

A blue ink signature of Angila Bains, written in a cursive style.

Angila Bains, B.A., CMC
Manager, Legislative Services

/sl

Attach.

cc: Mayor and Council
All Municipalities

1300-50
Seizure of
Proceeds of Crime

PROCEEDS OF CRIME

Notice of Motion from Mayor Haynes from the July 15, 2019 Council meeting that:

WHEREAS the provision of police services places a significant financial burden on local government;

AND WHEREAS the civil forfeiture crime prevention and crime remediation grant program funds community crime reduction and crime prevention activities but does not address local government policing costs including expenditures related to investigations and police work that results in seizures in proceeds of crime;

THEREFORE BE IT RESOLVED that the Province share seizures of proceeds of crime with local governments to help address protective services costs.

MOVED by Councillor Harper and Seconded by Councillor Plant: "That:

WHEREAS the provision of police services places a significant financial burden on local government;

AND WHEREAS the civil forfeiture crime prevention and crime remediation grant program funds community crime reduction and crime prevention activities but does not address local government policing costs including expenditures related to investigations and police work that results in seizures in proceeds of crime;

THEREFORE BE IT RESOLVED that the Province share seizures of proceeds of crime with local governments to help address protective services costs."

Council discussion ensued with the following comments:

- Mayor Haynes will speak to the item on behalf of the municipality and the Saanich Police Board at the Union of British Columbia Municipalities meeting.

The Motion was then Put and CARRIED

AUG 26 2019

The Honourable Bernadette Jordan, Minister of Rural Economic Development
Ministry of Rural Economic Development
House of Commons
Ottawa, Ontario K1A 0A6
VIA EMAIL: Bernadette.Jordan@parl.gc.ca

Dear Minister Jordan:

Re: Support for Rural Communities within Metro Vancouver

This letter is a follow up to our discussion at the Federation of Canadian Municipalities (FCM) Conference in June of this year in Quebec City regarding rural communities within the Metro Vancouver region.

The Metro Vancouver Board of Directors have expressed their support for designating the communities of Bowen Island and Lions Bay as rural communities for the purposes of eligibility in rural grant programs. This ineligibility is a result of the criteria used by the Province of British Columbia in designating a community rural within the BC Rural Dividend Program, which in part is based on a community's location within the Metro Vancouver Regional District boundaries.

Despite being within the boundary of the Metro Vancouver region, certain communities share the same conditions as rural communities due to their geographical remoteness and small population size. Based on the 2016 Census, six of Metro Vancouver's member jurisdictions have populations below the 25,000 population threshold set by the BC Rural Dividend Program: Anmore (2,210), Belcarra (643), Bowen Island (3,680), Lions Bay (1,334), Pitt Meadows (18,573), and Tsawwassen First Nation (816).

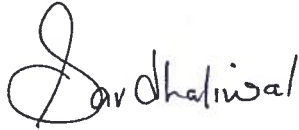
We note that the current use of regional district boundaries to determine whether a community is rural for the purposes of grant eligibility may be too coarse a tool to assess individual communities and does not consider each community's unique characteristics or their needs.

As the Federal Government follows the Provincial classification of 'rural' to determine which communities are eligible for Community Futures funding, we would very much appreciate your support in revising the criteria for eligibility.

31631705

Thank you for your consideration and for taking the time to meet with FCM Executive at the FCM Annual Convention in Quebec City. We look forward to working with the Federal Government Ministries to support the smaller communities within the Metro Vancouver region.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sav Dhaliwal'. The signature is fluid and cursive, with the first name 'Sav' being more prominent.

Sav Dhaliwal
Chair, Metro Vancouver Board

SD/CM/mg

cc: Mayor John McEwen, Village of Anmore
Mayor Neil Belenkie, Village of Belcarra
Mayor Gary Ander, Bowen Island Municipality
Mayor Ron McLaughlin, Village of Lions Bay

31631705

From: Plastics ENV:EX [<mailto:Plastics@gov.bc.ca>]
Sent: August-29-19 3:55 PM
To: Plastics ENV:EX <Plastics@gov.bc.ca>
Subject: Provincial Plastics Policy and Engagement

RE: Action on Plastics – Website and Policy Consultation Paper

On July 25, 2019 Environment and Climate Change Strategy Minister, George Heyman, launched a province-wide, public engagement on the topic of reducing plastic waste.

The Ministry of Environment and Climate Change Strategy is inviting you to provide feedback on new policy opportunities and proposed amendments to the Recycling Regulation of the *Environmental Management Act* by September 30, 2019 to address plastic waste.

Visit the Clean BC Plastics Action Plan [website](#) to read the [Policy Consultation Paper](#) and learn more about the solutions being considered. Instructions on how to provide comments are provided in the Policy Consultation Paper. A [news release](#) is also available.

Further details on the webinars being conducted for stakeholders, on the policy paper and proposed revisions to the Recycling Regulation of the *Environmental Management Act* will follow shortly.

Overview

Government is proposing action in four connected areas to reduce plastic pollution and use less plastic overall:

1. **Bans on single-use packaging:** Determining which types of plastic packaging to phase out altogether, as well as any necessary exemptions, such as those for health, safety and accessibility to keep products available for the people that need them.
2. **Dramatically reduce single-use plastic in landfills and waterways:** Requiring producers to take responsibility for more plastic products, ensuring more single-use items like sandwich bags, straws and cutlery get recycled.
3. **Plastic bottle and beverage container returns:** Expanding the deposit-refund system to cover all beverage containers – including milk and milk-substitutes – with a 10-cent refundable deposit, keeping millions more containers out of landfills and waterways.
4. **Reducing plastics overall:** Supporting effective ways to prevent plastic waste in the first place and ensuring recycled plastic is re-used effectively.

Share the Policy Consultation Paper

Please forward this correspondence to organization and association members and others who may wish to comment on the proposed changes. The ministry welcomes all suggestions.

Alternatively, you may wish to include the following in your forthcoming newsletter or circular for your members:

Do you have any thoughts on how we can reduce plastic waste in B.C.?

The government of B.C. wants your opinion on a range of possible solutions it's considering.

Just fill out the quick survey before September 30: www.cleanbc.ca/plastics

And help to set our province on a path to a more sustainable future.

Thank you for your time and consideration. We look forward to receiving your feedback.



Environmental Standards Branch
Ministry of Environment and Climate Change Strategy

We are engaging on how to best reduce plastic waste; [have your say here!](#)



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 23, 2019 3900-30
Submitted by: Karen Elrick, Manager of Corporate Services
Subject: Bylaw Updates

Purpose / Introduction

The purpose of this report is to provide, for Council's consideration, a series of updated bylaw amendments which address housekeeping and other minor changes as outlined.

Recommended Options

THAT Council:

- A. Grant first, second, and third readings to Anmore Bylaw Repeal Bylaw No. 605-2019; and
 - B. Grant first, second, and third readings to Anmore Development Procedures Bylaw Amendment Bylaw No. 606-2019; and
 - C. Grant first second, and third readings to Anmore Freedom of Information and Protection of Privacy Act Bylaw No. 607-2019; and
 - D. Grant first, second, and third readings to Anmore Fees and Charges Bylaw No. 608-2019; and
 - E. Grant first, second, and third readings to Anmore Solid Waste Management Amendment Bylaw No. 609-2019.
-

Background

As part of a routine record keeping review of Village bylaws, staff has identified a series of bylaws which require updates, repeal, or replacement.

Report/Recommendation to Council

Bylaw Updates

August 23, 2019

Discussion

Staff have identified bylaws in three categories as outlined below:

Updates

Bylaw	Comments
Development Procedures Bylaw	Amend to include reference to most current Fees and Charges Bylaw
Solid Waste Management Bylaw	Collection Cart Purchase Fees update to reflect same fees as collection cart replacement to be consistent with current practice

Repeal

Bylaw	Comments
Notice of Public Hearings Mailings Bylaw	Redundant – included in current Development Procedures Bylaw 553-2016
Fireworks Regulation Bylaw	Redundant – New Fireworks Bylaw 569-2017 was adopted but this was not repealed
Subdivision for Relative Bylaw	Redundant – included in Zoning Bylaw 568-2017
Special Indemnity Bylaw	Irrelevant - Council Indemnity is addressed in Annual Indemnity Bylaw 549-2016
Tree Management Bylaw	Redundant – New Tree Management Bylaw 587-2018 was adopted but this was not repealed
Provincial Voters List Adoption Bylaw	Redundant – this is included within the Local Government Election Procedures Bylaw 544-2015

Replacement

Bylaw	Comments
Freedom of Information and Protection of Privacy Act Bylaw	Designate CAO as “Head” and Corporate Officer as “Coordinator” to provide for redundancy and reflect current practice of Village
Fees and Charges Bylaw	Housekeeping updates to correct errors and omissions from previous bylaw updates. NOTE - No new fees and charges have been added that were not already intended to be included as part of a previous bylaw update

Report/Recommendation to Council

Bylaw Updates

August 23, 2019

Other Options

THAT Council:

- A. Grant first, second, and third readings to Anmore Bylaw Repeal Bylaw No. 605-2019; and
- B. Grant first, second, and third readings to Anmore Development Procedures Bylaw Amendment Bylaw No. 606-2019; and
- C. Grant first second, and third readings to Anmore Freedom of Information and Protection of Privacy Act Bylaw No. 607-2019; and
- D. Grant first, second, and third readings to Anmore Fees and Charges Bylaw No. 608-2019; and
- E. Grant first, second, and third readings to Anmore Solid Waste Management Amendment Bylaw No. 609-2019.
- F. (Recommended)

Or

THAT Council provide further direction to Staff on recommendations for alternative updates to Village bylaws.

Financial Implications

There are no financial implications.

Communications / Civic Engagement

Should Council choose to proceed with approval of the attached bylaws, staff will post updated bylaws to the Village website.

Corporate Strategic Plan Objectives

We provided responsive, efficient, transparent and engaged service.

Report/Recommendation to Council

Bylaw Updates

August 23, 2019

Attachments:

1. Anmore Bylaw Repeal Bylaw No. 605-2019
2. Anmore Development Procedures Bylaw Amendment Bylaw No. 606-2019
3. Anmore Freedom of Information and Protection of Privacy Act Bylaw No. 607-2019
4. Anmore Fees and Charges Bylaw No. 608-2019
5. Anmore Solid Waste Management Amendment Bylaw No. 609-2019

Prepared by:



Karen Elrick
Manager of Corporate Services

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

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer

BYLAW NO. 605-2019

A bylaw to repeal obsolete and superseded bylaws.

WHEREAS the *Community Charter* permits a municipality, by bylaw to authorize the revision of all or any of the bylaws of a municipality in accordance with the *Bylaw Revision Regulation*.

AND WHEREAS the *Bylaw Revision Regulation* permits a municipality, by bylaw, to authorize the revision of a bylaw by omitting and providing for the repeal of a bylaw or a provision of a bylaw that is expired, inoperative, obsolete, spent or otherwise ineffective.

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 Bylaw Repeal Bylaw No 605-2019**”.
2. The following bylaws are hereby repealed as a result of being expired, inoperative, obsolete, spent, or otherwise ineffective:
 - a) Village of Anmore Notice of Public Hearings Mailing Bylaw #28, 1989;
 - b) Village of Anmore Fireworks Regulation Bylaw No. 62-1990;
 - c) The Village of Anmore Subdivision for Relative Bylaw No. 69-1991;
 - d) Anmore Special Indemnity Bylaw No., 206-1997;
 - e) Anmore Tree Management Bylaw No. 430-2007;
 - f) Anmore Provincial Voters List Adoption Bylaw No. 440-2008.
3. In the event that any section of this bylaw is for any reason held invalid by a decision of a court of competent jurisdiction, the invalid section shall be severed from and not affect the remaining provisions of this bylaw.

READ a first time the day of , 2019

READ a second time the day of , 2019

READ a third time the day of , 2019

ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICER

BYLAW NO. 606-2019

A bylaw to amend Anmore Development Procedures Bylaw No. 553-2016

WHEREAS it is deemed expedient to amend Anmore Development Procedures Bylaw No. 553-2016

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 Development Procedures Bylaw Amendment Bylaw No. 606-2019**".
2. That Anmore Development Procedures Bylaw No. 553-2016 be amended as follows:
 - (a) That Section 5 (a) be deleted and replaced with "Refer to Anmore Fees and Charges Bylaw, as amended or superseded from time to time."

READ a first time the day of , 2019

READ a second time the day of , 2019

READ a third time the day of , 2019

ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICER

BYLAW NO. 607-2019

A bylaw for the administration of the *Freedom of Information and Protection of Privacy Act*.

