

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for  
Tuesday, October 6, 2020 at 7:00 p.m. in Council Chambers at Village Hall,  
2697 Sunnyside Road, Anmore, BC



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**NOTE: The Village Hall/Council Chambers is now open in a limited capacity to the public due to COVID-19. Physical distancing measures have been put in place to allow members of the public to attend in person with a maximum capacity of 20 persons, including staff and council. Alternatively, members of the public may view our Regular Council meeting by accessing the meeting via our new YouTube channel. Questions/comments regarding the agenda may be submitted up to 4:00pm on meeting days by email to [karen.elrick@anmore.com](mailto:karen.elrick@anmore.com) or delivery to Village Hall to be read during the meeting.**

[https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view\\_as=subscriber](https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view_as=subscriber)

THIS MEETING'S PROCEEDINGS WILL BE BROADCAST LIVE VIA YOUTUBE AND AVAILABLE AS A  
RECORDED ARCHIVE ON THE VILLAGE WEBSITE

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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**

Recommendation: That the Minutes of the Regular Council Meeting held on September 15, 2020 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 11 **(a) Village of Belcarra OCP and Zoning Bylaw Amendment**

Recommendation: That Council receive communication dated September 17, 2020 from Village of Belcarra regarding OCP and Zoning Bylaw Amendment, for information.

Page 14 **(b) Waste Reduction Week in Canada**

Recommendation: That Council proclaim October 19<sup>th</sup> to October 25, 2020 as Waste Reduction Week.

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

**9. Legislative Reports**

None.

**10. Unfinished Business**

**11. New Business**

**(a) Halloween Fireworks and Light Up Spirit Park Events 2020**

Recommendation: That Council direct staff to cancel the 2020 Halloween Fireworks and 2020 Light Up Spirit Park Events due to the COVID pandemic.

Page 15 **(b) 2020 Invasive Plant Management on Village of Anmore Municipal Property by Invasive Species Council of Metro Vancouver**

Invasive Species Council of Metro Vancouver Anmore 2020 Final Report attached.

Page 23 **(c) Protective Services Committee / Community Block Watch Program**

Report dated October 2, 2020 from the Manager of Corporate Services attached.

Page 31 **(d) UBCM Housing Needs Assessment Grant Application**

Report dated September 29, 2020 from the Chief Administrative Officer attached.

**12. Items from Committee of the Whole, Committees, and Commissions**

Page 45 **(a) Greenway Strategy Policy 65**

At the September 16, 2020 Parks and Recreation Meeting the Committee made the following recommendation:

“That the Committee recommend That Council endorse Greenway Strategy Policy No. 65.”

**13. Mayor’s Report**

**14. Councillors Reports**

**15. Chief Administrative Officer’s Report**

**16. Information Items**

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

- Page 52 • Minutes of the Parks and Recreation Committee Meeting held on November 20, 2019
- Page 55 • Minutes of the Environment Committee Meeting held on May 21, 2020
- Page 57 • Minutes of the Sasamat Volunteer Fire Department Board of Trustees Meeting held on August 13, 2020

**(b) General Correspondence**

- Page 64 • Office of the Ombudsperson Quarterly Report: January 1 – March 31, 2020 and April 1 – June 30, 2020
- Page 68 • Council of Senior Citizens’ Organization of BC regarding Observation of UN International Day of Older Persons – October 1
- Page 70 • Ministry of Child and Family Development – Foster Family Month October

- Page 71      • Metro Vancouver Climate and Energy UBCM Resolutions endorsed by Metro Vancouver Member Jurisdictions
- Page 79      • Caring for the Air 2020, Metro Vancouver's Report on Air Quality and Climate Change

**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, September 15, 2020 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

### ABSENT

### OTHERS PRESENT

Juli Halliwell, CAO  
Karen Elrick, Manager of Corporate Services  
Richard White, RWPAS Ltd., Planning Consultant\*\*

#### 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:

R117/20                      That the Agenda be approved as circulated.

Carried unanimously

#### 3. Public Input

None.

#### 4. Delegations.

Helena Michelis and Tom Zajac, Coquitlam Search and Rescue, provided a presentation which is included as Attachment 1 and forms part of the original minutes.

Ms, Michelis outlined the activities of the Coquitlam Search and Rescue (CSAR), a non-profit volunteer organization that provides land and inland water search and rescue services and wilderness public safety education.

Points included:

- Desire for a Council liaison to the organization. Cllr. Weverink volunteered to be the liaison for Anmore Council
- Council encouraged CSAR to apply for Anmore Community Grant funding as they rely on community support for funding

**5. Adoption of Minutes**

**(a) Minutes of the Regular Council Meeting held on September 1, 2020.**

R118/020            That the Minutes of the Regular Council Meeting held on September 1, 2020 be adopted, as circulated.

Carried unanimously

**6. Business Arising from Minutes**

**7. Consent Agenda**

None.

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

**9. Legislative Reports**

**(a) Municipal Approving Officer for the Village of Anmore**

It was MOVED and SECONDED:

R119/020            That Council appoint Martin Greig, as the Municipal Approving Officer for the Village of Anmore pursuant to Section 77 of the Land Title Act.

Carried unanimously

**(b) Rezoning Application for 1130 Mountain Ayre Lane**

\*Councillor Trowbridge recused himself at 7:17 p.m. due to a conflict of interest as the property owner of the subject property,

Mr. Richard White, RWPAS Ltd., Planning Consultant, provided an overview of the report included in the agenda package. Mr. White noted that upon review of this application, it was determined that the proposed subdivision should be referred to the Village Approving Officer for processing and that a rezoning application is not required.

It was MOVED and SECONDED:

R120/020      That Council rescind first and second reading of the Village of Anmore Zoning Amendment Bylaw No. 628-2020.

Carried unanimously

It was MOVED and SECONDED:

R121/20      That Council accept the land dedication offer be with thanks subject to completion of the subdivision;

That Council Refer the July 21, 2020 letter from the Burrard Inlet Marine Enhancement Society to the Approving Officer for consideration as part of the subdivision process.

Carried unanimously

\*\*Richard White left the meeting at 7:30 p.m.

\*Councillor Trowbridge returned to the meeting at 7:32 p.m.

**10. Unfinished Business**

**11. New Business**

**(a) Anmore Bear Education Program Report Back**

Ms. Juli Halliwell, CAO, provided an overview of the staff report noting that education is ongoing and that staff is arranging for an information session to be developed by BC Conservation at a date to be determined.

It was MOVED and SECONDED:

R122/020      That Council receive the report titled 2020 Bear Education Program Report Back from the Chief Administrative Officer dated September 10, 2020, for information.

Carried unanimously

**(b) Update to Financial Sustainability Report**

Ms. Juli Halliwell, CAO, provided an overview of the staff report and recommendation. It was noted that staff would determine whether any initial high level analysis can take place at a staff level prior to future project consideration of hiring a consultant to undertake the work.

It was MOVED and SECONDED:

R123/020            That Council direct staff to include a project for consideration during the 2021-2025 5-Year Financial Plan deliberations titled "Financial Sustainability Plan Update"

Carried unanimously

**12. Items from Committee of the Whole, Committees, and Commissions**

None.

**13. Mayor's Report**

Mayor McEwen reported that:

- He has followed up with RCMP following the recent break in in the Village and the investigation is still active and there is no new information to share at this time. A request has been made to increase patrols and safety and security of residents is a priority. It was requested that staff bring forward the Terms of Reference for the Public Safety Committee to determine next steps and if the committee should be reinstated.
- Concerns have been raised regarding speed on side roads through Anmore. It was noted that requests for speed watch can be made through the RCMP.
- Buntzen Lake traffic was challenging but additional bylaw resources were helpful in managing the issues over the summer
- He met virtually with MP Nelly Shin and that she indicated she will be providing a letter of support for the Anmore Community Hub; further she would like to hold a virtual meeting with Anmore residents
- He will be attending a Sasamat Volunteer Fire Department Trustee meeting on Thursday where the Fire Underwriting Survey will be discussed noting that Anmore has a favourable rating
- He encourages residents to be aware of cougar activity as there was recently a dog taken by a cougar
- Capital Works projects are underway and updates regarding work and any closures are updated regularly on the Village website
- Concern has been expressed about access to the mailbox on Thomson and East Road

and requested that public works erect no parking signs

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

Councillor Laidler inquired about installing speed bumps along East Road. It was noted that since East Road is a Major Road Network road that speed bumps would not be permitted.

Councillor Krier reported that:

- Should the Public Safety Committee be reinstated it would need community volunteers
- She has noticed an increased presence from RCMP in the community
- She expressed thanks to Ron McKinnon, MP hosted a virtual community champion barbeque

Councillor Weverink reported that:

- The recent break in was very upsetting and that the community is committed to solutions
- He posted on Anmore Conversations looking for positive pictures and posts and there were over 100 responses or likes which was nice to see

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

Ms. Juli Halliwell, CAO, reported that:

- An AGE Sewer project update will be coming by email this week with a mail drop to follow
- She expressed thanks to Carmen Disiewich and communications consultant, Mickelson Consulting for continued website and social media updates to keep the community informed

#### **16. Information Items**

##### **(a) Committees, Commissions and Boards – Minutes**

None.

##### **(b) General Correspondence**

None.

#### **17. Public Question Period**

Lynn Burton submitted a question regarding Council minutes and including additional information. It was noted that all staff reports are available for viewing along with the

minutes and that Council meetings are now available in full as an archive on the Village website.

**18. Adjournment**

It was MOVED and SECONDED:

R124/2020      THAT the meeting be adjourned at 8:00 p.m.

Carried Unanimously

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Karen Elrick  
Corporate Officer

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John McEwen  
Mayor



# VILLAGE OF BELCARRA

"Between Forest and Sea"

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



September 17, 2020

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

By email: [juli.halliwell@anmore.com](mailto:juli.halliwell@anmore.com)

Please be advised, that at a Regular meeting of Belcarra Council held September 14, 2020, the following motion was passed:

1. "That the Village of Belcarra Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 569, 2020 be read a first and second time; and That the Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 569, 2020 be referred to Public Hearing on September 28, 2020.
2. That the Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 568, 2020 be read a first and second time; and That the Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 568, 2020 be referred to Public Hearing on September 28, 2020.
3. That the Village of Belcarra Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 569, 2020 and Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 568, 2020 be distributed to Metro Vancouver, the City of Port Moody, the Village of Anmore, and the Tsleil-Waututh Nation for review and comment pursuant to Section 475 of the *Local Government Act*."

The proposed Official Community Plan and Zoning amendment bylaws are included for reference.

Please do not hesitate to contact the writer if you have any comments or questions regarding the proposed amendment to the Belcarra Official Community Plan. Please submit a response by the deadline of September 28, 2020 at 4:00 pm if you wish to have it included in the Public Hearing.

Sincerely,

Lorna Dysart  
Chief Administrative Officer

cc Laura Beveridge, Pooni Group

Encl.

1. Village of Belcarra Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 569, 2020 – Road Ends
2. Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 568, 2020 – Road Ends



**VILLAGE OF BELCARRA  
Zoning Bylaw No. 510, 2018  
Amendment Bylaw No. 568, 2020**



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

NOW THEREFORE the Village of Belcarra enacts as follows:

1. That this bylaw be cited for all purposes as the “Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 568, 2020”.
2. That the “Village of Belcarra Zoning Bylaw No. 510, 2018” be amended:
  - a) By adding the following language to Section 217:

“(3) The Village may create Village-owned lots for municipal purposes or disposition that are less than 0.5 acres.”

If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed, and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Read a First Time on September 14, 2020

Read a Second Time on September 14, 2020

Public Hearing Held on

Read a Third Time on

Adopted by the Council on

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Neil Belenkie  
Mayor

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Lorna Dysart  
Chief Administrative Officer

This is a certified a true copy of  
Village of Belcarra Zoning Bylaw No. 510, 2018  
Amendment Bylaw No. 568, 2020

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Chief Administrative Officer





**VILLAGE OF BELCARRA**  
**Official Community Plan Bylaw No. 435, 2011**  
**Amendment Bylaw No. 569, 2020**



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

NOW THEREFORE the Village of Belcarra enacts as follows:

1. That this bylaw be cited for all purposes as the “Village of Belcarra Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 569, 2020”.
2. That the “Village of Belcarra Official Community Plan Bylaw No. 435, 2011” be amended:
  - a) By adding the following at the end of Section 3.1.1.b of The Official Community Plan (OCP):

“For the disposition of Village Lands, lot sizes of less than 0.5 acres shall be permitted.”

If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed, and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Read a First Time on September 14, 2020

Read a Second Time on September 14, 2020

Public Hearing Held on

Read a Third Time on

Adopted by the Council on

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Neil Belenkie  
Mayor

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Lorna Dysart  
Chief Administrative Officer

This is a certified a true copy of  
Village of Belcarra Official Community Plan Bylaw  
No. 435, 2011, Amendment Bylaw No. 569, 2020

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Chief Administrative Officer

**From:** Jessie Christophersen [<mailto:Jessie@rcbc.ca>]  
**Sent:** August-11-20 10:35 AM  
**Subject:** Municipal Proclamation Request - Waste Reduction Week 2020

Good morning,

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 19<sup>th</sup> through 25<sup>th</sup>, 2020 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 19<sup>th</sup> through 25<sup>th</sup>, 2020 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 or mailed as per the contact information below. Thanks for your continued support of this important event!

