

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for  
Tuesday, November 16, 2021, immediately following the close of the Public  
Hearing scheduled for 6:30 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 to the public. Members of the public are required to follow public health orders to wear a mask in public indoor spaces. Alternatively, members of the public may view our Regular Council meeting by accessing the meeting via our YouTube channel. For those who are not attending in person, questions/comments under Item 3 Public Input, or Item 17 Public Question Period may be submitted up to 4:00pm on meeting days to [karen.elrick@anmore.com](mailto:karen.elrick@anmore.com) to be read by the Corporate Officer 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 November 2, 2021 be adopted, as circulated.

**6. Business Arising from Minutes**

**7. Consent Agenda**

None.

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

**9. Legislative Reports**

Page 12

**(a) Anmore Five-Year Financial Plan Amendment Bylaw**

Report dated November 10, 2021 from Lena Martin, Manager of Financial Services, attached.

Page 25

**(b) Zoning Bylaw Amendment No. 651-2021 – Infill Development**

Recommendation: That Council give third reading to Anmore Zoning Amendment Bylaw No. 651-2021.

Page 33

**(c) Anmore Procedure Bylaw – Electronic Meetings**

Recommendation: That Council adopt Anmore Procedure Bylaw Amendment Bylaw 653-2021.

**10. Unfinished Business**

Page 35

**(a) Communications and Community Engagement Policy 70 (deferred from the July 6 and July 20, 2021 Regular Council Meeting)**

Report dated July 2, 2021 from Karen Elrick, Manager of Corporate Services, attached.

**11. New Business**

Page 45

**(a) School District 43 Mental Health Task Force**

Recommendation: That Council appoint \_\_\_\_\_ as Council liaison to the School District 43 Mental Health Task Force.

Page 50      **(b)      Draft Metro 2050 Referral for Comment**

At the September 14, 2021, Council received the communication dated July 14, 2021 from Metro Vancouver regarding Draft Metro 2050: Referral for Comment. Deadline for submission of comments is November 26, 2021.

**(c)      Light Up Spirit Park**

Council to discuss feasibility / scope of event for 2021.

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

**(a)      Finance Committee – November 4, 2021**

At the November 4, 2021 Finance Committee meeting, the following recommendation was made to Council:

*“The Finance Committee recommends That Council receive the 3<sup>rd</sup> Quarter Financial Review report for information;*

*And the Finance Committee recommends That Council increase approved budget for purchase of a flat deck trailer to a maximum of up to \$15,000;*

*And The Finance Committee recommends That Council increase the Support Services budget to \$189,600, funded by reallocating 2021 operational surplus*

*And The Finance Committee recommends That Council increase the Capital IT budget to \$98,000 for additional computer towers, funded from the COVID-19 Recovery Grant.”*

**13.      Mayor’s Report**

**14.      Councillors Reports**

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

**16.      Information Items**

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

**(b) General Correspondence**

- Page 69 • Communication dated October 29, 2021 from Ministry of Children and Family Development regarding November as Adoption Awareness Month
- Page 71 • Metro Vancouver Board in Brief for meetings held on October 29, 2021
- Page 89 • Communication dated November 4, 2021 from Burrard Inlet Marine Enhancement Society – Mossom Creek Hatchery regarding trail connection from Summerwood lane

**17. Public Question Period**

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

**18. Adjournment**

## REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for  
Tuesday, November 2, 2021, 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  
Chris Boit, Manager of Development Services

#### 1. Call to Order

The meeting was called to order at 7:06 p.m.

#### 2. Approval of the Agenda

IT WAS MOVED AND SECONDED:

R142/21                      That the Agenda be approved as circulated.

Carried Unanimously

#### 3. Public Input

Prior to Public Input, Mayor McEwen noted that there is a letter from icona on the agenda tonight regarding their Anmore South property. Mayor McEwen provided some context regarding the letter on this important issue for the community noting that this is a letter of intent and not an application so there is no decision or comment required from Council at this time.

