

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, December 3, 2019 immediately following the Public Hearing scheduled for 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 4 (a) **Minutes of the Regular Council Meeting held on November 19, 2019**

Recommendation: That the Minutes of the Regular Council Meeting held on November 19, 2019 be adopted, as circulated.

6. **Business Arising from Minutes**

7. **Consent Agenda**

None.

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

9. **Legislative Reports**

Page 13 (a) **Infill Development Application – 231 Strong Road – Final Reading and Adoption**

Report dated November 29, 2019 from the Manager of Development Services is attached.

10. Unfinished Business**11. New Business****Page 18 (a) Award of Detailed Design of Anmore Civic Building Contract**

Report dated November 15, 2019 from the Chief Administrative Officer is attached.

Page 21 (b) Building Bylaw Amendment 611-2019 (Highway Names) and Road Naming Policy Update

Report dated November 29, 2019 from the Manager of Corporate Services is attached.

Page 31 (c) Request for Approval to Attend 2020 CAO Forum

Recommendation: THAT Council authorize the Chief Administrative Officer to attend the 2020 LGMA CAO Forum.

12. Recommendations of Committees.

At the September 26, 2019 Parks and Recreation Committee meeting the following recommendation was made:

THAT the Committee recommends to Council THAT Council include a condition for the developer to construct a multi-use pathway along Sunnyside to 1st Avenue when considering development of loco lands.

At the September 26, 2019 Parks and Recreation Committee meeting the following recommendation was made:

THAT the Committee recommends to Council THAT staff be directed to discuss with BC Hydro and other parties facilitation of a connection of the Bella Terra development to the Academy Trail.

13. Mayor's Report**14. Councillors Reports****15. Chief Administrative Officer's Report**

16. Information Items

(a) Committees, Commissions and Boards - Minutes

Page 39 - Minutes of the Parks and Recreation Committee meeting held on September 26, 2019

(b) General Correspondence

Page 42 - Communication from My Health My Community dated November 7, 2019 regarding Survey

Page 45 - Communication from City of Victoria dated November 12, 2019 regarding Safer Drug Supply and Observed Inhalation Sites

Page 47 - Communication from Metro Vancouver dated November 19, 2019 regarding proposed amendments to GVS&DD Cost Apportionment Bylaw No. 283-2014-Village of Anmore

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, November 19, 2019 scheduled for 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

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

ABSENT

OTHERS PRESENT

Juli Halliwell, CAO
Karen Elrick, Manager of Corporate Services
Jason Smith, Manager of Development Services
Chris Boit, Engineering Consultant, ISL Engineering

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:

R401 That the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

Doug Richardson, Anmore, regarding 231 Strong Road rezoning and subdivision procedures.

4. Delegations.

None.

5. Adoption of Minutes

(a) **Minutes of the Regular Council Meeting held on October 15, 2019**

It was MOVED and SECONDED:

R402 That the Minutes of the Regular Council Meeting held on October 15, 2019 be adopted, as circulated.

Carried Unanimously

6. Business Arising from Minutes

7. Consent Agenda

It was MOVED and SECONDED:

R403 That the Consent agenda be adopted.

Carried Unanimously

(a) Inter Municipal Ride-Hailing Business Licence

Recommendation: THAT Council receive the communication from Township of Langley dated October 16, 2019, for information.

(b) Capital Bylaw No. 3 Amendment Bylaw No. 1.8 – 2019 (School Site Acquisition Charge Capital Bylaw Amendment)

Recommendation: THAT Council receive the letter from School District 43 dated October 30, 2019, regarding Capital Bylaw No. 3 Amendment Bylaw No. 1.8 – 2019 (School Site Acquisition Charge Capital Bylaw Amendment), for information.

(c) Consent to Metro Vancouver Regional Parks Service Amendment Bylaw No. 1290

Recommendation: THAT Council consent to the approval of the adoption of Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019 on behalf of the electors; and direct staff to notify the Metro Vancouver Regional District Board of its consent.

(d) Notification Regarding Update to Metro 2040

Recommendation: THAT Council receive the letter from Metro Vancouver dated November 4, 2019, regarding notification regarding update to Metro 2040, for information.

(e) 2019 Invasive Plant Management on Village of Anmore Municipal Property by the Invasive Species Council of Metro Vancouver

Recommendation: THAT Council receive the 2019 Invasive Plant Management final report for Village of Anmore, for information.

8. Items Removed from the Consent Agenda

9. Legislative Reports

(a) Infill Development Application – 231 Strong Road – Initial Readings

Mr. Jason Smith, Manager of Development Services, provided an overview of the application and staff report.

It was MOVED and SECONDED:

R404 That Council give first and second reading to Village of Anmore Zoning Bylaw Amendment Bylaw No. 612-2019; and

That staff be directed to set a date for a public hearing for Village of Anmore Zoning Bylaw Amendment Bylaw No. 612-2019.

Carried Unanimously

(b) Zoning Bylaw Update – Final Readings and Adoption

*Councillor Krier recused herself from the meeting at 7:10 p.m. due to a conflict of interest related to a portion of the bylaw amendment.

Mr. Jason Smith, Manager of Development Services, provided an overview of the staff report including the process thus far and description of updates.

It was MOVED and SECONDED:

R405 That Council give third reading and adopt Village of Anmore Zoning Bylaw Amendment Bylaw 600-2019.

Carried Unanimously

*Councillor Krier returned to the meeting at 7:20 p.m.

10. Unfinished Business

None.

11. New Business**(a) Burrard Commons – Development Application for the loco Lands**

Mr. Jason Smith, Manager of Development Services introduced the applicant team and, Mr. Greg Moore presented a PowerPoint presentation of an overview of the proposal which is included as Attachment 1 and forms part of the original minutes.

Points included:

- Vision statement
- Overview of engagement to date
- Guiding principals
- Land use framework
- Environment and open space
- Transportation system
- Service plan
- Economic and fiscal impacts

Comments from Council included:

- Providing a visual / comparison of ratio of buildings on land mass (Suter Brook)
- Potential financial benefits to the Village
- Continued engagement opportunities during the process

Mr. Smith provided an overview of the planning process and proposed timeline included in the staff report.

It was MOVED and SECONDED:

R406 That Council direct staff to refer the Burrard Commons development application to Advisory Planning Commission, the Environment Committee, the Finance Committee, the Parks and Recreation Committee, and the Sasamat Volunteer Fire Department for comment;

That Council direct staff to engage the necessary resources to undertake the comprehensive development review and recommendations for Burrard Commons; and

That Council provides support for the proposed timeline and process.

Carried Unanimously

(b) Award of Detailed Design of Anmore Civic Building Contract

It was MOVED and SECONDED:

R407 That Council defer the award of detailed design of Anmore Civic Building contract to a future meeting.

Carried Unanimously

(c) Regulating Ride Hailing Service Providers in the Village of Anmore

Mr. Jason Smith, Manager of Development Services, provided an overview of the staff report.

It was MOVED and SECONDED:

R408 That Council direct to staff to monitor and participate in discussions amongst local governments and the Province about how best to regulate ride hailing services and report back to Council when pertinent information is available.

Carried Unanimously

(d) Noxious Weed

Mr. Chris Boit, ISL Engineering, provided an overview of the staff report.

Discussion points included:

- Education program for residents rather than regulation by bylaw
- Whether the potential exists for the Village to facilitate a partnership with a weed removal company for residents to access that service
- Establishing some policy framework

It was MOVED and SECONDED:

R409 THAT Council receive the report from the Manager of Corporate Services entitled “Noxious Weeds” dated November 15, 2019, for information.