WHEREAS the *Freedom of Information and Protection of Privacy Act* requires that a municipality designate the Head and set any fees for services.

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

1. **CITATION**

- (a) That this bylaw may be cited for all purposes as "Anmore Freedom of Information and Protection of Privacy Act Bylaw No. 607-2019".

2. **REPEAL**

- (a) That Anmore Freedom of Information and Protection of Privacy Bylaw No. 139-1994, be repealed.

3. **DEFINITIONS**

- (a) The definitions contained in Part 1 of the Act shall apply to this bylaw.
- (b) In this bylaw:

"**Act**" means the Freedom of Information and Protection of Privacy Act, R.S.B.C. 1996, c. 165, as amended.

"**Coordinator**" means the person designated in section 4(b) of this Bylaw as the Information and Privacy Coordinator;

"**Council**" means the Council of the Village of Anmore; and

"**Head**" means the person designated under section 4(a) of this Bylaw as the Head;

"**Village**" means the Village of Anmore; and

4. **ADMINISTRATION**

- (a) The Chief Administrative Officer is designated as the Head for the purposes of the Act; and

- (b) The Corporate Officer is designated as the Information and Privacy Coordinator; and
- (c) For the purposes of the Act, the Head and the Coordinator shall act in their respective capacities for all Council, Commissions, Committees and other bodies of the Village; and
- (d) The Head may delegate any of the Head's duties under the Act to the Coordinator.

5. **FEES**

- (a) An applicant who makes a request under the Act shall pay to the Village the fees set out in the Schedule of Maximum Fees contained in the *Freedom of Information and Protection of Privacy Regulations*, as amended.

6. **SEVERABILITY**

- (a) In the event that any section of this bylaw is for any reason held invalid by a decision of a court of competent jurisdiction, the invalid section shall be severed from and not affect the remaining provisions of this bylaw.

READ a first time the day of ,2019
READ a second time the day of ,2019
READ a third time the day of ,2019
ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICER

VILLAGE OF ANMORE

BYLAW NO. 608-2019

A bylaw to establish fees and charges for Village services and information

WHEREAS the *Community Charter*, authorizes municipalities, by bylaw, to impose fees and charges for the provision of various services and/or information;

AND WHEREAS Council deems it necessary and desirable to exercise the authority provided by the *Community Charter* to cover costs of providing various services and information;

NOW THEREFORE, the Council of the Village of Anmore, in open meeting lawfully assembled, ENACTS AS FOLLOWS:

1. This bylaw maybe cited as "Anmore Fees and Charges Bylaw No. 608-2019".
2. The Village of Anmore hereby impose fees for the provision of services and information as specified in Schedule "A" attached to and forming part of this bylaw.
3. This bylaw shall come into effect on the date of its final adoption.
4. Whenever this bylaw sets out fees and charges with respect to other Village bylaws and such other bylaws contain similar fees and charges, this bylaw is deemed to prevail.
5. That Anmore Fees and Charges Bylaw No. 557-2016 including all amendments thereto are hereby repealed in their entirety.
6. If any part of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

READ a first time the day of , 2019

READ a second time the day of , 2019

READ a third time the day of , 2019

ADOPTED the day of , 2019

MAYOR

MANAGER OF CORPORATE SERVICES

GENERAL ADMINISTRATION AND CORPORATE SERVICES (Administration/Corporate/Finance Departments)	
Photocopies	
Black & White photocopies	\$0.25 per page
Colour photocopies	\$0.25 per page
Search Village Records (including Financial Records)	
Where it is determined by the CAO that research could involve staff time in excess of 15 minutes:	
First hour or portion thereof	\$80.00
Each additional 15 minutes or portion thereof	\$25.00
Where it is determined that a fee may be assessed, the applicant will be provided with a fee estimate prior to the requested work being initiated.	
Freedom of Information and Protection of Privacy	
Fees payable for request made under the Freedom of Information and Protection of Privacy Act shall be in accordance with Regulation 155/2012 – Schedule of Maximum Fees	As per BC Regulations 155/2012
List of Electors	
Available only if official candidates as declared by the Chief Election Officer in accordance with the Local Government Act	
First copy	Free
Additional Copies	\$10.00
Electronic Copies	\$10.00
Regulatory Bylaws (Bylaws are available on website free of charge)	
Official Community Plan	\$60.00
Zoning Bylaw	\$60.00
Works and Services Bylaw	\$60.00
Building Bylaw	\$60.00
Regulatory Bylaws not listed above	\$1.00 per page
Reports (Reports are available on website free of charge)	
Strategic Plan	\$35.00
Financial Sustainability Plan	\$60.00
Parks Master Plan	\$60.00
Water Utility Master Plan	\$60.00
Annual Water Quality Report	\$10.00 per report year
Any other report not listed	\$1.00 per page
Preparation of Legal Documents	
Preparation of a legal document by the Village's Solicitor and/or Staff, where the resulting document is a benefit to the applicant. (Does not include the cost of any plans, agent fees and registration costs)	Actual Costs - a deposit may be required before preparation of the document has started

Discharge of Registered Charge	
An Administration Fee to prepare a discharge of any registered charge in favour of the Village of Anmore, including but not limited to Statutory Rights-of-Way, Restrictive Covenants, Highway Reservations and Development Permit Notices	Actual Costs – a deposit may be required before preparation of the document has started.
Filming Permits and Services	
Filming Permit within the boundaries of the Village including Buntzen Lake	\$200.00 per day to a maximum of \$1,000.00
Additional Location site	\$100.00 per day to a maximum of \$500.00
Personnel – Public Works Maintenance Employee	\$93.00 per hour
Village Property:	
Parking Lot	\$250.00 per day
Anmore Community Spirit Park	\$200.00 per day
Tennis Courts located at Anmore Elementary School	\$200.00 per day
Other Village parks including trail network (per park or trail)	\$150.00 per day
Damage Deposit (refundable if no damage)	\$500.00 per site
For RCMP rates please contact the City of Coquitlam For SVFD rates please contact Metro Vancouver For Buntzen Lake rates please contact BC Hydro	
Facility Rentals – Council Chambers	
Individuals or groups not providing a service for the community as a whole or on behalf of the Village of Anmore	\$20.00/per hour
Damage Deposit	\$100.00
Tax Requests by Non-Property Owners – Current Year/Prior Years	
Over the counter, Faxed, Mailed	\$35.00 per tax certificate
Rush Service	\$50.00 per tax certificate
Properties on Mortgage Listings	
Property Tax Notices included on mortgage listings (charged to mortgage company)	\$10.00 per tax notice
Interest	
Interest charged on overdue Accounts Receivable	Bank of Canada Prime Rate + 4%
Returned Cheques/Payments	
Returned cheques/payments	\$45.00
Refunds	
Property Tax/Utility Overpayments	\$25.00

INSPECTION SERVICES DEPARTMENT (Building Department/Bylaw Enforcement/Licencing)	
Business Licences The business licence fee is per calendar year (January to December) * annual licence fee prescribed in this schedule shall be reduced by one-half in respect of a Licence issued after July 1 st in any year. A semi-annual licence does not qualify for this reduction.	
Animal Boarding	\$400.00
Animal Day Care (cat or dog) 10 cats or dogs or less	\$110.00
Animal Day Care (cat or dog) 11 cats or dogs or more	\$165.00
Bed & Breakfast	\$110.00
Campground	\$10.00 per camping space
Child Day Care Center – 10 children or less	\$110.00
Child Day Care Centre – 11 children or more	\$165.00
Contractor	\$165.00
Film Company	\$400.00
Accessory Home Based Business	\$110.00
Manufactured Home Park	\$10.00 per space
Mobile Food Truck	\$400.00
Any Business not listed above	\$165.00
Transfer Business Licence	\$10.00
Dog Licencing	
Annual Dog Licence – Neutered/Spayed	\$25.00 per dog
Annual Dog Licence – Un-neutered/spayed	\$35.00 per dog
Replacement Licence if current year lost	\$10.00
Building Permits including Plumbing	
Application Fees (Non-Refundable)	
Building Permit Application Fee including Plumbing	\$500.00
Plumbing Permit Application Fee only	\$75.00
<i>If permit is approved the application fee is deducted from permit fees</i>	
Permit Fees – Simple or Complex Buildings and Structures	
Construction up to \$5,000.00	\$21.00 per \$1,000 (min \$75.00)
Construction from \$5,001.00 to \$20,000.00	\$15.00 per \$1,000 + base fee of \$75.00
Construction from \$20,001.00 to \$100,000.00	\$11.00 per \$1,000 + base fee of \$600.00
Construction from \$100,001.00 to \$500,000.00	\$8.00 per \$1,000 + base fee of \$1,350.00
Construction from \$500,001.00 and over	\$7.00 per \$1,000 + base fee of \$2,500.00
Permit Fees – Temporary Building or Structure	
Permit Fee for a temporary building or structure for 12 months	\$175.00
Permit Fees – Demolition of a Building or Structure	
Permit Fee for a demolition of a building or structure 56m ²	\$100.00
Permit Fee for a demolition of a building or structure over 56m ²	\$350.00

Permit Fees – Move or Relocation of a Building or Structure	
Moving a building or structure	\$350.00
Inspection Fee for examination of a building or structure to be moved	\$175.00
Additional fees if inspection exceeds 2 hours	\$120.00 per hour
Permit Fees – Chimney Fireplaces and Solid Fuel Appliances	
Fireplaces, solid fuel appliances	\$360.00 per appliance
Natural or propane gas fire heating devices	\$120.00 per appliance
Permit Fees – Building Site Services	
New or replacement of underground water services	\$40.00 per 10 meters of pipe
New or replacement of underground storm sewer pipe	\$40.00 per 10 meters of pipe
On-site catch basins, oil interceptors or sumps	\$40.00 each
Permit Fees – Plumbing Fixtures	
Plumbing fixtures	\$20.00 per fixture (min. \$75.00)
Water Storage Tanks, check valves, outdoor showers	\$20.00 each
Swimming Pool supply, drainage backflow preventer	\$80.00 per pool
Each hot water storage tank or boiler vent	\$20.00 per vent
Installation of soil, waste or drainage pipe	\$40.00 per 20 meters of pipe
Fire Sprinkler heads	\$3.00 per head (min of \$50.00)
Radiant Heat Floors	\$2.50 per 1000 BTU's
Other Fees	
Building Permit Extension – 6 months (may be extended 3 additional times)	\$1,000.00 per extension
Construction prior to issuance of a building permit	Double the permit fees
Transfer a Building Permit to a new owner	\$480.00
Inspection fee for undefined inspections	\$120.00 per hour or part thereof
Re-Inspection Fee after second consecutive inspection (3 rd inspection)	\$120.00
Building review (4 th inspection)	\$240.00
Building review (5 th inspection)	\$360.00
Building review (6 th inspection)	\$720.00
Posting a Stop Work Order	\$360.00
Re-posting a Stop Work Order due to unauthorized removal	\$240.00
Posting a Do Not Occupy order	\$240.00
Re-posting a Do Not Occupy order due to unauthorized removal	\$240.00
Plan review for a design modification following building permit review	\$120.00 per hour or part thereof
Equivalency Report review	\$120.00 per hour or part thereof
Copying of building plans	\$240.00 + actual print costs
Controlled Substance Nuisance Inspection	\$500.00 per occurrence
Security Deposits and Liability Insurance	

The Building Inspector when issuing a Building Permit, may request a bond for more than \$5,000.00 where it has been determined the actual potential damage to Village property may be higher.	
For Building Permits less than \$100,000.00 value of construction, will be required, prior to issuance of a Building Permit, a bond (in a form satisfactory to the Village) must be deposited with the Village to be drawn down by the Village in the event that Village property is damaged during the course of construction. The cash bond will be refunded (less any draw down) when the Occupancy Permit is issued.	\$5,000.00
Prior to issuance of a Building Permit, a bond (in a form satisfactory to the Village) must be deposited with the Village to be drawn down by the Village in the event that Village property is damaged during the course of construction. The cash bond will be refunded (less any draw down) when the Occupancy Permit is issued.	\$10,000.00
When submitting a building application for a building permit, the applicant will be required to submit a Professional Errors and Omissions Liability Insurance Certificate attached to Schedule "B"	\$1,000,000.00
Prior to the issuance of a permit to move a building or structure, a bond must be deposited with the Village to ensure that the exterior of the building or part thereof will be completed within ninety (90) days of the permit issuance. Should the owner not complete the required work within the time frame set out, the Building Inspector shall notify the owner, in writing, of the deficiency directing the owner to remedy the non-compliance within thirty (30) days from the date of the notice. If the non-compliance is not remedied within the thirty (30) day period the deposit shall be forfeited to the Village.	\$50,000.00
Prior to the issuance of a permit to move a building or structure, a policy of commercial general liability insurance, in all-inclusive limits (in a form satisfactory to the Village) to indemnify the Village against all bodily injury and property damage, of any kind, howsoever caused by the moving of the building. The Village of Anmore must be named as an additional insured on said policy	\$5,000,000.00