Nancy Maloney, Anmore, regarding the Village OCP amendment process guidelines. It was noted that the Village has a Development Procedure Bylaw and also needs to follow legislation with respect to consideration of an OCP amendment

Trudy Schneider, regarding concerns about the icona letter included on the consent agenda

Linda Weinberg, regarding concerns about the icona letter included on the consent agenda

#### **4. Delegations**

##### **(a) BC Social Procurement Initiative**

Mr David LePage, Managing Partner, Buy Social Canada provided a PowerPoint presentation that is included as Attachment 1 and forms part of the original minutes.

Discussion points included:

- Leveraging social value from existing procurement practices
- Key opportunity areas and pathways
- Local government policy implementation options
- BC Social Procurement Initiative membership and support
- Membership fee for Anmore would be approximately \$500

#### **5. Adoption of Minutes**

##### **(a) Minutes of the Regular Council Meeting held on October 19, 2021**

IT WAS MOVED AND SECONDED:

R143/2021                      That the Minutes of the Regular Council Meeting held on October 19, 2021 be adopted, as circulated.

Carried Unanimously

#### **6. Business Arising from Minutes**

#### **7. Consent Agenda**

##### **(a) Paid Sick Leave for Workers – City of Victoria Resolution**

IT WAS MOVED AND SECONDED:

R144/2021                      That Council receive the communication dated October 14, 2021 from City of Victoria regarding Paid Sick Leave for Workers, for information

Carried Unanimously

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

**(b) Anmore South – icona properties**

This item was pulled from the consent agenda and Cllr. Weverink noted that should any application come forward, it would be given fair consideration with respect to everybody in the Village not just those opposed or in favour.

IT WAS MOVED AND SECONDED:

R145/2021                      That Council receive the communication dated October 22, 2021 from icona properties regarding Anmore South, for information

Carried Unanimously

**9. Legislative Reports**

**(a) Zoning Bylaw Amendment No. 651-2021 – Infill Development**

Mr. Chris Boit, Manager of Development Services, provided an overview of the staff report including support of the proposed bylaw amendment from the Advisory Planning Commission. Ms. Halliwell noted that since the writing of the report, the applicant for 125 Hummingbird has indicated their willingness contribute \$150,000 as a Community Amenity Contribution.

\*Cllr Laidler recused himself due to an application by his son which is included in this proposed amendment at 7:25 p.m.

IT WAS MOVED AND SECONDED:

R146/21                      That Council give second reading to Anmore Zoning Bylaw Amendment Bylaw No. 651-2021.

And That Council direct staff to advise the applicants of 2345 Sunnyside Road and 2110 Sunnyside Road that a restrictive covenant be placed on title prior to adoption of Anmore Zoning Bylaw Amendment Bylaw No. 651-2021 to address the additional ½ acre lots that could be created following the 5-year moratorium;

And That Staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 651-2021.

Carried Unanimously

\*Cllr Laidler returned to the meeting at 7:33 p.m.

**(b) Anmore Procedure Bylaw – Electronic Meetings**

Ms. Karen Elrick, Manager of Corporate Services, provided an overview of the bylaw amendment which would enable council meetings to be held electronically, in emergency situations.

IT WAS MOVED AND SECONDED:

R147/21                      THAT Council give first, second, and third readings to Anmore Procedure Bylaw Amendment Bylaw No. 653-2021.

Carried Unanimously

**(c) Anmore Alternative Municipal Tax Collection Scheme Bylaw**

R148/21                      That Council adopt Anmore Alternative Municipal Tax Collection Scheme Bylaw No. 652-2021.

Carried Unanimously

**10. Unfinished Business**

**11. New Business**

None.

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

None.

**13. Mayor's Report**

Mayor McEwen reported that:

- He attended Metro Vancouver budget meeting on Friday and the budget was



approved for services with a 3.5% increase in cost

- The weather was good for Halloween and noted that the Village Hall parking lot was full with visitors, and he spoke to Chief Sharpe and no issues were noted
- There will be a Finance Committee meeting held on Thursday and the public is welcome to attend

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

Councillor Weverink reported that the Environment Committee met and made some recommendations regarding the Tree Management Bylaw which will be brought forward to Council, and there were about 160 trick or treaters on Birch Wynde neighbourhood and there were no cars on the street

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

Ms. Halliwell reported that:

- The lights are stating to go up in Spirit Park and additional lights have been purchased for this year
- This year's Remembrance Day ceremony will be virtual again and details will be on the Village website

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

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

- Minutes of the Environment Committee Meeting held on July 15, 2021

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

- Communication dated September 27, 2021 from Ministry of Education regarding 2021 Premier's Awards for Excellence in Education
- Communication dated October 26, 2021 from BC Forestry Workers regarding climate change

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

Jody Cooke, Anmore, requested a timeline for Anmore South financial analysis reports. It was noted that the report will be coming to an upcoming meeting and there is still some technical data to be completed. Following the report, a workshop led by the report authors will be held and the Village is looking into options to facilitate this workshop, possibly on Zoom.

Andrew Simpson, Anmore, asked when the Village would specify a referendum for Anmore South? It was noted that Council would consider this when and if a proposal was brought forward by the property owner.

Nancy Maloney, Anmore, requested whether Council look into pedestrian safety? It was noted that the Village regularly follows up with RCMP to increase patrols where necessary and residents are also welcome to call the Tri City Speed watch to request patrols.

Jubin Jalili, Anmore, asked if a request for a referendum would be considered? It was noted that if a proposal was submitted a referendum could be considered.

Dick Creswell, Anmore, asked for clarity regarding a referendum and what would be the procedure? It was noted that when and if a development proposal is submitted by the landowner the proposal could inform a referendum question. It was clarified that a referendum is non-binding.

Doug Richardson, Anmore, asked for clarification if Council is waiting for the proponent to determine if an opinion poll is conducted? It was noted that Council is waiting for financial analysis to inform decisions before a public opinion poll is considered.

Andrew Simpson, Anmore, would like an opportunity to have referendum regarding land use as it is his belief is that the strategic plan is not aligned with the current OCP.

Jubin Jalili, Anmore, commented regarding the community engagement report. It was noted that the report and a detailed explanation of the report findings is available on the Village website.

Jody Cooke, Anmore, requested a referendum, without a proposal, on rural or urban designation.

Paul Halliday, Anmore, encouraged the discussion tonight and asked for the 2 minute time limit for speakers to be relaxed. It was noted that any members of the public can reach out to Council at any time to meet personally or discuss any issues.

Linda Weinberg, Anmore, spoke regarding urban versus rural designation and her opposition to sewer throughout Anmore.

Nancy Maloney, Anmore, asked if members of council still believe that their mandate is to do what members of council think what is best for community rather than

representative of what members of the village desire? It was noted that Council represents the community as a whole.

**19. Adjournment**

It was MOVED and SECONDED:

R149/21      THAT the meeting be adjourned at 8:20 p.m.

Carried Unanimously

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Karen Elrick  
Corporate Officer

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John McEwen  
Mayor



## VILLAGE OF ANMORE

### REPORT TO COUNCIL

Date: November 10, 2021

File No. 3900-30

Submitted by: Lena Martin

Subject: Anmore Five-Year Financial Plan Amendment Bylaw

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#### Purpose / Introduction

To amend Anmore Five-Year Financial Plan Bylaw No. 642-2021.

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#### Recommended Option

That Council give First, Second and Third Reading to Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021.

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#### Background

Section 165 (1) of the *Community Charter* states that a municipality must have a financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted. And that, (2) For certainty, the financial plan may be amended by bylaw at any time.

The Village of Anmore adopted Anmore Five-Year Financial Plan Bylaw No. 642-2021 on March 16, 2021. A subsequent Anmore Five-Year Financial Plan Amendment Bylaw No. 648-2021 was adopted on May 18, 2021.

#### Discussion

At the Finance Committee meeting held on Thursday, November 4<sup>th</sup>, 2021, additional adjustments to the budget were recommended to Council. These adjustments are included in the Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021.

Anmore Five-Year Financial Plan Amendment Bylaw No. 648-2021 is replaced by Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021. The previous amendment bylaw was noted as the current tax year (2021), however, it was an amendment for the previous tax year (2020) after the 2020 year-end audit.

## **Report/Recommendation to Council**

Anmore Five-Year Financial Plan Amendment Bylaw

November 10, 2021

## **Other Options**

That Council give First, Second and Third Reading to Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021.

OR

That Council request further information to be provided by Staff.