Carried Unanimously

(e) 2020 Council Calendar and Council Appointments

Ms. Karen Elrick, Manager of Corporate Services, provided an overview of the staff report which includes the proposed 2020 Council Calendar, Acting Mayor appointments, and appointments to the Sasamat Volunteer Fire Department Board of Trustees.

It was MOVED and SECONDED:

- R410 THAT Council:
- A. Approve the 2020 Council Calendar as attached to the report dated November 15, 2019 from the Manager of Corporate Services; and
 - B. Approve the following Acting Mayor Schedule for 2020:
Nov/Dec/Jan Councillor Krier
Feb/Mar/Apr Councillor Laidler
May/Jun/Jul Councillor Trowbridge
Aug/Sep/Oct Councillor Weverink
 - C. Appoint Mayor John McEwen, Councillor Kim Trowbridge, and Councillor Paul Weverink as Trustees to the Sasamat Volunteer Fire Department for 2020.

Carried Unanimously

(f) Pinnacle Ridge – Financial Sustainability Analysis

Mr. Jason Smith, Manager of Development Services, provided an introduction of the staff report and Mr. Chris Boit, ISL Engineering, provided an overview of the analysis conducted.

It was MOVED and SECONDED:

- R411 That Council receive the report titled “Pinnacle Ridge – Financial Sustainability Analysis” dated November 15, 2019, for information.

Carried Unanimously

12. Recommendations of Committees.

It was MOVED and SECONDED:

- R412 THAT Council direct staff to distribute a survey to be created by the Community Engagement Culture and Inclusion Committee to Village residents in order to gauge the overall success of Ma Murray Day event.

Carried Unanimously

It was MOVED and SECONDED:

- R413 THAT Council authorize the use of the Village Hall Council Chamber by Safe Care Home Support, once per month for a 2 hour daytime period, for the purpose of holding a dementia friendly café and THAT Council waive the rental fee.

Carried Unanimously

13. Mayor's Report

Mayor McEwen reported that:

- The Village Halloween event was outstanding with approximately 500 people in attendance, the Birch Wynde road closure was well received, and expressed thanks to School District 43 for use of the Anmore Elementary parking lot
- Thanked Cllr. Krier for representing the Village at the remembrance day ceremony in Belcarra
- Attended a ceremony for former Port Coquitlam Mayor, Greg Moore, where he was awarded Freedom of the City
- Attended a PAC fundraiser for Anmore Elementary at Moody Ales
- Noted there has been some evening loitering in Spirit Park

14. Councillors Reports

Councillor Weverink reported that:

- The Village Halloween event was memorable

Councillor Krier reported that:

- She attended a Chamber of Commerce kick start event at Belcarra Village Hall
- She attend Halloween event

- She attended the remembrance day ceremony as Acting Mayor at Village of Belcarra
- She attended Community Engagement, Culture and Inclusion meeting this week
- She attended a Business excellence nominees luncheon
- She attended Women's collaborative hub women's influencer awards

15. Chief Administrative Officer's Report

Ms. Juli Halliwell, CAO, reported that:

- New public works staff person will start December 5
- Transport Canada has completed their evidence collection and is now moving into analysis phase regarding helicopter activity in the summer
- Expressed thanks to staff, volunteers and RCMP for support of Halloween event
- Light up Spirit Park event will be held on Sunday, December 8 at 5 p.m.

16. Information Items

(a) Committees, Commissions and Boards - Minutes

- Minutes of the Community Engagement, Culture, and Inclusion Committee held on September 12, 2019
- Minutes of the Sasamat Volunteer Fire Department Board of Trustees Meeting held on September 19, 2019
- Metro Vancouver Board in Brief for meetings held on October 4, 2019
- Minutes of the Public Hearing held on October 15, 2019
- Metro Vancouver Board in Brief for meetings held on November 1, 2019

(b) General Correspondence

- Communication from Metro Vancouver dated October 10, 2019 regarding Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments
- Communication from Metro Vancouver dated October 25, 2019 regarding Informing the Public About Regional Odour Management Resources
- Communication from Metro Vancouver dated October 25, 2019 regarding Consultation Materials Regarding Options to Regulate Air Emissions from Cannabis Production
- Communication from Ministry of Children and Family Development regarding November is Adoption Awareness Month

17. Public Question Period

Doug Richardson, Anmore regarding loco development and cost recovery of additional resources, and timeline, noxious weeds, and infill development on Strong Road

Dick Cresswell, Anmore, regarding lake traffic issues, David Way connection, and hillside construction

Doug Richardson, Anmore, regarding loco traffic concerns

18. Adjournment

R414 It was MOVED and SECONDED:

 THAT the meeting be adjourned at 9:00 p.m.

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 29, 2019 File Number: 3360-20
Submitted by: Jason Smith, Manager of Development Services
Subject: 231 Strong Road Rezoning – Final Reading and Adoption

Purpose / Introduction

The purpose of this report is to provide Council with the opportunity to give final reading and adopt the Village of Anmore Zoning Amendment Bylaw No. 612-2019 (the Bylaw).

Recommended Options

That Council give third reading and adopt Village of Anmore Zoning Amendment Bylaw No. 612-2019.

Background

Council gave initial consideration to the subject application at their October 1st, 2019 meeting and referred it to the Advisory Planning Commission (APC) for comment.

The APC met on October 7th, 2019 and supported the application as proposed but advised Council that it should give consideration to potential additional tree protection.

Council received the APC's recommendation and gave 1st and 2nd readings to the Village of Anmore Zoning Bylaw Amendment 612-2019 at its November 19th, 2019 meeting and directed staff to schedule a public hearing on the Bylaw.

A public hearing was scheduled to be held on December 3rd, 2019 prior to the Regular Council meeting.

Discussion

The application is to rezone the 1 acre parcel at 231 Strong Road to allow for it to be subdivided into 2 parcels with a minimum size of 1/3 of an acre. The application is consistent with the Official Community Plan and the Infill Development Policy.

Report/Recommendation to Council

231 Strong Road Rezoning – Final Reading and Adoption

November 29, 2019

At the time of writing this report, staff have not received any correspondence about the application in response to the notice of public hearing that had been published in the Tri-Cities News on November 22, 2019 and November 29, 2019 editions and mailed to all property owners and residents within 100 m of 231 Strong Road.

The applicant has offered the following:

1. that any new home construction will be built to the Energy Step Code 3 standard;
2. that fire sprinklers be installed, and
3. a \$150,000 contribution for offsite community amenities.

At the time of writing this report, staff is working with the applicant to finalize the mechanisms which would secure the above amenities upon adoption of the Bylaw. The expectation is that these amenities will be provided at the time of adoption.

Subject to new information or issues being raised at the public hearing and having the necessary mechanisms in place to ensure receipt of the offered amenities, staff recommend adoption of this rezoning application.

Other Options

The following options are presented for Council's consideration:

1. That Council give third reading and adopt Village of Anmore Zoning Amendment Bylaw No. 612-2019.

Or

2. That Council advise staff and the applicant of further changes that they would like to see to the application.

Or

3. That Council advise the applicant that it does not wish to proceed with the rezoning application.

Report/Recommendation to Council

231 Strong Road Rezoning – Final Reading and Adoption

November 29, 2019

4. That Council give third reading to Village of Anmore Zoning Amendment Bylaw No. 612-2019 and wait for assurance that the amenities offered by the applicant will be provided prior to final adoption.

Financial Implications

There are no financial costs for any of the options presented. Should Council choose to adopt the Bylaw, the Village will receive \$150,000 to use for community amenities.

