

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, March 2, 2021 at 7:00 p.m. by electronic means via Zoom pursuant to Minister of Public Safety and Solicitor General of the Province of British Columbia – Emergency Program Act, updated Ministerial Order No. M192.



NOTE: Pursuant to the Provincial Health Officer Order regarding Gatherings and Events updated on December 2, 2020, members of the public are not permitted to attend Council meetings in person at this time due to COVID-19. Members of the public may view our Regular Council meeting by accessing the meeting via Zoom.

For members of the public watching, staff will be moderating the meeting, but we ask that you please DO NOT turn on your camera or mic for the meeting until you are invited to do so by the Chair.

*Should you wish to provide a comment or ask a question during Item 3 Public Input, or Item 17 Public Question Period please do so by:

- Sending an email to Karen Elrick by 4 p.m. prior to the meeting at karen.elrick@anmore.com
- Using the “raise hand” function in the Zoom meeting to indicate you’d like to speak or turning on your mic when invited by the Chair

To access the meeting: <https://us02web.zoom.us/j/83370658028>

THIS MEETING’S PROCEEDINGS WILL BE LIVE STREAMED VIA ZOOM AND AVAILABLE AS A RECORDED ARCHIVE ON THE VILLAGE WEBSITE

1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: That the Agenda be approved as circulated.

3. **Public Input**

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

4. **Delegations**

None.

5. Adoption of Minutes**Page 5 (a) Minutes of the Regular Council Meeting held on February 16, 2021**

Recommendation: That the Minutes of the Regular Council Meeting held on February 16, 2021 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) Surrey Police Transition

Recommendation: That Council receive the communication dated February 15, 2021, from Councillor Jack Sing Hundial and Councillor Brenda Locke, City of Surrey, regarding Surrey's Police Transition.

Page 14 (b) Request for Letter of Support for the Coquitlam Moody Ringette Association

Recommendation: That Council receive the communication dated February 19, 2021 from the Coquitlam Moody Ringette Association requesting a letter of support from the Village for the Association's gaming grant application process.

8. Items Removed from the Consent Agenda**9. Legislative Reports****Page 15 (a) Parcel Tax Roll Review Panel Bylaw**

Report dated February 26, 2021 from Karen Elrick, Manager of Corporate Services, attached.

Page 19 (b) Anmore 5 Year Financial Plan Bylaw

Ms. Juli Halliwell, CAO, to provide a presentation of the Five- Year Financial Plan (attached).

Recommendation: That Council grant first, second, and third readings to Anmore Five-Year Financial Plan Bylaw No. 642-2021

10. Unfinished Business

11. New Business

Page 37 **(a) Anmore South Planning Study & OCP Amendment Community Engagement Plan**

Report dated February 25, 2021 from Mickelson Consulting Inc. attached.

Recommendation: That Council endorse the Anmore South Planning Study & OCP Amendment Community Engagement Plan dated February 25, 2021 from Mickelson Consulting Ltd and that staff be directed to initiate Phase 1 of the Plan.

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

(a) Community Engagement, Culture, and Inclusion Committee – Easter Colouring Contest

At the February 11, 2021 Community Engagement, Culture, and Inclusion Committee meeting, the committee requested support from Council to organize an Easter Colouring Contest.

Recommendation: That Council authorize funding of \$200 to the Community Engagement, Culture, and Inclusion Committee to purchase prizes for the Easter Colouring Contest; and That Council direct staff to promote the colouring contest on the Village social media channels, website, and signboard.

13. Mayor's Report

14. Councillors Reports

15. Chief Administrative Officer's Report

16. Information Items

(a) Committees, Commissions and Boards – Minutes

None.

(a) General Correspondence

None.

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, February 16, 2021 at 7:00 p.m. by electronic means via Zoom pursuant to Minister of Public Safety and Solicitor General of the Province of British Columbia – Emergency Program Act, updated Ministerial Order No. M192.



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
Chris Boit, ISL Engineering
Lance Fortier, Operations Superintendent

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:

R023/21 That the Agenda be approved as circulated

Carried Unanimously

3. Public Input

A resident wished to comment on the proposal for 2307 Sunnyside Road; however, it was noted that due to the fact that there was a public hearing for this rezoning application and that it is now closed, Council may not receive any further information.

4. Delegations

None.

5. Adoption of Minutes**(a) Minutes of the Regular Council Meeting held on February 2, 2021**

IT WAS MOVED AND SECONDED:

R024/21 That the Minutes of the Regular Council Meeting held on February 2, 2021 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) Rezoning Proposal – 2307 Sunnyside Road – Third Reading & Adoption (deferred from January 26, 2021 Regular Council Meeting)**

Ms. Juli Halliwell, CAO provided an overview of the staff report. Discussion points included:

- Confirmation that all Village Bylaws would be applicable to this development
- That a crosswalk would be installed for pedestrian access to the development to the existing sidewalk
- Whether secondary suites would be permitted within this development
- Clarity sought regarding riparian areas and streamside protection and enhancement area boundaries

IT WAS MOVED AND SECONDED:

That Council give third reading and adopt Village of Anmore Zoning Amendment Bylaw No. 597 – 2019.