## **Financial Implications**

The Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021 adjusts the transfers to/ from reserves for 2021 and reclasses current operating surplus to other projects. There are no 2021 tax revenue adjustments to the budget amendment.

## **Communications / Civic Engagement**

There are no additional communications required.

## **Council Strategic Plan Objectives**

To provide responsive, efficient, transparent, and engaged service to ensure long term fiscal responsibility.

## **Attachments:**

1. Anmore Five-Year Financial Plan Bylaw No. 642-2021
2. Anmore Five-Year Financial Plan Amendment Bylaw No. 648-2021
3. Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021

**Prepared by:**



Lena Martin

Manager of Financial Services

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

**Report/Recommendation to Council**

Anmore Five-Year Financial Plan Amendment Bylaw

November 10, 2021

***Chief Administrative Officer's Comment/Concurrence***

A handwritten signature in blue ink, appearing to read "J. Halliwell", is written over a horizontal dashed line.

**Chief Administrative Officer**

## Attachment 1

### VILLAGE OF ANMORE

#### BYLAW NO. 642-2021

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

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**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 2nd day of, March 2021

**READ** a second time the 2nd day of, March 2021

**READ** a third time the 2nd day of, March 2021

**ADOPTED** the 16th day of, March 2021

"John McEwen"

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MAYOR

"Karen Elrick"

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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
<b>TOTAL</b>	<b>100</b>	<b>\$ 4,634,164</b>

### 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
<b>TOTAL</b>	<b>100</b>

### 4. Permissive Tax Exemptions

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

## SCHEDULE "B"

<b>Village of Anmore</b>					
<b>Financial Plan</b>					
<b>2021 - 2025</b>					
	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>REVENUES</b>					
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
<b>SUBTOTAL REVENUES</b>	<b>\$ 4,634,164</b>	<b>\$ 4,850,440</b>	<b>\$ 5,078,845</b>	<b>\$ 5,180,108</b>	<b>\$ 5,274,449</b>
<b>EXPENSES</b>					
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
<b>SUBTOTAL EXPENSES</b>	<b>\$ 4,776,504</b>	<b>\$ 4,079,985</b>	<b>\$ 4,157,987</b>	<b>\$ 4,226,064</b>	<b>\$ 4,283,755</b>
<b>SURPLUS / (DEFICIT)</b>	<b>-\$ 142,340</b>	<b>\$ 770,455</b>	<b>\$ 920,859</b>	<b>\$ 954,045</b>	<b>\$ 990,694</b>
<b>INTERNAL TRANSFERS</b>					
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
<b>SUBTOTAL INTERNAL EXPENSES</b>	<b>\$ 142,340</b>	<b>-\$ 770,455</b>	<b>-\$ 920,858</b>	<b>-\$ 954,044</b>	<b>-\$ 990,694</b>
<b>FINANCIAL PLAN BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>

## Attachment 2

### VILLAGE OF ANMORE

#### BYLAW NO. 648-2021

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

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**WHEREAS** pursuant to the provisions of the Community Charter the Municipal Council adopted a Five-Year Financial Plan Bylaw for the period 2021-2025 inclusive;

**AND WHEREAS** the Financial Plan Bylaw may be amended at anytime;

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

1. This bylaw may be cited as "Anmore Five-Year Financial Plan Amendment Bylaw No. 648-2021".
2. Council hereby amends Schedule B of the Five-Year Financial Plan Bylaw No. 642-2021 for the 2021 fiscal year only, as set out in Schedules A 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.

**READ** a first time the 4<sup>th</sup> day of May, 2021

**READ** a second time the 4<sup>th</sup> day of May, 2021

**READ** a third time the 4<sup>th</sup> day of May, 2021

**ADOPTED** the 18<sup>th</sup> day of May, 2021

**"John McEwen"**

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MAYOR

**"Karen Elrick"**

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MANAGER OF CORPORATE SERVICES