Regards,  
Jessie



**Jessie Christophersen**  
**Information & Member Services Coordinator**  
Recycling Council of British Columbia  
#10 – 119 West Pender Street, Van., BC  
V6B 1S5  
T: (604) 683-6009 ext. 317  
E: [jessie@rcbc.ca](mailto:jessie@rcbc.ca)  
W: [www.rcbc.ca](http://www.rcbc.ca)

*Download the BC Recyclepedia app:*





# 2020 Invasive Plant Management on Village of Anmore Municipal Property by the Invasive Species Council of Metro Vancouver

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Submitted to: Juli Halliwell, Village of Anmore  
604 469 9877 | [juli.halliwell@anmore.com](mailto:juli.halliwell@anmore.com)

Lance Fortier, Village of Anmore  
604 469 6622 | [lance.fortier@anmore.com](mailto:lance.fortier@anmore.com)

Submitted by: Isabel Gasior, Invasive Species Council of Metro Vancouver  
604 880 8358 | [igasior@iscmv.ca](mailto:igasior@iscmv.ca)

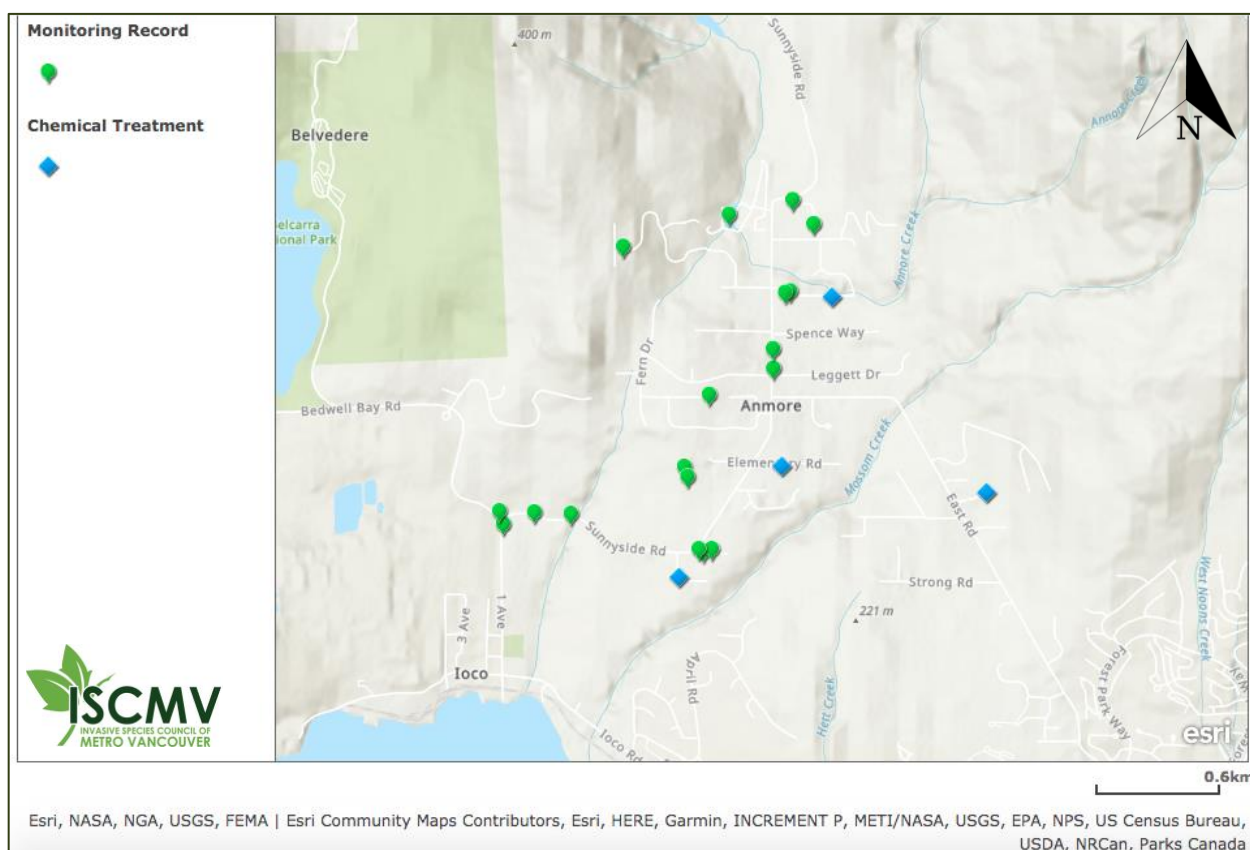
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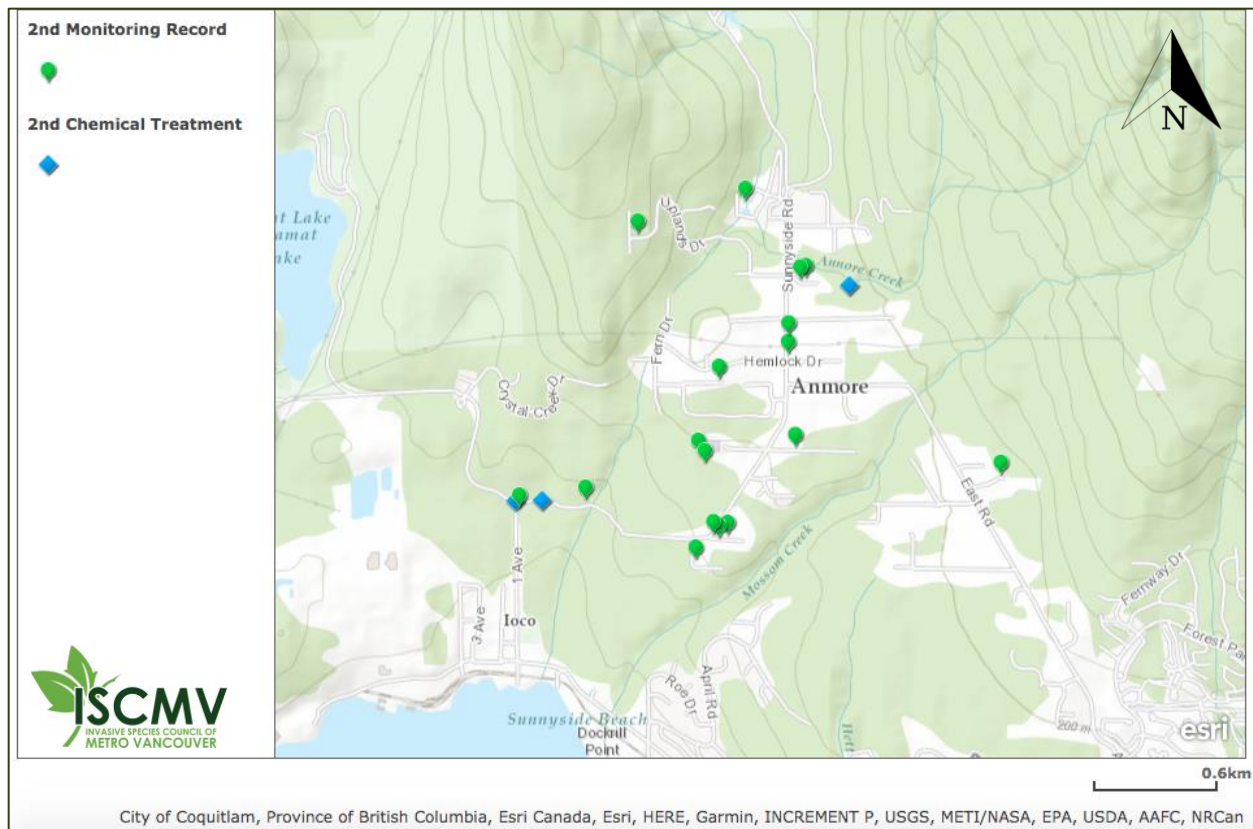
## 1.0 Introduction

The Invasive Species Council of Metro Vancouver (ISCMV) was contracted to conduct invasive plant control and monitoring activities for the Village of Anmore on municipal property during the 2020 field season, following up from treatments carried out previous years. The ISCMV was also tasked with collecting and updating the orange hawkweed inventory within the village.

Each site was treated and/or monitored at least twice. First treatments were conducted during the month of June (Figure 1), and second treatments were conducted during September (Figure 2). Treatments were conducted under the ISCMV Pesticide Use License #18943. The ISCMV will submit the required pesticide use information for work conducted on Anmore lands in our annual report to BC Ministry of Environment. The ISCMV follows all required regulations and the guidance provided for invasive plant management on provincial public lands as outlined in the [\*Invasive Plant Pest Management Plan for Provincial Crown Lands in the South Coastal Region of British Columbia \(PMP\)\*](#).



**Figure 1:** Map of chemical treatment and monitoring record locations of 1<sup>st</sup> treatments in June 2020 on Village of Anmore municipal property, B.C.



**Figure 2:** Map of locations of 2<sup>nd</sup> treatments in September 2020 of chemical treatments and monitoring records on Village of Anmore municipal property, B.C.

## 2.0 Methods

### 2.1 Chemical Control Methods

Control of knotweed species was done using chemical control via hand sprayer application. The herbicide used for control work was **VP480 (formerly Vantage XRT)**, a non-selective herbicide with active ingredient glyphosate @ 480 g active ingredient/L.

### 2.2 Monitoring Methods

ISCMV monitored treatment sites throughout the 2020 field season. Data collection for control and monitoring work was conducted in accordance with guidelines set out by the [Invasive Alien Plant Program \(IAPP\) Application](#) administered by the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Data is stored in the ISCMV files. Data on herbicide treatment and use, weather conditions, area covered by invasive plant, date/time, coordinates were recorded using an iPad. Photos of the site were also taken both during treatment and site follow up.

## 3.0 Results

### 3.1 Treating and Monitoring Historical Sites

Sites that were treated in previous years showed high efficacy as the infestations have continued to reduce in size in 2020. The table below shows a comparison of knotweed and orange hawkweed sites that require treatments between 2019 and 2020. (Table 1).

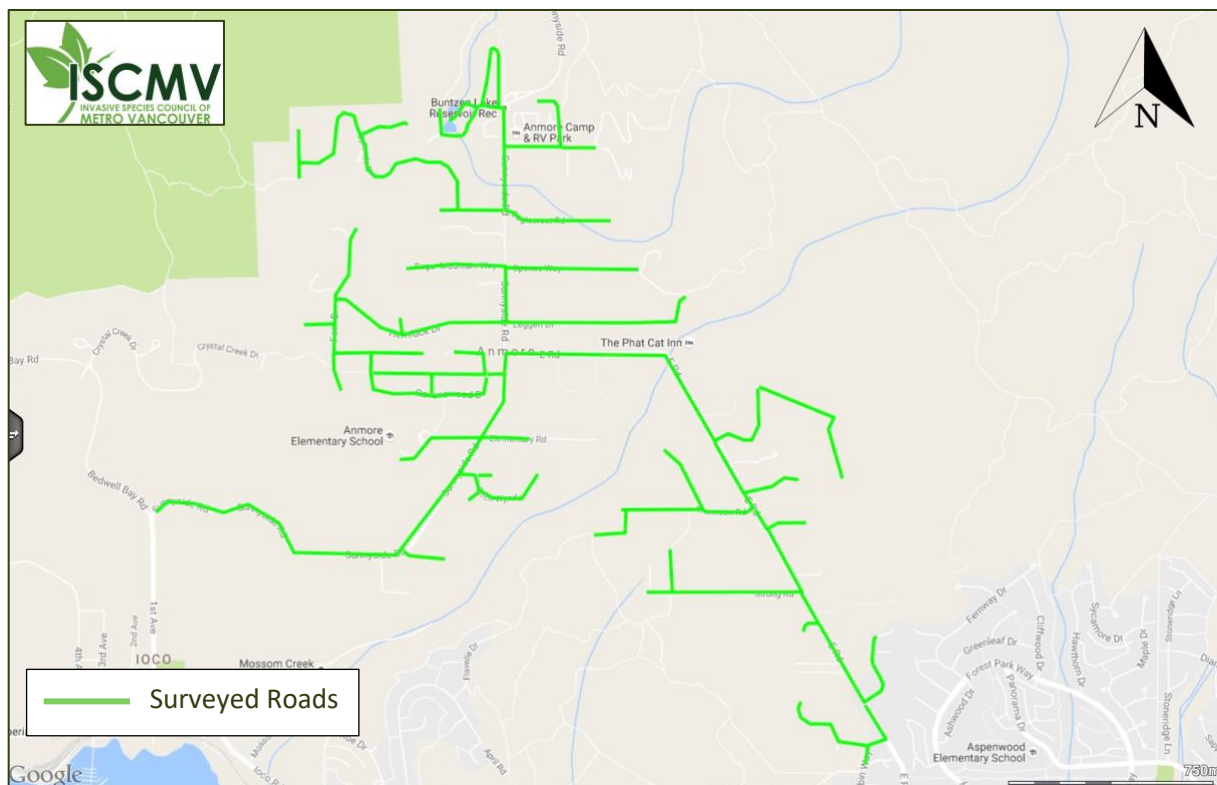
**Table 1:** Comparison of number of sites treated and monitored between first and second treatments in 2019 and 2020

	Site First Treatment		Sites Second Treatment	
	Treatment	Monitoring	Treatment	Monitoring
<b>2019</b>	13 (190 m <sup>2</sup> )	17	3 (9 m <sup>2</sup> )	26
<b>2020</b>	4 (43 m <sup>2</sup> )	18	3 (139 m <sup>2</sup> )	17

Raw data in csv, KML and shapefile formats can be supplied upon request.

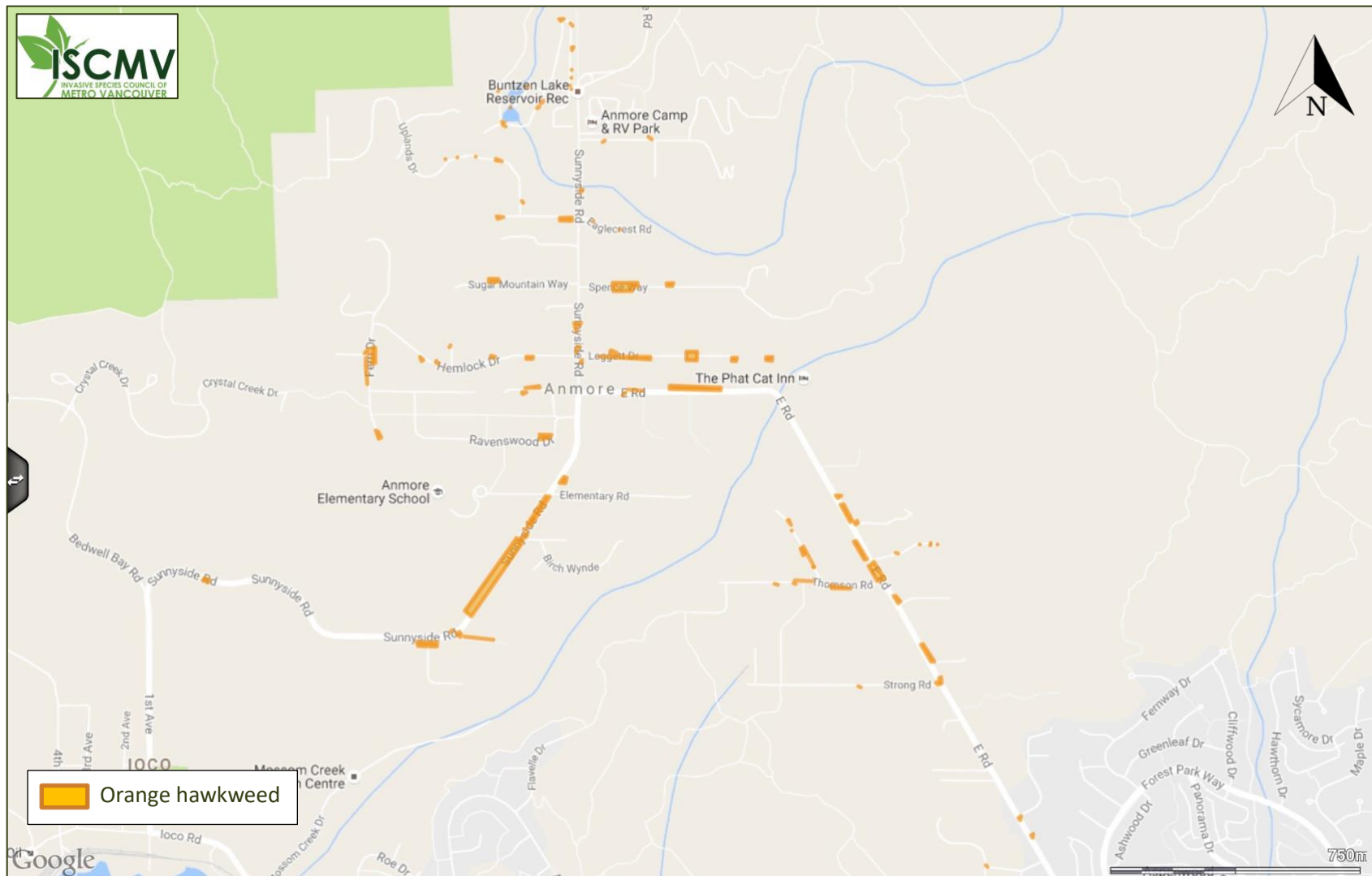
### 3.2 Orange Hawkweed Inventory

Roads were surveyed (Figure 3), and orange hawkweed inventory was collected throughout the 2020 field season. Polygons (areas where the orange hawkweed was found) were created to better manage and prioritize the infestations throughout the village. The estimated amount of orange hawkweed found along roadsides was 958 m<sup>2</sup> (Figure 4).