ENGINEERING DEPARTMENT AND PUBLIC WORKS	
Village Base Maps	
Civic Address Map	\$25.00
Zoning Map	\$25.00
Civic Addresses	
Address Change for Existing Building	\$400.00 each
Address Change for New Building	\$400.00 each
Streets and Roads	
Road Allowance Obstruction Permit	\$175.00
Road/Sidewalk/Pathway Restoration Fee	\$65 per square meter minimum charge \$200.00
Infrastructure inspection relating to work on any village property	Works valued less than \$2,500.00 minimum \$102.00 Works valued over \$2500.00 , 5% of the estimated value of works
Street/Right-of-Way Clean Up	Actual Costs + \$50.00 administration fee
Solid Waste Collection Fees – Including Green Waste	
Single Family Residential Unit	As per Solid Waste Management Bylaw
Single Family Residential Unit with Secondary Suite	As per Solid Waste Management Bylaw
Solid Waste and Green Waste Carts	
120 Litre Cart (Initial Purchase and Replacement)	As per Solid Waste Management Bylaw
240 Litre Cart (Initial Purchase and Replacement)	As per Solid Waste Management Bylaw
360 Litre Cart (Initial Purchase and Replacement)	As per Solid Waste Management Bylaw
Collection Cart Repair	As per Solid Waste Management Bylaw
Bear Lock Repair	As per Solid Waste Management Bylaw
Miscellaneous Permit Fees and Charges	
Driveway Access Permit	\$240.00
Highway Use Permit (Bylaw 588-2018)	\$ 50.00
Sidewalk Use Permit (Bylaw 588-2018)	\$ 50.00
Temporary Sidewalk Permit (Bylaw 588-2018)	\$ 50.00
Blasting Permit	\$240.00
Soil Deposit Permit	\$360.00
Sign Permit Bond	\$500.00

Anmore Fees and Charges Bylaw 608-2019

Security Bonding for any item above (if required)	\$3,500.00
Tree Cutting Permit	\$500.00
Annual Tree Cutting Allowance Permit Fee (Bylaw 588-2018)	\$ 10.00
Security Bonding for tree replacement	\$500 per replacement tree to maximum of \$10,000

Fireworks Permits (applicable between November 1 to October 23 in any year)	
Application for Sale of Fireworks	\$50.00
Application for Discharge of Fireworks	\$25.00
Site Inspections for Sale or Discharge of Fireworks	\$50.00/hour
Fire Protection	
Class 1a 1 to 5 sites, camp fire permits, ceremonial fires & religious fires	\$25.00/annum
Class 1b more than 5 sites, camp fire permits, ceremonial fires & religious fires	\$50.00/annum
Class B2 theatrical and special event fire permits	\$50.00 per event

Water Utility	
Installation of a new water service between Village water main and meter box at property line. A deposit will be required for the installation prior to installation	Actual Costs – a deposit may be required
Installation of 2" water meter at property line	\$1,374.00
Installation of 1.5" water meter at property line	\$998.00
Installation of 1" water meter at property line	\$557.00
Installation of 5/8" x 3/4" water meter at property line	\$426.00
Temporary cap of water service (Demolition Permit)	\$100.00
Permanent cap of water service (Demolition Permit)	\$100.00
Water valve shut off and opening during normal working hours	\$100.00
Water valve shut off and opening after normal working hours	\$400.00
New service box	Actual costs
Fire Hydrant Use Permit	\$100.00
Fire Hydrant Usage Charge (water meter to be attached to hydrant)	As per Anmore Water Rates & Regulations Bylaw
Fire Hydrant Use Permit – Inspection Fee	\$100.00
Fire Hydrant Use Permit – Security Deposit	\$3500.00
Scheduled Water Main shut down	Actual Costs – a deposit may be required

Anmore Fees and Charges Bylaw 608-2019

Emergency Water Main shut down (not on village property)	\$400.00
Water User Fees (per cubic meter)	As per Anmore Water Rates & Regulations Bylaw
Special Water Meter Reading by request	\$50.00 per reading
Permit to water new lawn or landscaping during Stage 1 or Stage 2 Water Restrictions are in force, at the premise described in the permit for 21 days from day of issuance	\$35.00
Water Sprinkling Permit may be extended (optional) one time for an additional 21 days for a total of 42 days calculated from date of issuance of the first permit.	\$25.00
Water Sprinkling Permit for lawn treated by nematodes during Stage 1 or Stage 2 Water Restrictions are in force, at the premise described in the permit for 14 dyas from day of issuance	\$35.00

PLANNING AND DEVELOPMENT	
Additional fees incurred by the Village will be charged to the applicant prior to a decision on an application where in the opinion of the Manager of Development Services, a qualified professional must be retained for the purpose of assessing application information, and legal fees are incurred by the Village which, in the opinion of the Manager of Development Services, are necessary in order to obtain legal advice in the processing or implementation of an application approval including drafting or review of legal documents.	
Rezoning Applications	
Pre-application review	\$175.00 per hour – minimum 4 hours
Rezoning Application Fee (Application valid for 18 months)	\$3,500.00 + Actual Costs of the Approving Officer and Consultants
Time Extension – 18 months	\$500.00
Zoning Bylaw Text Amendment	\$3,500.00
Holding an additional Public Hearing	\$1,500.00
OCP Amendment	\$5,000.00
Subdivision Applications	
Application Fee	\$700.00 + \$100.00 per lot and Actual Costs of Approving Officer and Consultants
Extension - 180 days	\$500.00
Development Cost Charges	
Drainage	\$1,050.00 per lot
Roads	\$4,114.00 per lot
Water	\$5,555.00 per lot
School Site Acquisition Charge	As per School District No. 43
Latecomer Agreement	\$3,000.00
Latecomer Interest Rates	As per Municipal Finance Authority of BC (MFABC) 15-year rate at time of agreement
Other Development Applications	
Development Variance Permit	\$500.00
Board of Variance	\$500.00
Development Permit (RAR)	\$500.00

BYLAW NO. 609-2019

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. 609-2019**".

2. Schedule "A" Section 1(a) "Collection Cart Purchase" is amended as follows:

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

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

READ a first time the day of 2019

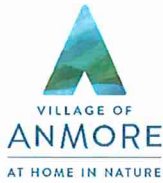
READ a second time the day of , 2019

READ a third time the day of , 2019

ADOPTED the day of l, 2019

MAYOR

CORPORATE OFFICER



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 30, 2019
Submitted by: Jason Smith, Manager of Development Services
Subject: Updates to the Zoning Bylaw

Purpose / Introduction

The purpose of this report is to propose several improvements to the Zoning Bylaw that would help clarify the intent of the bylaw and address implementation challenges.

Recommended Options

That Council refer the proposed changes in the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 to the Advisory Planning Commission for comment.

Background

The Zoning Bylaw was adopted in October 2017 and introduced many new regulations pertaining to land use. As staff have worked with the Zoning Bylaw, opportunities to improve and clarify the Zoning Bylaw have been identified.

Staff are committed to improving the Zoning Bylaw and this amendment represents the second time that staff have brought forward amendments to the bylaw that improve it. The first time was in early 2018.

Discussion

There are a series of minor amendments being proposed through the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 (**Attachment 1**). An explanation of the changes being proposed are outlined below.

1. Siting Exceptions –Projections

Section 5.8.1 allows for projections off a building to project into a required setback up to 1.22m. Staff are proposing to add the requirement that a 1.2m setback from the parcel line must always be maintained for safety and spacing reasons. This addresses issues where in the RCH-1 (Countryside) Zone where homes could be built with projections reaching right to the parcel line.

Report/Recommendation to Council

Updates to the Zoning Bylaw

August 30, 2019

2. Off street parking and front yard setbacks

Staff are proposing to add the following language to section 3.5 – “3.5.3 – One intent of the front yard setbacks established in this Bylaw is to ensure that there is adequate space for the off street parking requirements of a zone to be met regardless of how any buildings or structures are used on the parcel.” This new section is meant to clarify that part of the intent of establishing front yard setbacks was to ensure that there would always be adequate off street parking for a parcel regardless of whether there was a garage or how the garage is used.

3. Garages and Coach Houses

With the adoption of the new Zoning bylaw in October 2017 one of the issues that it intended to address was exploitation of garage space calculations to create larger than permitted coach houses. There have been several instances where garage space was shown on building plans for the purposes of area calculations and then subsequent to the building permit being finalized the garage area being converted into living space for the coach house. This has resulted in coach houses that are much larger than would otherwise be permitted. Staff are proposing several changes to the bylaw to reinforce and clarify that intent.

The first proposed change is the addition of language to section 6.3.3 clarifying that garage area in an accessory building is not included in the total floor area of a coach house but is included in calculation of the floor area of an accessory building. This is a clarification to make clear that there limits to both the permitted floor area for accessory buildings and to the floor area of a coach house – both of which need to be complied with.

The second change is to clarify that the below grade floor area exception is only applicable for principal buildings, which was always the intent of the bylaw. This is made clear by proposed changes to the definition of below grade floor area and to the definition of floor area.

Additional changes to the structure of the floor area definition are being proposed to make to clarify the existing exceptions for garage floor area.

4. Accessible Parking Space

The requirement for the provision of at least one accessible parking space is proposed for the P-1 Civic Institutional Zone to ensure that at least one space will always be provided.

Report/Recommendation to Council

Updates to the Zoning Bylaw

August 30, 2019

5. Construction equipment and large vehicles on double fronting lots.

The October 2017 Zoning Bylaw introduced regulation to reduce the visual impacts of parking large vehicles and construction equipment on properties throughout the Village. The intent was to reduce their visibility from the road. Through implementation of the Zoning Bylaw it has come to staff's attention that there are several properties, in particular between Leggett Drive and East Road, where the lots face onto two roads and that the intent of the bylaw did not apply to these properties.

Staff are proposing to designate a front parcel line for these properties and to introduce screening requirements for large vehicles and construction equipment parked or stored on those properties so as to mitigate the visual impact of these vehicles on the neighbours while to still allowing residents to use their property in keeping with the regulations that apply to all other RS-1 properties.

Other Options

The following options are presented for Council's consideration:

1. That Council refer the proposed changes in the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 to the Advisory Planning Commission for comment;

Or

2. That Council advise staff of any changes that they would like to see made to draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 and that the amended draft be referred to the Advisory Planning Commission for comment;

Or

3. That Council advise staff that it does not wish to proceed with these changes to the Zoning Bylaw at this time.

Financial Implications

Should Council choose to proceed with consideration of this Zoning Bylaw amendment, there will be costs associated with advertising the public hearing.

Report/Recommendation to Council

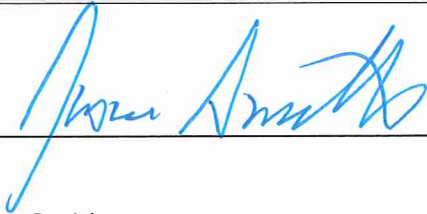
Updates to the Zoning Bylaw

August 30, 2019

Attachments:

1. Village of Anmore Zoning Amendment Bylaw No. 600-2019

Prepared by:



Jason Smith

Manager of Development Services

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

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 600-2019

A bylaw to amend Anmore Zoning Bylaw No. 568-2017

WHEREAS the *Local Government Act* authorizes a local government to enact bylaws respecting zoning and certain other related developmental matters;

AND WHEREAS the *Local Government Act* authorizes a local government to amend its bylaws from time to time;

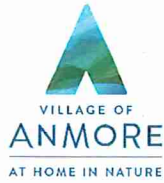
NOW THEREFORE the Council of the Village of Anmore, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as "Anmore Zoning Bylaw Amendment Bylaw No. 600-2019".
2. That Anmore Zoning Bylaw 568-2017 be amended as follows:
 - a) That the following text be added to the end of 5.8.1 "A minimum setback of 1.2 m from any parcel line must be maintained."
 - b) That the following text be added after section 3.5.2 "3.5.3 – One intent of the front yard setbacks established in this Bylaw is to ensure that there is adequate space for the off street parking requirements of a zone to be met regardless of how any buildings or structures are used on the parcel."
 - c) That the final sentence of 6.3.3 be deleted and replaced with the following – "For the purposes of calculating floor area of a coach house, if there is garage area in the accessory building containing coach house – the area of garage shall not be included in the calculation of floor area of the coach house but the area of garage will be included in the calculation of floor area for the accessory building."
 - d) That the lead in sentence for the definition of floor area, below grade be replaced with the following: "means that portion of the **floor area** of the **basement** in a **principal building** that is situated below the average **finished grade**, the amount to be determined by the application of the following formula:"
 - e) That the definition under Part 2 Definitions for "Floor Area or Gross Floor Area be deleted and replaced with the following:

"Floor Area or Gross Floor Area means the total of the gross horizontal area of each floor of a **building** as measured from the outermost perimeter wall of

MAYOR

MANAGER OF CORPORATE SERVICES



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 30, 2019 File No. 4000-01
Submitted by: Jason Smith, Manager of Development Services
Subject: Parking Issues In Anmore

Purpose / Introduction

The purpose of this report is to provide Council with an overview of the parking issues in Anmore, suggest possible solutions and seek input in to further areas of focus to address in the future.

