

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, October 15, 2019 immediately following the Public Hearing scheduled for 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC

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### 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 4 (a) Minutes of the Regular Council Meeting held on October 1, 2019

Recommendation: That the Minutes of the Regular Council Meeting held on October 1, 2019 be adopted, as circulated.

### 6. Business Arising from Minutes

### 7. Consent Agenda

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

Recommendation: That the Consent agenda be adopted.

#### Page 10 (a) Waste Reduction Week 2019 – October 21 – 27, 2019

Recommendation: THAT Council receive the communication from Recycling Council of British Columbia dated August 21, 2019, for information; AND THAT Council proclaim October 21 - 27, 2019 in the Village of Anmore, as Waste Reduction Week.

Page 11 **(b) The Greenest School in Canada – School District 43**

Recommendation: THAT Council receive the letter from School District 43 dated September 20, 2019, regarding 'The Greenest School in Canada', for information.

Page 13 **(c) FortisBC Advanced Gas Meters Project - Municipalities**

Recommendation: THAT Council receive the letter from FortisBC dated October 3, 2019, regarding FortisBC Advance Gas Meters project, for information.

**8. Items Removed from the Consent Agenda**

**9. Legislative Reports**

Page 14 **(a) Building Bylaw Amendment 611-2019 (Highway Names) and Road Naming Policy Update**

Report dated October 11, 2019 from the Manager of Corporate Services is attached.

**10. Unfinished Business**

**11. New Business**

None.

**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 21      - Communication from Youth Parliament of BC dated September 12, 2019  
                  regarding British Columbia Youth Parliament

**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, October 1, 2019 at 7:00 p.m. in Council Chambers at  
Village Hall, 2697 Sunnyside Road, Anmore, BC



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### ELECTED OFFICIALS PRESENT

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

### OTHERS PRESENT

Juli Halliwell, CAO  
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:

R376            That the Agenda be approved as circulated.

Carried Unanimously

#### 3. Public Input

Charles Christie regarding Village spending.

Doug Richardson, regarding concerns with limiting size of coach houses through proposed zoning bylaw change.

#### 4. Delegations.

None.

#### 5. Adoption of Minutes

(a)    Minutes of the Regular Council Meeting held on September 17, 2019

It was MOVED and SECONDED:

R377                      That the Minutes of the Regular Council Meeting held on  
September 17, 2019 be adopted, as circulated.

Carried Unanimously

**6. Business Arising from Minutes**

None.

**7. Consent Agenda**

It was MOVED and SECONDED:

R388                      That the Consent agenda be adopted.

Carried Unanimously

**(a) Observation of the UN International Day of Older Persons – October 1**

Recommendation:    THAT Council receive the letter from Council of Senior Citizens' Organizations of B.C. dated September 5, 2019, for information; AND THAT Council proclaim October 1, 2019 in the Village of Anmore, as International Day of Older Persons.

**(b) Federation of Post-Secondary Educators of BC**

Recommendation:    THAT Council receive the letter from Federation of Post-Secondary Educators of BC dated September 11, 2019, regarding Fair Employment Week in support of Fairness for Contract Faculty, for information.

**(c) Village of Belcarra – Official Community Plan (OCP) Bylaw No. 435, 2011, Amendment Bylaw No. 541, 2019 to enable Temporary Use Permits (TUPs)**

Recommendation:    THAT Council receive the letter from Village of Belcarra dated September 13, 2019, Official Community Plan (OCP) Bylaw No. 435, 2011, Amendment Bylaw No. 541, 2019 to enable Temporary Use Permits (TUPs), for information.

**(d) CivX Event Registration – November 28, 2019**

Recommendation: THAT Council receive the letter from CivX Innovation in Local Government regarding CivX 2019: Civil Ideas for Less Civil Times, for information.

**8. Items Removed from the Consent Agenda**

None.

**9. Legislative Reports**

**(a) Infill Development Rezoning Application 231 Strong Road**

Mr. Jason Smith, Manager of Development Services, reviewed his report and advised that the application meets all requirements of the Infill Development Policy and other relevant bylaws, that the applicant is offering \$150,000 in Community Amenity Contribution, that the applicant is proposing building the new home on the new lot at Energy Step Code 3, and equipping the new home with sprinklers.