**Figure 3:** Map of the roads surveyed for orange hawkweed in Anmore, B.C during the 2020 field season.





**Figure 4:** Inventory map of orange hawkweed polygons found throughout Anmore, B.C during the 2020 field season, an approximate area of 958 m<sup>2</sup> of orange hawkweed was found throughout the village along roads. *To view these polygons and their details, download the “orange hawkweed inventory 2020” kmz. file provided, and simply drag and drop into Google Earth to easily view an interactive map including all of the details.*



## 4.0 Recommendations

### 4.1 Monitoring

Monitoring should be completed on all knotweed sites treated during the 2021 field season to ensure that if knotweed returns it is re-treated. Monitoring of knotweed species can begin in late April and early May. Sites found with re-growth should be retreated as early as possible as the greatest degree of long-term efficacy will be experienced with swift follow-up treatments.

### 4.2 Training and Outreach

After a number of years of treatments, the knotweed sites found in Anmore have greatly reduced in size, some having been monitored for multiple years. Having an internal staff person trained to apply herbicide would benefit the Village greatly, as a trained staff person could respond to small isolated sites, time sensitive reports from the public, and potentially undertake all regular applications for knotweed and orange hawkweed. Please speak to the ISCMV if this is of interest; there are multiple ways to obtain a pesticide license and the ISCMV offers a pesticide applicator's course every spring.

Providing education to residents about orange hawkweed is also advised, as orange hawkweed was observed frequently on private property adjacent to the municipal sites surveyed.

### 4.3 Orange Hawkweed Management

There are many challenges with treating extensive infestations of orange hawkweed. One challenge is the proximity to water as there are many restrictions when using herbicides.

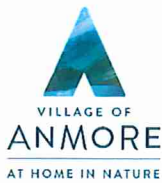
- Glyphosate products cannot be used within 1 m of the high-water mark of any running water (referred to the pesticide free zone "PFZ"), including ditches, streams and lakes. Even though water may not be present at the time of herbicide application, the "dry stream" is protected year-round. Glyphosate is also a non-selective herbicide, meaning it kills any plant it comes in contact with, including grass.
- Herbicides with the active ingredient aminopyralid are used on infestations in fields because they do not kill grass species, and only target broad leaf plants, such as orange hawkweed. Aminopyralid also has its challenges as it requires a 10 m PFZ, and also cannot be used within 10 m of a tree line. The orange hawkweed sites throughout Anmore are mostly either within 10 m of a ditch, or a tree line, meaning there are very limited sites that this herbicide could be applied.

Comparing these two herbicides shows the challenges; one will kill grass along roads and will not be aesthetically pleasing for a period of time after treatment, and one has many site limitations but will not kill grass.

Treatment of orange hawkweed can begin as early as May depending on the season, and should be done before plants go to seed. It is recommended that there be one initial treatment in late spring and a follow-up treatment in late summer or early fall 2020. There are two recommended treatment methods for orange hawkweed that would be beneficial to use together:

1. When orange hawkweed is widespread along roadsides, it is recommended to design a **mowing plan** for when the species is flowering (June-July). This would prevent the flowers from going to seed, which would minimize the spread of this plant. Although this does not eradicate the species, it would allow for control, especially near the PFZ along ditches where herbicide cannot be applied.
2. As seen on the map in Figure 4, orange hawkweed is prevalent in the village and treating all of it with **herbicide** would be a large task. Herbicide treatments for the smaller more isolated infestations would be a great start as it would prevent these from spreading or becoming more established.

Using both of these methods would help in the control of the species, and would minimize spread.



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: October 2, 2020 0540-20  
Submitted by: Karen Elrick, Manager of Corporate Services  
Subject: Protective Services Committee / Community Block Watch Program

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### Purpose / Introduction

This report is intended to provide options to Council to consider in support of reduction of crime within the Village of Anmore.

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### Recommended Option

**That Council direct staff to maintain communication with the RCMP and Area Block Watch Coordinators to distribute communication, information updates, and provide in kind support in an effort to support the reduction of crime within the Village of Anmore.**

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### Background

At the September 15, 2020 Regular Council meeting, Council raised concerns regarding ways the Village could support public safety within Anmore in light of some recent criminal activity reported by residents. Council requested that staff report back at a future Council meeting with information regarding the Terms of Reference of the former Anmore Public Safety Committee as a potential option to address the issue of continued safety within the community.

### Discussion

Given the recent heightened concern regarding public safety, including break-ins and other suspicious activity, staff has contacted BC Block Watch to offer any assistance needed with coordination and/or communication needs for the community. Heather McRitchie, BC Block Watch Coordinator, Coquitlam RCMP has provided the Village with updated pamphlets and other communication information which has been incorporated into the Community Safety section of the Village website. Further, an outreach to Anmore's resident coordinator, Sandy de Schaetzen has identified some areas where the Village and community can offer support to this program and the overall safety of the community.

## Report/Recommendation to Council

### Protective Services Committee / Community Block Watch Program

October 2, 2020

- Encourage residents to report any crime or suspicious activity to RCMP non emergency number at 604-945-1550 or online crime reporting tool – “if you see something.....say something”
- Continued communication from Village of Anmore via email notification, website, social media with safety tips
- Volunteer Block Watch captains are needed in Anmore (**Attachment 1**) and persons wishing to become involved can apply

Information on the Block Watch program including local contact information can be found on the Village of Anmore website under the Community Safety tab. Staff has encouraged both the RCMP and Village coordinator to reach out if any support is needed from the Village to help ensure the viability of the program moving forward.

Under the *Community Charter*, Council may choose to establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the council. The Public Safety Committee was established in 2017. A recruitment for volunteer members took place and applications were received for three of the four potential seats on the committee. Following the recruitment, Council appointed three members in March 2017 and adopted a terms of reference for the committee (**Attachment 2**). The mandate for the Public Safety Committee included:

- Consideration of existing or propose bylaws and policies related to the enhancement of community safety;
- Policing, and fire and rescue priorities in Anmore
- Protection of wildlife and enhancement of community awareness regarding human and wildlife interactions \*

\*It should be noted that currently, the Environment Committee is providing input regarding this mandate

While committees can act as an important conduit between its members, as community representatives, and Council to provide advice and recommendations regarding matters of public and Village interest, recruitment and retention of volunteers has been a challenge for Anmore and other communities. During the latest committee recruitment in February 2019 for 6 Council committees, only 2 of the 6 committees received enough applicants to allow Council to appoint a full membership complement. During this recruitment, the Public Safety Committee received one application for the four community member vacancies. Subsequently,

## **Report/Recommendation to Council**

### **Protective Services Committee / Community Block Watch Program**

October 2, 2020

this committee was dissolved with any activity to fall under the staff led Emergency Preparedness program with Councillor Laidler as a liaison to staff.

Given that Anmore currently has a Block Watch program in place which is dedicated to help prevent crime in the community staff is recommending directing any community volunteer members to this program. At the same time, staff will continue to connect with the RCMP and Area coordinator to ensure an open line of communication is maintained, and the program is supported in terms of communications needs, information sharing, and any other in kind resources that can be provided.

## **Other Options**

**That Council direct staff to maintain communication with the RCMP and Area Block Watch Coordinators to distribute communication, information updates, and provide in kind support in an effort to support the reduction of crime within the Village of Anmore.**

**(Recommended)**

Or

That Council establish a Public Safety Committee under the Terms of Reference included as Attachment 2 to the report dated October, 2, 2020 entitled "Public Safety Committee / Community Block Watch Program", and That Council direct staff to undertake a process to recruit up to four volunteer committee members.

## **Financial Implications**

None.

## **Communications / Civic Engagement**

Communication, and information updates will be provided through the Village website, email distribution, and social media outlets.

## **Corporate Strategic Plan Objectives**

We provide responsive, efficient, transparent and engaged service.

**Report/Recommendation to Council**

Protective Services Committee / Community Block Watch Program

October 2, 2020

**Attachments:**

1. Block Watch Application Form
2. Public Safety Committee Terms of Reference

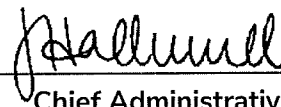
**Prepared by:**



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

**Coquitlam RCMP Block Watch Program  
Application Form Instructions**

Thank you for your interest in the Coquitlam RCMP Block Watch program. **Please read these instructions carefully before completing, signing & submitting the application form as incomplete applications will not be processed.** You will be notified once the screening process is complete.

**Instructions:**

- All sections of this application form must be filled out in order for your application to be considered complete. If a section of either form does not apply to you, please fill out that section with “N/A”.
- Co-residents are any individuals 12 years old or over who live in the home of the applicant. This includes children, extended family, tenants, roommates, nannies/caregivers or friends. The applicant’s spouse does not need to enter information in the “Co-resident” section but must complete the “Spouse” section.
- If you require additional space to list previous addresses or additional co-residents, please fill out & attach additional pages as necessary.
- **Completed & signed application forms must be submitted in person in order to allow staff to make a copy of the applicant’s government-issued photo ID to attach to the form.**
- Applications can be submitted at the Block Watch program office, at the Coquitlam RCMP main detachment or at any one of Coquitlam RCMP’s Community Police Station locations in Coquitlam and Port Coquitlam:

<b>Coast Meridian CPS</b>	<b>Mary Hill CPS</b>	<b>Ridgeway CPS</b>	<b>Burquitlam CPS</b>
3312 Coast Meridian Rd.	2581 Mary Hill Rd.	1059 Ridgeway Ave.	413-552 Clarke Rd.
Port Coquitlam, BC	Port Coquitlam	Coquitlam, BC	Coquitlam, BC
V3B 3N5	V3C 4X3	V3J 1S6	V3J 3X5

**If you have questions about this application or the Coquitlam RCMP Block Watch program please contact:**

**Heather McRitchie, Coordinator**  
Coquitlam RCMP Block Watch program  
2986 Guildford Way, Coquitlam, BC, V3B 7Y5  
Phone: 604.552.7382  
Email: coquitlam\_blockwatch@rcmp-grc.gc.ca

Please read instructions on reverse

APPLICANT

Surname

Given Name(s)

Maiden Name

Gender  
F ☐ M ☐

Occupation

Driver's License #

Birth Date *(yy/mm/dd)*

Birth Place

Current Address *(include city & postal code)*

Since *(yy/mm)*

Previous Address *(if you have been at your current address for less than 5 years)*

From *(yy/mm)*

To *(yy/mm)*

Home #

Cell #

Work #

Email

Police Use Only:

CNI

CPIC

PRIME

SPOUSE

Surname

Given Name(s)

Maiden Name

Gender  
F ☐ M ☐

Occupation

Driver's License #

Birth Date *(yy/mm/dd)*

Birth Place

Previous Address *(f different from Applicant)*

From *(yy/mm)*

To *(yy/mm)*

Police Use Only:

CNI

CPIC

PRIME

CO-RESIDENTS (≥12 yrs old)

1. Full Name

Gender  
F ☐ M ☐

Birth Date *(yy/mm/dd)*

Relation to Applicant

Police Use Only:

CNI

CPIC

PRIME

2. Full Name

Gender  
F ☐ M ☐

Birth Date *(yy/mm/dd)*

Relation to Applicant

Police Use Only:

CNI

CPIC

PRIME

3. Full Name

Gender  
F ☐ M ☐

Birth Date *(yy/mm/dd)*

Relation to Applicant

Police Use Only:

CNI

CPIC

PRIME

4. Full Name

Gender  
F ☐ M ☐

Birth Date *(yy/mm/dd)*

Relation to Applicant

Police Use Only:

CNI

CPIC

PRIME

SIGNATURES

We, the undersigned, authorize the Royal Canadian Mounted Police to enquire into our backgrounds in order to determine suitability. We understand that:

The RCMP retains sole discretion to approve or reject this application;

That in compliance with the *Freedom of Information and Protection of Privacy Act* and the *Privacy Act*, no information will be disclosed without the permission of the undersigned unless provided for otherwise;

That the RCMP may rescreen this application at any time.

Applicant Signature

Date *(yy/mm/dd)*

Co-resident #2 Signature

Date *(yy/mm/dd)*

Spouse Signature

Date *(yy/mm/dd)*

Co-resident #3 Signature

Date *(yy/mm/dd)*

Co-resident #1 Signature

Date *(yy/mm/dd)*

Co-resident #4 Signature

Date *(yy/mm/dd)*

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## **PUBLIC SAFETY COMMITTEE TERMS OF REFERENCE**

### **Purpose**

To provide Council with advice and recommendations on issues relative to the safety and security of the public in Anmore, as outlined below and as aligned with the Corporate Strategic Plan.

### **Mandate**

The Committee will provide advice and recommendations, on the request of Council, in the following areas.

- Consideration of existing or proposed bylaws and policies related to the enhancement of community safety;
- Policing priorities in Anmore;
- Fire and rescue priorities in Anmore;
- Protection of wildlife and enhancement of community awareness regarding human and wildlife interactions;
- Any other matters referred by Council; and
- Other areas identified by the Committee for approval by Council.