Recommended Options

That Council provide direction to staff on what parking issues they would like staff to focus on.

Background

Parking issues associated with the summer season and growing demand for recreational opportunities at Buntzen Lake and White Pine Beach have been an ongoing issue for the Village. Most recently, direction from Council has been to take a “softer” approach by educating the public on parking restrictions as well as issuing tickets. Towing has only been utilized if vehicles are causing a safety or access concern where they are parked.

Buntzen Lake (“Lake”) lies within the Village of Anmore and is operated by BC Hydro. During the summer there is significant demand on warm sunny days to use the Lake, particularly on weekends. There are approximately 600 parking spaces at the Lake

White Pine Beach at Belcarra Regional Park experiences similar demands. Although it's in Port Moody, people must travel through Anmore to reach it (via First Avenue and Bedwell Bay Road).

The parking issues are acute on hot summer weekends and this summer there were three weekends where parking overflow had a significant impact in Anmore.

Report/Recommendation to Council

Parking Issues In Anmore

August 30, 2019

Discussion

Regulation and Enforcement

Parking in Anmore is primarily regulated through the Village's Parking Regulation and Enforcement Bylaw No. 308-2001 ("Parking Bylaw") and does this primarily through the map that forms part of the bylaw (**Attachment 1**).

The Parking Bylaw allows for enforcement of the bylaw through ticketing, towing and collections.

This summer, the Village issued 31 tickets of which 15 were paid, as of the time of writing this report. The fine for parking violations, established in the Village's Municipal Ticket Information Utilization Bylaw, is \$100, which is reduced to \$50 if paid within 30 days.

In 2019, the Village cost shared a bylaw enforcement officer on weekends and statutory holidays with the Village of Belcarra. The bylaw enforcement offices, RCMP and public works staff all have the authority to issue parking tickets.

Communication and Education

The Village has worked cooperatively with other jurisdictions to coordinate the response to the traffic issues faced at the Lake, White Pine Beach and Belcarra Regional Park. These jurisdictions are BC Hydro (operator of Buntzen Lake), Metro Vancouver (operator of Belcarra Regional Park and White Pine Beach), the City of Port Moody and the Village of Belcarra.

The Village has met several times with these other jurisdictions to coordinate responses and this has resulted in the installation of electronic sign boards, improved communication between the jurisdictions and coordination of park closures to ensure more consistent communication.

The Village will continue to participate in the discussions with the other jurisdictions.

Issues for Consideration

Expanded restrictions and signage

Are there areas where Council would like to extend summer parking restrictions? There had been some concerns about people parking near bus stops in the Village and then taking public transit the remaining distance. There has also been issues with vehicles being parked on the portion of loco Road that runs through Anmore near Crystal Creek Drive.

Report/Recommendation to Council

Parking Issues In Anmore

August 30, 2019

Increased Enforcement

The Village could consider having expanded enforcement available on the weekends. Currently, there is a bylaw enforcement officer working on the weekends but they are also spending time in Belcarra.

Coordination with other Jurisdictions

Staff could also consider putting additional efforts into increasing the coordination with other jurisdictions, with the goal of improving coordination, formalizing communication responses and improving communication to the public.

Other Options

The following options are presented for Council:

1. That Council provide direction to staff on what parking issues they would like staff to focus on.
2. That Council receive the report titled "Parking Issues In Anmore" and dated August 30, 2019 for information.

Financial Implications

Depending on what direction Council would like staff to take there may be financial implications to implementing actions to address the parking situation be it in the form of staff time and materials for new signage or staff time to develop new bylaws and work with partners to improve coordination.

Report/Recommendation to Council

Parking Issues In Anmore

August 30, 2019

Attachments:

1. Parking Regulation and Enforcement Bylaw No. 308-2001

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

This is a consolidated copy of the following bylaws, provided for CONVENIENCE only.

1. Anmore Parking Regulation and Enforcement Bylaw No. 308-2001
2. Anmore Parking Regulation and Enforcement Amendment Bylaw No. 357-2003
3. Anmore Parking Regulation and Enforcement Amendment Bylaw No. 447-2008
4. Anmore Parking Regulation and Enforcement Amendment Bylaw No. 450-2008
5. Anmore Parking Regulation and Enforcement Amendment Bylaw No. 482-2009
6. Anmore Parking Regulation and Enforcement Amendment Bylaw No. 499-2010
7. Anmore Parking Regulation and Enforcement Amendment Bylaw No. 564-2017
8. Anmore Parking Regulation and Enforcement Amendment Bylaw No. 603-2019

For copies of the individual bylaws, please contact the Manager of Corporate Services.

VILLAGE OF ANMORE

BYLAW NO. 308-2001

A bylaw for the regulating, control or prohibition of stopping,
standing or parking of vehicles within the Municipality

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

1. This bylaw may be cited as "Anmore Parking Regulation and Enforcement Bylaw No. 308-2001"
2. That "Anmore Parking Regulation and Enforcement Bylaw No. 108-1993" is hereby repealed.

AMENDED BY BYLAW NO. 564-2017

3. DEFINITIONS

Boulevard means the portion of a highway between the curb lines or the lateral lines of a roadway or edge of shoulder, and the adjoining property line and includes pathways and walkways;

Bylaw Enforcement Officer means a person appointed from time to time by the Council as the Bylaw Enforcement Officer for the Village;

Chief Administrative Officer means the person appointed by Council to that position and includes anyone authorized by Council to act on behalf of the Chief Administrative Officer;

Combination of Vehicles means every combination of truck, truck tractor, semi-trailer and trailer;

Commercial Vehicle means a motor vehicle having permanently attached to it a truck or delivery body, an ambulance, casket wagon, fire apparatus, hearse, motor bus, tow car, a combination of vehicles and other vehicles as specified by regulation of the Lieutenant Governor in Council;

Contractor means the Towing Company contracted by the Village to tow vehicles parked illegally within the boundaries of the Village;

Operations Superintendent means the Operations Superintendent for the Village;

RCMP Member means a member of the Royal Canadian Mounted Police;

Trailer includes a vehicle without motive power designed to be drawn by or used in conjunction with a motor vehicle and constructed so that no appreciable part of its weight rests on or is carried by the motor vehicle, but does not include a house trailer or a trailer having a gross weight of less than 700 kg that is licenced un the Motor Vehicle Act; and

Village means the Village of Anmore.

4. Schedule "A" appended to and forming part of this bylaw shall designate those streets and highways within the Village that are subject to parking restrictions and/or regulations as evidenced by traffic control devices and signage. **(Bylaw 603-2019)**

AMENDED BY BYLAW NO. 564-2017

AMENDED BY BYLAW NO. 482-2009

5. Parking is not permitted on any Boulevard in the Village of Anmore.

AMENDED BY BYLAW NO. 482-2009

6. Parking is not permitted on any pathway/walkway in the Village of Anmore.

VEHICLE IMPOUNDMENT

AMENDED BY BYLAW NO. 564-2017

7. Any chattel, obstruction or vehicle which is standing or parked contrary to Schedule "A" of this bylaw may be removed, detained and impounded by the Bylaw Enforcement Officer, Operations Superintendent, RCMP Member or the Chief Administrative Officer or by a contractor acting in accordance with the directions of the Village.

AMENDED BY BYLAW NO. 564-2017

[Sections 6, 8, 9, 10 were removed and subsequent sections renumbered accordingly.]

8. Any chattel, obstruction or vehicle removed, detained or impounded under this bylaw may be recovered by the owner at the Impoundment Lot, by paying the outstanding penalties levied by the Village, and fees, costs and expenses levied in accordance with Section 7 to the tow truck company at its place of business.
(Bylaw 603-2019)

COMMERCIAL VEHICLES

9. Commercial Vehicles may not park on any Municipal Highway between the hours of 8 p.m. to 8 a.m.
10. Any Commercial Vehicle found parked on any Municipal Highway between the hours of 8 p.m. to 8 a.m. may be ticketed and/or towed and impounded.

AMENDED BY BYLAW NO. 499-2010 RAVENSWOOD DRIVE RESIDENT PARKING

11. The residents of Ravenswood Drive be permitted to park on Ravenswood Drive as designed on Map 6 of Schedule "A" of this bylaw.

READ a first time this 26th day of June ,2001 A.D.

READ a second time this 26th day of June , 2001 A.D.

READ a third time this 26th day of June , 2001 A.D.

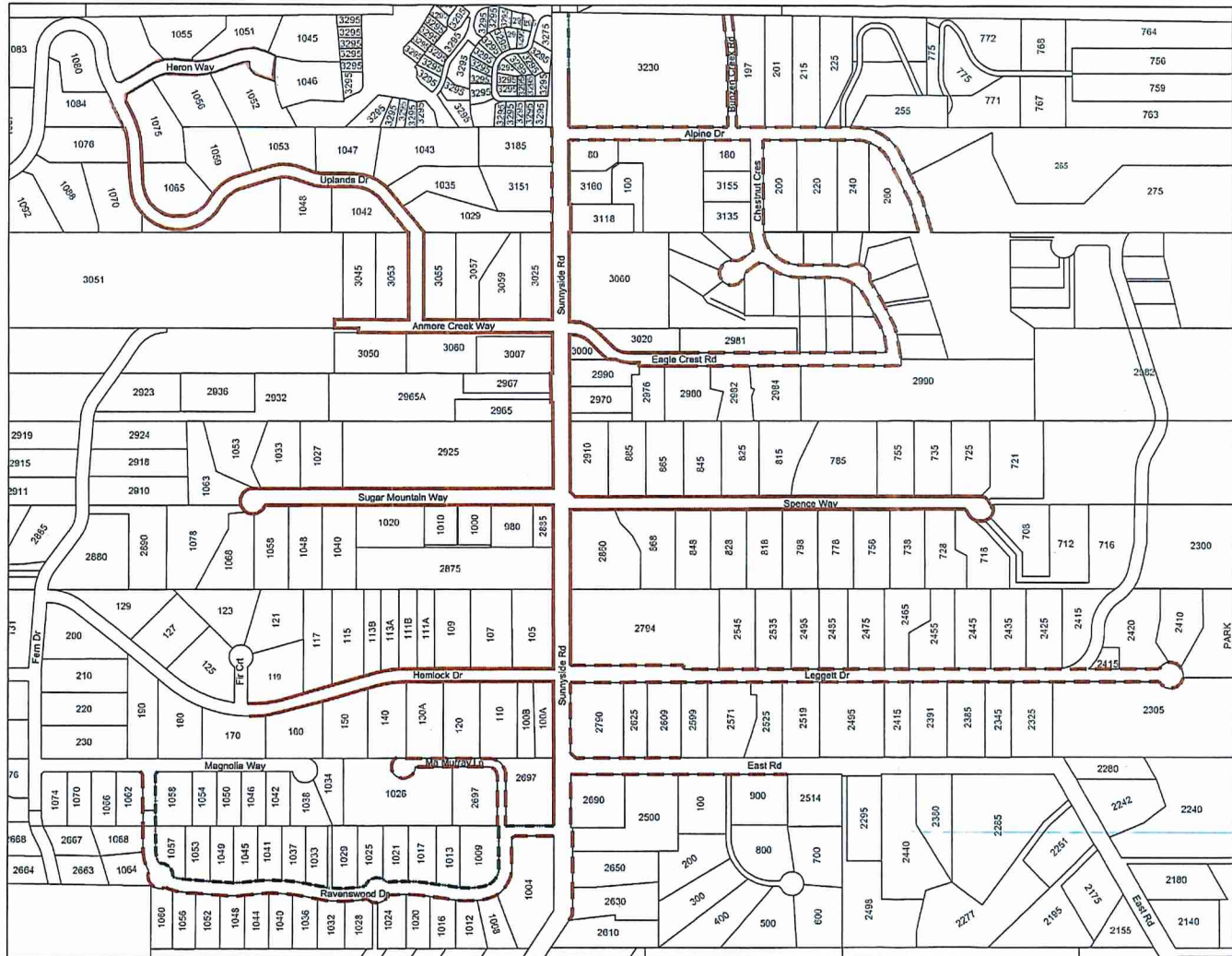
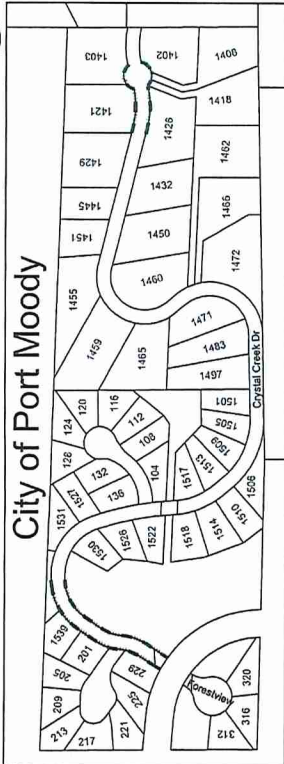
RECONSIDERED, FINALLY PASSED AND ADOPTED this 29th day of June, 2001 A.D.