It was MOVED and SECONDED:

R389 That Council direct staff to refer the rezoning application for 231 Strong Road to the Advisory Planning Commission for comment.

Carried Unanimously

**(b) 2307 Sunnyside Road (Cordovado) – Environmental Report**

Mr. Jason Smith, Manager of Development Services, reviewed his report and outlined that the environmental report found no existing disruption to the riparian area on the site. Councillor Weverink asked for clarification about the requirement for the property owner to deal appropriately with the noxious weeds.

It was MOVED and SECONDED:

R390 That Council receive the report dated September 27, 2019 and titled “2307 Sunnyside Road (Cordovado) – Environmental Report” for information.

Carried Unanimously

**10. Unfinished Business**

None.

**11. New Business****(a) Summerwood Lane Trail / Staircase to Mossom Creek**

Ms. Juli Halliwell, CAO, provided an overview of the memo from Chris Boit, ISL Engineering, included in the agenda package. Approximately 125 stairs would be required should this project be completed, much by hand, at a cost estimate of \$100,000.

It was MOVED and SECONDED:

R391            That Council direct staff to obtain 3 quotes from contractors to construct the Summerwood Lane Trail / Staircase to Mossom Creek and to bring the quotes back to Council for consideration.

Carried Unanimously

**(b) Traffic Calming - Birch Wynde**

Ms. Juli Halliwell, CAO, provided an overview of the memo from Chris Boit, ISL Engineering, included in the agenda package. It was noted that due to density of the area additional traffic calming measures would be warranted and the recommendation is for temporary speed bumps that can be removed for winter season.

It was MOVED and SECONDED:

R392            That Council direct staff to work with the residents of the area to explore options for implementing traffic calming measures on Birch Wynde including exploring any available funding through the Active Transportation Grant Program.

Carried Unanimously

**12. Recommendations of Committees.**

None.

**13. Mayor's Report**

Mayor McEwen reported that he:

- Attended Sasamat Volunteer Fire Department Trustee meeting
- Attended UBCM September 23-27,
  - met with BC Hydro and discussion regarding Buntzen Lake included lifeguards at the lake next year, evacuation plan, possibility of pay parking and whether potential exists to increase cellular coverage
  - met with Ministry of Environment regarding AGE and GVSDD and sewer connection
  - met with Bowen Island Mayor and CAO meeting regarding fire hall replacement and high cost
- Attended Eagle Ridge Hospital Gala where \$1.4 million was raised for emergency room
- Noted house fire on Elementary and 25 SFVD members attended as well as public works staff and SD 43 staff
- Expressed thanks to retiring staff member Loren in public works department
- Distributed letter from City of Coquitlam regarding support for ride sharing

#### **14. Councillors Reports**

Councillor Weverink reported that he:

- Attended Environment Committee Meeting where proposed noxious weed bylaw was discussed
- Attended Eagle Ridge Hospital Gala

Councillor Krier reported that she:

- Attended UBCM convention last week which was beneficial and informative
- Attended Eagle Ridge Hospital Gala
- Attended a child care task force meeting
- Participated in a multi-agency teleconference regarding affordable housing

Councillor Trowbridge reported that he:

- Attended Parks & Recreation Meeting where a defined focus for trail development was discussed
- Attended Ministry of Environment meeting at UBCM which was productive

#### **15. Chief Administrative Officer's Report**

Ms. Juli Halliwell reported that:

- Loren, Utility Maintenance Worker, with 16 years of service with Village has retired and expressed well wishes
- RFP for design of civic building has been issued and will close on October 17
- Working with City of Port Moody to further define servicing agreement regarding



sewer connection

**16. Information Items**

**(a) Committees, Commissions and Boards - Minutes**

None.

**(b) General Correspondence**

None.

**17. Public Question Period**

Charles Christie, regarding ethics of infill consideration, and BC Hydro funding for lake

Doug Richardson regarding knotweed concerns and measures to remove, infill, tree and vegetation plan for Cordovado

Stephane Mitchell regarding Cordovado proposal and roadway allowance

**18. Adjournment**

It was MOVED and SECONDED:

R393            THAT the meeting was adjourned at 7:47 p.m.

Carried Unanimously

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Karen Elrick  
Corporate Officer

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John McEwen  
Mayor

Hi there,

Proclaim Your Support for Waste Reduction Week in Canada!