Before the question was called:

IT WAS MOVED AND SECONDED:

R025/21 That Council defer consideration Village of Anmore Zoning Amendment Bylaw No. 597 – 2019 to the next Regular Council meeting and That Council direct staff to report back on the following as it relates to this development:

- a. Confirmation whether secondary suites would be permitted within this development
- b. Clarity on the riparian areas and streamside protection and enhancement area boundaries and their effect on development potential

Carried Unanimously

(b) Anmore Green Estates Local Area Service Establishment Bylaw

IT WAS MOVED AND SECONDED:

R026/21 That Council adopt Anmore Green Estates Local Area Service Bylaw No. 636-2021.

Carried Unanimously

10. Unfinished Business

11. New Business

(a) Village of Anmore Signatories Update

IT WAS MOVED AND SECONDED:

R027/21 That Council designate Mayor John McEwen as the Council signatory for banking purposes for the Village of Anmore; and that Councillor Polly Krier be designated as the alternate Council signatory;

And That Council designate, Juli Halliwell, Chief Administrative Officer, as the primary Staff signatory for banking purposes for the Village of Anmore; and that, Karen Elrick, Manager of Corporate Services, be designated as the alternate Staff signatory;

And Further That Council affirm all Village-issued payments require the signature of one Council signatory and one Staff signatory.

Carried Unanimously

(b) 2021 Capital Project Pre-Approval Request

Ms. Juli Halliwell, CAO, provided an overview of the staff report. Mr. Lance Fortier, Operations Superintendent confirmed that this equipment would serve the needs of the Village for the coming years.

IT WAS MOVED AND SECONDED:

R028/21 That Council approve the direct award of a 2019 John Deere 310SL Loader Backhoe to Brandt Tractor Ltd. for a total purchase price of \$137,925 excluding GST;

And That the project be funded from the Capital Reserve.

Carried Unanimously

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

None.

13. Mayor's Report

Mayor McEwen reported that:

- He attended the Share Gala pre judging on February 9
- He attended the virtual swearing in ceremony for the new Belcarra Mayor, Jamie Ross
- He attended the joint Public Safety Committee / Environment Committee meeting on February 10 regarding Bear Aware
- Committee recruitment is taking place for volunteer committee positions

14. Councillors Reports

Councillor Krier reported that:

- As a follow up from last week's report of the Chamber of Commerce Business Excellence Awards, she wanted to note that Anmore resident Bill Laidler was nominated for Business Leader of the Year
- She attended the joint Public Safety Committee / Environment Committee meeting on February 10 regarding Bear Aware and the presentation is on the Village website

Councillor Weverink reported that:

- the Bear Aware session with BC Conservation was informative

- Residents should be aware of cougars with their small dogs as there have been some recent encounters reported

15. Chief Administrative Officer's Report

Ms. Juli Halliwell, CAO, reported that:

- The Village team met with the architect for the Anmore Community Hub project last week to review the 75% complete drawings. It was noted that the scheduled is approximately 1 week behind at this time but that it will be made up to allow for tender at the end of March or early April. The architect has also been in contact with some Anmore residents interested in contributing to the project
- Committee recruitment has been sent out through the Anmore Advisor newsletter, email distribution, and mail drop. Interested volunteers can contact Karen Elrick by the March 7 deadline
- BC Conservation bear aware session is available for viewing on the Village website
- Discussions are ongoing regarding the proposed cellular tower and the Village is expecting detailed design drawings with location

16. Information Items

(a) Committees, Commissions and Boards – Minutes

None.

(a) General Correspondence

- Metro Board in Brief for meetings held on January 29, 2021
- Communication from City of New Westminster dated February 5, 2021 regarding Single-Use Item Reduction Advocacy for Consistent Regional Regulation
- Communication dated February 4, 2021 from Regional District of Kootenay Boundary regarding Support for City of Vernon request for no-cost access to all prescription contraception

17. Public Question Period

None.

18. Adjournment

It was MOVED and SECONDED:

R029/21 THAT the meeting be adjourned at 7:40 p.m.

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor

February 15, 2021

Dear Member of Local Government,



Brenda Locke
Councillor

T. 604.502.6032
brenda.locke@surrey.ca
surrey.ca



Jack Singh Hundial
Councillor

T 604.502.6035
jack.hundial@surrey.ca
surrey.ca

Re: Surrey's Police Transition's will Impact Public Safety in British Columbia and there is an urgent need for a feasibility study.

The City of Surrey is working to transition from the RCMP to a city police department. This decision has met with significant opposition from the residents. We are two of the councillors that do not support the Surrey police transition and believe it is incumbent on us to let you know that this transition will impact public safety in municipalities throughout British Columbia, especially the Lower Mainland and Capital Region.