Decisions of the Committee are advisory and are not binding on the Village. Comments or decisions of the Committee must be in a form of a recommendation, and will be referred to Council for consideration after the respective Committee minutes have been adopted, unless otherwise directed by the Chief Administrative Officer. Where Committee members are not in favour of a recommendation, dissenting comments must be noted in the Committee minutes.

### **Membership**

One (1) Council member will be Chair, as appointed by the Mayor. The Committee will consist of up to a maximum of four (4) volunteer members as appointed by Council. Membership is open to all residents and non-resident property owners of Anmore. The membership term is in effect for two (2) years commencing April 1 of each odd numbered year.

### **Committee Support**

When requested by Council or the Committee Chair, Staff or their representative will attend a Committee meeting to provide technical support. Administrative support is provided by Staff.

### **Meetings**

At its first meeting, the Committee will endorse the recommended meeting schedule provided by Staff. The Committee will meet monthly, or at the call of the Chair.

This Committee is not authorized to hold a meeting In-Camera.

**Agendas and Minutes**

Meeting agendas, minutes, and other related meeting documents will be distributed to the Committee by Staff in accordance with Anmore Procedure Bylaw regulations.

**Governance**

All Anmore Committees are governed in accordance with the applicable provisions of the Local Government Act, Community Charter, Anmore Procedure Bylaw, and Anmore Code of Conduct.



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: September 29, 2020 File No. 3010-01  
Submitted by: Juli Halliwell, Chief Administrative Officer  
Subject: UBCM Housing Needs Assessment Grant Application

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### Purpose / Introduction

This report advises Council of the Province's requirement for all communities to prepare a Housing Needs Assessment by April 2022 based on a prescribed format as mandated by the Ministry of Municipal Affairs and Housing ("Ministry"), within one year of the project being authorized.

Currently, grants are available by application through the Union of British Columbia Municipalities (UBCM) with a deadline of October 16, 2020.

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### Recommended Option

**That Staff be directed to apply to the Union of British Columbia pursuant to the requirements of the BC Housing Needs Reports Program for a grant to offset the costs of Anmore's Housing Needs Report.**

**And That Staff be directed to combine efforts with other interested jurisdictions in order to most effectively complete the Housing Needs Report.**

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### Background

On April 16, 2019, the Ministry mandated the requirement for all BC municipalities to develop and submit a Housing Needs Assessment by April 2022 (**Attachment 1**). In order to assist in the facilitation of these reports, the UBCM is offering a grant and has recently extended the grant deadline due to COVID-19 to October 16, 2020 (**Attachment 2**).

### Discussion

The Ministry has mandated the regular production of a Housing Needs Assessment by each community in BC. The report must be produced every five (5) years as per the regulation.

## **Report/Recommendation to Council**

### UBCM Housing Needs Assessment Grant Application

September 29, 2020

In 2019, the Metro Vancouver Regional District ("Metro Vancouver") and its member Municipal Planners, at the Regional Planning Advisory Committee (RPAC), agreed that Metro would provide data for these assessments as it has already provided this information through their Regional Planning department. However, it was noted that each municipality would be responsible for producing its own Housing Needs Assessment for submission to the Province.

Port Moody recently hired a housing consultant to produce this work. A check of the Ministry website reveals that as of March 2020, several Metro Vancouver municipalities have also applied for and received funding for conducting these required reports (Bowen Island, Burnaby, Delta, Langley, Maple Ridge, New Westminster, Surrey and West Vancouver have been funded during the earlier 2019 funding cycles). To date, the Village has not begun to develop the assessment.

The Village's Planning Consultant, who recently headed a team to produce a similar report for the Regional District of North Okanagan (RDNO), its member municipalities, electoral areas and First Nations, has contacted Metro Vancouver Regional Planners in this regard. On behalf of Anmore, he has suggested that Metro may want to lead a similar process with some of the smaller Metro municipalities, electoral area A and interested First Nations. In the case of RDNO the UBCM grants received were pooled, allowing the grant to cover the full cost of the reports.

Staff believe that the Village should apply for the grant while it is available. UBCM has reported that based on the available funding remaining, they anticipate that this October 2020 funding application cycle will likely be the final intake of such applications.

## **Other Options**

1. That Council direct staff not to apply for the program.

## **Financial Implications**

By pooling funds together with other local governments and First Nations in Metro Vancouver, the Village will realize cost savings. It is likely that if the Village does not partner with other jurisdictions, that the cost will exceed \$15,000 to produce an assessment specific to Anmore.

If the grant is not applied for, the Village would lose the opportunity to receive up to \$15,000 in funding towards the project, which could cover the entire cost if we work together with other Metro Vancouver communities.

## Report/Recommendation to Council

UBCM Housing Needs Assessment Grant Application

September 29, 2020

## Communications / Civic Engagement

None.

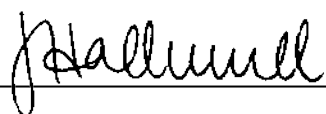
## Council Strategic Plan Objectives

The creation of a Housing Needs Assessment is not only a Provincially mandated requirement, but it also assists in Council's Strategic Objective to have sustainable housing opportunities that represent the interests of all our citizens.

## Attachments:

1. Guide to Requirements for Housing Needs Reports – April 16, 2019
2. UBCM Housing Needs Reports Program Grant Application

**Prepared by:**



Juli Halliwell

Chief Administrative Officer



## Guide to Requirements for Housing Needs Reports

Effective April 16, 2019 provincial requirements require all local governments to complete housing needs reports for their communities by April 2022 and every five years thereafter.

Together, the housing needs reports legislation and regulations specify requirements for:

- **Information Collection** - As a basis for determining current and projected housing needs, local governments are required to collect approximately 50 distinct kinds of data.
- **Report Content** - All housing needs reports are required to contain certain content, based on analysis of the information collected, and a standardized summary form.

This guide is an overview of the requirements in each of these areas.<sup>1</sup>

The requirements related to housing needs reports are detailed in legislation and associated regulations:

- The *Local Government Act* (mainly Part 14) and Housing Needs Reports Regulation.
- *Vancouver Charter*, Section 27 and Vancouver Housing Needs Reports Regulation.

Links to the legislation and regulations, as well as implementation supports for local governments to meet the requirements, are available at:

<https://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments-and-housing/policy-and-planning-tools-for-housing/housing-needs-reports>

Local governments who are already working on, or who have recently completed a housing needs report (before April 2019), may be considered to have met the legislated requirement for their first report. Please contact ministry staff about whether these transitional provisions could apply to your local government.

Ministry of Municipal Affairs and Housing  
Planning and Land Use Management Branch  
Telephone: 250-387-3394  
Email: [PLUM@gov.bc.ca](mailto:PLUM@gov.bc.ca)

<sup>1</sup> Note: In the event of discrepancy with this document, the meaning of the legislation and regulations prevails.

## Required Information (Data Collection)

As a basis for determining current and projected housing needs, local governments are required to collect approximately 50 kinds of data about:

- current and projected population;
- household income;
- significant economic sectors; and
- currently available and anticipated housing units.

In the case of a regional district, this information is required for each electoral area to which the report applies (except for electoral areas with a population of less than 100). In the case of the Islands Trust, the information is required for each local trust area.

**Most of the data that local governments are required to collect is provided at:** <https://catalogue.data.gov.bc.ca/group/housing-needs-reports>

The tables below detail each of the required kinds of data, its source and the time frame for which it is required.

Understanding trends is an important part of data analysis. Consequently, local governments are required to collect information on previous as well as current years.

- For data that is available from Statistics Canada, the period for which data will be required will be the previous three Census reports. For other information, the required period will be comparable. Local governments may choose to look further back if information is available.
- Information projections will be required to look at least five years forward.

<b>Population</b> <i>Time Frame: previous 3 Census reports, except marked *</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Total population	Statistics Canada Census	Section 3 (1) (a) (i)
Population growth [# and %]	Statistics Canada Census	Section 3 (1) (b)
Age - Average and median age	Statistics Canada Census	Section 3 (1) (a) (ii), (iii)
Age - Age group distribution (0-14, 15-19, 20-24, 25-64, 65-84, 85+) [# and %]	Statistics Canada Census	Section 3 (1) (a) (iv)
Mobility – number of non-movers, non-migrants, migrants	Statistics Canada Census	Section 3 (1) (a) (x)
Number of individuals experiencing homelessness* (if available)	Homeless Counts	Section 3 (1) (d)
Number of students enrolled in post-secondary institutions* (if applicable)	AEST	Section 3 (1) (c)

<b>Households</b> <i>Time Frame: previous 3 Census reports</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Total number of households	Statistics Canada Census	Section 3 (1) (v)
Average household size	Statistics Canada Census	Section 3 (1) (vi)
Breakdown of households by size (1, 2, 3, 4, 5+ people) [# and %]	Statistics Canada Census	Section 3 (1) (vii)
Renter and owner households [# and %]	Statistics Canada Census	Section 3 (1) (viii)
Renter households in subsidized housing [# and %]	Statistics Canada Census	Section 3 (1) (ix)

<b>Anticipated Population</b> <i>Time Frame: next 5 years</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Anticipated population	BC Stats	Section 3 (2) (a)
Anticipated population growth [# and %]	BC Stats	Section 3 (2) (b)
Anticipated age - Average and median age	BC Stats	Section 3 (2) (c), (d)
Anticipated age - Age group distribution (0-14, 15-19, 20-24, 25-64, 65-84, 85+) [# and %]	BC Stats	Section 3 (2) (e)

<b>Anticipated Households</b> <i>Time Frame: for next 5 years</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Anticipated number of households	BC Stats	Section 3 (2) (f)
Anticipated average household size (# of people)	BC Stats	Section 3 (2) (g)

<b>Household Income</b> <i>Time Frame: previous 3 Census reports</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Average and median household income (if available)	Statistics Canada Census	Section 4 (a), (b)
Households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (c)
Renter household income – Average and median (if available)	Statistics Canada Census	Section 4 (f)
Renter households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (d)
Owner household Income – Average and median (if available)	Statistics Canada Census	Section 4 (g)
Owner households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (e)



<b>Economic Sectors &amp; Labour Force</b> <i>Time Frame: previous 3 Census reports. Except for *</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Total number of workers	Statistics Canada Census	Section 5 (a)
Number of workers by industry (North American Industry Classification System – NAICS)	Statistics Canada Census	Section 5 (b)
Unemployment rate and participation rate	Statistics Canada Census	Section 7 (b), (c)
Commuting destination* (within census subdivision; to different census subdivision; to different census division; to another Province/Territory)	Statistics Canada Census	Section 7 (d), (e), (f), (g)

<b>Housing Units – Currently occupied/available</b>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Total number of housing units	Statistics Canada Census	Section 6 (1) (a)
Breakdown by structural type of units [# and %]	Statistics Canada Census	Section 6 (1) (b)
Breakdown by size – # of units with 0 bedrooms (bachelor); 1 bedroom; 2 bedrooms; 3+ bedrooms	Statistics Canada Census	Section 6 (1) (c)
Breakdown by date built (pre-1960; 1961-80; 1981-90; 1991-00; 2001-10; 2011-16; 2017) [# and %]	Statistics Canada Census	Section 6 (1) (d)
Number of housing units that are subsidized housing	BC Housing/ BCNPHA <sup>2</sup>	Section 6 (1) (e)
Rental vacancy rate – overall and for each type of unit (if available)	CMHC	Section 6 (1) (i), (j)
Number of primary and secondary rental units (if available)	CMHC, Various	Section 6 (1) (k) (i), (ii)
Number of short-term rental units (if available)	Various	Section 6 (1) (k) (iii)
Number of units in cooperative housing (if applicable)	Coop Housing Federation of BC	Section 6 (1) (l)
Number of Post-secondary housing (number of beds) (if applicable)	AEST	Section 6 (1) (o)
Shelter beds and housing units for people experiencing or at risk of homelessness (if applicable)	BC Housing	Section 6 (1) (p)

<sup>2</sup> BCNPHA: BC Non-profit Housing Association

<b>Housing Units – Change in housing stocks (past 10 years)</b>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Demolished - overall and breakdown for each structural type and by tenure (if available)	Local government	Section 6 (1) (m) (i), (ii), (iii), (iv)
Substantially completed - overall and breakdown for each structural type and by tenure (if available)	Local government	Section 6 (1) (n) (i), (ii), (iii), (iv)
Registered new homes - overall and breakdown for each structural type and for purpose-built rental	BC Housing	Section 6 (3) (a), (b), (c)

<b>Housing Values</b> <i>Time Frame: 2005 onward for first report; past 10 years for subsequent reports</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Assessed values - Average and median for all units	BC Assessment	Section 6 (1) (f) (i)
Assessed values - Average and median by structural type (e.g. single detached, apartment, etc.)	BC Assessment	Section 6 (1) (f) (ii)
Assessed values - Average and median by unit size (0, 1, 2, 3+ bedrooms)	BC Assessment	Section 6 (1) (f) (iii)
Sale Prices – Average and median for all units and for each structural type	BC Assessment	Section 6 (1) (g) (i)
Sale Prices – Average and median by structural type (e.g. single detached, apartment, etc.)	BC Assessment	Section 6 (1) (g) (ii)
Sale Prices - Average and median by unit size (0, 1, 2, 3+ bedrooms)	BC Assessment	Section 6 (1) (g) (iii)
Rental Prices – Average and median for all units and for unit size (# of bedrooms) (if available)	CMHC	Section 6 (1) (h) (i)
Rental Prices - Average and median by unit size (0, 1, 2, 3+ bedrooms)	CMHC	Section 6 (1) (h) (ii)

<b>Households in Core Housing Needs</b> <i>Time Frame: previous 3 Census reports</i>	<b>Source of Data</b>	<b>Housing Needs Report Regulation</b>
Affordability – households spending 30%+ of income on shelter costs (overall # and % of households)	Statistics Canada Census	Section 7 (a) (i)
Affordability – households spending 30%+ of income on shelter costs (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (ii)
Adequacy – households in dwellings requiring major repairs (overall # and % of households)	Statistics Canada Census	Section 7 (a) (iii)
Adequacy – households in dwellings requiring major repairs (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (iv)
Suitability – households in overcrowded dwellings (overall # and % of households)	Statistics Canada Census	Section 7 (a) (v)
Suitability – households in overcrowded dwellings (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (vi)

### Required Content for Housing Needs Reports

All housing needs reports are required to contain the following content, based on analysis of the information collected. In the case of a regional district, this content is required for every electoral area to which the report applies. In the case of the Islands Trust, the content is required for each local trust area to which the report applies.