Each year the [Recycling Council of British Columbia](#) (RCBC) organizes BC's involvement in observing this important week. We would like to ask all municipal councils in British Columbia to officially declare October 21st through 27th, 2019 as Waste Reduction Week in their respective communities.

[Waste Reduction Week in Canada](#) is intended to raise awareness about waste and its environmental and social impacts. The theme of Waste Reduction Week, "Too Good to Waste", is meant to draw attention to the richness and diversity of the natural world and the importance of working towards ecological sustainability through waste avoidance and resource conservation.

Please join RCBC in proclaiming October 21st – 27th, 2019 as National Waste Reduction Week in Canada and lending your support!

I have attached a sample Municipal Proclamation in PDF and in Publisher form for your convenience. Of course, you are free to use your own Proclamation format, too.

Completed Proclamations can be emailed, faxed or mailed as per the contact information below. Thanks for your continued support of this important event!

Regards,

Jessie

**Jessie Christophersen**

Information Services Assistant

Recycling Council of British Columbia

#10 – 119 W. Pender Street, Van., BC V6B 1S5

E: [jessie@rcbc.ca](mailto:jessie@rcbc.ca)

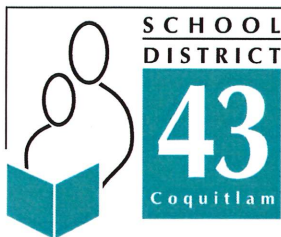
W: [www.rcbc.ca](http://www.rcbc.ca)

Fax: (604)683-7255

T: (604) 683-6009 ext. 317

**Download the BC Recyclepedia app:**





550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-939-6758

**Learning for a Lifetime**

**BOARD OF  
EDUCATION**

September 20, 2019

**CHAIR:**

Barb Hobson

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

**VICE-CHAIR:**

Christine Pollock

Dear Mayor McEwen,

**TRUSTEES:**

Jennifer Blatherwick

Carol Cahoon

Kerri Palmer Isaak

Lisa Park

Michael Thomas

Keith Watkins

Craig Woods

As Board Chair of School District No. 43 (Coquitlam) Board of Education, I request the opportunity to meet with Council at their earliest convenience to discuss our goal to create 'The Greenest School in Canada'. We would also like to address Council at a public meeting to formally invite Council to join us in advocacy for this ambitious project and the alignment of our 'green' goals to meet the needs of our community. We intend to request that Council champion the green school initiative in conversations with colleagues and potential stakeholders in the community and the region. We need assistance identifying potential collaborators, contributors and sponsors. The Burke Mountain Green School may become the model for future schools and could shape associated programs that could be included in every new school in the district.

We intend to open a joint middle and secondary school on Burke Mountain by September 2023, to support the current population and projected growth in the region. School District No. 43 continues to design and build facilities to high environmental standards, utilizing the latest energy conservation practices, integrating innovative features into our newer buildings, and retrofitting mature sites. **We plan to reach even higher. With a groundswell of support, the dream of building 'The Greenest School in Canada' could be a reality in the Tri-Cities.**

**Innovation comes at a cost however, and we need support: from our community, local elected officials, government and industry.**

What could 'The Greenest School in Canada' look like?

- Energy use of net-zero through possible use of photovoltaics, wind power or geothermal,

- High-efficiency HVAC with heat recovery, using minimal power,
- Rainwater captured and filtered through gardens,
- Green roof to retain water, reflect heat and capture carbon,
- Enhanced building envelope to regulate temperature.

Your endorsement of the District's plan will help to raise the associated premium cost difference between LEED Gold Standard and a higher Advanced Educational Standard. Climate change and environmental sustainability are critical issues. The Board and District feel, as educators, we must lead the way in providing both facilities and learning opportunities that reflect this reality.

Burke Mountain schools will educate future decision-makers and the surrounding communities with a concrete example and integrated lessons in practical environmental responsibility – carrying forward a blueprint for even more sustainable measures in the future.