H. Weinberg

MAYOR

H. Carley

CLERK



- NO PARKING
- NO PARKING ON WEEKENDS & STAT HOLIDAYS FROM MAY 1 TO OCT 1
- 5 MINUTE PARKING
- TEMPORARY PARKING RESIDENTS

SCHEDULE A

Parking Restriction Map

VILLAGE OF
ANMORE





VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 29, 2019

Submitted by: Juli Halliwell, Chief Administrative Officer

Subject: Award of Supply & Delivery of Dump Truck Contract

PURPOSE / INTRODUCTION

To obtain Council approval to award the contract for the purchase of one (1) dump truck to Dams Ford Lincoln Sales, partnered with Drive Products

RECOMMENDATIONS

That Council approve the award of the contract for the supply and deliver of one (1) dump truck for a total contract price of \$109,503.00, excluding GST, to Dams Ford Lincoln Sales and Drive Products.

BACKGROUND

On July 17, 2019, the Village issued an RFP for the supply and delivery of one (1) dump truck. The budget of \$125,000 was approved as part of the 2019-2023 5-Year Financial Plan. This purchase is the replacement of an existing 2008 dump truck which has reached the end of its useful life.

At the closing time, six RFPs were received.

DISCUSSION

The criteria included in the RFP for evaluation is as follows:

Criteria	Weighting
Quality of Proposal	5
Financial	50
Delivery Schedule	10
Service Location	15
Warranty	10
References	5
Sustainability	5
Total	100

Report/Recommendation to Council

Award of Supply & Delivery of Dump Truck Contract

August 29, 2019

The table below outlines the ranking following review and evaluation:

Proponent	Ranking
Dams Ford Lincoln Sales (with Drive Products)	1
Dams Ford Lincoln Sales (with Work Truck West)	2
Harbour International Trucks	3
Commercial Truck Equipment Co.	4
Abbotsford Chrysler Dodge Jeep Ram Ltd (with Work Truck West)	5
Mainland Ford Ltd (with Drive Products)	6

Following the review of the proposals, Dams Ford Lincoln Sales with Drive Products was the number 1 ranked proponent and met all requirement of the RFP.

FINANCIAL IMPLICATIONS

The overall contract award is within the approved budget of \$125,000.

COMMUNICATIONS / CIVIC ENGAGEMENT

None.

COUNCIL STRATEGIC PLAN OBJECTIVES

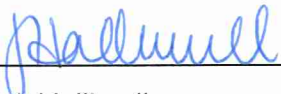
We provide responsive, efficient, transparent and engaged service.

Report/Recommendation to Council

Award of Supply & Delivery of Dump Truck Contract

August 29, 2019

Prepared by:



Juli Halliwell

Chief Administrative Officer

From: "Michael McKnight (United Way)" <MichaelM@uwlm.ca>

Date: Wednesday, July 17, 2019 at 9:22 AM

To: John McEwen <John.McEwen@anmore.com>

Subject: Municipalities can make a difference with United Way's Period Promise campaign

Dear Mayor McEwen and Council,

I'm writing to you on behalf of United Way of the Lower Mainland regarding our Period Promise campaign and the associated work to increase access to menstruation products to vulnerable populations and address period poverty in the communities where we work.

As you may have heard, on June 17 the City of Victoria announced that they would begin providing free menstrual products in their publicly accessible facilities. As Mayor Helps said, "Providing free menstrual products in City facilities is a small, practical thing we can do that will make a big difference in the lives of many people in our community." Earlier this year the City of Fort St John announced they would be conducting their own study to better determine their own responsibility to support people who menstruate. Unfortunately, the need for this product is bigger than we could possibly imagine.

Period poverty is the widespread lack of access to menstrual products due to financial limitations. It affects girls, women, and trans folks around British Columbia, and it does so on a surprising scale. Almost one quarter of Canadian women say they have struggled to afford menstrual products for themselves or their children, and more than 66% say that periods have inhibited them from participating fully in the day-to-day activities of life. (Confidence and Puberty Study by Always, Proctor & Gamble, 2018).

With Period Promise we aim to eradicate period poverty. We do this by promoting simple policy changes and supporting organizations that have made a commitment to provide menstrual products by signing onto the Period Promise Policy Agreement. Nikki Hill and Sussanne Skidmore, our campaign co-chairs, have been incredible champions in pushing this forward with us.

We've had some incredible successes so far. The Ministry of Education has committed to providing free and zero-stigma access to menstrual products in public schools across the province, and the Ministry of Social Development and Poverty Reduction has provided us with a grant to research period poverty across the province. We've also had more than 15 organizations in the Lower Mainland sign the Period Promise Policy Agreement, which we will be happy to provide you.

We're starting to have exciting conversations with municipalities across the province about how they can be involved in making menstrual products more readily accessible in our communities. To support these efforts we have drafted a motion and background document that can go to your Council. It outlines what we hope your municipality may do and why it would be beneficial to your community. You will find them attached to this e-mail.

We encourage you to work with your Councillors and Municipal staff to see if Anmore may be able to contribute to this movement, and would be excited to speak with you about how we can partner together to make our communities more inclusive and accessible to everybody.

Sincerely,

Michael McKnight

President & CEO

United Way of the Lower Mainland | uwlm.ca

4543 Canada Way, Burnaby, BC V5G 4T4

MichaelM@uwlm.ca | P 604.294.8929

Follow us on [Facebook](#) | [Twitter](#) | [Instagram](#) | [Youtube](#) | [LinkedIn](#)

**SHOW YOUR LOCAL LOVE.
TAKE ACTION TODAY.**

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any computer.

Addendum A: Draft Motion and Backgrounder to support efforts to expand access to menstrual products in municipal facilities.

Motion:

That City council direct staff to provide a report regarding the cost and implementation of providing city facilities, including recreational spaces and libraries, working with homeless, street-involved, and low income and vulnerable girls, women, trans individuals and non-binary people access to free menstrual products in a manner that reduces menstrual stigma. AND that the City endorse the United Way Period Promise campaign as a locally-built solution that promotes health, well being, security and dignity in our community.

Backgrounder:

Whereas:

1. Period poverty is the widespread lack of access to menstrual products due to financial limitations which affects girls, women, and trans and non-binary people in British Columbia who cannot afford menstrual products for themselves or are dependents of people who cannot afford menstrual products.
2. Almost one quarter of Canadian women say they have struggled to afford menstrual products for themselves or their children.
3. Period Poverty is a symptom of poverty and, as a result, is likely experienced at a higher rate by single mothers, transgendered and non-binary folks, indigenous communities, people of colour, people living with disabilities, and other marginalized groups who are affected by poverty at a disproportionately high rate.
4. People who are menstruating but do not have menstrual products available to them experience extreme social isolation by not being able to attend school, work, or community activities without experiencing stigma and shame.
5. People who experience period poverty are placing themselves at greater risk by using menstrual products for longer than their recommended time, or using unsanitary alternatives like rags or newspaper, placing their health and security at risk.
6. The United Way Period Promise campaign has been working to address the issue of period poverty as experienced by vulnerable people in the Lower Mainland for several years. It promotes policy change and has distributed hundreds of thousands of donated menstrual products to community agencies. In 2019, the United Way of the Lower Mainland distributed more than 200,000 donated products to more than 50 agencies. This work builds out awareness of period poverty in our community while promoting changes that can reduce the barriers and isolation faced by people who face it every single month.

July 22, 2019



Mayor John McEwen
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9



Dear Mayor John McEwen:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2019/2020. An electronic transfer of \$92,563.27 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement). UBCM is also making an additional one-time payment towards CWF funding approved for disbursement by the Federal government under Budget 2019 to supplement the fiscal 2018/2019 allocation.

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

First CWF Payment: \$30,869.05
CWF One-Time Payment: \$61,694
Total EFT Transfer: \$92,563.27

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Gas Tax Agreement can be found on our website at www.ubcm.ca.

For further information, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Very best,

A handwritten signature in black ink, appearing to read "Arjun Singh". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Arjun Singh
UBCM President

CC: Juli Halliwell, Chief Administrative Officer

For Metro Vancouver meetings on Friday, July 26, 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@metrovancover.org or Kelly.Sinowski@metrovancover.org

Metro Vancouver Regional District**E 1.1 Electoral Area A Zoning Bylaw Review – Scope of Work and Engagement Process** **APPROVED**

The Board approved the scope of the proposed Electoral Area A Zoning Bylaw Review and authorized staff to proceed with the engagement process as presented. In addition to OCP-related issues, the zoning bylaw will be reviewed to incorporate improvements to language and formatting identified by staff, and other issues identified through the engagement process. Meetings with residents, property owners, and business operators in Howe Sound, Indian Arm/Pitt Lake and Barnston Island in the summer, fall and winter 2019 are the principle engagement methods proposed for this review.

E 1.2 Barnston Island Agricultural Viability Study – Action Plan **ENDORSED**

The Board endorsed recommendations and proposed follow up actions to improve and enhance the viability of farming on Barnston Island. Conducting a study to explore ways to improve the long-term viability of agriculture on the island was an action item identified through the development of the OCP.

E 2.1 Appointment of External Auditors **APPROVED**

The Board approved the re-appointment of BDO Canada LLP as external auditors for the fiscal years 2019-2023. Legislation requires that Metro Vancouver's financial statements be audited annually by an external audit firm appointed by the Boards of the respective entities. BDO Canada LLP has been the external auditor for Metro Vancouver for the past five fiscal years. The fixed fee cost for external audit services provided by BDO Canada LLP over the five-year contract period will be \$592,465.00 (exclusive of taxes).

E 3.1 Where Matters: Health and Economic Impacts of Where We Live Final Report **RECEIVED**

The Board received for information a report on the results of the "Where Matters: Health and Economic Impacts of Where We Live" study and an associated Policy Brief. The study findings demonstrate strong associations between high levels of walkability and high levels of park access with better health outcomes. The Board will forward the report and its attachment to member jurisdiction Mayors and Councils for information.

E 3.2 Metro 2050 Engagement Plan**REFERRED**

The Board referred the recommendation as presented back to staff to report back to the Board through the Regional Planning Committee with further information. The Board also referred the consideration of holding three public hearings, with at least one south of the Fraser.

The Metro 2050 Engagement Plan provides opportunities for plan signatories, non-signatory stakeholders, First Nations and the public to provide input into the comprehensive update to Metro 2040. The engagement plan is intended to meet the requirements of the Local Government Act and to align with Metro Vancouver's Public Engagement Policy.

E 3.3 Housing Needs Reports – A Regional Approach**RECEIVED**

The Board received for information a report on how the Regional Planning Division intends to support member jurisdictions in its completion of Housing Needs Reports, as required by recent updates to provincial legislation. The Housing Needs Reports are intended to strengthen the ability of local governments to understand and respond to the long-term, community-specific housing needs, and to ensure that local policies, plans, and development decisions are prepared based on recent documented data.