- The number of housing units required to meet current housing and anticipated housing needs for at least the next five years, by housing type.
- Statements about key areas of local need.
- The number and percentage of households in core housing need and extreme core housing need.
- A standardized summary form.

Note that a regional district *does not need* to include the following content for electoral areas with a population of less than 100.

Housing units required – Current and Anticipated (in 5 years)	Legislation
Number of units needed by “type” (unit size): 0 bedrooms (bachelor); 1 bedrooms; 2 bedrooms; and 3+ bedrooms	LGA: 585.3 (c) (i), (ii); VC: 574.3 (c) (i), (ii)

Households in core housing need <i>Time frame: previous 3 Census reports</i>	Housing Needs Reports Regulation
Core housing need, overall and breakdown by tenure [# and %]	Section 8 (1) (a) (i), (ii)
Extreme core housing need, overall and breakdown by tenure [# and %]	Section 8 (1) (a) (iii), (iv)

Statements about key areas of local need	Housing Needs Reports Regulation
<ul style="list-style-type: none"> <li>• Affordable housing</li> <li>• Rental housing</li> <li>• Special needs housing</li> <li>• Housing for seniors</li> <li>• Housing for families</li> <li>• Shelters for individuals experiencing homelessness and housing for individuals at risk of homelessness</li> </ul>	Section 8 (1) (b) (i), (ii), (iii), (iv), (v), (vi)

Summary Form	Housing Needs Reports Regulation
<ul style="list-style-type: none"> <li>• Key contextual information (e.g. location, population, median age, unemployment rate, etc.)</li> <li>• Summary of all the required content (tables above)</li> <li>• Summary of housing policies in OCPs and RGSs (if available)</li> <li>• Summary of community consultation, and consultation with First Nations, other local governments and agencies.</li> <li>• Other key housing issues or needs not identified in the required content.</li> </ul>	Section 8 (1) (c)

For more information, please contact ministry staff:

Ministry of Municipal Affairs and Housing  
Planning and Land Use Management Branch  
Telephone: 250-387-3394  
Email: [PLUM@gov.bc.ca](mailto:PLUM@gov.bc.ca)

## Housing Needs Reports Program 2020 Application Form

Please complete and return the application form and all required attachments. All questions are required to be answered by typing directly in this form. If you have any questions, contact [lgps@ubcm.ca](mailto:lgps@ubcm.ca) or (250) 952-9177. Due to the COVID-19 pandemic, the Spring 2020 intake was postponed. The new application deadline is October 16, 2020.

<b>SECTION 1: Applicant Information</b>	<b>AP-</b> <i>(for administrative use only)</i>
Local Government:	Complete Mailing Address:
Contact Person:	Position:
Phone:	E-mail:

\*Contact person must be an authorized representative of the applicant.

<b>SECTION 2: <u>For Regional Projects Only</u></b>
<p><b>1. Identification of Planning Areas.</b> For all regional projects, please list all of the planning areas included in this application (partnering municipalities, electoral areas, and local trust areas). If any planning areas are outside of the primary applicant's jurisdiction, please identify the partnering local governments. Refer to Section 3 in the <i>Program &amp; Application Guide</i> for more information and requirements for regional projects.</p>
<p><b>2. Rationale for regional project.</b> Please provide a rationale for developing Housing Needs Reports as a regional project, including how this approach will support improved understanding of housing needs and cost-efficiencies in the total grant request.</p>

<b>SECTION 3: Project Summary</b>
-----------------------------------

**3. Title & Area of the Project.**

Project Title:

Planning areas (municipalities, electoral areas, and local trust areas) that will be included in the report:

**4. Project Cost & Grant Request.**

Total Project Cost:

Total Grant Request:

Have you applied for or received funding for this project from other sources? If yes, please list:

**5. Project Summary.** Provide a summary of your project in 150 words or less.

**SECTION 4: Detailed Project Information**

**6. Existing Housing Needs Reports.** If any of the planning areas included in this application already have a completed Housing Needs Report (or similar), please identify the name and date of the report(s).

**7. Proposed Activities.** What specific activities will be undertaken as part of the proposed project? Refer to Sections 4 and 5 of the *Program & Application Guide* for funding requirements and eligibility.

**8. Data Collection, Compilation & Analysis.** Do you intend to collect data (either qualitative or quantitative, i.e. community-based surveys) in addition to the datasets that will be made available at no cost via the Ministry of Municipal Affairs & Housing? If so, please describe what specific data you intend to collect and how you intend to use this information?

**9. Community Consultation & Public Engagement.** Please indicate how you intend to consult, engage, or collaborate with the following and what specific role they will play in the proposed activities. If possible, please identify the specific agencies or organizations you intend to work with.

Neighbouring local governments:

First Nations and local Indigenous organizations:

Non-profit service providers, health authorities, and/or post-secondary institutions:

Non-profit or for-profit development sector:

Vulnerable populations (e.g. individuals experiencing homelessness, those at risk of experiencing homelessness, youth, seniors, new immigrants or refugees, etc.):

Other:

**10. Capacity Building.** Please describe any training and/or capacity building activities you plan to undertake to support your local government's ability to complete and make use of future housing needs reports.

**11. Additional Information.** Please share any other information you think may help support your submission.

#### **SECTION 4: Required Attachments**

Please submit the following with your application:

Council, Board, or Local Trust Committee Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management;

Detailed project budget;

For regional projects only: Each partnering local government must submit a Council, Board, or Local Trust Committee resolution indicating support for the primary applicant to apply for, receive, and manage the grant funding on their behalf;

**Resolutions from partnering applicants must include the language above.**

Optional: Up to five letters of support as evidence of partnership or collaboration with community organizations and/or other local groups.

Submit the completed Application Form and all required attachments as an e-mail attachment to [lgps@ubcm.ca](mailto:lgps@ubcm.ca) and note "October 2020 Housing Needs Reports" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

**SECTION 5: Signature.** Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC.

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place).

Name:

Title:

Signature:

Date:

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [lgps@ubcm.ca](mailto:lgps@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8



<b>Policy</b>	Greenway Strategy	<b>Policy No.</b>	65
<b>Effective Date</b>		<b>Approved by</b>	Council
<b>Date Amended</b>		<b>Resolution No.</b>	
<b>Date Established</b>			

## PURPOSE

The Greenway Strategy is a vision of cooperative stewardship to conserve the Village of Anmore's natural greenways, connect people to nature and each other by way of integrated park and trail systems and to preserve wildlife habitats.

## DEFINITIONS

**Greenways** linear corridors of land that support trails, paths and natural features that are of interest to users, providing recreational opportunities and/or corridors of wildlife habitat.

**Trails** constructed routes through natural areas.

**Village** Village of Anmore

## OBJECTIVES

To secure and maintain a level of public recreational land essential to the needs of the Village of Anmore residents and visitors by creating connectivity of parks and trails through private lands and new developments.

This Greenways Strategy includes attainable goals along with a realistic and cost effective implementation program. This strategy is sensitive to private property rights, trespass issues, the jurisdictional authority of Fortis BC and BC Hydro right of ways, Crown lands, and other government legislation.

The Village will:

1. work towards an extensive, interconnected network of protective natural lands for environmental conservation and protection, recreation and eco-tourism, community health and wellness purposes;

2. endorse development of land acquisition strategies for additional trail network systems as greenways are linkages of natural land by way of incentives for land and financial donations;
3. ensure that all new development respects and encompasses the natural landscape and local ecology and, to extent possible, advances the vision of the Greenways Strategy.
4. promote neighborhood Greenways development in new and existing neighborhoods to help link up the village-wide Greenways systems and incentivize property owners to lease or provide easements such as naming sections of trails

The Village will, in appropriate circumstances, secure and protect lands for Greenways, using administrative and regulatory measures such as:

- purchasing or designating significant natural areas;
- promoting private dedications and donations;
- creating supporting policies and regulations through bylaw;
- securing environmental or green space conservation covenants;
- negotiating statutory right of ways and easements;
- encouraging amenity contributions at the time of rezoning;
- establishing stewardship partnerships, and;
- supporting community Greenway initiatives.

In the interest of ensuring the maintenance and public accessibility of Greenways which have been acquired through private donations, rights of ways and easements, conservation and covenants, the Village will monitor their maintenance and public accessibility of Greenways and, as necessary, take measures to ensure this occurs.

The Village will encourage partnerships with appropriate stewardship groups, such as the Tri-Cities Off-road Cycling Association, for the care and maintenance of parks and trails.

## **IMPLEMENTATION**

Many of the new trails needed to connect existing trails require the acquisition of private land, securing access over private land or securing access through other jurisdictions' statutory right-of-ways. There are also a number of ways for such acquisition, such as:

- purchase of land by the Village
- land transferred to Village ownership through development
- donations of land for environmental considerations (deductions allowed in the *Income Tax Act*)
- bequests by residents
- covenants registered against land title (at the approval of land owners)
- statutory rights-of-ways (at the approval of land owners)
- leases and contract agreements (at the approval of land owners)

Compensation for use of land will be considered on a case-by-case basis and may include an opportunity for trails to have name dedication markers.

The Greenways Strategy strongly recommends taking a proactive and innovative approach to securing additional access by working with land owners and developers. This includes regularly sending out expression of interest letters to those who own property where a trail connection would be of community benefit. Appendix A to this policy provides a sample letter.

### **PROPOSED TRAIL CONNECTIONS**

The map show as Appendix B shows current and proposed trails within the Village.

DRAFT

## APPENDIX A

### SAMPLE LETTER



Date¶

¶  
¶

Name¶

Address-1¶

Address-2¶

Postal-Code¶

¶

VIA EMAIL: email@address.ca¶

¶

Re: Anmore Greenway Strategy—Request for Access¶

¶

Dear Sir/Madam:¶

¶

You are receiving this letter because your property has been identified in the Village's Greenway Strategy Policy No. 65 (enclosed) as one that would provide an important trail connection which will benefit our community as a whole.¶

¶

One of the objectives of the Greenway Strategy is to secure and maintain a level of public recreational land essential to the needs of the Village of Anmore residents and visitors by creating connectivity of parks and trails through private lands and new developments.¶

¶

In order to acquire such access, the Village can consider the following:¶

- purchase of land by the Village¶
- land transferred to Village ownership through development¶
- donations of land for environmental considerations (deductions allowed in the Income Tax Act)¶
- bequests by residents¶
- covenants registered against land title (at the approval of land owners)¶
- statutory rights-of-ways (at the approval of land owners)¶
- leases and contract agreements (at the approval of land owners)¶

¶

Compensation and/or trail naming dedications will be considered on a case-by-case basis.¶

¶

The Village would be very pleased to hear from you regarding your interest in providing such an important community benefit. Please contact Juli Halliwell, CAO, at [juli.halliwell@anmore.com](mailto:juli.halliwell@anmore.com) or 604-469-9877, at your convenience.¶

¶

2697 Sunnyside Road  
Anmore, BC V3H 5G9  
[anmore.com](http://anmore.com)



T

Yours sincerely,

T  
T  
T  
T

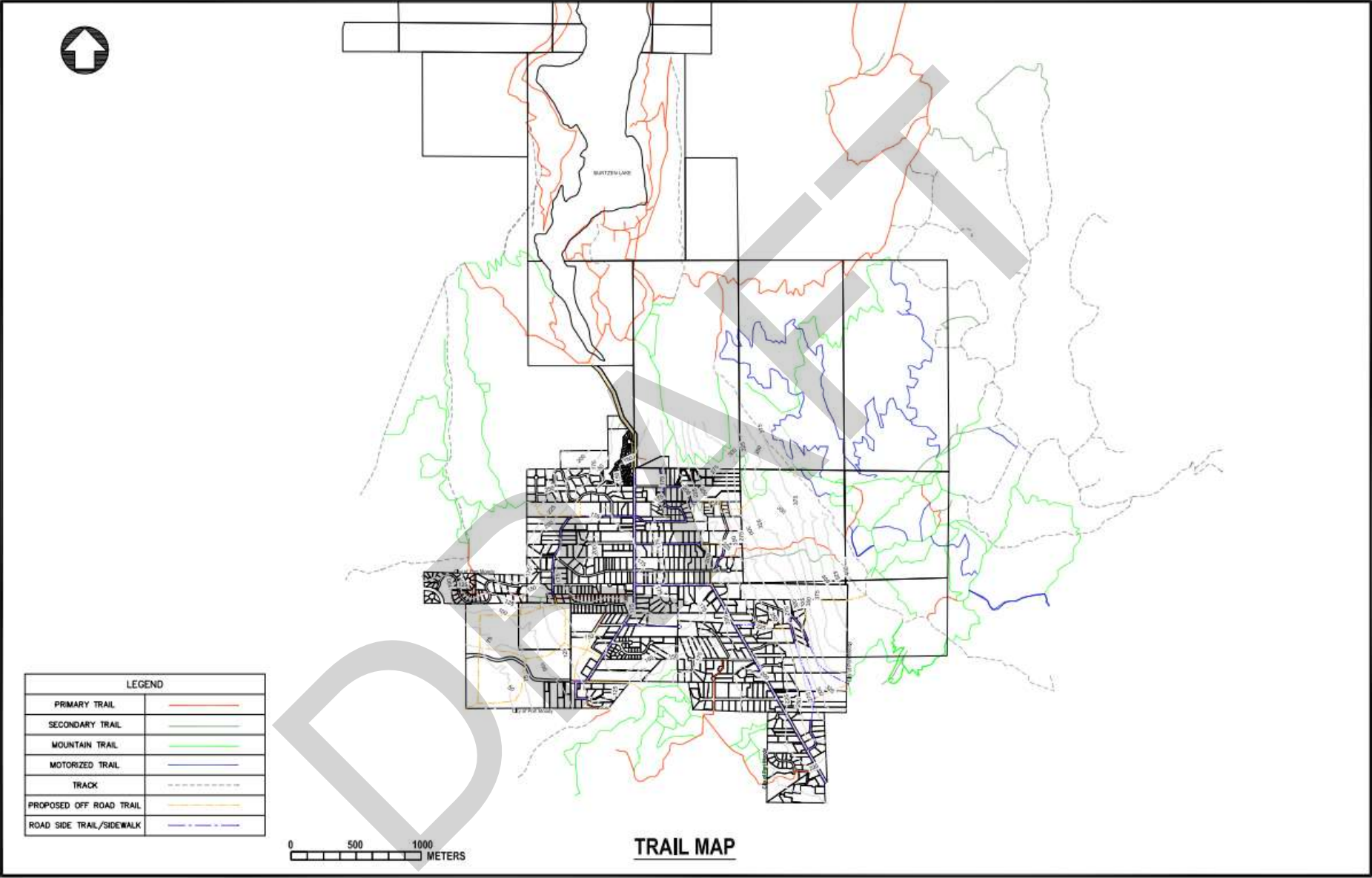
**John McEwen, Mayor**  
T-604-469-9877  
john.mcewen@anmore.com