Attachments:

1. Village of Anmore Zoning Amendment Bylaw No. 612-2019

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

BYLAW NO. 612-2019

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

WHEREAS the Local Government Act authorizes a municipality to amend its zoning bylaw from time to time;

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

- 1) That this bylaw may be cited for all purposes as "Village of Anmore Zoning Amendment Bylaw No. 612-2019".
- 2) That Village of Anmore Zoning Bylaw No. 568- 2017 be amended by replacing 9.1.2 with the text included in Schedule A which forms part of this bylaw.
- 3) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule 'A' Zoning Map be amended to change the zoning for 231 Strong Road from Residential 1 to Residential 1 (a).

READ a first time the 19th

day of November , 2019

READ a second time the 19th

day of November, 2019

PUBLIC HEARING HELD the

day of , 2019

READ a third time the

day of, 2019

ADOPTED the

day of, 2019

MAYOR

MANAGER OF CORPORATE SERVICES

Schedule A

9.1.2 PERMITTED USES AND MINIMUM PARCEL SIZE

Permitted Uses	Minimum Parcel Size
One-Family Dwelling	4,047 m ²
Home Occupation	n/a
Bed and Breakfast	n/a
Boarding	n/a
Secondary Suite /Coach House	n/a
Urban Agriculture	n/a

For **parcels** zoned Residential 1 (a) the **minimum parcel size** is 1348m² and any plan of **subdivision** cannot exceed a gross density of 2.04 **parcels/acre**



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 15, 2019

Submitted by: Juli Halliwell, Chief Administrative Officer

Subject: Award of Detailed Design of Anmore Civic Building Contract

PURPOSE / INTRODUCTION

To obtain Council approval to award the contract for the detailed design of the Anmore Civic Building project.

RECOMMENDATIONS

That Council approve the award of the contract for the detailed design of the Anmore Civic Building for a contract price of \$594,180.00, excluding GST, to Johnston Davidson Architecture;

And that the Chief Administrative Officer be authorized to sign the contract on behalf of the Village of Anmore.

BACKGROUND

The Village engaged the services of Colliers International ("Consultant") to assist in the drafting and process related to issuing a Request for Proposals

On September 30, 2019, the Village issued an RFP for the detailed design of the Anmore Civic Building. Three addendums were issued to provide additional information and clarification, as well as to answer questions by proponents.

At the closing day and time of October 22, 2019 at 2:00pm, local time, eight responses were received.

The budget of \$750,000 was approved by Council at a Regular meeting held on July 22, 2019. The detailed design of the civic building is the next step in this project and will result in tender ready drawings being available to put to market for the construction of this amenity.

DISCUSSION

Three members of staff as well as the Consultant ("Review Team") undertook the evaluation of each proposal based on the evaluation criteria included in the RFP. The criteria and weightings included in the RFP for evaluation is as follows:

Report/Recommendation to Council

Award of Detailed Design of Anmore Civic Building Contract

November 15, 2019

Criteria	Weighting
Corporate Qualifications <ul style="list-style-type: none">- Relevance of comparable projects.- Quality of this work based on examples and references.	10
Proponent's Team <ul style="list-style-type: none">- Demonstrated experience of the Design Team Lead with Comparable Projects.- Qualifications of the individual members of the Design Team with respect to project experience- Experience of the same Design Team working on prior projects.	20
Project Delivery <ul style="list-style-type: none">- Demonstrate approach to coordinating design with sub-consultants and minimizing design coordination related changes during construction.- Approach to the work and methodology for project delivery including innovative or creative approaches to the work.- Demonstrate budget-conscious design.	25
Financial <ul style="list-style-type: none">- Fixed Fee- Disbursements- Terms and conditions	25
Quality of Proposal	5
Company Sustainability	5
References	10
Total	100

It was clarified through addendum that the Village required the awarded firm to work with regional suppliers to incorporate Cross Laminated Timber (CLT) in the building design, as structural or feature elements.

The Review Team met on November 8, 2019 following each individual team member's initial evaluation. Following the initial evaluation, the Review Team agreed on the top three ranked proposals. Further discussion took place outlining each of the proposals strengths and weaknesses and final rankings were reviewed on November 12, 2019. The Review Team was in agreement as to the number one ranked proponent to be recommended for award.

Report/Recommendation to Council

Award of Detailed Design of Anmore Civic Building Contract

November 15, 2019

The table below outlines the final ranking following review and evaluation:

Proponent	Ranking
Johnston Davidson Architecture	1
HCMA Architecture + Design	2
MIZA Architects Inc	3
O4 Architecture Ltd	4
Gustavson Wylie Architects Inc	5
Thinkspace Architecture Planning Interior Design	6
Francel Architecture Inc	7
Carscadden Stokes McDonald Architects Inc	8

FINANCIAL IMPLICATIONS

The overall contract award is within the approved budget of \$750,000. Disbursements and other costs not included in the contract price are not anticipated to exceed the allocated budget.

COMMUNICATIONS / CIVIC ENGAGEMENT

All proponents will be advised of the outcome of the award.

COUNCIL STRATEGIC PLAN OBJECTIVES

1. Create a civic centre
2. We provide responsive, efficient, transparent and engaged service.

Prepared by:



Juli Halliwell
Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 29, 2019 3900-30

Submitted by: Karen Elrick, Manager of Corporate Services

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

Purpose / Introduction

The purpose of this report is to provide comments on feedback received following presentation to Council of a bylaw amendment to the Building Bylaw which outlines authority to name highways within the Village of Anmore, and an updated Road Naming Policy.

Recommended Options

THAT Council:

- A. Adopt Building Bylaw Amendment Bylaw No. 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

At the October 15, 2019 Regular Council meeting, a policy and bylaw amendment was brought forward to Council with the intention to clarify and formalize the process of naming or renaming a road (**Attachment 1**). At that meeting, some concerns were raised by a resident and subsequently, while Council granted first 3 readings to the bylaw amendment, the policy was deferred to a future meeting to allow the resident an opportunity to forward concerns to Council.

Discussion

Most of the resident concerns raised regarding the policy were related to ensuring a collaborative and inclusive process for road naming, and more specifically road renaming,

Report/Recommendation to Council

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

November 29, 2019

within the Village is followed. The overall intent of this policy update is to ensure that criteria exists to be followed by staff and Council which sets out the process of collaboration, notification, consultation, and ongoing communication with all stakeholders when considering road naming and renaming. While the *Community Charter* delegates this discretion solely to Council, it is the intent that the Village expand on this authority to ensure transparency and engagement from the beginning of the process through to the decision making stage.

Opportunities for continuous improvement of process and policies in order to meet Council's strategic plan is always at the forefront of work plans for Staff. Staff will continue to work collaboratively to maintain and bring forward suggestions or updates to the "reserve list" of available road names, as needed. It is noted that the current "reserve list" is quite comprehensive. Respecting names of local pioneer families, our neighbouring municipalities of Coquitlam, Port Moody, Pitt Meadows as well as other communities researched, including Penticton, Kelowna, and Vancouver consider this type of name when contemplating road naming as one of the options. Further suggestions to add to the "reserve list" would be vetted through staff to Council for consideration.

Other Options

THAT Council:

- A. Adopt Building Bylaw Amendment Bylaw No. 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.

Report/Recommendation to Council

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

November 29, 2019

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.

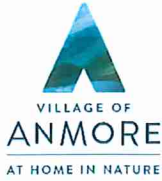
Corporate Strategic Plan Objectives

We provided responsive, efficient, transparent and engaged service.