Thank you for your consideration,

**SCHOOL DISTRICT NO. 43 (COQUITLAM) BOARD OF EDUCATION**



Barb Hobson  
Chair, Board of Education

cc: Board of Education  
Patricia Gartland, Superintendent of Schools/CEO  
Chris Nicolls, Secretary-Treasurer/CFO

October 3, 2019

Greetings:

**FortisBC pursuing Advanced Gas Meters project**

FortisBC is looking at upgrading its customers' natural gas meters to new advanced meters, as we explore ways to modernize and strengthen our system, and add new customer benefits.

We are beginning the process of applying to the British Columbia Utilities Commission (BCUC) for this project, which includes engaging with communities and customers. We expect to file the application with the BCUC in early 2020. If approved, we anticipate upgrading residential and commercial customers to advanced gas meters between 2022-26.

**Why advanced gas meters**

The gas meter technology currently used in B.C. has not fundamentally changed in more than 100 years. The new meters are smaller, have no moving parts and are expected to last longer than existing meters. They use sound waves to measure gas use and send the information to FortisBC through a wireless network, meaning FortisBC would no longer need to read individual meters manually. The new meters will also allow us to add new safety features, such as the ability to remotely detect and respond to gas leaks.

The new meters would offer benefits for customers such as access to daily updates on gas use and the convenience of not having their gas service shut off during future meter exchanges.

**FortisBC welcomes your input**

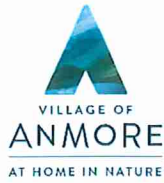
We would like to extend an invitation for you or your representative, to participate in a telephone town hall on Friday, October 11 at 1:00 p.m. (PST). We will provide a brief project overview and answer your questions. Please RSVP to [advancedgasmeters@fortisbc.com](mailto:advancedgasmeters@fortisbc.com) if you are interested in participating. If you are unable to attend but want to learn more, please visit [fortisbc.com/advancedgasmeters](https://fortisbc.com/advancedgasmeters). Alternatively, you are welcome to reach out to me directly at [Vanessa.Connolly@fortisbc.com](mailto:Vanessa.Connolly@fortisbc.com) and we would be pleased to assist with your inquiry.

In the coming weeks, we will be hosting a series of public information sessions throughout FortisBC's natural gas service area and sharing more information with our customers. Details for our information sessions are available at [fortisbc.com/advancedgasmeters](https://fortisbc.com/advancedgasmeters), including local sessions near you.

Sincerely,



Vanessa Connolly  
Senior Manager, External Relations  
FortisBC



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: October 11, 2019 3900-30

Submitted by: Karen Elrick, Manager of Corporate Services

Subject: Building Bylaw Amendment 611-2019 (Highway Names) and Road Naming Policy Update

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### Purpose / Introduction

The purpose of this report is to provide, for Council's consideration, a bylaw amendment to the Building Bylaw to outline authority to name highways within the Village of Anmore, and an updated Road Naming Policy.

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### Recommended Options

#### THAT Council:

- A. Grant first, second, and third readings to Building Bylaw Amendment Bylaw 611-2019; and
  - B. Approve the updated Policy 29 – Road Naming Policy as attached to the report from the Manager of Corporate Services dated October 11, 2019.
- 

### Background

The Community Charter provides Council the authority to name a Highway ("Highway" includes a street, road, lane, bridge, viaduct and any other way open to public use, other than a private right of way on private property), by bylaw. While Village staff has generally followed a protocol of bringing forward naming or renaming of Highways to Council this bylaw amendment and accompanying policy update is intended to formalize that process.

### Discussion

A gap has been identified whereby the current Building Bylaw prescribes the process for addressing for properties but not the naming of Highways. The Building Bylaw Amendment

## **Report/Recommendation to Council**

Building Bylaw Amendment 611-2019 (Highway Names) and Road Naming Policy Update  
October 11, 2019

Bylaw 611 – 2019 (**Attachment 1**) is intended to provide clarification of Council's authority to name and rename highways within the Village. The current Policy No. 29 – Road Naming Policy (**Attachment 2**) provides provisions for road naming but does not expand to include language regarding renaming of roads. The updated Policy No. 29 – Road Naming Policy (**Attachment 3**) provides clarity on process when a situation should arise that would require the renaming of a road.

## **Other Options**

### **THAT Council:**

- A. Grant first, second, and third readings to Building Bylaw Amendment Bylaw 611-2019; and**
  - B. Approve the updated Policy 29 – Road Naming Policy as attached to the report from the Manager of Corporate Services dated October 11, 2019.**
- (Recommended)**

Or

THAT Council provide further direction to Staff on recommendations for alternative direction regarding process for road naming and renaming.