E 3.4 2019 Agriculture Awareness Grant Recommendations**APPROVED**

The Board awarded a total of \$45,000 in Agriculture Awareness Grants to the following 13 non-profit organizations:

- BC Agriculture in the Classroom Foundation, "Take a Bite of BC" project - \$6,000
- BC Chicken Grower's Association, "Poultry in Motion Educational Mini Barn" project - \$4,000
- Delta Farmland & Wildlife Trust, "Day at the Farm" event - \$2,000
- DRS Earthwise Society, "Tomato Festival" - \$2,000
- FarmFolk CityFolk, "Climate and Food Story Series" - \$4,500
- Growing Chefs Society, "Classroom Gardening and Cooking Program" - \$5,000
- Haney Farmers Market Society, "The Market Goes to the Farm" event - \$500
- Langley Environmental Partners Society, "Langley Eats Local" project - \$4,000
- Maple Ridge Agricultural Advisory Committee, "Booth-in-a-Box" display - \$2,250
- North Shore Neighbourhood House, "Edible Garden Seed Saving Project" - \$5,750
- Public Health Association of BC, "Farm to School BC Learning Circles: Growers to Sowers" - \$3,000
- The Sharing Farm, "10th Annual Garlic Festival" - \$3,000
- Vancouver Urban Farming Society, "8th Annual Urban Farming Forum" - \$3,000

E 4.1 Collaborative Regional Flood Management Strategy**ENDORSED**

The Board endorsed a collaborative approach for the Fraser Basin Council's Lower Mainland Flood Management Strategy between all levels of government in the Lower Mainland and requested that the Fraser Basin Council share the Flood Management Strategy with the Integrated Partnership for Regional Emergency Management (IPREM).

The Board also referred the strategy to Metro Vancouver staff to review Metro Vancouver's potential role under the Lower Mainland Flood Management Strategy.

E 5.1 Boundary Bay Park Association Contribution Agreement**APPROVED**

The Board approved a Contribution Agreement between the Metro Vancouver Regional District and the Boundary Bay Park Association for a one-year term in the amount of \$7,000, commencing January 1, 2020 and ending December 31, 2020. The Boundary Bay Park Association utilizes Metro Vancouver funding to provide a level of coordination for the park association, and to provide capacity to serve the people and communities it reaches through its initiatives.

E 5.2 Burnaby Lake Park Association Contribution Agreement**APPROVED**

The Board approved a Contribution Agreement between the Metro Vancouver Regional District and the Burnaby Lake Park Association for a one-year term in the amount of \$13,000, commencing January 1, 2020 and ending December 31, 2020. The Burnaby Lake Park Association utilizes Metro Vancouver funding to provide a level of coordination for the park association, and to provide capacity to serve the people and communities it reaches through its initiatives.

E 5.3 Colony Farm Park Association Contribution Agreement**APPROVED**

The Board approved the Contribution Agreement between the Metro Vancouver Regional District and the Colony Farm Park Association for a one-year term in the amount of \$5,000, commencing January 1, 2020 and ending December 31, 2020. The Colony Farm Park Association utilizes Metro Vancouver funding to provide a level of coordination for the park association, and to provide capacity to serve the people and communities it reaches through its initiatives.

E 5.4 Derby Reach Brae Island Parks Association Contribution Agreement**APPROVED**

The Board approved the Contribution Agreement between the Metro Vancouver Regional District and the Derby Reach Brae Island Parks Association for a one-year term in the amount of \$15,000, commencing January 1, 2020 and ending December 31, 2020. The primary purpose of these funds is to provide a level of coordination for the park association and to provide capacity to serve the people and communities it reaches through its initiatives.

E 5.5 Minnehada Park Association Contribution Agreement**APPROVED**

The Board approved the Contribution Agreement between the Metro Vancouver Regional District and the Minnehada Park Association for a one-year term in the amount of \$13,000, commencing January 1, 2020 and ending December 31, 2020. The primary purpose of these funds is to provide a level of coordination for the park association and to provide capacity to serve the people and communities it reaches through its initiatives.

E 6.1 Aligning Climate 2050 with the IPCC Special Report on Global Warming of 1.5°C**ENDORSED**

The Board endorsed proposed amendments to the Climate 2050 Strategic Framework to reflect a commitment to a carbon neutral region by 2050, and an interim target of reducing greenhouse gas emissions by 45% from 2010 levels by 2030. Staff were also directed to bring forward a proposed amendment to Metro 2040, the regional growth strategy, to the Metro Vancouver Board for consideration, to incorporate revised greenhouse gas reduction targets (including interim targets).

E 7.1 2019-2022 Board Strategic Plan**APPROVED**

The Board approved the 2019-2022 Board Strategic Plan, which will guide the work of staff over the next four years and will assist in communicating the important role of Metro Vancouver in the region among the public, member jurisdictions, government and key stakeholders of Metro Vancouver. Members of the MVRD Board met on April 26-27, 2019 to set strategic directions for the organization over the next four years, within a 30-year planning context.

E 8.1 Metro Vancouver 2019 Appointments to External Agencies – Amendment for Lower Mainland Local Government Association**APPROVED**

The Board appointed Director Neil Belenkie as the 2019 Metro Vancouver representative to the Lower Mainland Local Government Association for the remainder of 2019 term. The appointment will ensure that inter-agency relations are sustained and that Metro Vancouver will have continued representation and input on discussions affecting its interests.

G 1.1 City of New Westminster – Metro Vancouver Regional District Security Issuing Bylaw No. 1288, 2019**APPROVED**

At the request of the City of New Westminster, the Board approved the adoption of a Security Issuing Bylaw No. 1288, 2019 to authorize a borrowing request in the amount of \$22,145,000 for Construction and Improvements to Civic Infrastructure, Fibre Optic and the Purchase of Land for inclusion the Fall 2019 MFA long term debt issue. The bylaw will be forwarded to the Inspector of Municipalities for Certificate of Approval.

G 1.2 City of Port Coquitlam – Metro Vancouver Regional District Security Issuing Bylaw No. 1289, 2019 **APPROVED**

At the request of the City of Port Coquitlam, the Board adopted a Security Issuing Bylaw No. 1289, 2019 to authorize a borrowing request in the amount of \$52,000,000 for Construction of the Port Coquitlam Community Recreation Complex for inclusion in the Fall 2018 MFA long term debt issue. The bylaw will be forwarded to the Inspector of Municipalities for Certificate of Approval.

G 1.3 Township of Langley – Metro Vancouver Regional District Security Issuing Bylaw No. 1287, 2019 **APPROVED**

At the request of the Township of Langley, the Board approved the adoption of a Security Issuing Bylaw No. 1287, 2019 to authorize a borrowing request in the amount of \$19,950,000 for Construction of various facility capital works and various transportation capital works for inclusion in the Fall 2019 MFA long term debt issue. The bylaw will be forwarded to the Inspector of Municipalities for Certificate of Approval.

H 1 Notice of Motion **DEFEATED**

Director Kim Richter provided the following Notice of Motion on July 9, 2019 for consideration at the next regular MVRD Board meeting:

Procedure Bylaw Amendment

“Whereas Section 9.1 of the MVRD Procedure Bylaw Number 1205, 2014 (the “Bylaw”) states that any Director desiring to bring before the Board any new matter, other than a point of order or privilege, shall do so by way of motion;

“And whereas Part 10 of the Bylaw sets out the procedure for reconsidering “a matter”;

“And whereas section 9.1 may be interpreted or used to prevent directors from bringing forward motions regarding matters that are related to but separate from “a matter” that has been before the Board;

“And whereas Directors should be free to bring forward to the Board matters that are not subject to Part 10 of the Bylaw;

Therefore Be It Resolved that the MVRD Board request staff to bring forward an amendment to the MVRD Procedure Bylaw Number 1205, 2014 to delete the word “new” in Section 9.1.”

I 1 Committee Information Items and Delegation Summaries**RECEIVED**

The Board received delegation summaries and information items from Standing Committees.

George Massey Crossing Task Force – June 27, 2019

Delegation Summary:

- **3.1 Roderick V. Louis**

Electoral Area Committee – July 3, 2019

Information Items:

- **5.2 Electoral Area A Building Administration Bylaw – Permit Fees**
This report provides information on proposed revisions to the building permit fee schedule of GVRD Electoral Area A Building Administration Bylaw, No. 1043, 2006, which are part of a series of revisions to be considered by the Electoral Area Committee and MVRD Board as a single bylaw amendment at a later date. Three main areas for review have been identified: bylaw language and regulations, permit fees, and service area boundaries.

Performance and Audit Committee – July 4, 2019

Information Items:

- **5.2 Interim Financial Performance Report – April 2019**
This report provides information on the projected results of 2019 operations generating an estimated surplus of \$15.9 million, approximately 1.9% of the overall Metro Vancouver 2019 budget. This projected surplus would be available in future years to either avoid debt or pay for regional projects.
- **5.3 Capital Program Expenditure Update as at April 30, 2019**
This is the first report for 2019 on the financial performance of the capital program for the four months ending April 30, 2019. Updates on the capital program and its expenditures keep members informed on Metro Vancouver's financial performance and include the actual financial progress of Metro Vancouver's capital expenditures compared to the approved spending limits. Three updates are planned for the fiscal year 2019, which is consistent with the Performance and Audit Committee Terms of Reference.
- **5.4 Investment Position and Returns – January 1 to April 30, 2019**
This report provides investment performance and related information for receipt by the Board. Investment updates are brought to the Board to keep members informed on Metro Vancouver's investments. The Corporate Investment Policy requires that an investment update report be presented to the Committee three times per year. This is the first report for 2019.
- **5.9 Tender/Contract Award Information – March 2019 to May 2019**
This report provides the Board with information regarding contracts handled through the Purchasing and Risk Management Division, with a total anticipated value at or in excess of \$500,000 (exclusive of taxes).

Regional Planning Committee – July 5, 2019

Information Items:

- **5.4 2016 Urban Centre and Frequent Transit Development Area Data Profiles and Dashboard**

This report conveys the 2016 Urban Centre and Frequent Transit Development Area Data (FTDA) Profiles and provides an overview of the new Urban Centre and FTDA Dashboard. The Urban Centre and FTDA Policy Review project began in 2016 as an initiative to consider opportunities to enhance the existing Urban Centre and FTDA policies. Creating new Urban Centre and FTDA Data Profiles using 2016 Census data and the creation of the new online dashboard are components of the Policy Review that will help to inform a potential update to the growth framework and inform discussions related to updating the centre types, criteria, and targets with stakeholders as part of the Policy Review.

- **5.5 Urban Centre and Frequent Transit Development Area Policy Review Update**

This report provides the Regional Planning Committee with a summary of stakeholder engagement conducted in the spring of 2019 as part of the Metro 2040 Urban Centre and Frequent Transit Development Area (FTDA) Policy Review, and the Growth Framework Background Paper.

- **5.6 Metro Vancouver and TransLink Collaboration on Land Value Capture Study**

This report provides a progress update on the collaboration between Metro Vancouver and TransLink exploring land value capture. Metro Vancouver and TransLink staff have developed a plan to collaborate on a land value capture study that will inform the preparation of appropriate policy options for consideration in Metro 2050 and Transport 2050. Land value capture is seen as a potential approach to reinvest a portion of the increased land value derived in part from regional transportation investments back into the regional transportation system or other regional priorities such as affordable rental housing.

- **5.8 Housing Agreements Workshop 2019**

This report provides a summary of the proceedings of the Housing Agreements Workshop held at Metro Vancouver Head Office on April 11, 2019. It proposes some directions for potential next steps. The workshop brought together municipal housing planners and other key partners to share and discuss the issues and emerging best practices for entering into, administering and enforcing Housing Agreements (as per Section 483 of the Local Government Act).

- **5.10 Agricultural Land Use Planning Policy Forum Results**

This report provides information about highlights from the Agricultural Land Use Planning (AgLUP) Policy Forum held on April 3, 2019, and the next steps in moving forward with the Metro 2040 Agriculture Policy Review. The purpose of the forum was to have an introductory dialogue to support a Metro 2040 Agriculture Policy Review and to help establish a provincial AgLUP Policy Lab being led by Dr. David Connell, from University of Northern British Columbia (UNBC).

Regional Parks Committee – July 10, 2019

Information Items:

- **5.7 Regional Parks Land Acquisition and Capital Development Funding Options**
This report outlines the financial implications associated with various options that could advance the implementation of the Regional Parks Land Acquisition 2050 strategy. The report also compares the scope and scale of the MVRD regional parks program to that of other regional district park programs in British Columbia.
- **5.8 Brunette Fraser Regional Greenway - Cumberland Point Potential Habitat Compensation Project**
This report provides information on the potential habitat compensation project at the Brunette Fraser Regional Greenway's Cumberland Point, as a result of the Pattullo Bridge Replacement. Cumberland Point is envisioned as a picnic area and rest point along the Brunette Fraser Greenway. The 0.8-hectare site has room to accommodate habitat compensation works and a picnic area. This project may help advance public access to this site ahead of what can be accommodated in the current capital budget.