This new Surrey Police Service (SPS) will require, once operational, a minimum of 850 (probably closer to 1,000) officers. The RCMP, from the beginning of this transition process, have reassured their members that they are a priority posting to which we are already seeing those transfers out occur. The current Surrey RCMP members have been canvassed and it was determined to be unlikely that even 10% of those canvassed would consider transferring to the SPS. Currently at issue for those considering employment with SPS are the undetermined wages, losses in pension portability (case-by-case basis) and the lack of clarity regarding role and rank for personnel.

So why is this an issue for you in your municipality? Firstly, Surrey is the largest RCMP detachment, and there has never been a transition of this size before anywhere in Canada.

Further, there has not been a proper feasibility study or a cost benefit analysis that would support and establish the impact that the transition will have on Surrey, the region, or the Province as a whole. The question remains if, and how, the transition will destabilize public safety from a variety of areas including recruitment, cost, and the overall integrated network.

On July 8, 2020, the Provincial government struck a Special Committee of the Legislature to review the BC Police Act after 45 years. The committee was given until May 14, 2021 to submit their recommendations to modernize the Police Act. This includes fundamental shifts in how policing is to be conducted in BC with renewed oversight to correct systemic racism, addressing social issues such as mental health, addiction, and harm reduction. Recommendations have

already been discussed regarding Police Boards including the role of local government and removing Mayors as the Board Chair.

Of note, on February 8, 2021, the only member of the SPS Board with any policing experience and co-author of the Surrey Police Transition Report, announced his sudden departure from the Board. This leaves the SPS Board without any historical or fundamental knowledge of policing in British Columbia and presents a further risk amid a changing Act.

Recruiting, hiring and retention of police officers, is a challenge in BC and throughout North America. As hiring officers becomes more difficult, we are seeing cities in other jurisdictions offer significant signing bonuses on a case-by-case basis, which will require cities to counter-offer in order to retain their experienced officers. Policing costs, that are already increasing, will only be exacerbated by these new staffing and budget pressures, as policing costs continue to rise. We know that the initial start-up of SPS is based on recruiting experienced officers. The high cost of relocating personnel into the lower mainland will be a barrier for most people, which will result in additional pressure to recruit at the local level. This has been demonstrated already with senior executives of the SPS being hired from neighbouring cities.

All non-RCMP police training in BC is done at the Justice Institute of British Columbia (JIBC) – a provincially funded institution. Currently, the JIBC is just keeping up with the need of the current municipal police departments. While the provincial government, through the Ministry of Public Safety and the Solicitor General, has given tacit approval of the transition, the Treasury Board has not yet seen the need to increase the funding to the JIBC to accommodate this human resource need. Regardless, these new recruits will not be able to meet the skills, knowledge and local expertise required and therefore it is inevitable that there will be recruitment through other police departments.

Office of the Police Complaints Commissioner (OPCC): On February 2, 2021, the Police Complaints Commission made a plea to the Select Standing Committee on Finance & Government Services to increase provincial funding by 45% to the OPCC to underwrite the expected impact of the Surrey Police Transition.

These costs for the Surrey RCMP are currently borne by the federal government, but after the transition, they will be covered by the Province. There will also be a significant ask for capital costs that are yet to be determined.

The Surrey Police Transition will financially impact all British Columbia cities that are policed by the RCMP. RCMP divisional administrative costs are shared cost among all RCMP jurisdictions. With the removal of approximately 850 RCMP members positions from Surrey (approx. 15% of RCMP in BC), these costs will be redistributed amongst the remaining RCMP detachments in the Province. The financial impact of the Surrey Police Transition has yet to be determined, but regardless, it will be an additional cost burden for every municipality.

In closing, all polling, including Surrey's own consultation process, has demonstrated that the residents support the RCMP remaining in Surrey, particularly in the middle of an ongoing pandemic. The list of the unknown consequences is ever growing and worrisome, particularly when this may all be reversed by the next local government election in Surrey. Recently, in considering the option to transition police, both Richmond and Red Deer completed a public, third party feasibility study and elected to stay with the RCMP. We ask that you require the provincial government to commission the necessary feasibility and impact study of the Surrey Police Transition to ensure that it does not negatively impact your community, the region, or destabilize public safety in British Columbia.

Please do not hesitate to contact either Cllr. Jack Hundial at 604-340-9561 (jack.hundial@surrey.ca) or Cllr. Brenda Locke at 604-340-8607 (brenda.locke@surrey.ca).

Kind regards,

Cllr. Jack Singh Hundial

Cllr. Brenda Locke

Cllr. Hundial is a retired RCMP officer with 25 years experience.

Cllr. Brenda Locke is a former MLA and Minister of State.

From: Steven Robb
Sent: February 19, 2021 2:31 PM
To: Karen Elrick
Cc: Susan Doucette
Subject: Letter of Support for the Coquitlam Moody Ringette Association

Karen, I am sending you this email after our conversation today about the request for a letter of support from the Village of Anmore (Mayor and Council) for the Coquitlam Moody Ringette Association. The Coquitlam Moody Ringette Association encompasses five distinct areas within the Tricities and offers resident of all of these communities the opportunity to play the sport of ringette. There may be some on council that may not know what the sport of Ringette is and where we play this great sport. Ringette is played on an ice rink and is played by both male and female children from the age for 4 up to adult players. I have included a link to a short video of the Coquitlam Moody ringette U16 team playing at the 2020 Provincials Tournament so that everyone can see the sport being played by our local athletes. This short video clip will help to give the Mayor and Councilors some familiarity to the sport and skills that are required to enjoy this great game.