## **Financial Implications**

There are no financial implications.

## **Communications / Civic Engagement**

When there is a requirement for a road to be named, or renamed, affected residents will be notified in accordance with the Road Naming Policy.

## **Corporate Strategic Plan Objectives**

*We provided responsive, efficient, transparent and engaged service.*



**Report/Recommendation to Council**

**Building Bylaw Amendment 611-2019 (Highway Names) and Road Naming Policy Update**

October 11, 2019

**Attachments:**

1. Anmore Building Bylaw Amendment Bylaw 611-2019
2. Existing Policy No. 29 – Road Naming Policy
3. Draft Policy No. 29 – Road Naming Policy

**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



## VILLAGE OF ANMORE

## BYLAW NO. 611-2019

A bylaw to outline authority to name roads within the Village of Anmore.

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**WHEREAS** the *Community Charter* provides authority to the Municipality, to assign a name or number to a highway, by bylaw.

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

**CITATION**

1. That this bylaw may be cited for all purposes as “**Anmore Building Bylaw Amendment Bylaw 611-2019**”.
2. That Anmore Building Bylaw No. 583-2018 be amended as follows:
  - (a) To add section 26.5 following section 26.4:
    - i. Council is the approving authority for the assignment of new highway names and renaming of existing highways in accordance with policy.

**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

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MAYOR

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CORPORATE OFFICE

## **VILLAGE OF ANMORE**

### **POLICY NO. 29**

#### **POLICY STATEMENT**

A policy to establish the process for naming newly constructed and commissioned roads in the Village of Anmore.

#### **POLICY DETAILS**

1. The final decision with respect to the naming of newly constructed and commissioned roads ultimately remains at the sole discretion of Council.
2. Three names are to be submitted by each of the developer(s) and all adjacent landowner(s).
3. The names submitted should reflect some local relevance such as a local pioneer family name or a name that reflects a local natural environment or landscape feature.
4. Council will develop a list of possible road names canvassed from the general public. In cases where the developer(s) and adjacent landowner(s) do not provide names that Council considers suitable, Council will access this list of names from the general public in an effort to find an appropriate name.

**APPROVED** by the Municipal Council on 22nd day of June, 1998.

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Hal Weinberg - Mayor

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Howard Carley - Clerk

## COUNCIL POLICY

<b>Policy</b>	Road Naming Policy	<b>Policy No.</b>	29
<b>Effective Date</b>	October __, 2019	<b>Approved by</b>	Council
<b>Date Amended</b>	October __ 2019	<b>Resolution No.</b>	
<b>Date Established</b>	June 22, 1998		

### POLICY

A policy to establish the process for naming newly construction and commissioned roads in the Village of Anmore and for renaming existing roads in the Village of Anmore.

### POLICY DETAILS

1. The final decision with respect to the naming of newly construction and commissioned roads and renaming of existing roads ultimately remains at the sole discretion of Council.
2. Proposals for new names will be brought forward to Council from staff.
3. Names will generally be selected from the "Road Name Reserve List" which is maintained by the Village's development services department and amended from time to time. Names submitted for Council's consideration should reflect some local relevance such as a local pioneer family, name or a name that reflects a local natural environment, or landscape feature.
4. Names that are phonetically similar to other road names in Anmore or nearby communities are generally to be avoided.
5. Village of Anmore initiated road name changes shall be circulated to the property owners affected and/or publically advertised in order that the citizens of the Village are able to voice their concerns before Council's consideration.
6. Both road name and building numbering changes are sometimes required by the Village of Anmore. Such changes may result from requests by emergency services, government, or development. When a road name or numbering change initiated by the Village of Anmore occurs:

- a. The property owner whose address will change as a result of a Village of Anmore initiated road name or numbering change will be granted a free 1-year Change of Address with Canada Post.
- b. The property owner shall be compensated by the Village of Anmore for replacement of house numbers at a maximum cost of \$15.00 per number (to a maximum of 4 numbers).