DRAFT

2697 Sunnyside Road  
Anmore, BC V3H 5G9  
anmore.com

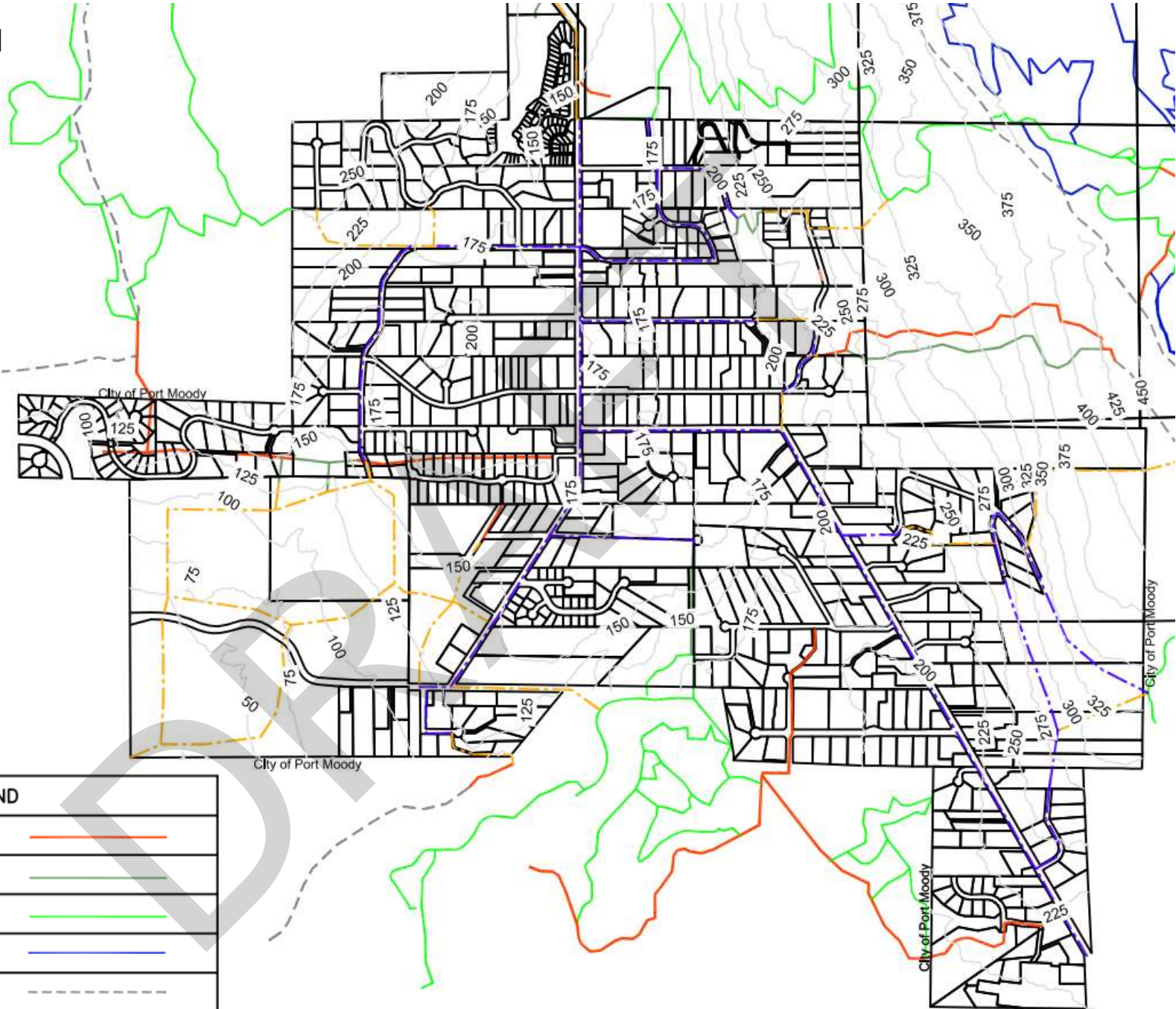
T

APPENDIX B





# Trail Map Detail



LEGEND	
PRIMARY TRAIL	<span style="color: red;">—</span>
SECONDARY TRAIL	<span style="color: green;">—</span>
MOUNTAIN TRAIL	<span style="color: green;">—</span>
MOTORIZED TRAIL	<span style="color: blue;">—</span>
TRACK	<span style="color: gray;">---</span>
PROPOSED OFF ROAD TRAIL	<span style="color: orange;">- - -</span>
ROAD SIDE TRAIL/SIDEWALK	<span style="color: purple;">- - -</span>

## PARKS AND RECREATION COMMITTEE MEETING – MINUTES

Minutes of the Parks and Recreation Committee Meeting held on Thursday,  
November 20, 2019 in Council Chambers at  
Village Hall, 2697 Sunnyside Road, Anmore, BC

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### **MEMBERS PRESENT**

Councillor Kim Trowbridge (Chair)  
Mike Dykstra  
Bruce Scatchard  
Jay Sheere

### **MEMBERS ABSENT**

Susan Mueckel

### **OTHERS PRESENT**

None.

### **1. CALL TO ORDER**

Chair Trowbridge called the meeting to order at 7:11 p.m.

### **2. APPROVAL OF THE AGENDA**

It was MOVED and SECONDED:

That the Agenda be approved as circulated.

Carried Unanimously

### **3. MINUTES**

#### **(a) Minutes of the Meeting held on September 26, 2019**

It was MOVED and SECONDED:

That the Minutes of the Parks and Recreation Committee Meeting  
held on September 26, 2019 be adopted as circulated.

Carried Unanimously

### **4. BUSINESS ARISING FROM THE MINUTES**

None.



## 5. UNFINISHED BUSINESS

### (a) Update on pending items.

Cllr. Trowbridge provided an update from staff to committee members on pending items including:

#### Bridge over Mossum Creek

- In 2014 Kabota access was not contemplated – is this a must or a want and what would be the difference between the cost
- Trail approach
- Contemplation of suspension
- Whether any funding exists regarding emergency access
- Cost to make bridge longer
- Resident is wanting to fundraise for this project

Action Item: Cllr. Trowbridge to discuss with Village engineer details on the \$50,000 - \$100,000 estimate for design and access for bridge, options to approach for bridge, cost of lengthening bridge, and cost difference between foot bridge and Kabota accessible bridge

#### Stairs to hatchery

Action Item: What are engineering concerns regarding the stairs?

#### Sidewalk along Sunnyside from Village Hall to Buntzen Lake

Discussion points included:

- Sunnyside is not consistent with grass/dirt/grass
- Distance of road edge to private land
- Options to cut back encroaching hedges

Action Item:

- Staff to confirm expected action date for project
- Staff to comment on options to cut back encroaching hedges and distance of road edge to private land

**6. NEW BUSINESS**

**(b) Trail mapping**

- Committee members continued with the trail mapping exercise.

**7. ADJOURNMENT**

It was MOVED and SECONDED:

To Adjourn.

Carried Unanimously

The meeting adjourned at 7:50 p.m.

Certified Correct:

“Karen Elrick”

---

Karen Elrick  
Manager of Corporate Services

Approved:

“Kim Trowbridge”

---

Councillor Kim Trowbridge  
Chair, Parks and Recreation Committee

## ENVIRONMENT COMMITTEE MEETING – MINUTES

Minutes for the Environment Committee Meeting scheduled for Thursday, May 21, 2020 at 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC

---



### **MEMBERS PRESENT**

Councillor Paul Weverink, Chair  
Grace Bergman  
Trudy Schneider  
Patricia Van Der Lingen  
Elaine Willis

### **MEMBERS ABSENT**

#### **1. CALL TO ORDER**

Chair Weverink called the meeting to order at 7:03 p.m.

#### **2. APPROVAL OF THE AGENDA**

It was MOVED and SECONDED:

That the agenda be approved as circulated.

Carried Unanimously

#### **3. MINUTES**

##### **(a) Minutes of the Meeting held on January 16, 2020**

It was MOVED and SECONDED:

That the Minutes of the Environment Committee Meeting held on January 16, 2020 be adopted as circulated.

Carried Unanimously

#### **4. BUSINESS ARISING FROM THE MINUTES**

None.

#### **5. UNFINISHED BUSINESS**

None.

**6. NEW BUSINESS**

**(a) Storm Water Management**

ACTION ITEM: Environment Committee to invite Hatchery staff to virtual meeting to discuss possibility of monitoring storm runoff in different parts of the village depending on what is learned from hatchery staff.

ACTION ITEM: Reminder to continue with noxious weed education program

**7. ADJOURNMENT**

It was MOVED and SECONDED:

To adjourn this meeting at 7:45 p.m.

Carried Unanimously

Certified Correct:

Approved:

“Karen Elrick”

“Paul Weverink”

\_\_\_\_\_  
Karen Elrick  
Manager of Corporate Services

\_\_\_\_\_  
Councillor Paul Weverink  
Chair, Environment Committee

**SASAMAT VOLUNTEER FIRE DEPARTMENT (SVFD)  
BOARD OF TRUSTEES MEETING**

Minutes of the Regular Meeting of the Sasamat Volunteer Fire Department (SVFD) Board of Trustees held at 7:00 p.m. on Thursday, August 13, 2020 via Zoom and in person at the Anmore Municipal Hall, 2697 Sunnyside Road, Anmore, British Columbia.

**MEMBERS PRESENT:**

Chair, Councillor Darrell Penner, Port Coquitlam  
Mayor Neil Belenkie, Belcarra  
Councillor Bruce Drake, Belcarra  
Mayor John McEwen, Anmore  
Fire Chief Jay Sharpe, SVFD  
Councillor Kim Trowbridge, Anmore  
Councillor Liisa Wilder, Belcarra

**MEMBERS ABSENT:**

Councillor Paul Weverink, Anmore

**STAFF PRESENT:**

Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver  
Jennifer Arabsky, Office Supervisor, Corporate Services, Metro Vancouver

As the Chair was not available in person, Mayor John McEwen assumed the role of Chair for the Regular Meeting of the Sasamat Volunteer Fire Department (SVFD) Board of Trustees held on Thursday, August 13, 2020.

**1. ADOPTION OF THE AGENDA**

**1.1 August 13, 2020 Regular Meeting Agenda**

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adopt the agenda for its regular meeting scheduled for August 13, 2020 as circulated.

**CARRIED**

**2. ADOPTION OF THE MINUTES**

**2.1 February 13, 2019 Regular Meeting Minutes**

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adopt the minutes of its regular meeting held February 13, 2019 as circulated.

**CARRIED**

**3. INVITED PRESENTATIONS**

No items presented.

**4. REPORTS FROM COMMITTEE OR STAFF**

**4.1 Anmore and Belcarra Fire Hall Review**

Report dated August 13, 2020 from Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver, presenting an synopsis of the Sasamat Volunteer Fire Department (SVFD) Anmore and Belcarra Fire Hall Review for the SVFD Board of Trustees.

Trustees were provided with a briefing on the background of SVFD highlighting the: current guiding documents; the latest legal review outcomes; and the roles of Metro Vancouver (MV), the Villages of Anmore and Belcarra (the Villages) as well as the Trustees and Fire Chief.

Discussion ensued about potential funding options for the fire halls and voting structure to pass any cost sharing as well as referendum requirements.

**Main Motion**

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated August 13, 2020 "Anmore and Belcarra Fire Hall Review".

Discussion ensued about the consideration of adding a Capital Facilities Reserve to the 2021 budget.

**Amendment to the Main Motion**

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees amend the Main Motion, at the end of the motion, by adding the phrase "and direct staff to create a Capital Facilities Reserve in the 2021 budget and five-year plan, with Metro Vancouver providing the process to create the reserve."

**CARRIED**

**Question on Main Motion as Amended**

Question was called and the Main Motion as amended and it was

**CARRIED**

The Main Motion as amended now reads as follows:

*That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated August 13, 2020 "Anmore and Belcarra Fire Hall Review" and direct staff to create a Capital Facilities Reserve in the 2021 budget and five-year plan, with Metro Vancouver providing the process to create the reserve.*

#### **4.2 2021 Draft Budget – Sasamat Fire Protection Service**

Report dated August 4, 2020 from Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver, presenting the 2021 Draft Budget for the Sasamat Fire Protection Service for review by the Sasamat Volunteer Fire Department (SVFD) Board of Trustees and for the Trustees to provide any direction to Metro Vancouver Staff.

Trustees were provided with a briefing of the 2021 Draft Budget highlighting the major operating drivers which are: salaries totalling \$99,471 – which included an increase for the Fire Chief and Deputy Fire Chiefs following a salary review; Repairs and Maintenance at \$41,954; and a fire apparatus at \$600,000 being funded out of reserves – noted was this was approved in 2020 but the purchase will not be completed due to COVID-19. Also Travel / Training/ conferences was increased by \$4,000 to cover new training requirements and there was a notable decrease in Gasoline and Fuel of \$2,000 to better match annual potential usage.

#### **It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the draft 2021 budget as presented in the report “2021 Draft Budget – Sasamat Fire Protection Service” dated August 4, 2020.

Discussion ensued about the Capital Facilities Reserve being added to the 2021 budget and what cost the Villages would be comfortable adding to the reserve budget. As well discussed was the merits of both long term and short term debt. Also discussed was the possibility of changing the contribution annually (potential to increase) as community awareness and support is increased. Noted was the SVFD staff is currently working on a public communications program to support the Department including the two fire hall replacements.

#### **Amendment to the Main Motion**

#### **It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees amend the Main Motion, by adding the current motion as Part a) and by adding Part b) and c) as follows:

- b) direct staff, based on the creation of a Capital Facilities Reserve in the 2021 Budget and five-year plan, to have it funded at the rate of an additional \$300 average annual household impact within the Village of Belcarra, with the rate within the Village of Anmore to be adjusted based on an equivalent amount raised within Belcarra; and
- c) direct staff to request that the MVRD requisition to the Villages be itemized so that the Villages can clearly report to residents what the cost

of the Fire Service and the new Capital Facilities Reserve is, independent of other MVRD services.