<https://www.youtube.com/watch?v=phZPs7tlu1g>

The communities that we support through our association are as follows:
City of Coquitlam, City of Port Moody, Village of Anmore and the Village of Belcarra

We would like to include a letter of support from the Village of Anmore in our submission package to the BC Gaming Grant process. This year more than ever before the funds that are available from BC Gaming to help fund community sports may be less than in past years and we would like to submit the best possible package. To increase our chances of getting similar funding for our sports association as we have received in the past, we feel that we are going to have to provide more information from the communities that we support with our sport. The executive volunteers of the association all feel that a letter from the Village of Anmore along with the ones we have requested from the other communities that we support should help in securing these necessary funds. These Gaming Grant funds mainly help to pay for the ice that is required for the teams and also to provide additional skating instruction for the younger players that are just entering the sport.

As an association we feel it is important to provide these opportunities to try this sport for our residents at an affordable cost each year. These experiences in our sport help to create active healthy residents that will be involved in lifelong physical activity. These residents are also active in the community and give back as they grow up experiencing sport through their local associations.

I would like to thank the Mayor and Councilors for taking the time from their busy schedules to consider our request for a letter of support for the Coquitlam Moody Ringette Association.
Sincerely, Steven Robb

President – Coquitlam Moody Ringette



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: February 26, 2021 3900-30
Submitted by: Karen Elrick, Manager of Corporate Services
Subject: Parcel Tax Roll Review Panel Bylaw

Purpose / Introduction

Creation of a Parcel Tax Roll is required in order to enable the Village to collect any monies levied through a Parcel Tax Bylaw. Under section 204 of the *Community Charter*, a Parcel Tax Review Panel ("The Panel") must consider any complaints respecting the parcel tax roll and must authenticate the tax roll before a parcel tax is imposed for the first time.

Recommended Option

THAT Council grant first, second, and third readings to Anmore Parcel Tax Roll Review Bylaw No. 641-2021.

Background

Council adopted two Local Area Service Bylaws in February 2020 for Anmore Green Estates and School District 43, and February 2021 for Anmore Green Estates, as a mechanism to allow for collection of monies from the property owners that will benefit from the David Avenue sewer connection project. Once the Panel is established, staff will bring forward a Parcel Tax Bylaw for Anmore Green Estates and School District 43, and Anmore Green Estates to Council to set out the basis to impose the Parcel Tax to each property owner.

Discussion

The proposed Anmore Parcel Tax Review Panel Bylaw (**Attachment 1**) is required in order for the Tax Roll to be authenticated each year prior to a Parcel Tax being assessed. The Panel must consider any complaints regarding:

1. an error or omission respecting a name or address on the parcel tax roll;
2. an error or omission respecting the inclusion of a parcel;
3. an error or omission respecting the taxable area or the taxable frontage of a parcel;
4. an exemption has been improperly allowed or disallowed.

Report/Recommendation to Council

Officer Designation and Delegation of Authority Bylaw

February 26, 2021

Once the proposed bylaw has been adopted, next steps are:

- Council to appoint at least 3 persons as the members of the Panel (may be members of Council)
- Council to pass a resolution to establish a time and place for the sitting of the Panel
- Advance notice of meeting of Panel to be provided to affected property owners and pursuant to legislative requirements
- Tax Roll is authenticated by Panel and notice of authentication provided to property owners

Staff will bring forward the two Parcel Tax Bylaws related to the Anmore Green Estates sewer connection project once the Panel has been established in order to facilitate collection of monies from the property owners benefitting from the service.

Financial Implications

Annual Panel meeting notice requirements include local newspaper advertising and mail out to affected property owners.

Communications / Civic Engagement

Notice requirements as legislated under the *Community Charter* providing notice of the Panel meeting, once set by Council, will be met.


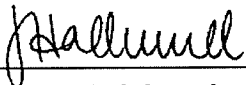
Corporate Strategic Plan Objectives

We provide responsive, efficient, transparent and engaged service.

Attachments:

1. Anmore Parcel Tax Roll Review Panel Bylaw 641-2021

Report/Recommendation to Council
Officer Designation and Delegation of Authority Bylaw
February 26, 2021

Prepared by:
 Karen Elrick Manager of Corporate Services
Reviewed for Form and Content / Approved for Submission to Council:
Chief Administrative Officer's Comment/Concurrence <div style="text-align: right;"> _____ Chief Administrative Officer</div>

VILLAGE OF ANMORE

BYLAW NO. 641-2021

A bylaw to establish a Parcel Tax Roll Review Panel.

WHEREAS the Community Charter provides authority to the Municipality, by bylaw, to establish a Parcel Tax Roll Review Panel.