# Youth Parliament of British Columbia



## Alumni Society



509-1383 Marinaside Cr  
Vancouver, BC V6Z 2W9

(604) 604-646-6623  
registrar@bcyp.org

12 September 2019

Dear Sir or Madam:

### Re: British Columbia Youth Parliament, 91<sup>st</sup> Parliament

The British Columbia Youth Parliament's 91st Parliament will hold its parliamentary session in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2018. The Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the December parliamentary session and in community service activities throughout the year. **Youth Parliament is a one-year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. BCYP is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community. If your municipality sponsors a "youth of the year" award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for BCYP.

Each applicant who is accepted to attend as a member of BCYP must pay a **\$399** registration fee. Thanks to fundraising efforts, a portion of the cost of transportation and accommodation is reduced but we encourage your municipality to contribute to the fees for those applicants in need. Many municipalities are able to provide generous financial support by covering the registration fee. This is certainly something that we appreciate and encourage since we are only able to provide bursaries to a small number of applicants. If the approval of financial support causes any delay, we encourage the applicant to send in their forms on time along with a note saying that the cheque will arrive after the deadline. In this case, if we receive the completed form and personal statement before the deadline, it will be considered received on time. If you are not able to aid, a limited number of bursaries are available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant's chance of being selected as a member.

Members will sit and debate in the Legislative Chambers for five days and will be accommodated for four nights at the Quality Inn in Victoria. During that time, participants are supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni. In addition, transportation to and from Victoria will be provided for all members who require it.

I have enclosed an application form and a brochure about BCYP. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. A soft copy of the form, brochure and poster are available from our website at <https://bcyp.org/applying/>.

**All applications must be received by October 29, 2019.** Applicants will be notified whether they have been selected in mid-November. If you require more information, please contact me by telephone or e-mail as indicated above, or visit our website at [www.bcyp.org](http://www.bcyp.org).

Yours truly,

Rhonda Vanderfluit  
Registrar, Youth Parliament of B.C. Alumni Society



# British Columbia Youth Parliament

**Application Package & Background Information**  
**91<sup>st</sup> Parliamentary Session**  
**December 27-31, 2019 - Victoria, BC**

## **WHAT IS BCYP?**

British Columbia Youth Parliament (BCYP) is a youth organization that recognizes every young person's potential to lead and serve in the community. Since 1924, BCYP has provided a forum for young people to develop skills in leadership, organization, public speaking, and the parliamentary process, and to put these skills into practice through service to youth in their local communities.

BCYP is not affiliated with any political party and is a non-profit organization.

Membership in BCYP begins with attending the Parliamentary Session in Victoria and continues throughout 2020. For detailed information about BCYP's activities, visit our website, [www.bcp.org](http://www.bcp.org).

## **BCYP'S ACTIVITIES**

BCYP's year begins with the Parliamentary Session from December 27 – 31, 2019. Members sit in the Legislative Assembly in Victoria and use the parliamentary style of debate to plan educational and service projects, establish BCYP's financial commitments, and amend BCYP's governing legislation.

At Session, Members:

- Meet young people from all over the province;
- Debate Cabinet's legislation which sets out BCYP's activities for 2020;
- Debate current local, national, and international issues;
- Learn about debating and the rules of parliamentary procedure;
- Elect BCYP's Premier, Deputy Speaker, and Leader of the Opposition for the 92<sup>nd</sup> Parliament.

After Session, Members put into action the plans made at Session, which usually include:

- Volunteer service projects in their home communities;
- Group volunteer service projects with summer camps, food banks charity walks, soup kitchens, and other service groups;
- Special projects which vary depending on annual legislation but have included summer festivals, children's day camps and Camp Phoenix;
- Regional Youth Parliaments;
- Fundraising events;
- Social activities with other Members.

## **WHO CAN ATTEND?**

Each year 97 youth are "elected" to BCYP as representatives of their communities. Each applicant must be nominated by an organization committed to youth (i.e. a school, community group, club, municipality or church). Five members of that group must indicate their support by signing the application form.

**To be eligible for membership you must be:**

- Age 16 – 21 (inclusive) as of Dec. 31, 2019;
- A resident of British Columbia;
- Nominated by an organization committed to youth;
- Willing and able to participate in BCYP's activities for one year.

Due to the limited number of seats in the Provincial Legislature, only 97 applicants will be selected to become Members.