Attachments:

1. Report to Council dated October 11, 2019 entitled Building Bylaw Amendment 611-2019 (Highway Names) and Road Naming Policy Update (with Attachments)

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

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

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.

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.

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

MAYOR

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.

Hal Weinberg - Mayor

Howard Carley - Clerk

COUNCIL POLICY

Policy	Road Naming Policy	Policy No.	29
Effective Date	October __, 2019	Approved by	Council
Date Amended	October __ 2019	Resolution No.	
Date Established	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).

MEMORANDUM

To: Council

From: Juli Halliwell, Chief Administrative Officer

Date: November 19, 2019

Subject: Request for Approval to Attend 2020 CAO Forum

Registration for the annual Local Government Management Association (LGMA) CAO Forum opened in November. The Forum is being held at the Marriott Victoria Inner Harbour Hotel. I am requesting approval of Council to attend this year's forum as well as the optional pre-conference workshop. Below are the topics I feel are of interest to the Village and my role as CAO:

- Human Resources in Smaller Communities (pre-conference workshop)
- Social procurement
- How to attract and retain the next generation of employees
- Legal update
- Climate Action Charter commitments and how to fund them
- New building inspection & energy step code implementation strategies
- Networking & knowledge café (where CAO discuss their current challenges)

The approximate cost of the CAO Forum is as follows:

Registration (early bird)	\$695
Pre-conference workshop	150
Hotel (1 night)	165
Travel	210
Per diem	100
Total	\$1,320

The total cost is within the approved CAO conference budget for 2020 (approved as part of the 2019 5-Year Financial Plan). If Council is supportive of my attendance, the following resolution would be appropriate:

"That Council authorize the Chief Administrative Officer to attend the 2020 LGMA CAO Forum."



FEBRUARY 25-27, 2020

CAO FORUM

LEADING WITH INTEGRITY

MARRIOTT VICTORIA INNER HARBOUR, VICTORIA, BC

The CAO Forum is an annual offering for local government chief administrative officers (CAOs) to meet with their colleagues and discuss issues of mutual concern in a congenial atmosphere. The Forum will feature interactive, two-way discussions with speakers on subjects of interest to local governments and provide an excellent opportunity for frank and open dialogue. The 2020 Forum is designed to inspire CAOs to lead with integrity.

[CAO Forum Registration Link](#)

[Pre-conference Workshop Registration Link](#)

Register separately for CAO Forum and the pre-conference workshop

Registration Deadline is February 18, 2020



T. 250.383.7032 E. office@lgma.ca [LGMA | 2020 CAO Forum](#)

REGISTRATION DEADLINE

February 18, 2020

Registration is limited to CAOs, appointed Deputy CAOs and Executive Director CEOs of Affiliate Members

Early Bird Rates until
December 31, 2019:

\$695 + GST LGMA Member
\$750 + GST Non-Member

Starting January 1, 2020:

\$815 + GST LGMA Member
\$870 + GST Non-Member

Optional Workshop Fee:

\$150 + GST LGMA Member
\$200 + GST Non-Member

Cancellations

Cancellations are accepted
without penalty before
February 18, 2020

(No refunds after February 18)

Marriott Victoria Inner Harbour
728 Humboldt Street
Victoria, BC

Accommodations can be made
by quoting LGMA CAO Forum

[Book your group rate online](#)

Standard Room \$149 + taxes
until February 4, 2020

TUESDAY, FEBRUARY 25, 2020**OPTIONAL PRE-CONFERENCE WORKSHOP**

Human Resources in Smaller Communities
Register separately from CAO Forum

1:00 – 4:00 PM	Pacific A Ballroom
-----------------------	---------------------------

Facilitators: **Marcia McNeil, Pulver Crawford Monroe**
 Susan Ney, HR Director (retired);
 Gerry Parker, Senior Manager, Human Resources, Sunshine Coast Regional District;
 Trina Harrison, Director of Human Resources and Occupational Health and Safety,
 City of Parksville

As a smaller local government, you have all the same needs for excellence in human resource management as larger local governments and yet do not have the dedicated resources to support those needs. This workshop is designed to provide participants with an informal HR coaching session led by members of the LGMA HR Advisory Committee that will include an overview of the key HR topics and an interactive discussion of issues and strategies for addressing HR challenges. Bring your questions and issues to this session to ensure you can better manage your most important resource.

CAO FORUM

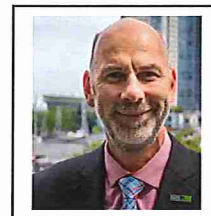
6:30 – 7:00 PM	BUILD YOUR NETWORKS MEET AND GREET
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New CAOs and first-time attendees matched with experienced CAOs to meet and greet with CAO Advisory Committee and LGMA Board Members.

7:00 – 9:00 PM	WELCOME RECEPTION Terrace Room
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Greetings from LGMA President Ron Bowles and the opportunity to network with friends, colleagues and meet new CAOs.

This reception will be held in the Terrace Room on the third level of the hotel and is sponsored by Stewart McDannold Stuart.



LGMA Gratefully acknowledges
the financial support of:



STEWART McDANNOLD STUART
Barristers & Solicitors

WEDNESDAY, FEBRUARY 26, 2020


7:45 – 8:30 AM	BREAKFAST Pacific Ballroom
-----------------------	---------------------------------------------

8:30 – 10:00 AM	ACTING WITH INTEGRITY – SPEAKING TRUTH TO POWER
------------------------	--------------------------------------------------------

Facilitator: David Loukidelis, Young Anderson

CAO Panelists: Ted Swabey, CAO, District of North Cowichan
Linda Glenday, CAO, District of Squamish

In the increasingly populist environment, with social media spreading misinformation and the decline in civic dialogue engagement, as the senior appointed leader in your organization, you have the challenge and opportunity to model acting with integrity in your interactions with your elected officials, staff and the public. So how do you continue to focus on the facts, present good observations and apply ethical principles to the facts? How best can you demonstrate principled leadership and build and engage your senior management team to support inclusive, ethical decision-making and good governance? This interactive session will provide an opportunity to share and discuss with your peers some of the challenges in speaking truth to power.

	LGMA gratefully acknowledges the financial support of: 
-------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------

10:00 -10:20 AM	REFRESHMENT BREAK
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10:20 – 11:15 AM	THINKING OUTSIDE THE BOX: SOCIAL PROCUREMENT
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Panelists: Kim Buksa, Social Planner, City of Vancouver
Daniel Sailland, CAO Town of Qualicum Beach

A number of local governments have adopted social procurement frameworks or policies to leverage public dollars and achieve desirable and targeted social impact through the competitive bid and purchasing processes. This session will focus on what social procurement looks like in a local government context and how it has been successfully used in large and smaller municipal contexts.

11:15 – NOON	NEW CROSSING RAILWAY REGULATIONS AND STANDARDS
---------------------	-------------------------------------------------------

Presenters: **Ana Coady, Railway Works Engineer , Transport Canada**
Julianne Threlfall, Manager of Public Works and Engineering, CN

Local governments with railway crossings have a shared responsibility to meet Transport Canada's new Grade Crossing Regulations and Grade Crossing Standards. All crossings that currently do not meet the engineering standards must be upgraded by November 2021. This could have a significant financial impact on local governments that have not budgeted for these upgrades. This technical session will provide an opportunity to learn more about the new regulations, expectations and requirements for local governments.

NOON 12:45 – 1:15 PM	LUNCH UPDATE from the Ministry of Municipal Affairs and Housing
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Ministry of Municipal Affairs and Housing Update from the Assistant Deputy Minister, Tara Faganello.