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

CITATION

1. That this bylaw may be cited for all purposes as “**Anmore Parcel Tax Roll Review Panel Bylaw 641-2021**”.
2. The Parcel Tax Roll Review Panel is hereby established and is comprised of three (3) members, all of whom shall be appointed for that purpose by Council, each for a one (1) year term ending January 31 of each year.
3. A person who is a member of Council may be appointed a member.

READ a first time the day of ,2021

READ a second time the day of ,2021

READ a third time the day of ,2021

ADOPTED the day of , 2021

MAYOR

CORPORATE OFFICER



VILLAGE OF
ANMORE

2021-2025 5 Year Financial Plan

TO BE CONSIDERED AT THE REGULAR
COUNCIL MEETING ON MARCH 3, 2021



Overview

- MUNICIPAL REQUIREMENTS
- BUDGET PROCESS
- 2021 – 2025 OPERATING BUDGET
- PROPOSED BUDGET IMPACT
- ANMORE COMMUNITY HUB
- 2021 – 2025 CAPITAL BUDGET
- 2021 – 2025 WATER OPERATING & CAPITAL BUDGET
- 2021 – 2025 SOLID WASTE BUDGET
- HOW TO PROVIDE PUBLIC INPUT IN 2021



Municipal Requirements

- **ADOPT A 5 YEAR FINANCIAL PLAN BEFORE MAY 15 ANNUALLY
(COMMUNITY CHARTER S. 165)**
- **INCLUDE PUBLIC CONSULTATION (OPPORTUNITY FOR PUBLIC
INPUT AT FINANCE COMMITTEE ON FEBRUARY 1, 2021 AND AT THE
REGULAR COUNCIL MEETING MARCH 3, 2021)**
- **ADOPT TAX RATES BY BYLAW BEFORE MAY 15 ANNUALLY
(COMMUNITY CHARTER S. 197)**



Budget Process

- INITIAL DRAFT BUDGET PRESENTED TO FINANCE COMMITTEE FEBRUARY 1, 2021 AND REFERRED TO COUNCIL
- FIRST THREE READINGS OF THE FINANCIAL PLAN BYLAW WILL BE CONSIDERED ON MARCH 3, 2021
- ADOPTION (ANTICIPATED) MARCH 16, 2021 WITH TAX RATE BYLAW FIRST THREE READINGS



2021 – 2025 Operating Budget

	Comment	Adjustment (\$)	Adjustment (%)	Cost per SFD
Revenue Changes				
Investment Income	Anticipated reduction due to investments maturing in 2021	25,000	1.1%	29.87
Other	Inflationary increases (grants, fees, etc.)	- 13,600	-0.6%	- 16.25
Total revenue changes		11,400	0.5%	13.62
Expenditure Changes				
Salaries & Benefits	Cost of living & steps	21,650	0.9%	25.87
Salaries & Benefits	Staffing changes	- 16,800	-0.7%	- 20.07
Insurance Premiums	Addition of cyber insurance (\$2,000) and general increase due to market conditions	6,400	0.3%	7.65
Other	Includes inflation for applicable accounts	16,312	0.7%	19.49
Reserve Transfer	Community Enhancement Fund	7,900	0.3%	9.44
Total expenditure changes		35,462	1.5%	42.37
Capital Asset Levy	Inflation factor (2% - reduced from 2.5%)	22,500	1.0%	26.88
Total Tax Increase		\$ 69,362	2.94%	\$ 82.87



Asset Replacement Levies

- **CAPITAL ASSET LEVY**
- Increased by \$22,500 (2% inflation only)
- Total \$1,144,900 annually
- **WATER INFRASTRUCTURE LEVY**
- Remains at \$285,000 annually



Proposed Budget Impact

\$1,960,640 AVERAGE 2021 ASSESSED VALUE HOUSEHOLD*

	Change (\$)	Change (%)
Revenue Changes	(\$11,400)	(0.5%)
Expenditure Changes	35,460	1.5%
Fixed Asset Levy	22,500	1.0%
	\$69,360	2.94%

\$28 FOR EACH 1% INCREASE = \$83/AVG. PER HOUSEHOLD

***BASED ON COMPLETED ROLL DATED DECEMBER 4, 2020**



Anmore Community Hub

- Budget of \$8,000,000 approved at Regular Council meeting on September 1, 2020
- Grant announcement expected Fall 2021 (\$2.5M)
- Borrowing anticipated for Fall 2021/Spring 2022
- Debt Servicing included in 5-Year Plan at current estimates (half year 2022)
- Remaining funds to come from internal reserves/developer contributions



2021 – 2025 Capital Budget

- COVID-19 Federal/Provincial Grant (\$882,000)
 - Trail Upgrades (\$25,000)
 - Walkway Improvements (\$15,000)
 - Resurfacing Tennis Courts (\$20,000)
 - Website Upgrade (\$80,000)
 - O365 (\$7,500)
 - Various IT infrastructure improvements (\$17,000)