Climate Action Committee – July 12, 2019

Information Items:

- **5.3 Metro Vancouver's Climate Actions and Carbon Neutral Progress in 2018**
This report provides an update on Metro Vancouver's climate actions and carbon neutral progress for 2018. It includes a comprehensive list of actions to reduce GHG emissions and adapt to the changing climate in our region.
- **5.4 Strata Energy Advisor Pilot Program Update**
This report provides an update and summary of the results to date of the Strata Energy Advisor Pilot Program. The Pilot Program is on track to achieve the implementation targets, which include 300 registered strata buildings, 88 energy audits, and over 60 building tune-ups or smart building upgrades. The program will run until November 30, 2019 and staff intend to bring a final report to the Climate Action Committee in early 2020 with recommendations on any future iterations of the program.
- **5.5 Update on Metro Vancouver's Grow Green Website**
This report provides an update on the Grow Green website that provides residents throughout the region with guidance on how to grow an eco-friendly lawn or garden, regardless of gardening skill or space constraints. Web-traffic data collected in 2018 indicates Grow Green is growing in popularity (58% increase in web traffic in 2018 compared to 2017; 85% new visitors), with high levels of engagement on social media.

Greater Vancouver Water District

E 1.1 Appointment of External Auditors

APPROVED

The Board appointed BDO Canada LLP as external auditors for the fiscal years 2019 to 2023. The fixed fee cost for external audit services provided by BDO Canada LLP over the five-year contract period will be \$592,465.00 (exclusive of taxes).

E 2.1 Award of Section 1 of Phase C, Construction Engineering Services for the Kennedy Newton Main and Annacis Main No. 5 South

APPROVED

The Board approved the award of a contract for Phase C, Construction Engineering Services – Section 1 – Kennedy Newton Main 84th to 72nd Avenue, in the amount up to \$1,520,088 (exclusive of taxes) to the Phase A and B project consultant, CH2M Hill Canada Limited, for the Kennedy Newton Main and Annacis Main No. 5 South; and authorized the Commissioner and the Corporate Officer to amend the contract.

E 2.2 Award of Contract Resulting from Tender No. 19-129: Construction of Kennedy Newton Main 84th to 72nd Avenue

APPROVED

The Board approved the award of a contract in the amount of \$21,485,800 (exclusive of taxes) to Matcon Civil Constructors Inc. resulting from Tender No. 19-129: Construction of Kennedy Newton Main 84th to 72nd Avenue; and authorized the Commissioner and the Corporate Officer to execute the contract.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received an information item from the Water Committee.

Water Committee – July 11, 2019

Information Item:

- **5.2 GVWD Capital Program Expenditure Update to April 30, 2019**

This report provides an update on the financial performance of the capital program ending April 30, 2019. This is the first in a series of three reports on capital expenditures for 2019. The Water District is projecting to be under spent for both ongoing and completed capital projects. It is anticipated that in aggregate, ongoing capital projects will be slightly under spent because the full contingency is not required.

Greater Vancouver Sewage and Drainage District

E 1.1 Appointment of External Auditors

APPROVED

The Board appointed BDO Canada LLP as external auditors for the fiscal years 2019 to 2023. The fixed fee cost for external audit services provided by BDO Canada LLP over the five-year contract period will be \$592,465.00 (exclusive of taxes).

E 2.1 Liquid Waste Services Capital Program Expenditure Update as at April 30, 2019

RECEIVED

The Board received a report on the status of the Liquid Waste Services' capital program for the period ending April 30, 2019.

Liquid Waste Services is projecting to under spend its annual Capital Budget by \$229 million (40%). The variance is primarily due to construction delays with a major project and obtaining third party approvals in a timely manner.

E 2.2 Award of Contract Resulting from Request for Proposal No. 19-011: Annacis Island Wastewater Treatment Plant Trickling Filter Media, Rotary Distributor and Ducting Replacement

APPROVED

The Board approved the award of a contract for an amount of up to \$32,870,400 (exclusive of taxes) to Maple Reinders Constructors Ltd., resulting from Request for Proposal No. 19-011: Annacis Island Wastewater Treatment Plant Trickling Filter Media, Rotary Distributor and Ducting Replacement.

E 2.3 Regional Sewerage Services – Village of Anmore

APPROVED

The Board approved a recommendation directing staff to review the GVS&DD Cost Apportionment Bylaw No. 283, 2014 with respect to how growth charges would be calculated and apportioned to the village of Anmore if it becomes a GVS&DD member to determine if the formula is equitable within the context of the principles of membership within the GVS&DD or, alternatively, whether some adjustments to the bylaw may be appropriate.

E 3.1 Organics and Paid Recyclables Management at Metro Vancouver Transfer Stations**APPROVED**

The Board approved a funding and service model for organics and paid recyclables (including yard trimmings, clean wood, new gypsum and mattresses) at Metro Vancouver transfer stations.

The Board:

- a) approved setting tipping fees for paid recyclables to recover operational costs, except where the risk of illegal dumping or other negative impacts exist, alternate fees structures will be considered;
- b) approved providing municipal organics transfer services upon request and under contract with full cost recovery;
- c) directed staff to initiate procurement for processing services for municipal organics from the North Shore Transfer Station; and
- d) directed staff to develop a business case for the provision of commercial organics transfer services at Metro Vancouver transfer stations and report back on options.

E 3.2 Initiating Procurement for Bottom Ash Beneficial Use**APPROVED**

The Board approved a recommendation directing staff to initiate a procurement process for bottom ash beneficial use. Approximately 42,000 tonnes of bottom ash are produced at the Waste-to-Energy Facility annually. Bottom ash is used beneficially in many jurisdictions, and a range of beneficial uses for the bottom ash are possible. A key requirement is that a beneficial use of the ash will not lead to human health or environmental impacts. Any beneficial use of the bottom ash would require approval of the Ministry of Environment and Climate Change Strategy.

E 3.3 Support for Municipal Jurisdiction to Regulate Single-Use Items**APPROVED**

The Board approved a recommendation resolving to write a letter to the Province of BC and the Union of British Columbia Municipalities in support of municipal jurisdiction to regulate single use items, as it relates to the June 24, 2019 District of West Vancouver Council resolution.

G 1.1 Proposed Amendments to GVS&DD Cost Apportionment Bylaw No. 283, 2014**APPROVED**

The Board approved a recommendation to give first, second and third readings to Greater Vancouver Sewerage and Drainage District Cost Apportionment Amending Bylaw No. 328, 2019, and later passed and finally adopted said bylaw. The bylaw amendments allow for the direct application of Development Cost Charge (DCC) revenues, the allocation of revenue from Tier I and Tier II capital projects, and the establishment of a cost apportionment formula for the purpose of applying growth charges to the University of British Columbia (UBC) to cover their proportionate share of the liquid waste system growth costs within the Vancouver Sewerage Area.

I 1 Committee Information Items and Delegation Summaries**RECEIVED**

The Board received delegation summaries and information items from the Zero Waste Committee.

Zero Waste Committee – July 12, 2019

Delegation Summaries:

- 3.1 Nicholas Ponce and Jim Hutchinson, Republic Services

Information Items:

- **5.4 Alternative Fuel and Recyclables Recovery Project Update**
The report provides an update on the scope of a business case for an alternative fuel and recyclables recovery project approved by the Board in March 2019. The business case will focus on processing small vehicle waste, a material that has high potential fuel value, and has characteristics similar to construction and demolition waste. The business case will consider the Coquitlam Landfill, adjacent to the new transfer station, as a potential site for the facility, with the development of the facility subject to all municipal statutory approvals. The project has the potential to result in 70,000 to 85,000 tonnes per year in greenhouse gas emission reductions.
- **5.5 2018 Single-Use Items Waste Composition Study**
This report contains the results of the 2018 single-use items waste composition study, which provides a baseline for the number of single-use items disposed of annually. Common single-use items: retail bags, cups, takeout containers, straws and utensils represent about 2.4% of the overall waste stream and approximately 1.1 billion single-use items disposed each year. Retail bags and takeout containers were more prevalent in multi-family waste and cups; straws and utensils were more prevalent in commercial/institutional waste. Metro Vancouver will continue to monitor single-use items in the years to come to help analyze the impact of programs and policies targeted at single-use item diversion and reduction.
- **5.6 Status of Solid Waste Services Capital Expenditures to April 30, 2019**
The Board received an update on the status of its utilities capital expenditures for the Solid Waste Services Department. Solid Waste Services is projecting to underspend its capital budget by approximately \$342,000 for ongoing and completed projects to April 30, 2019.

Metro Vancouver Housing Corporation**E 1.1 Appointment of External Auditors****APPROVED**

The Board appointed BDO Canada LLP as external auditors for the fiscal years 2019 to 2023. The fixed fee cost for external audit services provided by BDO Canada LLP over the five-year contract period will be \$592,465.00 (exclusive of taxes).

From: "Bruce & Nicole" <brunic@shaw.ca>

Date: August 10, 2019 at 11:25:30 AM EDT

To: <john.mcewen@anmore.com>, <polly.krier@anmore.com>, <tim.laidler@anmore.com>, <kim.trowbridge@anmore.com>, <paul.weverink@anmore.com>

Subject: Protection of Groundwater - Stop bottling of groundwater

Mayor and Councillors of the Village of Anmore:

I am submitting the attached presentation as my official request for action to prohibit the bottling of groundwater in the Village of Anmore, to help protect the groundwater of British Columbia, and to support the Strathcona Regional District resolution asking the provincial government to stop approving licences for the bottling and commercial sale or bulk export of groundwater from the aquifers of BC, which will be on the agenda of the upcoming UBCM convention. I am asking for my request to be added to the agenda of the next available Council meeting.

Thank you for your consideration of my requests.

Bruce Gibbons
2470 Sackville Road
Merville V0R2M0
250-702-1672

Presentation to the Village of Anmore

August 9, 2019

Mayor, Councillors and staff of the Village of Anmore

Request to change the zoning bylaws of the Village of Anmore to prohibit the bottling of groundwater for commercial sale or bulk export

My name is Bruce Gibbons, and I live in Merville in the Comox Valley. I am submitting this request to address council about the issue of protecting groundwater all over British Columbia. In November of 2017, the Provincial Government approved a groundwater extraction licence for a resident of Merville, in the Comox Valley, to extract up to 10,000 liters of water per day from the Comox Valley aquifer, and bottle and sell that water. That was the moment we realized our groundwater was under threat from a new source. Under the 2016 Water Sustainability Act the provincial government has targeted our groundwater for extraction and commercial sale or bulk export. The provincial government continues to approve water extraction licences for groundwater in many areas of BC. Bottling of groundwater is extremely profitable for the licence holder, whether it is bottled on-site or trucked to a suitable bottling site. That is why we are campaigning to ask British Columbia communities to revise their bylaws to prevent water licence holders from bottling their water and asking those communities to also support the Strathcona Regional District resolution that was passed unanimously at the Association of Vancouver Island and Coastal Communities (AVICC) convention in April, and will be presented at the UBCM convention in September. The effects of climate change and the increasing demands of population growth are putting increasing demands on existing water sources for cities and groundwater will likely become more critical. Many communities/cities are becoming more conscious of treating groundwater as a critical natural asset.

I am the founder of a group called Merville Water Guardians. I formed the group in March 2018 to oppose the water licence in Merville, oppose the rezoning application and to achieve reforms to the Water Sustainability Act to protect the groundwater aquifers of BC. In March of this year we presented a petition with approximately 1,200 signatures in the BC Legislature, asking the BC Government to stop approving licences to bottle and sell water from all aquifers in BC. We have also posted that petition online in support of the paper petition, and it has approximately 1,400 signatures to date. Water is becoming a critical issue all over the world, and British Columbia is no exception. We just experienced a severe winter drought in many areas of BC, with water levels recorded at record lows. In the past few years we have seen prolonged summer drought, with serious repercussions to our rivers, streams and lakes and to the fish and fish habitat in those waterways. Rain events are less frequent during those drought periods, but are also more severe and extreme, causing serious run-off, flooding and erosion and not the typical behaviour associated with aquifer recharge. Our supporters and followers in the Comox Valley tell us that water, and the protection of our water was a big issue in the recent local elections and will be a huge issue in the next provincial election.