**CARRIED**

**Question on Main Motion as Amended**

Question was called and the Main Motion as amended and it was

**CARRIED**

The Main Motion as amended now reads as follows:

*That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees*

- a) receive for information the draft 2021 budget as presented in the report “2021 Draft Budget – Sasamat Fire Protection Service” dated August 4, 2020;*
- b) direct staff, based on the creation of a Capital Facilities Reserve in the 2021 Budget and five-year plan, to have it funded at the rate of an additional \$300 average annual household impact within the Village of Belcarra, with the rate within the Village of Anmore to be adjusted based on an equivalent amount raised within Belcarra; and*
- c) direct staff to request that the MVRD requisition to the Villages be itemized so that the Villages can clearly report to residents what the cost of the Fire Service and the new Capital Facilities Reserve is, independent of other MVRD services.*

**4.3 2020 Year to Date Financials as at June 30, 2020 – Sasamat Fire Protection Service**

Report dated July 13, 2020 from Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver, presenting the 2020 Year to Date Financials as at June 30, 2020 for the Sasamat Fire Protection Service for review by the Sasamat Volunteer Fire Department (SVFD) Board of Trustees.

Trustees were provided with a review of the 2020 year to date (YTD) financials as at June 30, 2020 for the SVFD service. On a YTD budget of \$110,234, the function is currently under budget by \$64,583 due to timing of invoices and payments.

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the June 30, 2020 financials as presented in the report “2020 Year to Date Financials as at June 30, 2020 – Sasamat Fire Protection Service” dated July 13, 2020.

**CARRIED**

**4.4 2020 SVFD Quarterly Work Plan Update**

Report dated August 5, 2020 from Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver, providing the priorities and work plan for the Sasamat Volunteer Fire Department for the year 2020 for review by the Sasamat Volunteer Fire Department (SVFD) Board of Trustees.



Trustees were provided the 2020 SVFD Work Plan outlining the quarterly priorities and current status. Noted was some items are pending, canceled, or pushed to 2021, due to COVID-19.

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the update to the Quarterly Work Plan as presented in the report dated August 5, 2020 titled "2020 SVFD Quarterly Work Plan Update".

**CARRIED**

**4.5 Fire Chief's Report**

Report dated August 13, 2020 from Jay Sharpe, Fire Chief, SVFD, presenting Trustees the Fire Chief's updates for the period.

Trustees were provided with updates on:

**Manpower**

Static numbers, but noted was the move of two SVFD members from Belcarra to Anmore and one SVFD member out on long term disability.

**Equipment**

Engine 3 had to have the compressor pump for the airbrake system replaced. This truck is overdue for replacement.

Engine 1 has had a factory recall for a faulty valve. It has been replaced.

Specification document for the Engine 3 replacement continues. Visit to Hub Fire Trucks to compare a custom chassis to a commercial chassis will take place.

Investigating purchase of enclosed trailer for the purposes of storing (and potential mobility of) Wildland Interface Fire Fighting (WIFF) equipment as borrowing trailer from Belcarra is not workable due to insurance and maintenance restrictions with MV.

**Halls and Grounds**

Training structure at the Anmore Fire Hall has not has any work done to it due to COVID-19 restrictions.

**Training**

Additional recruit has been approved to attend calls.

Limited training opportunities due to COVID-19 restrictions. Received permission from the owners of 2110 Sunnyside Road to do some destructive training on the old house that sits on the property, this does not include a live burn.

**Public Education**

All public education opportunities have been stopped due to COVID-19 restrictions.

**Old Business**

Fire Chief met with Village of Anmore staff regarding the cell tower and the Village continues to explore the idea of having the tower on Village property.

**Reports and Information**

Total of calls as of the report 42.

Noted calls are down as compared to the same time last year likely due to Health Authority restriction to attend Red code calls during COVID-19 and continued

lower percentage of calls from BCEHS. The Fire Chief Association continues to discuss in depth on the matter of BCEHS dispatch policy and more fire chiefs are on board, hopes to have issue raised at UBCM again, but unknown at this time if on the agenda.

**New Business**

Fire Chief and Deputy Fire Chief's remuneration rate - consistent with the 1997 resolutions of the Board of Fire Trustees, the Fire Chief annual remuneration to be increased from \$9,273.58 to \$15,754.00 being the average of the 2020 Village of Anmore and 2020 Village of Belcarra Councillor's indemnity package. Noted is the Deputy Chief's rate is set at 75% of the Chief's rate and there will be no retroactive remuneration adjustment made.

Added in New Business was the Wildland Interface Fire Fighting (WIFF) Grant from UBCM was accepted at \$23,400 and WIFF equipment has now been purchased and received.

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated August 13, 2020, titled "Sasamat Volunteer Fire Department Fire Chief's Report".

**CARRIED**

**5. INFORMATION ITEMS**

No items presented.

**6. OTHER BUSINESS**

**6.1 Belcarra Water System Review - Questionnaire Required by the Fire Underwriters Survey (FUS)**

Neil Belenkie, Mayor of Belcarra, opened discussion on the Belcarra Water System Review, a questionnaire is required by the Fire Underwriters Survey (FUS) to complete the Water System Review.

Members considered potential impacts to completing the questionnaire.

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees direct the SVFD Fire Chief to complete the Fire Underwriters Survey (FUS) questionnaire.

**DEFEATED**

In an ensuing discussion, members expressed the need to ensure the impacts of completing the questionnaire are considered prior to providing information to the FUS, as well as having a complete review of the questionnaire required.

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees request MVRD Staff to prepare a report on the possible impacts of Fire Chief completing the Fire Underwriters Survey (FUS) questionnaire.

**CARRIED**

**6.2 Thank You to Belcarra Resident for Donation**

Neil Belenkie, Mayor of Belcarra, brought to the attention of the Trustees the donation of infra-red thermometers in July by a resident of Belcarra and business owner in Coquitlam, Paul Droulis. The Trustees extended a thank you and MV staff will draft a thank you letter for signature.

**6.3 Fire Halls Condition and Needs Assessment Report**

Bruce Drake, Belcarra Councillor, advised the Trustees that the Fire Halls Condition and Needs Assessment Report had been released to the public, it was noted that this document was released in an open meeting so it is a public document. It was also noted the document was only a draft, it is almost two years old, and much discussion would be required prior to any final decisions being made on the halls.

Upcoming Scheduled 2020 meetings:

- Thursday, September 17, 2020

**7. ADJOURNMENT/CONCLUSION**

**It was MOVED and SECONDED**

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adjourn its regular meeting of August 13, 2020.

**CARRIED**

(Time: 8:52 p.m.)

40811449 DRAFT



The Office of the  
**Ombudsperson**

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

[www.bcombudsperson.ca](http://www.bcombudsperson.ca)

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

His Worship John McEwen  
Mayor  
Village of Anmore  
2697 Sunnyside Rd.  
ANMORE BC V3H 5G9

August 28, 2020

Dear Mayor McEwen,

RE: Quarterly Reports: January 1 – March 31, 2020 and April 1 – June 30, 2020

This package of documents details the complaint files the Office of the Ombudsperson closed for **the Village of Anmore** over two quarters: January 1 – March 31, 2020 and April 1 – June 30, 2020. In recognition of the unprecedented pressures created by the COVID-19 pandemic the reports for the January 1 – March 31, 2020 were not sent according to our usual timeline, but are included here.

These packages do not include information about complaint files that are currently open with our office. As required by the *Ombudsperson Act*, these reports provide information about the complaint files we closed regarding your organization within the last two quarters, including both files we investigated and files we closed without investigation. No action is required on your part, however we hope that you will find this information useful and share it within your organization.

Enclosed you will find detailed reports containing the following:

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



and/or sector. Because complaints are confidential, we do not share complaint topic information if we received too few complaints to preserve the complainants' anonymity.

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

Yours sincerely,

Jay Chalke  
Ombudsperson  
Province of British Columbia

Enclosures



Quarterly report for Village of Anmore for January 1 – March 31, 2020

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

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

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

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

**Sector-Specific Complaint Topics - All Local Government**

Business Licensing	5	3%
Bylaw Enforcement	59	33%
Council Member Conduct (incl. Conflict of Interest)	3	2%
Official Community Plan/Zoning/Development	35	20%
Fees/Charges (incl. Taxes)	11	6%
Open Meetings	1	1%
Procurement	4	2%
Services (incl. Garbage, Sewer, Water)	20	11%
Response to Damages Claim	3	2%
Other	36	20%

**General Complaint Topics - All Local Government**

Decision/Outcome - Disagreement with	88	37%
Accessibility	1	0%
Delay	8	3%
Administrative error	6	3%
Treatment by staff	12	5%
Communication	34	14%
Process/Procedure	63	27%
Complaint/Review/Appeals Process	15	6%
Employment/Labour Relations	4	2%
Other	6	3%

September 2, 2020

Dear Mayor and Council,

**Re: Observation of the UN International Day of Older Persons -October 1st**

Established in 1950, the Council of Senior Citizens' Organizations (COSCO) of BC is an umbrella, volunteer run organization made up of many seniors' organizations and individual associate members. Registered under the Societies Act since 1981, COSCO has grown and now represents approximately 80,000 seniors in BC.

Our mandate is to promote the well-being of seniors and their families, advocating for policies that allow seniors to remain active, independent, and fully engaged in the life of our province. The organization is non-partisan, but politically active, advocating for seniors' needs no matter who is in power. Our motto is "Plan with seniors not for them".

COSCO invites you, the civic leaders to help celebrate the

**UN International Day of Older Persons (UNIDOP) 2020**

**Theme: "Pandemics: Do They Change How We Address Age and Aging?"**

"The year 2020 marks the 75th Anniversary of the United Nations and the 30th Anniversary of the International Day of Older Persons (UNIDOP). This year has also seen an emergence of COVID-19, that has caused an upheaval across the world. Considering the higher risks confronted by older persons during the outbreak of pandemics such as COVID-19, policy and programmatic interventions must be targeted towards awareness of their special needs. Recognizing older persons contributions to their own health and the multiple roles they play in the preparedness and response phases of current and future pandemics is also important." (United Nations For Ageing)

"The UNIDOP 2020 event will also promote the *Decade of Healthy Ageing* (2020-2030) and help to bring together UN experts, civil society, government and the health professions to discuss the five strategic objectives of the *Global Strategy and Action plan on Aging and Health* while noting the progress and challenges in their realization." (United Nations For Ageing)

**"The objectives of UNIDOP 2020 are to:**

- 1) Inform participants about the strategic objectives for the Decade of Healthy Ageing
- 2) Raise awareness of the special health needs of older persons and of their contributions to their own health and to the functioning of the societies in which they live
- 3) Increase awareness and appreciation of the role of the health care workforce in maintain-



ing and improving the health of older persons, with special attention to the nursing profession

- 4) Present proposals for reducing the health disparities between older persons in the developed and developing countries, so as to “Leave no one behind”
- 5) Increase understanding of the impact of COVID-19 on older persons and its impact on health care policy, planning, and attitudes.” (United Nations For Ageing)

**Two ways that we ask you to consider to celebrate the IDOP are:**

- 1) Publicly proclaim/declare your support of the IDOP 2020 (Please refer to attached sample proclamation.)
- 2) Prominently display the UNIDOP flag for October 1st 2020 if you have one

We are pleased that for the past two years, the Province of British Columbia proclaimed that October 1st would be known as “International Day of Older Persons”. They have been asked by COSCO to do so again this year. We would like the BC city, township, village and district councils to follow suit. For those councils that are able, declarations are preferred over proclamations as they are ongoing. Please let us know if your council has already made a declaration in the past and if you will be making either an IDOP proclamation or declaration for IDOP 2020 and if you will be flying the UNIDOP flag this year.

If there is any question about this request, please contact Agnes Jackman at cell# 604-376-5188; 821 20th Street, New Westminster, BC, V3M 4W7; or [agnes.jackman@gmail.com](mailto:agnes.jackman@gmail.com).

Thank you for your consideration.

Yours truly,

Agnes Jackman, Board Member, COSCO

His Worship Mayor John McEwen and Council  
Village of Anmore  
E-mail: [village.hall@anmore.com](mailto:village.hall@anmore.com)

Dear Mayor McEwen and Council:

What a year so far! With a global pandemic being the centre of attention for most of this year, I am happy to move the focus back to a familiar month of gratitude. I am pleased to announce that October will once again be declared Foster Family Month in British Columbia. It is my particular honour this year to celebrate the 30th year of Foster Family Month proclamations. Some members of your community have been foster parents for those 30 years, and some are brand new. All are critically important to the health and safety of our province's most vulnerable children.

As the Provincial Director of Child Welfare, I am pleased to acknowledge, with deep gratitude, the many caregivers who have given their time and love to raising young people in British Columbia. This month, we recognize their dedication to improving the lives of those children who need them, and who may continue to need them as they grow.

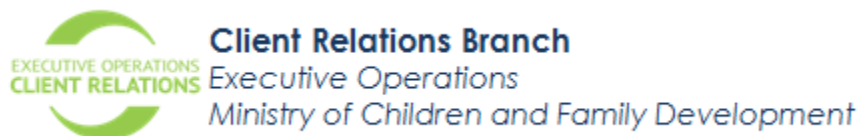
This year has been challenging, both globally and provincially. I know that the pandemic has been difficult for most British Columbians, and most certainly for these caregivers, who have taken on the additional challenge of conducting visits with social workers and families virtually. Last year, Government announced an increase to the Family Care Rate in February, and although this will have helped to lessen the stress of this year for caregivers, we know there is more work to do. The pandemic has shown us that we need to continue being creative in finding solutions to support caregivers, children, and families.

Please join me in celebrating October as Foster Family Month to show those in your community how important the role of a caregiver is. Please make time to honour the incredible individuals and households who are dedicated around the clock to ensure children and youth in care are safe and cared for. Although the global pandemic has halted in-person festivities, I invite you to find new ways to champion and promote the hard work of these caregivers in your community.

On behalf of the Government of British Columbia, thank you for your continued support in recognizing the extended family and foster caregivers in your community.

Sincerely,

Cory Heavener  
Provincial Director of Child Welfare  
*Sent on behalf of the Provincial Director by:*

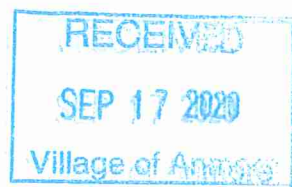


**This communication and any accompanying document is confidential and is intended solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: [MCF.Info@gov.bc.ca](mailto:MCF.Info@gov.bc.ca).**

September 11, 2020

File: CR-12-01  
Ref: RD 2020 Jul 31

Mayor John McEwen and Council  
Village of Anmore  
2697 Sunnyside Road  
RR1  
Anmore, BC V3H 5G9  
VIA EMAIL: [john.mcewen@anmore.com](mailto:john.mcewen@anmore.com)



Dear Mayor McEwen and Council:

**Climate and Energy UBCM Resolutions  
Endorsed by Metro Vancouver Member Jurisdictions**

This letter is to inform you of climate and energy related UBCM resolutions that have been endorsed by Metro Vancouver member jurisdictions.