2021 – 2025 Capital Budget

- Public Works Projects
 - Backhoe (\$138,000)
 - Flat Deck Trailer (\$6,000)
 - Works Yard Upgrades (\$6,000)
 - Dump Site Rehabilitation (\$25,000)
 - Birch Wynde Permanent Speed Bumps (\$10,500)
 - Birch Wynde Pipe Replacement (\$59,300)
 - Crystal Creek Drainage Improvements (\$58,300)



2021 – 2025 Water Budget

- **WATER OPERATING BUDGET**
- Largest cost is water from Port Moody
- Increase to water rate of 2.4% to \$2.99 per cubic meter
- **WATER CAPITAL BUDGET**
- Annual water meter replacement program (\$5,000)
- PRV Station Upgrade (\$684,800)
- Water Meters to PL (\$106,200)
- Chlorination Station Board (\$15,000)
- Pressure Monitoring System (\$20,000)



2021 – 2025 Solid Waste Budget

- **SOLID WASTE OPERATING BUDGET**
- Largest cost is contractor (up for RFP in 2021)
- Increase to solid waste collection rate of 2% to \$302 annually (included on Spring Utility Invoice)



2021 Public Input

- PLEASE EMAIL YOUR INPUT TO KAREN.ELRICK@ANMORE.COM BEFORE OUR MARCH 3, 2021 REGULAR COUNCIL MEETING
- YOU MAY ASK QUESTIONS VIRTUALLY DURING OUR MARCH 3, 2021 REGULAR COUNCIL MEETING USING THE RAISE HAND FUNCTION ON THE ZOOM PLATFORM



THANK YOU



VILLAGE OF ANMORE

BYLAW NO. 642-2021

A bylaw to approve the Five-Year Financial Plan for the years 2021 through 2025

WHEREAS pursuant to the provisions of the *Community Charter* stating that a municipality must have a Financial Plan adopted annually, by bylaw, before the 15th of May in each year;

AND WHEREAS the Municipal Council has caused to be prepared a Five-Year Financial Plan for the period 2021-2025 inclusive;

NOW THEREFORE the Council of the Village of Anmore enacts as follows:

1. This bylaw may be cited as “Anmore Five-Year Financial Plan Bylaw No. 642-2021”.
2. Council hereby adopts the Five-Year Financial Plan for the years 2021-2025 inclusive, for each year of the plan, as set out in Schedules A and B, attached hereto and forming part of this bylaw.
3. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, 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.
4. That “Anmore Five-Year Financial Plan Bylaw No. 623-2020” is hereby repealed in its entirety.

READ a first time the day of, 2021

READ a second time the day of, 2021

READ a third time the day of , 2021

ADOPTED the day of, 2021

MAYOR

MANAGER OF CORPORATE SERVICES

SCHEDULE “A”

2021-2025 FINANCIAL PLAN STATEMENT OF OBJECTIVES AND POLICIES

1. In accordance with the *Community Charter*, the Village of Anmore is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:
 - (a) The proportion of total revenue that comes from each of the funding sources described in the *Community Charter*;
 - (b) The distribution of property taxes among the property classes; and
 - (c) The use of permissive tax exemptions.

2. Funding Sources

Table 1, below, shows the proportion of total revenue proposed to be raised from each fund source in 2021.

Property value tax revenues are the largest portion of planned revenues. Property Taxation provides a stable and consistent revenue source for general services that cannot be recovered from user-pay fees. It is simple to administer and easy for residents to understand.

Fees & charges provide the second largest proportion of revenue and are sourced from the utility fees collected for water and garbage & organic waste collection, as well as various permit fees.

Government grants provide for the third largest proportion of revenue and are sourced from the Major Road Network Fund (MRN), the Small Communities Fund, grants in lieu of taxes, as well as from miscellaneous grants.

Objectives

- Over the next five years, the Village will increase the portion of revenue received from user fees and charges to reflect service levels and changes in inflation.

Policies

- All user-fee levels will be reviewed, on an annual basis, to ensure they are adequately meeting both the respective service delivery and capital costs.
- Revenues will be recovered from user fees and charges where possible, rather than general taxation, to lessen the burden on the Village’s limited property tax base.

Table 1 – Sources of Revenue

REVENUE SOURCE	% OF TOTAL REVENUE	DOLLAR VALUE
Taxation	52	\$ 2,425,584
Fees and Charges	27	1,247,090
Government Grants	17	780,680
Interest and Other	4	180,810
TOTAL	100	\$ 4,634,164

3. Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class also forms the largest portion of the assessment base and consumes the majority of Village services.

Objectives

- Tax rates set maintain tax stability in accordance with the Village's operational and capital requirements.

Policies

- Supplement, where possible, revenues from user fees and charges to help to offset the burden on the entire property tax base.
- Regularly review and compare the Village's distributions of tax burden relative to other municipalities having similar property class composition.

Table 2 – Distribution of Property Tax Rates

PROPERTY CLASS	% OF TOTAL PROPERTY TAXATION
Residential (1)	97.0
Utilities (2)	1.5
Business and Other (6)	1.0
Rec/Non Profit (8)	0.5
TOTAL	100

4. Permissive Tax Exemptions

No property in the Village of Anmore is permissively exempt. Village properties do not meet the legislated criteria.