Approximately 22% of British Columbians, over a million people, rely on aquifers, or groundwater, for their only source of water for their personal needs and for producing food. If that water supply is depleted, then those millions of residents and farmers will not be able to look after their personal needs for drinking water, sanitation, growing their backyard gardens or growing their crops and raising their livestock. That would put our food security at risk. Without water, farmers cannot produce our food, the local food that so many people want and rely on. That applies to aquifers all over Vancouver Island and mainland British Columbia. Without water, there is no life. Population growth is putting more demand on the aquifers and we are already seeing the negative effects of climate change impact the quality and quantity of water in the summer drought period. We experienced level 4 drought all over Vancouver Island and in many other areas of BC this past summer. We have seen record dry months and record heat and every indication is that these changes are here to stay and will likely only get worse. Many areas of BC have had record low months of rainfall and have record low levels of water in their drinking water systems for this time of year. A Level 3 drought has been declared in some areas. This is causing grave concern over water supply in the coming summer drought period. Residents and farmers are being told to seriously conserve water. Yet we have provincial water licence holders for commercial profit who continue the extraction of water from the aquifers we all rely on despite the level 4 drought, and despite government precedence procedures. Climate change is causing glaciers to recede and shrink. Snow-packs in the mountains are diminishing. Those two factors alone are causing surface water volumes to shrink, and since those two sources are also part of the recharge system for groundwater, the normal recharge of groundwater is in question.

The Ministry of Environment and Climate Change Strategy just recently released a Climate Risk Assessment. The key findings of the assessment were:

- The greatest risks to B.C. are severe wildfire season, **seasonal water shortage**, heat wave, ocean acidification, **glacier loss**, and **long-term water shortage**.
- Other risks that have the potential to result in significant consequences include severe river flooding and severe coastal storm surge, although these events are less likely to occur.
- Nearly all risk event scenarios (except moderate flooding and extreme precipitation and landslide) would have major province-wide consequences in at least one category.

At some point, communities will need to rely on our aquifers for community water supplies when surface water systems become depleted or tainted. There is not enough information known about our aquifers to risk bottling and selling any of the water. The FLNRORD Ministry licence approval in Merville relied on old data, and technical calculations but did not consider climate change that is producing extended periods of serious drought, putting rivers, streams, fish habitat and fish stocks at risk. It did not

consider serious impacts from receding glaciers and diminishing snowpack. The Ministry of Environment is espousing the risks of climate change while the FLNRORD Ministry is ignoring those risks and approving licences for the bottling of groundwater. It is clear from worldwide data that groundwater is being dangerously depleted by over-pumping, mismanagement and corporate greed. In countries like India, Morocco, Peru and even closer to home in California there are water crisis situations caused by mismanaging water resources. It is critical for us to take serious steps to start the process for managing and protecting our groundwater.

In the meantime, there is an existing, real threat to the groundwater of British Columbia since the provincial government continues to approve extraction licences for bottling and commercial sale or bulk export. We have campaigned with two specific goals.

1. Lobby the provincial government to stop approving licences for the extraction, bottling and sale or bulk export of groundwater.
 - a. The provincial government controls the approval of extraction licences; therefore, it is the provincial government who can stop the approval. We fully realize the Merville licence volume was not significant, but we are concerned about the precedent such a licence sets and concerned about future increases of the licence volume and/or the sale of the property, with the licence, to a large corporation where the possibility exists of the volume increasing from 10,000 liters to millions of liters. We are also aware that water bottling is not the worst offender when it comes to groundwater depletion. Both industrial use and farm use are significant, and we also need to take a hard look at improving the efficiency of both industrial and farm use of groundwater. Prohibition of the bottling and commercial sale of groundwater is a relatively quick and easy first step.
2. Lobby local governments to take local action to control activities that are within their purview. Local governments can control the type of business that is conducted in their jurisdiction by creating bylaws that permit or prohibit specific uses, including the prohibition of the bottling of groundwater in all zones. We have lobbied all the communities of the Association of Vancouver Island and Coastal Communities (AVICC) to change their bylaws to prohibit the bottling of groundwater in their zoning bylaws. We are pleased to see that numerous communities of the AVICC already prohibit the bottling of groundwater, several communities have already acted on our request to change their bylaws and numerous other communities are in the process of changing their bylaws or are considering the change. We are now in the process of contacting all member communities of the UBCM, asking for consideration of our request to change their bylaws to prohibit the bottling of groundwater. This step is critical, since there are no guarantees that the provincial government will act on a resolution raised by the UBCM.

We have been working with the Strathcona Regional District (SRD), since Sept 2018. We worked with SRD Directors to help draft a resolution and that resolution was presented to the Association of Vancouver Island and Coastal Communities (AVICC) convention in April, asking the provincial government to cease approval of

licences for bottling of groundwater for commercial sale or bulk export. The AVICC delegates voted unanimously to pass the resolution. We are pleased to note the resolution has been accepted for the agenda of the UBCM convention in September and we are encouraging all UBCM member communities to support and vote in favor of adopting the resolution to be presented to the provincial government.

I have 2 requests for the Village of Anmore.

- 1) that you consider taking the necessary steps to implement a bylaw that expressly prohibits bottling of groundwater in any of your zoning, to help in the fight to protect our groundwater/aquifers for the use of our residents and farmers today and for our children and grandchildren and great grandchildren in the future.
- 2) I also ask that the City support the Strathcona Regional District/AVICC resolution at the September UBCM convention, to ask the Provincial Government to cease the approval of licences for commercial extraction of groundwater resources for bottling and commercial sale or bulk water export.

Strathcona Regional District Water Protection Resolution

WHEREAS water is an essential resource upon which all life, including all ecosystems and all local communities depend,

AND WHEREAS water is a public heritage and a public trust for present and future generations and access to water must not be compromised by commercial operations relating to commercial water bottling or commercial bulk water exports,

THEREFORE BE IT RESOLVED that the Premier of British Columbia and the Minister of Forests, Lands, Natural Resource Operations and Rural Development be requested to immediately cease the licensing and extraction of groundwater for commercial water bottling and/or bulk water exports from aquifers.

We cannot allow water bottling from our aquifers based on theory and calculations. The consequences of being wrong could be catastrophic. We will continue to do our part to lobby and work with the Provincial Government, who have jurisdiction over groundwater licencing, and to support the Strathcona resolution to cease the approval of licences for groundwater extraction for bottling or bulk sales. We would sincerely appreciate the support of the Village of Anmore in protecting the above ground uses of our groundwater by preventing anyone from bottling and selling water from any aquifer in BC. I implore you to talk to and work with the Strathcona Regional District to protect the aquifers of British Columbia. Water is our most precious resource. Water is life. We must do everything we can to protect and conserve it. Thank you for your time and your consideration.

Bruce Gibbons
Merville Water Guardians
2470 Sackville Road
Merville, BC V0R2M0 250-702-1672

Sunshine Coast Regional District

BOARD POLICY MANUAL

Section:	Planning and Development	13
Subsection:	General	6410
Title:	Water Extraction for the Purpose of Commercial Bottled Water Sales	10

1.0 POLICY

The Sunshine Coast Regional District does not support the extraction of fresh water resources in gas, liquid or solid form from surface or groundwater for the purpose of commercial bottled water sales.

3.0 SCOPE

This Policy applies to all streams, lakes, groundwater, and wells within the Sunshine Coast Regional District.

4.0 REASON FOR POLICY

The Sunshine Coast Regional District supports water conservation, solid waste reduction goals, greenhouse gas emission reduction goals, healthy community water infrastructure and protecting the environment for a sustainable future. This policy serves to conserve water in its natural state, to address local and international environmental issues and to support safe, low cost, clean water for communities.

5.0 AUTHORITY TO ACT

Retained by the Board in part and delegated to staff in part.

6.0 PROCEDURE

Do not support any application to Provincial and Federal agencies for the extraction of fresh water resources in gas, liquid or solid form for the purpose of commercial bottled water sales.

Approval Date:	February 24, 2011	Resolution No.	088/11 rec. no. 9
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	



Ref: 247225

August 15, 2019



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

Dear Mayor McEwen and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your efforts to reduce greenhouse gas emissions in your corporate operations and community over the 2018 reporting year.

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

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

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

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

.../2

Mayor McEwen and Councillors

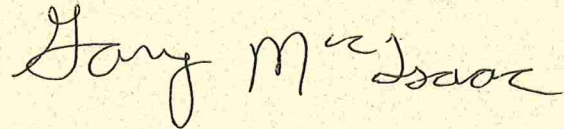
Page 2

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

Sincerely,

A handwritten signature in black ink, appearing to read 'T Faganello', with a large, sweeping flourish at the end.

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

A handwritten signature in black ink, appearing to read 'Gary MacIsaac', with a stylized, cursive script.

Gary MacIsaac
Executive Director
Union of British Columbia Municipalities



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for the 2018 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (*Charter*) signatory on their *Charter* commitments. Recognition is provided according to the following:

Level 1: Demonstrating Progress on Charter Commitments

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

Level 2: Measuring GHG Emissions

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their [community's community energy and emissions inventory](#) receive a letter from the GCC and a 'BC Climate Action Community 2018' logo, for use on websites, letterhead, etc.

Level 3: Accelerating Progress on Charter Commitments

Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2018 – Climate Leader' logo, for use on websites, letterhead, etc.

Level 4: Achievement of Carbon Neutrality

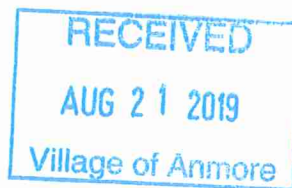
Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2018 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

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

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

August 22, 2019

John McEwen
Mayor
Village of Anmore
2697 Sunnyside Rd
Anmore, BC V3H 5G9



Dear John McEwen,

The 2019 federal election is fast approaching, bringing public discussion and debates on many issues affecting the public and all municipalities.

When the Liberal government led the latest public review on the future of Canada Post, several municipalities became actively involved in the process. As a result, the government decided to maintain door-to-door delivery and immediately stop the rollout of community mailboxes.

However, there is nothing to stop a new government from bringing those plans, and other service cuts, back into play. Further, Canada Post's indifference towards climate change may have direct repercussions on all Canadians.

Did you know Canada Post has the largest public fleet of vehicles in the country, with over 13,000 vehicles travelling over 96 million kilometres yearly?

In the run-up to the federal election, we urge you to question the political parties on their intentions for Canada Post, and insist they make clear, public commitments regarding the following issues:

- Establishing postal banking to offset the loss of financial services in many communities;
- Creating an ambitious climate change action plan for Canada Post;
- Maintaining door-to-door mail delivery;
- Preserving our universal and public postal service;
- Maintaining rural post offices.

More information is available at deliveringcommunitypower.ca.

Sincerely,



Jan Simpson
National President

Encl.

c.c. National Executive Committee, Regional Executive Committees, Regional and National Union Representatives, specialists, campaign coordinators

/bk sepb 225 cd/cupe1979

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Canadian Union of Postal Workers • 377 Bank Street • Ottawa, ON • K2P 1Y3 • 613-236-7238
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Toll-Free: 1-800-567-3247
Fax: 250-387-0198

Ms. Juli Halliwell
Chief Administrative Officer
Village of Anmore
2697 Sunnyside Rd.
ANMORE BC V3H 5G9

August 13, 2019



Dear Ms. Halliwell,

RE: Quarterly Report: April 1 – June 30, 2019

This package of documents details the complaint files the Office of the Ombudsperson closed for the **Village of Anmore** between April 1 and June 30, 2019. 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/qtr-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

Quarterly report for Village of Anmore for April 1 – June 30, 2019

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
<i>Reason for closing an investigation:</i>	
Pre-empted by existing statutory right of appeal, objection or review.	0
Investigation ceased with no formal findings under the <i>Ombudsperson Act</i> .	
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.

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	6	4%
Bylaw Enforcement	43	28%
Council Member Conduct (incl. Conflict of Interest)	10	7%
Official Community Plan/Zoning/Development	29	19%
Fees/Charges (incl. Taxes)	14	9%
Open Meetings	6	4%
Procurement	2	1%
Services (incl. Garbage, Sewer, Water)	13	9%
Response to Damages Claim	5	3%
Other	23	15%

General Complaint Topics - All Local Government

Decision/Outcome - Disagreement with	54	27%
Accessibility	4	2%
Delay	6	3%
Administrative error	8	4%
Treatment by staff	13	6%
Communication	32	16%
Process/Procedure	60	30%
Complaint/Review/Appeals Process	11	5%
Other	15	7%