## SESSIONAL ARRANGEMENTS

**Accommodations:** Accommodation at the Quality Inn in Victoria is provided for all Members for the nights of December 27 – 30 (inclusive). Members share rooms with other Members of the same gender.

**Transportation:** Transportation for Members residing outside the Victoria area is included in the registration fee. Members living in the Interior, North, or North Island will be required to travel on December 26 and January 1.

**Meals:** Each Member is responsible for the cost of all meals in Victoria. Some dinners will be at assigned restaurants, others free-choice.

## PRE-SESSIONAL INFORMATION

The Registrar will notify all applicants by email or mail as to their acceptance status by mid-November. Accepted Members are provided with an orientation package prior to Session and are invited to attend one of the Pre-Sessional Workshops held in different regions of the province. The details of the workshops will be announced in the acceptance letters.

## FOR MORE INFORMATION

Inquiries from applicants, parents and nominating organizations are welcomed. Please contact:

**Rhonda Vanderfluit, Registrar**  
**registrar@bcyp.org**  
**604-646-6623**

## APPLICATION PROCEDURE

Complete the attached application form (pages 3 and 4 of this package) and forward it with your personal statement and registration fee (or financial support request form) to: (please hold onto pages 1 and 2 for future reference)

**Rhonda Vanderfluit, Registrar**  
**509 – 1383 Marinaside Cres.**  
**Vancouver, BC V6Z 2W9**

**e-mail:** [registrar@bcyp.org](mailto:registrar@bcyp.org)

**Fax:** 604-731-0081

Applications must be **RECEIVED** by **Tuesday, October 29, 2019** by **mail, fax, or email attachment**. **If you send the application by email attachment, please also mail the original signed copy with your application fee.**

**Please print clearly. Illegible or incomplete applications may be rejected.**

## REGISTRATION FEE

The registration fee for each member is **\$399**. A cheque or money order made payable to the **Youth Parliament of B.C. Alumni Society** must be sent with the application form. If the application form is sent by fax or e-mail, payment must be sent by mail, to follow, with the original signed application as soon as possible (any acceptance is not final until the registration fee is received). **We are not able to receive payment by credit card or eTransfer.** Registration fees will be held until Session (but not cashed) for those on the waitlist, and returned to those not accepted. **NSF cheques are subject to a \$45 fee.**

Applicants who are in financial need are first encouraged to approach school and community groups to contribute to the cost of the application fee. For those who are not able to secure outside funding, a limited amount of **financial support is available from BCYP**. For more information, please contact the Registrar **before** the October 29 application deadline to receive a **financial support request form** to include along with your application form. So that we can provide support for as many members as possible, we encourage applicants to submit a cheque for whatever portion of the application fee they can afford. Requests for financial assistance cannot be considered after applicants have been accepted as members.

## CANCELLATION

Accepted members who cancel on or before December 12 will receive a refund of their registration fee minus a \$25 cancellation fee, unless travel tickets have been purchased in which case no refund is issued. No refunds will be issued to any member cancelling after December 12.

## THANKS TO OUR SPONSOR

British Columbia Youth Parliament is sponsored by the Youth Parliament of BC Alumni Society, a registered, non-profit organization composed of past members of BCYP.

Please keep this information page for future reference and only mail in the application on page 3 and 4.



# APPLICATION FORM – NINETY-FIRST BC YOUTH PARLIAMENT

LAST name: \_\_\_\_\_ FIRST name: \_\_\_\_\_ GENDER: \_\_\_\_\_ Room with: ☐ M ☐ F

☐ I identify as an indigenous/aboriginal person

## CURRENT ADDRESS (including temporary/University residence):

STREET / PO BOX: \_\_\_\_\_ CITY: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_

E-MAIL: \_\_\_\_\_ CELL PHONE: (\_\_\_\_) \_\_\_\_\_

## PERMANENT ADDRESS (i.e. parents) or STREET ADDRESS if different from above:

STREET / PO BOX: \_\_\_\_\_ CITY: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ HOME PHONE: (\_\_\_\_) \_\_\_\_\_

## TRANSPORTATION TO VICTORIA REQUIRED FROM:

CURRENT/TEMPORARY ADDRESS ☐ PERMANENT ADDRESS ☐ OTHER: \_\_\_\_\_

BIRTHDATE: (YYYY/MM/DD) \_\_\_\_\_ SCHOOL/UNIVERSITY: \_\_\_\_\_

NOMINATING ORGANIZATION: \_\_\_\_\_

STREET: \_\_\_\_\_ CITY: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_

CONTACT TEACHER / COORDINATOR NAME: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