SCHEDULE "B"

Village of Anmore					
Financial Plan					
2021 - 2025					
	2021	2022	2023	2024	2025
REVENUES					
Property Tax	\$ 2,425,584	\$ 2,617,600	\$ 2,796,225	\$ 2,865,088	\$ 2,933,699
Permits, Fees and Charges	\$ 1,247,090	\$ 1,266,120	\$ 1,285,570	\$ 1,310,100	\$ 1,330,290
Grants	\$ 780,680	\$ 785,780	\$ 790,980	\$ 798,610	\$ 804,010
Interest & Other	\$ 180,810	\$ 180,940	\$ 206,070	\$ 206,310	\$ 206,450
SUBTOTAL REVENUES	\$ 4,634,164	\$ 4,850,440	\$ 5,078,845	\$ 5,180,108	\$ 5,274,449
EXPENSES					
General Government	\$ 1,232,164	\$ 1,282,512	\$ 1,284,120	\$ 1,308,778	\$ 1,332,966
Public Works	\$ 772,180	\$ 788,092	\$ 801,644	\$ 819,608	\$ 831,532
Planning & Development	\$ 376,560	\$ 384,296	\$ 392,374	\$ 406,670	\$ 415,130
Water Utility	\$ 1,475,600	\$ 662,960	\$ 676,720	\$ 689,020	\$ 703,300
Debt Interest	\$ -	\$ 42,125	\$ 83,129	\$ 81,988	\$ 80,827
Amortization	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000
SUBTOTAL EXPENSES	\$ 4,776,504	\$ 4,079,985	\$ 4,157,987	\$ 4,226,064	\$ 4,283,755
SURPLUS / (DEFICIT)	-\$ 142,340	\$ 770,455	\$ 920,859	\$ 954,045	\$ 990,694
INTERNAL TRANSFERS					
Capital	-\$ 9,032,531	-\$ 40,000	-\$ 40,000	-\$ 40,000	-\$ 40,000
Debt Principal	\$ -	-\$ 32,037	-\$ 64,074	-\$ 64,074	-\$ 64,074
Transfer to (from) Reserves	\$ 5,737,271	-\$ 1,685,690	-\$ 1,780,640	-\$ 1,819,730	-\$ 1,857,280
Transfer to (from) Surplus	\$ 17,600	\$ 67,272	\$ 43,856	\$ 49,760	\$ 50,660
Debt	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -
Investment in TCA	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000	\$ 920,000
SUBTOTAL INTERNAL EXPENSES	\$ 142,340	-\$ 770,455	-\$ 920,858	-\$ 954,044	-\$ 990,694
FINANCIAL PLAN BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 0

Village of Anmore

Anmore South Planning Study & OCP Amendment Community Engagement Plan

February 25, 2021

Situation Analysis

The Village of Anmore is initiating a planning study to review the Anmore South lands with a focus on confirming the official designation for this area, as it is currently listed as a Special Study Area – a temporary designation in both the Official Community Plan (OCP) and the Metro Vancouver Regional Growth Strategy.

Typically, an OCP amendment of this nature would be driven by a development application; however, there is a unique opportunity for the Village of Anmore to lead the process without a developer's perspective and priorities driving the outcomes. Therefore, staff propose that the Anmore South planning study, the OCP amendment and the Regional Growth Strategy amendment application be undertaken by the Village with a view to align the Anmore South lands with the vision of previous Councils who requested the Special Study Area designation, and with Council's current Strategic Plan goals, such as creating a complete, more self-sufficient community.

In 2005, the Regional Growth Strategy was established by Metro Vancouver. When Anmore was asked what designation to use for the Anmore IOCO Lands, "semi-rural" was requested but not an available option. Therefore, it was designated "rural" similar to the rest of Anmore, but with a Special Study Area overlay. Through this, it was made clear that the Village intended to alter the existing land use. Historically, a portion of the area had been used as a gun range and extensively cleared, but no other work has been done to move forward with exploring the potential of this special area that was envisioned by past Councils.

Anmore Council is now moving forward to assess how this area could be designated for the future benefit of the community. As one of the few remaining Special Study Areas left in the Regional Growth Strategy, this process will enable Council to solidify the original potential identified for this area. It will be important to provide Anmore residents with information that clarifies how land designation fits with community planning, the opportunities in Anmore South to support Strategic Plan goals and details on the process involved to amend Anmore's OCP and Regional Growth Strategy.

Communication related to this process will also need to address misconceptions, as there is a general lack of understanding about what the designations of rural and urban mean, how designations are used, and the risks and limitations of the current designation. As an example, as it stands, the OCP allows for 270 homes that have secondary suites, with no requirements for designated green space or other considerations.

It is equally important to clarify that this process is not about zoning or future development, and it does not relate in any way to the previous development application. Misinformation related to these topics has been circulating in the community and will be addressed to ensure residents have accurate information.

Challenges

- There is a very short timeline to meet key deadlines required for Metro Vancouver RGS amendment review.
- COVID-19 restrictions will continue to prevent or limit in-person engagement.