1:15 – 2:45 PM	WINNING THE WAR ON TALENT Winning the War on Talent
-----------------------	----------------------------------------------------------------------

Facilitators: **Tara Parry, Regional Manager, Robert Half Vancouver (TBC)**
Jacquie Griffiths, Metro Vancouver Regional Employers Service

CAO Panelists: **Gerald Pinchbeck, CAO, District of Houston**
+ 1 additional CAO TBC

There's a shift in what the next generation of employees are looking for in a career. Do you know what are they looking for? How can you attract and retain them and how do you manage them? What strategies are other municipalities using?

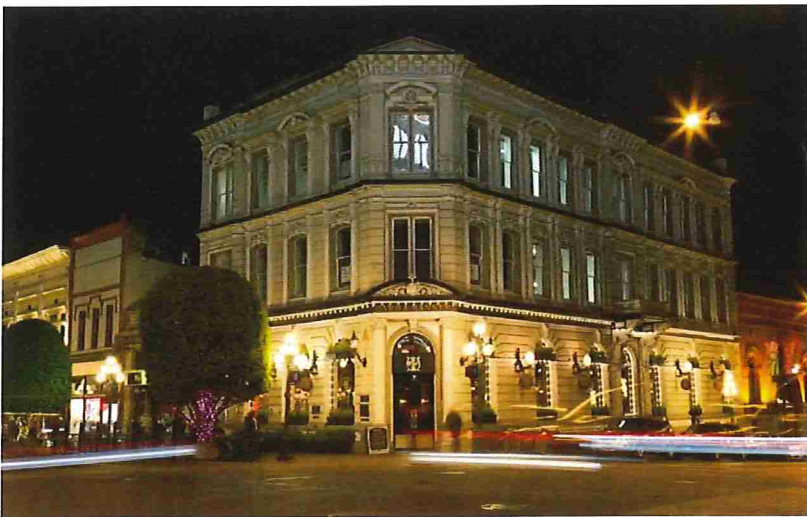
2:45 – 3:15 PM	REFRESHMENT BREAK
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3:15 – 5:00 PM**KNOWLEDGE CAFÉ AND NETWORKING**

This session will create an opportunity for CAOs to informally discuss common problems and the solutions that are working for them.

**5:45 PM****MEET IN HOTEL FOYER AND WALK TO
BARD & BANKER FOR OFF-SITE DINNER**

Delegates will meet in the hotel foyer and walk to the Bard & Banker on Government Street for a private dinner function.

6:00 – 9:00 PM**OFF-SITE DINNER
BARD & BANKER**

Join your colleagues for conversation and a casual dinner in a private and relaxed atmosphere at Victoria's famous Bard & Banker.

The Victorian-era building is steep in history as it was originally opened in 1885 as the Bank of BC where it remained a bank until 1988.

THURSDAY, FEBRUARY 27, 2020

7:45 – 8:30 AM	BREAKFAST Pacific Ballroom Foyer
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8:30 – 9:30 AM	COMMUNITY-SIZE ROUNDTABLE DISCUSSIONS
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This session provides an opportunity for participants to discuss ideas, challenges and opportunities with CAOs from like-sized communities.

9:30 – 10:00 AM	REFRESHMENT BREAK
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10:00 -11:00 AM	LEGAL UPDATE
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Presenter: **Don Lidstone, Lidstone & Company**

An update on the current legal cases of interest and how they impact local government decision-making.

Don Lidstone has practiced municipal law since 1980. His focus is in the areas of governance, finance, land use, sustainability, and drafting bylaws and legislation. Invited to speak regularly at conferences and universities, he has chaired the Sustainable Region Initiative, Liquid Waste Expert Review Panel, Fire Services Review Panel and the Municipal Law Section of the Canadian Bar Association. Mr. Lidstone has published numerous papers and manuals and consulted on the development of the *BC Community Charter* as well as other municipal statutes in a number of provinces. He was designated Queen's Counsel in 2008.

11:00 AM – 12:15 PM	THE CLIMATE CRISIS – LESS WORDS, MORE ACTION
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Presenters: **Lisa Spitale, CAO, City of New Westminster,**
Patrick Robins, CAO, District of Central Saanich
Glen Brown, General Manager, UBCM
Climate Adaptation Committee Rep TBD

This session will include a discussion of various actions that local governments are taking to fulfill their Climate Action Charter commitments and how has funding been allocated regionally/provincially and what grant funding is coming up that local governments can apply for to meet their commitments. Regardless of the size of your community, this discussion will inspire and affirm the significant impact that local governments can make to be leaders in climate adaptation.

12:15 – 1:00 PM	WORKING LUNCH
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1:00 – 2:00 PM	BUILDING BUNDLE
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Facilitator: Paul Gipps, CAO, City of West Kelowna,
LGMA representative on Building Regulatory Regime

Panelists: Manjit Sohi, Interim CEO, BOABC
Andrew Pape-Salmon, Executive Director, Ministry of Municipal Affairs and Housing

Join us for important updates on the efforts under way to support local governments prepare for new building inspection and BC Energy Step Code implementation. Significant time will be allocated for questions and answers.

2:00 PM	ADJOURN
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CAO FORUM PROGRAM ADVISORY COMMITTEE

The program was designed with the input of experienced local government practitioners. LGMA wants to thank the following people:

Peter de Verteuil, CAO, City of Duncan
Colleen Hannigan, CAO, District of Barriere
Darlene Morgan, CAO, Nisga'a Village of Gitlaxt'aamik
Monika Schitteck

Duncan Redfearn, CAO, City of Dawson Creek
Mark Tatchell, CAO, Village of Tahsis
David Trawin, CAO, City of Kamloops

PARKS AND RECREATION COMMITTEE MEETING – MINUTES

Minutes of the Parks and Recreation Committee Meeting held on Thursday, September 26, 2019 in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



MEMBERS PRESENT

Councillor Kim Trowbridge (Chair)
Mike Dykstra
Susan Mueckel
Bruce Scatchard

MEMBERS ABSENT

Jay Sheere

OTHERS PRESENT

Stewart Campbell, Labourer

1. CALL TO ORDER

Chair Trowbridge called the meeting to order at 7:00 p.m.

2. APPROVAL OF THE AGENDA

It was MOVED and SECONDED:

That the Agenda be approved as circulated.

Carried Unanimously

6. NEW BUSINESS

(a) Trail Mapping

Committee members engaged in discussion regarding trail mapping and connection with a focus on:

1. Hatchery Trail
2. Elementary Trail including bridge crossing

Points included:

- Access and feasibility of bridge on Elementary trail including potential for access to private lands
- Funding options

Action Item: Staff to provide original quote for Elementary Trail bridge crossing to Parks and Recreation Committee members.

3. MINUTES

(a) Minutes of the Meeting held on May 15, 2019

It was MOVED and SECONDED:

That the Minutes of the Parks and Recreation Committee Meeting held on May 15, 2019 be adopted as circulated.

Carried Unanimously

4. BUSINESS ARISING FROM THE MINUTES

None.

5. UNFINISHED BUSINESS

None.

6. NEW BUSINESS

(a) Trail Mapping

Discussion continued on trail needs and connectivity in Anmore.

It was MOVED and SECONDED that the Committee recommends to Council THAT Council include a condition for the developer to construct a multi-use pathway along Sunnyside to 1st Avenue when considering development of loco lands.

Carried Unanimously

Action Item: Staff to provide large scale trail map for drawing purposes for next meeting.