At its July 31, 2020 regular meeting, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) adopted the following resolution:

*That the MVRD Board:*

- a) direct staff to forward the report dated June 22, 2020, titled "Climate and Energy UBCM Resolutions Endorsed by Metro Vancouver Member Jurisdictions" to member jurisdictions in preparation for the Union of British Columbia Municipalities convention on September 22–24, 2020; and*
- b) direct staff to review the UBCM resolutions put forward by member jurisdictions of the Lower Mainland Local Government Association and highlight those resolutions that align with Metro Vancouver policies and initiatives.*

A key function of the Union of British Columbia Municipalities (UBCM) is to pass resolutions on behalf of its membership and convey these resolutions to the provincial government. A number of Metro Vancouver member municipalities' councils have endorsed climate and energy resolutions for submission to the UBCM for consideration at its September 22–24, 2020 convention. These resolutions relate to important areas for emissions reductions, such as buildings and transportation. Many connect directly to *Climate 2050* and the objective of reaching a carbon neutral region by 2050. This is a critical time for members to call on the Province for enhanced action on climate, and UBCM resolutions are a key mechanism to do so.

The report and attachment summarize the resolutions submitted by member councils so that the Board is informed as to the content of the resolutions, and can share this information within their respective organizations ahead of the UBCM convention to bring awareness to climate and energy related resolutions. Enclosed is a copy of the staff report for your information.

Over the coming weeks, Metro Vancouver staff will work to identify other resolutions aligned with other Metro Vancouver policies and initiatives, and will share this information with member jurisdictions as appropriate.

If you have any questions about the enclosed report, please contact Morgan Braglewicz, Senior Policy and Planning Analyst, Parks and Environment, by phone at 604-436-6766 or by email at [Morgan.Braglewicz@metrovancover.org](mailto:Morgan.Braglewicz@metrovancover.org).

Yours sincerely,



Sav Dhaliwal  
Chair, Metro Vancouver Board

SD/NC/mb

cc: Neal Carley, General Manager, Parks and Environment Services  
Roger Quan, Director, Air Quality and Climate Action, Parks and Environment Services  
Morgan Braglewicz, Senior Policy and Planning Analyst, Parks and Environment Services  
Erik Blair, Air Quality Planner, Parks and Environment Services

Encl: Report dated June 22, 2020, titled "Climate and Energy UBCM Resolutions Endorsed by Metro Vancouver Member Jurisdictions" (Doc# 37606996)

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To: Climate Action Committee

From: Morgan Braglewicz, Senior Policy and Planning Analyst  
Erik Blair, Air Quality Planner  
Parks and Environment Department

Date: June 22, 2020 Meeting Date: July 17, 2020

Subject: **Climate and Energy UBCM Resolutions Endorsed by Metro Vancouver Member Jurisdictions**

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#### **RECOMMENDATION**

That the MVRD Board direct staff to forward the report dated June 22, 2020, titled “Climate and Energy UBCM Resolutions Endorsed by Metro Vancouver Member Jurisdictions” to member jurisdictions in preparation for the Union of British Columbia Municipalities convention on September 22–24, 2020.

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#### **EXECUTIVE SUMMARY**

A key function of the Union of British Columbia Municipalities (UBCM) is to pass resolutions on behalf of its membership. At its convention, UBCM members will vote on 2020 resolutions. Typically, resolutions are submitted via local government associations, but due to COVID-19 the May 2020 Lower Mainland Local Government Association conference was cancelled, requiring all resolutions to pass directly through UBCM. This report summarizes climate and energy resolutions endorsed by Metro Vancouver member municipalities’ councils that will be brought to the 2020 UBCM convention for voting.

#### **PURPOSE**

To provide the Climate Action Committee and Board with a summary of the climate and energy resolutions endorsed to date by member jurisdictions ahead of the UBCM convention, and seek Board direction to forward the summary to member jurisdictions.

#### **BACKGROUND**

A number of Metro Vancouver’s member jurisdictions have endorsed a range of climate and energy resolutions for submission to the UBCM for consideration at its convention taking place virtually on September 22–24, 2020. This report summarizes the resolutions endorsed to date so that Committee members are informed as to the content and range of the resolutions in advance of the UBCM convention. It also highlights the value of building awareness and support for high priority UBCM resolutions to increase their chances of adoption at the UBCM convention.

#### **Metro Vancouver Members’ 2020 Energy and Climate UBCM Resolutions to Date**

Over the past year, over ten member jurisdictions have declared climate emergencies and/or have directed their staff to update their targets to align with the IPCC Special Report on Global Warming of 1.5°C. The municipalities that have made climate emergency declarations are prioritizing setting new targets as the first step in their climate response, and Councils have also directed municipal staff

to update their climate action plans to accelerate progress toward the new targets. Metro Vancouver has adopted ambitious new targets through *Climate 2050*, and these ambitious targets demand ambitious action. This is a critical time for members to call on the Province for enhanced action on climate, and UBCM resolutions are a key mechanism to do so.

Resolutions endorsed by councils to date are included in the attachment. The attachment provides an overview of the resolutions in a number of different categories, including: transportation, buildings, financial levers, and enabling legislation. The title, member jurisdiction, and text of each resolution are also provided.

Many of the climate and energy resolutions endorsed by member jurisdictions focus on buildings and transportation, the two largest greenhouse gas emissions sectors in our region, and the subject of two of the *Climate 2050 / Clean Air Plan* Discussion Papers published to date. A number of the resolutions relate to policies and actions identified in the Transportation Discussion Paper, including resolutions related to zero-emission vehicles for light, medium, and heavy duty vehicles; congestion pricing; and emission reductions for ride hailing fleets. Similarly, several buildings-related resolutions connect to the Buildings Discussion Paper, such as GHG limits for new buildings; building energy benchmarking; and standards for building electrification. Local government leadership on these resolutions reflects the need to take bold action to transition to a low carbon future. Staff will continue to track the progress of these resolutions as they develop the broader suite of policies and programs for the *Climate 2050 Roadmaps*.

While most resolutions call on the Province to take action through its regulatory powers, several request amendments to provincial legislation that would more clearly enable local governments to regulate and support the reduction of greenhouse gas emissions in pursuit of their climate commitments.

### **Review of UBCM Resolutions**

A key function of the UBCM is to pass resolutions on behalf of its membership and convey these resolutions to the Provincial Government. The 2020 UBCM convention will be held virtually on September 22–24, 2020, where attendees will vote on UBCM resolutions that have been submitted for consideration by the June 30 submission deadline.

Typically, municipalities are encouraged to submit resolutions through their local government associations, as resolutions recommended by these associations demonstrate that they have already received support from a multitude of municipalities. However, the 2020 Lower Mainland Local Government Association (LMLGA) conference was cancelled due to COVID-19. As a result, resolutions submitted to UBCM will not have gone through the usual first round of voting, and will not be submitted with the weight of LMLGA endorsement. In the absence of LMLGA endorsement, alternative strategies to raise awareness and support for key resolutions may help raise their profile before voting at the UBCM convention.

Advance awareness of high priority resolutions and their status will be doubly important this year due to new voting procedures at the UBCM convention. Ten resolutions will be pre-selected by the UBCM executive for individual consideration and voting, and the rest will be sorted in to two large

blocks (recommended for endorsement or not recommended for endorsement). If a resolution is sorted in to the “do not endorse” block, advance action by Councils or Boards is required to request that a resolution be removed from the block for individual consideration.

#### **ALTERNATIVES**

1. That the MVRD Board direct staff to forward the report dated June 22, 2020, titled “Climate and Energy UBCM Resolutions Endorsed by Metro Vancouver Member Jurisdictions” to member jurisdictions in preparation for the Union of British Columbia Municipalities convention on September 22–24, 2020.
2. That the MVRD Board receive for information the report dated June 22, 2020 titled “Climate and Energy UBCM Resolutions Endorsed by Metro Vancouver Member Jurisdictions”, and provide alternate direction to staff.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with Alternative 1 in this report.

#### **CONCLUSION**

A number of Metro Vancouver member municipalities’ councils have endorsed climate and energy resolutions for submission to the UBCM for consideration at its September 22–24, 2020 convention. These resolutions cover transportation, buildings, financial levers, and enabling legislation. This report and attachment summarize the resolutions so that the Committee is informed as to the content of the resolutions before the UBCM convention. Given that the LMLGA conference was cancelled this year and no resolutions will go forward to UBCM with LMLGA endorsement, alternative approaches to raising awareness and support for priority resolutions will help raise their profile before the UBCM convention. To this end, staff recommend Alternative 1, that the Board direct staff to convey this report to member jurisdictions before the UBCM convention so they may consider which resolutions are high priorities.

#### **Attachment**

Metro Vancouver Members’ 2020 Climate and Energy UBCM Resolutions as of June 22, 2020 (37730318)

37606996

## Metro Vancouver Members' 2020 Climate and Energy UBCM Resolutions as of June 30, 2020

### At a Glance

- 16 climate and energy resolutions have been endorsed by Metro Vancouver members. Of these:
  - Five relate to buildings
  - Five relate to transportation
  - Nine relate to enabling legislation
  - Two relate to financial levers
- City of Vancouver, District of North Vancouver, City of Port Moody, and Township of Langley have endorsed climate and energy resolutions

### Resolutions Summary Table

Category	Resolution Title	Jurisdiction	Resolution Summary
Buildings	Provincial Tools for Building Energy Benchmarking	Vancouver	That the Province act on the 2017 UBCM motion for a building energy benchmark program within a year. The resolution also outlines recommendation on program design.
Buildings	Greenhouse Gas Limits for New Buildings	Port Moody	That the Province include GHG limits for new construction through the BC building code, and amend language in CleanBC to require all new construction to be zero emission by 2032.
Buildings/ Enabling legislation	Establish Standards for Building Electrification, Heat Pumps, and Water Heaters	District of North Vancouver	That the Province enact legislation to empower municipalities to establish standards for building electrification, heat pumps, and water heaters.
Buildings/ Enabling legislation	Green Roofs	District of North Vancouver	That the Province amend the Local Government Act to empower local governments to expressly require green roofs and enforce the related building standard of construction and maintenance.
Buildings/ Enabling legislation	Water Conservation and Grey Water Use	District of North Vancouver	That the Province enact legislation to empower local governments to require water conservation and grey water use in relation to plumbing and drainage requirements for new buildings or the retrofitting of old buildings.



Category	Resolution Title	Jurisdiction	Resolution Summary
Enabling legislation	Predominant Purpose of Bylaw	District of North Vancouver	That the Province amend the Community Charter so that councils may adopt a bylaws that have an effect on an environmental or climate related issue that would typically require ministerial approval, as long as the purpose of the bylaw, as elected by council, is legitimate.
Enabling legislation	Regulate or Prohibit in Relation to Business	District of North Vancouver	That the Province amend the Community Charter to enable a council to enact bylaws that can prohibit businesses, in addition to regulating them, so that councils have more power to prohibit certain business practices, like selling fossil fuel heating systems beyond a certain date.
Enabling legislation	GHG Reporting for Business	District of North Vancouver	That the Province amend the Community Charter to enable a council to enact bylaws to regulate businesses' GHG reporting.
Enabling legislation	GHG Reduction Legislation	District of North Vancouver	That the Province amend the Community Charter to enable local governments to require GHG emission reduction or elimination, including the sale and upgrade of technologies using fossil fuels.
Financial Levers	Re-Examining Municipal Pension Plan Divestment	Vancouver	That the UBCM re-examine and update its 2016 <i>Primer on Fossil Fuel Divestment and the Municipal Pension Plan</i> report, and express their concern regarding investment in fossil fuels and support for divestment.
Financial Levers/ Enabling legislation	Provincial Enabling of Property Assessed Clean Energy (PACE) Financing by Local Governments	Vancouver	That the Province update the Vancouver and Community Charters to enable BC local governments to establish Property Assessed Clean Energy Financing Programs that include private investment.
Transportation	B.C. Clean Kilometre Act for Ride Hailing Fleets	Vancouver	That the Province design and implement a BC Clean Kilometer Act for Ride Hailing Fleets that requires ride hailing fleets to reduce their emissions.
Transportation	Reducing Truck Pollution on Residential-adjacent Commercial Transport (trucking) Routes	Vancouver	That the UBCM lobby the Provincial and Federal Governments to significantly strengthen regulations restricting traffic pollution from heavy-duty vehicles on residential adjacent commercial transport routes.
Transportation	Increase Zero Emission Vehicle Act Interim Targets	Township of Langley	That the Province amend the Zero-Emission Vehicle Act interim sales targets above the currently stated 10% in 2025 and 30% in 2030, to targets that accelerate the availability of zero-emission vehicles in BC beyond the current rate of adoption.

Category	Resolution Title	Jurisdiction	Resolution Summary
Transportation	Zero Emissions Vehicle Mandate for Medium- and Heavy- Duty Vehicles	Township of Langley	That the Province enact zero-emission vehicle sales requirements for medium- and heavy-duty vehicles
Transportation/ Enabling Legislation	Congestion Pricing	District of North Vancouver	That the Province enact legislation to enable municipalities to impose and collect vehicle congestion charges.

September 23, 2020

File: AQ-07-00

City-Treasurer  
Village of Anmore  
2697 Sunnyside Road  
Anmore, BC V3H 3C8

Dear Sir/Madam:

**Caring for the Air 2020, Metro Vancouver's Report on Air Quality and Climate Change**

*Caring for the Air* is Metro Vancouver's annual report highlighting the actions and initiatives being carried out by Metro Vancouver and our partners to improve air quality and mitigate the impacts of climate change. Written in plain language, *Caring for the Air* helps increase public engagement in and understanding of air quality and climate change issues.

The 2020 edition covers topics such as:

- Metro Vancouver's leadership on **climate action** and greenhouse gas (GHG) reduction
- The effects of heavy **truck traffic** on air close to major roads
- The potential air quality impacts of **ride-hailing** services
- What the new **wood smoke bylaw** may mean for residents
- How to **improve resilience** to heat waves, water shortages and wildfires
- How Metro Vancouver handles **air quality and odour complaints**
- 2019 **air quality trends**

A copy of *Caring for the Air* is included in this package. Current and previous editions of *Caring for the Air* are also available on [metrovancover.org](http://metrovancover.org) (search: 'Caring for the Air').

If you would like additional copies of *Caring for the Air* for distribution, or have comments or questions about the report, air quality, or climate change, please contact [AQInfo@metrovancover.org](mailto:AQInfo@metrovancover.org).

40176452

Sincerely,

A handwritten signature in dark ink, appearing to read 'Roger G. Quan', is positioned above the printed name.

Roger G. Quan, P.Eng.  
Director, Air Quality and Climate Change

RQ/jes/at

Encl: Caring for the Air 2020 Report