SIGNATURE OF TEACHER / GROUP COORDINATOR: \_\_\_\_\_

Would you (teacher/coordinator) like to receive a personal print and e-mail copy of the application package each year?  
☐ Yes ☐ No ☐ Already on the list

THE FOLLOWING MEMBERS/STUDENTS of \_\_\_\_\_ NOMINATE  
(NAME OF ORGANIZATION/SCHOOL)

\_\_\_\_\_, A MEMBER/STUDENT OF OUR ORGANIZATION/SCHOOL TO SIT AS A BCYP MEMBER.

## **FIVE NOMINATING SIGNATURES REQUIRED:** (other members/students of the organization/school)

	Name	Signature	email
1			
2			
3			
4			
5			



**APPLICATIONS MUST BE RECEIVED BY OCTOBER 29, 2019**

**PERSONAL STATEMENT**

At the Parliamentary Session in Victoria, Members of BCYP participate in parliamentary debating and plan activities and community service for the upcoming year. During the year, Members are responsible for service and fundraising in their communities and organize and participate in projects such as Regional Youth Parliaments, fundraising events, community outreach projects, and other service and debating activities.

Please attach a **one-page** personal statement, outlining:

1. Why you would like to be a Member of BCYP;
2. What type of activities you have been/are, or intend to become, involved with in your community;
3. Any activities you have been/are involved with that relate to debate or public speaking;
4. With reference to the preceding paragraphs, how you believe you can personally contribute to BCYP, including debate at Session AND its projects and other activities throughout the Sessional year.

**YOUTH PARLIAMENT EXPERIENCE**

Have you attended BCYP before? ☐ Yes ☐ No

**If yes**, do you wish to become a member of the Alumni Society?

☐ Yes ☐ No ☐ Already on the list

**If "Yes" or "Already on the list"** above, do you consent to receive e-mail communications from the Alumni Society, which may include requests for donations or other items of a commercial nature? (Note: answering "No" below means you will not receive any e-mails, including the Alumni Society's newsletter *The Speaker* or email invitations to alumni events.)

☐ Yes ☐ No

Have you attended a Regional Youth Parliament as a Member or Ambassador?

☐ Yes (as a member) ☐ Yes (as an ambassador) ☐ No If yes, which one(s)? \_\_\_\_\_

How did you **first** hear about BCYP? (Please choose one option)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> From a teacher                              | <input type="checkbox"/> From a group leader                       | <input type="checkbox"/> Saw a poster/brochure (where? _____) |
| <input type="checkbox"/> Through a Regional Youth Parliament         | <input type="checkbox"/> From a member or alumnus of BCYP or a RYP |   |
| (which one? _____)   | (name of individual: _____)  |   |
| <input type="checkbox"/> Facebook <input type="checkbox"/> Instagram | <input type="checkbox"/> Other (please specify: _____)             |   |

**WAIVER**

In consideration for acceptance to British Columbia Youth Parliament (BCYP), the undersigned on behalf of the Applicant and all heirs, executors and administrators, waives any and all claims for damages against BCYP and the Youth Parliament of British Columbia Alumni Society, and their directors, officers, and agents for any and all injuries or loss which the Applicant may suffer during, or in connection with any BCYP Session, trip, or any other activity, or transportation to or from Session or any other activity.

Applicant's Signature: \_\_\_\_\_

If under 19, Signature of Parent or Guardian: \_\_\_\_\_

Printed Name of Parent or Guardian Signing: \_\_\_\_\_

*(Applicant should sign even if a parent or guardian is also required to sign.)*

Please remember to:

- ☐ Save a legible scan of this form for your records. As a backup, you may email the scan to:  
[registrar@bcyp.org](mailto:registrar@bcyp.org) or fax: attn to Rhonda Vanderfluit at: 604-731-0081 but still follow up with the next step:
- ☐ Mail or courier a signed hard copy of this completed form along with a cheque or money order for \$399.  
509 – 1383 Marinaside Cres, Vancouver, BC V6Z 2W9