It was MOVED and SECONDED that the Committee recommends to Council THAT staff be directed to discuss with BC Hydro and other parties facilitation of a connection of the Bella Terra development to the Academy Trail.

Carried Unanimously

7. **ADJOURNMENT**

It was MOVED and SECONDED:

To adjourn the meeting at 8:25 p.m.

Carried Unanimously

Certified Correct:

“Karen Elrick”

Karen Elrick
Manager of Corporate Services

Approved:

“Kim Trowbridge”

Councillor Kim Trowbridge
Chair, Parks and Recreation Committee

November 7, 2019

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

Dear Mayor McEwen:

We are following up on our email sent on May 1st, 2019 regarding the My Health My Community (MHMC) survey. We anticipate launching the MHMC survey in Anmore in the spring of 2020.

Thank you for taking the time to provide us with your community-specific questions to address your local needs, goals and interests. Following consultations with various City stakeholders, including Councillors and staff, the following questions have been added to the survey for your community:

1. Thinking about the public greenspaces (e.g. parks, trails) available within Anmore (not including Buntzen Lake Recreation Area), is there anything currently preventing you from using these amenities more often? Check all that apply.
 1. They are not accessible
 2. They do not have public washrooms
 3. They do not have the facilities I would like (e.g. tables, benches, equipment)
 4. They are not well maintained
 5. They are not suitable for my uses (e.g. playing sports)
 6. They are not within walking distance of my home
 7. Too crowded
 8. I prefer greenspaces or parks in other communities
 9. Other – please specify: _____
 10. There is nothing stopping me from using public greenspaces in Anmore more often
 11. I don't feel like I need to use public greenspaces in Anmore more often
 12. Prefer not to answer

2. In the past 12 months, what leisure and recreation activities have you participated in or attended? Check all that apply.
 1. Water sports (swimming, surfing, kayaking, canoeing, etc.)
 2. Snow sports (skiing, snowboarding, snowshoeing, ice skating, etc.)
 3. Group/Team sports (basketball, soccer, hockey, badminton, etc.)
 4. Cycle sports (road cycling, mountain biking, etc.)
 5. Other outdoor activities (fishing, hiking, camping, golf, running, walking, etc.)

6. Other physical activities (aerobics, gymnastics, yoga, tai chi, fitness classes, strength training, dancing, etc.)
 7. Attended a cultural/artistic event (concert, dancing, performance art, visual arts, etc.)
 8. Participated in a creative/artistic activity (crafts, pottery, writing, painting, drawing, photography, playing music, etc.)
 9. Other, please specify:
 10. None
 11. Prefer not to answer
3. Given the Village is exploring options for a Community Hall, what activities/uses would you be most interested in attending/participating in? Check all that apply.
1. Physical activities (yoga, tai chi, fitness classes, dancing, etc.)
 2. Group gatherings (seniors, youth, common interest, etc.), please specify:
 3. Cultural/artistic events (concert, dancing, performance art, visual arts, etc.)
 4. Creative/artistic activities (crafts, pottery, writing, painting, drawing, photography, playing music, etc.)
 5. Casual meet-up space (tables, chairs, sofas, etc.)
 6. Other, please specify:
 7. None
 8. Prefer not to answer
4. Is there anything currently preventing you from seeing your friends and/or family members as much as you would like to? Check all that apply.
1. Work or school obligations
 2. Family obligations
 3. Living too far away
 4. Physical health issues
 5. Mental health issues
 6. Inadequate transport
 7. Traffic congestion
 8. Personal finances
 9. Lack of space or place to get together
 10. Time pressure or not enough time
 11. Feeling overwhelmed or stressed
 12. Nothing is preventing me from seeing friends and/or family
 13. Other
 14. I don't know
 15. Prefer not to answer
5. Have you received information or training on disaster or emergency preparedness in the past 12 months?
1. Yes
 2. No
 3. I don't know

4. Prefer not to answer

The online survey will be promoted through traditional and online media and will be offered in English, simplified Chinese and Punjabi. Additionally, our MHMC surveyors will attend community events to reach local residents.

We will contact you with a specific launch date when it becomes available, and look forward to engaging you to identify opportunities to promote the survey in your community.

In the meantime, if you have questions or would like to discuss potential events or other channels to promote the survey, please contact your local Fraser Health Community Health Specialist, Richelle Foulkes at richelle.foulkes@fraserhealth.ca or the Fraser Health MHMC survey lead, Dr. Ingrid Tyler at Ingrid.Tyler@fraserhealth.ca.

Visit the My Health My Community [website](#) and follow us on [Twitter](#) and [Facebook](#) for news and events.

Sincerely,



Dr. Ingrid Tyler, MD, CCFP, MHSc, MEd, FRCPC
Medical Health Officer – Medical Director
Fraser Health Authority

Cc: Polly Krier – Councillor
Juli Halliwell - Chief Administrative Officer
Richelle Foulkes – Community Health Specialist



November 12, 2019

Dear UBCM Member Local Governments,

I am writing on behalf of Victoria City Council, requesting favourable consideration of these resolutions and that you share this support with the Provincial Government for the following resolutions. Unfortunately, despite the fact that we are have an opioid crisis across the Province, these resolutions did not make it onto the floor of the UBCM at this year's convention as the resolutions session ran out of time.

(B171) Safer Drug Supply to Save Lives

Whereas It has been two years since BC declared a public-health emergency due to increased overdoses, yet the death toll for those consuming substances continues to rise due to an unpredictable and highly-toxic drug supply;

And whereas people with opioid use disorder, a chronic relapsing medical condition, are at high risk of overdose- related harms including death and an estimated 42,200 people inject toxic substances in British Columbia, it is not possible for the treatment system to rapidly increase services fast enough to manage this number of people as "patients" within a medical treatment model given the many challenges in achieving and retaining the people on opioid use disorder treatment, people at risk of overdose in British Columbia do not have access to a safer alternative to the unpredictable, highly-toxic drug supply:

Therefore be it resolved that in an effort to save lives and reduce harm due to an unpredictable and highly-toxic drug supply, and as part of a holistic response to the public-health emergency, including prevention, treatment, and recovery, that the Province of British Columbia work with local communities, Health Authorities across the Province, the Ministry of Mental Health and Addictions, and the Ministry of Health ensure that people at risk of overdose harm have access to safer alternatives.

(B172) Observed Inhalation Sites for Overdose Prevention

Whereas British Columbia is currently experiencing an unprecedented public health emergency due to an unpredictable and highly-toxic drug supply, and smoking or inhalation is the second most common mode of consumption among all people who have died from a suspected illicit drug overdose and the most common mode of consumption among men and those between the ages of 15 and 29;

And whereas observed consumption services (i.e. supervised consumption services and overdose prevention services) are evidence-based harm reduction approaches shown to reduce overdose-related harm, and there is not adequate access to observed consumption services that provide space for inhalation where communities are facing crisis:

Therefore be it resolved that to ensure that people at risk of overdose across BC have access to observed consumption services that provide space for inhalation, that the Province of British Columbia fund and work through local communities, Health Authorities across the Province, the Ministry of Mental Health and Addictions and the Ministry of Health to provide these services as part of a holistic response to the public-health emergency, including prevention, treatment, and recovery.

We eagerly look forward to your support on this matter.

Sincerely,

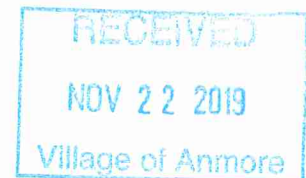
A handwritten signature in black ink, appearing to read 'Lisa Helps', written over the printed name.