- There is significant confusion and sensitivity related to usage such as “urban” and “rural” for land designation and the role of the OCP and RGS versus zoning.
- There is a general lack of understanding about the risks/restrictions with the current designation, and that it has been a special study area for 15 years.
- Inaccurate connections are being made on social media, incorrectly associating the previous (and now withdrawn) Burrard Commons development application with the current planning study when in fact they are unrelated.
- Lack of interest/engagement may limit participation in community consultation, which affects the ability to gain insight into the priorities and concerns of the broader community.

Purpose & Scope of Engagement

The purpose of this community engagement must be clearly defined to ensure residents understand the context for the project and how input will be used in decision-making. The scope defines the framework for the focus of communications materials and topics that will be included in public consultation.

Purpose

The purpose of the engagement process is to:

- raise awareness about the proposed OCP amendment for Anmore South as well as the Metro Vancouver Regional Growth Strategy (RGS) Special Study Area designation
- explain why an amendment to change the Anmore South lands designation from rural to urban is being proposed, what this means for residents and Anmore’s future and why this is an opportunity for Anmore to control its own future;
- increase understanding about what a change in designation involves and how it affects the Village’s ability to define development in future;
- address misinformation and misunderstandings such as confusion about urban and rural designations, and how this differs from zoning; and
- provide an opportunity to consult with and collect a broad response from residents to gain insight into their priorities and concerns related to proposed changes to the Anmore Official Community Plan and RGS designation for Anmore South, as well as options for how to address these areas.

Scope

The scope for this community engagement will involve two phases. Phase 1 of the community engagement involves a more comprehensive process that will incorporate multiple opportunities for information sharing and community input. Phase 2 involves a standard Public Hearing process and the legislated requirements for notification and consultation for an OCP amendment as outlined in the *Local Government Act*.

Phase 1: Broad Community Engagement

Inform Focus Areas:

- Current OCP and RGS designations

- Proposed changes and the process required to amend the OCP and RGS
- Why amendments are being proposed, including limitations of the current designations and the opportunities and benefits with changed designation
- Clarifications to address misinformation and misconceptions
- Importance of this rare opportunity for the Village to take the lead in planning for Anmore South
- Anmore's Strategic Plan and how Anmore South can support goals
- Importance of having a broad response from residents as part of community engagement

Consult Focus Areas:

- Priorities for what is needed to become a more complete, self-sufficient community and how the Village can support these areas
- Opportunities/level of interest in services, housing, protected green space/trails and amenities in Anmore South
- Concerns about designation changes and how to mitigate them
- Level of awareness about what designations mean and how current land use restricts options to protect green space or allow other housing options, amenities and service connections, and does this better understanding of how designations are used affect how residents feel about land designation changes

Phase 2: Public Hearing and Legislated Process

- The *Local Government Act* requires that a Public Hearing be held before Council adopts an amendment to the Official Community Plan (OCP) Bylaw.
- A notice will be sent to all Anmore residents (rather than just the property owners and occupiers within a radius of 100 metres of the subject property). This notice must be sent out not less than three days before the Public Hearing, and not more than 10 days. In addition, a notice is published in two consecutive issues of a local newspaper.
- At the Public Hearing, all persons who consider their interest in property affected by a proposed OCP Bylaw amendment, will be given an opportunity to present their views to Council.
- Additional notification and opportunity to provide input will be extended to governments and other agencies in the vicinity of Anmore.

Planning Study – Additional Components

In addition to community input, a number of other factors will be assessed as part of decision-making including:

- Anmore's Strategic Plan goals
- Anmore's Official Community Plan
- Anmore's Financial Sustainability Plan

Primary Audiences

A number of audiences may have interest in or be affected by any changes to the designation of the Anmore South lands. The following is a list of primary audiences and level of engagement.

Phase 1 and Phase 2 Engagement:

- Anmore residents
- Metro Vancouver
- Council Advisory Committees
 - Advisory Planning Commission
 - Community Engagement, Culture & Inclusion Committee
 - Environment Committee
 - Finance Committee
 - Parks and Recreation Committee
 - Public Safety Committee

Phase 2: Public Hearing and Legislated Process

- Gilic (property owner)
- City of Port Moody
- Village of Belcarra
- School District 43
- BC Hydro
- TransLink

Tactics

Inform:

- *Anmore Advisor*
- Direct mail information kit
- Presentation materials (boards and PowerPoint)
- Email notifications
- Postcards
- Social media (video messages from Mayor and SMEs?)
- Media relations (news release, media briefing/backgrounders)
- FAQs for Council and staff
- Website – dedicated web page
- Outdoor boards

Consult

- Workshops (Zoom) – Open invitation to residents, 8-10 people per session, to inform and consult, with subject matter experts involved if feasible

- Committee Meetings – use the existing meetings for workshops to inform and consult, particularly on committee focus areas
- Feedback form – fillable PDF, provided to workshop participants for individual input
- Virtual Open House

Schedule

Phase 1: March 8 – April 21

Phase 2: April 30 – June 1