Lisa Helps
Victoria Mayor

File: CR-12-01
Ref: SDD 2019 Nov 1

NOV 19 2019

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



Dear Ms. Halliwell:

Re: Proposed Amendments to GVS&DD Cost Apportionment Bylaw No. 283, 2014 – Village of Anmore

At its November 1, 2019 regular meeting, the Board of Directors of the Greater Vancouver Sewerage & Drainage District (Metro Vancouver) adopted the following resolution:

That the GVS&DD Board give first, second and third reading to Greater Vancouver Sewerage and Drainage District's Cost Apportionment Amending Bylaw No. 332, 2019.

Enclosed is a copy of the staff report, that includes the proposed amendments to the *GVS&DD Cost Apportionment Bylaw*, for your information.

Until notified by the Village of Anmore, GVS&DD staff will withhold advancing the Bylaw amendments to the Board for final adoption. Once the Village is ready, please provide the GVS&DD with Council endorsed correspondence indicating willingness by the Village to complete the membership process.

If you have any questions, please contact Peter Navratil, General Manager, Liquid Waste Services, by phone at 604-432-6491 or by email at Peter.Navratil@metrovancover.org.

Sincerely,

A blue ink handwritten signature, appearing to read "Chris Plagnol".

Chris Plagnol
Corporate Officer

CP/PN/jb

33488320

cc: Peter Navratil, General Manager, Liquid Waste Services
Dean Rear, Acting Chief Financial Officer/General Manager, Financial Services
Jessica Beverley, Corporate Solicitor/Director, Legal Services and Indigenous Relations

Encl: Report dated October 10, 2019, titled "Proposed Amendments to GVS&DD Cost Apportionment Bylaw No. 283, 2014 – Village of Anmore" (*Doc #32206804*)

To: Liquid Waste Committee

From: Peter Navratil, General Manager of Liquid Waste Services
Dean Rear, Acting GM Financial Services/CFO, Finance and Administration

Date: October 10, 2019 Meeting Date: October 17, 2019

Subject: **Proposed Amendments to GVS&DD Cost Apportionment Bylaw No. 283, 2014 – Village of Anmore**

RECOMMENDATION

That the GVS&DD Board give first, second and third reading to Greater Vancouver Sewerage and Drainage District's Cost Apportionment Amending Bylaw No. 332, 2019.

PURPOSE

To propose amendments to the GVS&DD Cost Apportionment Bylaw (see Attachment) that would come into effect upon membership of the Village of Anmore in the GVS&DD by proposing that a connection fee be remitted by the Village of Anmore for all residential dwelling units initially added to the Fraser Sewerage Area and a conditional waiver of the growth charge which would remain in effect until such time that the Village of Anmore requests additional amendments to the Fraser Sewerage Area.

BACKGROUND

At the March 29, 2019 GVS&DD Board meeting, the Board received the report titled "Support for the Village of Anmore's Membership in the Greater Vancouver Sewerage and Drainage District" and endorsed the following motion:

That the GVS&DD Board

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

At their June 13, 2019 meeting, the Liquid Waste Committee received a delegation from the Village of Anmore requesting that the existing service agreement with the Eagle Mountain Middle School be extended to include residential properties at the Anmore Green Estates.

At the July 26, 2019 meeting the GVS&DD Board received the report titled “Regional Sewerage Services – Village of Anmore” and adopted the following:

That the GVS&DD Board direct staff to review the GVS&DD Cost Apportionment Bylaw No. 283, 2014 with respect to how growth charges are calculated and apportioned to Anmore.

This report responds to the Liquid Waste Committee’s request for further information on the request for extension of the sewerage system to service properties in the Village of Anmore and recommends parameters for amendments to the *GVS&DD Cost Apportionment Bylaw No. 283, 2014*.

GROWTH CHARGE CALCULATION – COST APPORTIONMENT BYLAW

Under the GVS&DD Cost Apportionment Bylaw, the annual levy consists of three streams of costs:

1. Operating Expenditures – costs to operate the sewer facilities within the Sewerage Area. (flow based allocation)
2. Non-Growth Capital Expenditures – costs to replace aging existing infrastructure (flow based allocation)
3. Growth Capital Expenditures (charge for growth) – the net costs, after the application of Development Cost Charges (DCC), to expand facilities to accommodate growth within the Sewerage Area (costs allocated based on 5-year average population growth)

The calculation of the charge for growth is based on a member’s 5-year average population growth (the entire population of the municipality - not the population within the sewerage area). Specifically, the population information is derived from the population data for municipalities published by the Government of British Columbia.

For existing GVS&DD member municipalities the growth charge formula is fair and equitable. Of the 18 jurisdictions to which growth charges are allocated, ten have almost their entire municipal population within the serviced sewerage area boundary. The remaining eight jurisdictions have a relatively small portion of their population outside of the sewerage area boundary and serviced by on-site systems. These municipalities all have the majority of their population base connected to the GVS&DD sewerage system and the majority of their population growth is occurring within their sewerage area boundaries. The GVS&DD allocated growth charges are distributed by each member municipality to a large growing population base within the sewerage areas.

Village of Anmore Projected Growth Anomaly

The anomaly that exists when the Fraser Sewerage Area cost apportionment formula is applied to the Village of Anmore is that their initial serviced population will only include about 125 residents in Anmore Green Estates - a 51-unit townhouse complex with a failing on-site treatment system. The majority of the Anmore population, currently about 2500 residents, will be outside the initial sewerage area boundary in rural Anmore. These residents are each required to install, operate and maintain their own on-site wastewater systems at their own cost. Population growth in Anmore is projected to continue in the rural area using on-site systems and will not be connected to the

GVS&DD sewer system. Unlike the other GVS&DD members where the growth is occurring within the sewerage area, the growth in Anmore is occurring in the rural area outside the proposed GVS&DD sewerage area boundary.

Proposed Cost Apportionment Bylaw Waiver and Connection Fee

Given the anomaly of no anticipated growth within the boundaries of the Fraser Sewerage Area for that portion of the sewerage area defined within the Village of Anmore, it is proposed to initially waive the growth charge for the Village of Anmore once they become a member of the GVS&DD. Instead the Village would be assessed a one-time connection fee for the initial connection to the GVS&DD system. This connection fee would be based on the historical value of the Fraser Sewerage Area liquid waste system as well as investments made in the system in 2019 and 2020.

The first GVS&DD charges levied to the Village of Anmore would likely occur in 2021, hence the connection fee is based on the total investment to the end of 2020. A connection fee of \$4907 would be applicable to each residential dwelling unit (Each individual strata unit in the case of Anmore Green Estates) joining the Fraser Sewerage Area. The Village of Anmore would be invoiced the total connection fee for each dwelling unit being added to the Fraser Sewerage Area.

Application of Connection Fees and Development Cost Charges

If additional residential or strata dwelling units are created within that portion of the Fraser Sewerage Area that includes the Village of Anmore that do not trigger a FSA boundary amendment, additional connection fees will be applied for each new dwelling unit added to the sewerage area. In addition, DCC's may apply if additional density pursuant to the provisions of the GVS&DD DCC Bylaw.

Future Amendment to the Fraser Sewerage Area Boundary

Should there be future amendments requested by the Village of Anmore to the Fraser Sewerage Area boundary to include lands beyond Anmore Green Estates, or to change the property footprints within Anmore Green Estates, the waiver provisions for the annual charge for growth and the connection fee would no longer apply. The annual growth charge set out in the GVS&DD cost apportionment bylaw would be fully applied and assessed to the Village of Anmore.

ALTERNATIVES

1. That the GVS&DD Board give first, second and third reading to Greater Vancouver Sewerage and Drainage District's Cost Apportionment Amending Bylaw No. 332, 2019.
2. That the GVS&DD Board receive for information the report dated October 3, 2019 titled "Regional Sewerage Services Growth Charge – Village of Anmore" and provide alternate direction.

FINANCIAL IMPLICATIONS

If the Board approves Alternative 1, the Cost Apportionment Amending Bylaw will be given three readings but will not be adopted. This will enable the Village of Anmore to determine the total cost of membership within the GVS&DD. Individual dwelling units within Anmore Green Estates would each be assessed a connection fee of \$4907 per residential strata unit payable by the Village of Anmore within 120 days of bylaw adoption. The amending bylaw would not be adopted until after the Village of Anmore has been added as a member to the GVS&DD.

Eagle Mountain Middle School previously paid an amount equivalent to a DCC fee when it was connected in 2014 and therefore, a connection charge will not apply to the school. If additional dwelling units or density is created within the boundaries of the Fraser Sewerage Area, additional connection fees will apply and DCC's may apply subject to the provisions of the GVS&DD DCC Bylaw.

Under Alternative 2, the Board may wish to provide alternate direction with respect to the proposed bylaw amendment which includes a waiver to the regional growth charge and the proposed connection fee approach.

SUMMARY / CONCLUSION

At the July 26, 2019 meeting the GVS&DD Board directed staff to review the *GVS&DD Cost Apportionment Bylaw No. 283, 2014* with respect to how growth charges are calculated and apportioned to Anmore.

Staff have reviewed the growth charge formula and identified an anomaly that exists when the formula is applied to Anmore should they join the GVS&DD. The initial serviced population will only include about 125 residents in Anmore Green Estates - a 51-unit townhouse complex with a failing on-site treatment system. The majority of the Anmore population, currently about 2500 residents, will be outside the initial sewerage area boundary in rural Anmore. Unlike the other GVS&DD members where the growth is occurring within the sewerage area and the growth charge is proportionately applied, the growth in Anmore is occurring in the rural area outside the proposed GVS&DD sewerage area boundary.

To address the growth charge anomaly, it is proposed that the Board consider giving 3 readings to an amending bylaw that would introduce a conditional waiver of the growth charge to the Village of Anmore, along with a one-time connection fee specific to the connection of individual residential strata units in Anmore Green Estates. Should the Village of Anmore apply for an expansion of the Fraser Sewerage Area in the future, the waiver would no longer apply and the Village would be subject to growth charges in the same manner as other GVS&DD members within the Fraser Sewerage Area.

The proposed approach will provide certainty to the residents of Anmore Green Estates and to the Village of Anmore with respect to the anticipated cost of membership within the GVS&DD. Connection to the GVS&DD system will resolve outstanding environmental issues associated with the failing septic system and will enable the Village of Anmore to avoid the requirement for completing its own Liquid Waste Management Plan. On this basis staff recommend approval of alternative one.

Attachment

1. Greater Vancouver Sewerage and Drainage District Cost Apportionment Amending Bylaw No. 332, 2019

32206804

GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT

BYLAW NO. 332, 2019

A Bylaw to Amend Greater Vancouver Sewerage and Drainage District
Cost Apportionment Bylaw No. 283, 2014 to Allocate Charges to the Village of Anmore

WHEREAS:

- A. the Board of Directors of the Greater Vancouver Sewerage and Drainage District adopted "Greater Vancouver Sewerage and Drainage District Cost Apportionment Bylaw No. 283, 2014" on March 28th, 2014;
- B. "Greater Vancouver Sewerage and Drainage District Cost Apportionment Bylaw No. 283, 2014" sets out the method of apportioning annual sewerage and drainage expenditures among the member municipalities, as permitted by section 55(4) of the Greater Vancouver Sewerage and Drainage District Act; and
- C. the Board of Directors of the Greater Vancouver Sewerage and Drainage District wishes to amend the "Greater Vancouver Sewerage and Drainage District Cost Apportionment Bylaw No. 283, 2014".

NOW THEREFORE the Board of the Greater Vancouver Sewerage and Drainage District enacts as follows:

Citation

- 1. This Bylaw may be cited as the "Greater Vancouver Sewerage and Drainage District Cost Apportionment Amending Bylaw No. 332, 2019".

Amendment of Bylaw

- 2. "Greater Vancouver Sewerage and Drainage District Cost Apportionment Bylaw No. 283, 2014" is hereby amended as follows:
 - (a) the definition "**Village of Anmore Flow**" is added to the definitions in section 1 in alphabetical order as follows:

"**Village of Anmore Flow**" in respect of any 12-month period means 80 percent of the average daily flow of water discharged from the Village of Anmore, as determined by the Corporation, and based upon:

 - (i) water metering at Anmore Green Estates and Eagle Mountain Middle School, and
 - (ii) such other data deemed relevant by the Corporation for making a determination of such average daily flow;

2. Section 4.8 is added as follows:

4.8 Special Apportionment for the Fraser Sewerage Area

- (a) Despite section 4.5, for the Fraser Sewerage Area, the Corporation will not apportion to the Village of Anmore costs apportioned to the Fraser Sewerage Area under sections 4.2 and 4.3, except if the Fraser Sewerage Area boundary within the Village of Anmore is further extended to service sites beyond the existing building footprint at Anmore Green Estates or sites beyond the Fraser Sewerage Area boundary at Eagle Mountain Middle School, in which case the Corporation will, in accordance with section 4.5, further apportion to the Village of Anmore as a member municipality those costs apportioned to the Fraser Sewerage Area under sections 4.2 and 4.3.

3. Section 7.4 is deleted and replaced as follows:

7.4 Except as otherwise provided in this bylaw, the total of:

- (a) the portion of the Regional Share apportioned to the Fraser Sewerage Area under section 6.1;
- (b) the Sewerage Area Share apportioned to the Fraser Sewerage Area under section 6.2;
- (c) the Tier I Non-Growth Component apportioned to the Fraser Sewerage Area under section 6.3; and
- (d) all other costs apportioned to the Fraser Sewerage Area pursuant to section 9,

will, except for the amount apportioned under section 8A.1, be apportioned among the member municipalities of the Fraser Sewerage Area in the proportion that 100% of the Dry Weather Flow for each member municipality during the five year period ending June 30 of the previous year, less 100% of the Industrial Flows for each such member during the same period, bears to 100% of the Dry Weather Flow for the entire Fraser Sewerage Area, less 100% of the Industrial Flows for the entire Fraser Sewerage Area, during the same period.

4. Section 8A is added as follows:

8A. Special Apportionment for the Fraser Sewerage Area

8A.1 For the purposes of further apportioning costs apportioned to the Fraser Sewerage Area, under section 7.4:

- (a) The amount to be apportioned to the Village of Anmore in respect of Anmore Green Estates and Eagle Mountain Middle School will be equal to that portion of the Tier I Non-Growth Component, Tier II Non-Growth Component and Tier III Non-Growth Component Costs apportioned to the Fraser Sewerage Area that are attributable to Village of Anmore Flow; and
- (b) As of the date of adoption of this Bylaw, for each individual residential strata lot that exists or is created within the Village of Anmore in the Fraser Sewerage Area, Anmore must pay to the Corporation a connection fee equivalent to \$4,907.00 per residential strata lot.

Read a first time this _____ day of _____, _____.

Read a second time this _____ day of _____, _____.

Read a third time this _____ day of _____, _____.

Passed and finally adopted this _____ day of _____, _____.

Sav Dhaliwal, Chair

Chris Plagnol, Corporate Officer