**SCHEDULE "B"**

	<b>2021</b>
<b>REVENUES</b>	
Taxation	2,516,820
Government transfers	1,835,538
Permits, fees and other revenue	1,197,776
Interest income	162,560
	5,712,694
<b>EXPENSES</b>	
General Government	1,054,452
Public Works	1,257,569
Protective Services	189,186
Planning & Development	237,121
Solid Waste & Recycling	204,998
Water System	1,229,681
	4,173,007
	<b>ANNUAL SURPLUS</b>
	1,539,687
<b>INTERNAL TRANSFERS:</b>	
Amortization and loss on disposal tangible capital assets	1,421,426
Increase in prepaids and inventory	(43,057)
Capital expenditures	(1,775,434)
Transfers (to)/from Statutory Operating Reserve	(275,210)
Transfers (to)/from Statutory Capital Reserve	(520,534)
Transfers (to)/from Statutory Parks Reserve	(8,230)
Transfers (to)/from Statutory Roads Capital Reserve	73,092
Transfers (to)/from Statutory Water Storage Reserve	(766)
Transfers (to)/from Statutory Water Utility Reserve	47,767
Transfers (to)/from Non-Statutory Reserves	(460,292)
Transfers (to)/from Unappropriated Surplus	1,551
	<b>FINANCIAL PLAN BALANCE</b>
	0

## Attachment 3

### VILLAGE OF ANMORE

#### BYLAW NO. 654-2021

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

---

**WHEREAS** pursuant to the provisions of the *Community Charter* the Municipal Council adopted a Five-Year Financial Plan Bylaw for the period 2021-2025 inclusive;

**AND WHEREAS** the Financial Plan Bylaw may be amended at any time;

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

1. This bylaw may be cited as "Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021".
2. Council hereby amends the Five-Year Financial Plan Bylaw No. 642-2021, 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.

**READ** a first time the

**READ** a second time the

**READ** a third time the

**ADOPTED** the

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MAYOR

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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	28	1,289,510
Government Grants	12	547,680
Interest and Other	8	371,390
<b>TOTAL</b>	<b>100</b>	<b>\$ 4,634,164</b>

### 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
<b>TOTAL</b>	<b>100</b>

### 4. Permissive Tax Exemptions

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

## SCHEDULE "B"

<b>Village of Anmore</b>						
<b>Financial Plan</b>						
<b>2021 - 2025</b>						
		2021	2022	2023	2024	2025
<b>REVENUES</b>						
Property Tax	\$	2,425,584	\$ 2,617,600	\$ 2,796,225	\$ 2,865,088	\$ 2,933,699
Permits, Fees and Charges	\$	1,289,510	\$ 1,313,640	\$ 1,338,290	\$ 1,363,900	\$ 1,389,490
Grants	\$	547,680	\$ 547,680	\$ 547,680	\$ 550,010	\$ 550,010
Interest & Other	\$	371,390	\$ 371,520	\$ 396,650	\$ 401,110	\$ 401,250
<b>SUBTOTAL REVENUES</b>	\$	4,634,164	\$ 4,850,440	\$ 5,078,845	\$ 5,180,108	\$ 5,274,449
<b>EXPENSES</b>						
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
<b>SUBTOTAL EXPENSES</b>	\$	4,776,504	\$ 4,079,985	\$ 4,157,987	\$ 4,226,064	\$ 4,283,755
<b>SURPLUS / (DEFICIT)</b>		-\$ 142,340	\$ 770,455	\$ 920,859	\$ 954,045	\$ 990,694
<b>INTERNAL TRANSFERS</b>						
Capital	-\$	9,204,331	-\$ 40,000	-\$ 40,000	-\$ 40,000	-\$ 40,000
Debt Principal	\$	-	-\$ 32,037	-\$ 64,074	-\$ 64,074	-\$ 64,074
Transfer to (from) Reserves	\$	5,924,071	-\$ 1,685,690	-\$ 1,780,640	-\$ 1,819,730	-\$ 1,857,280
Transfer to (from) Surplus	\$	2,600	\$ 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
<b>SUBTOTAL INTERNAL EXPENSE</b>	\$	142,340	-\$ 770,455	-\$ 920,858	-\$ 954,044	-\$ 990,694
<b>FINANCIAL PLAN BALANCE</b>	\$	-	\$ -	\$ -	\$ -	\$ 0



## VILLAGE OF ANMORE

### BYLAW NO. 651-2021

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

---

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

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

- 1) That this bylaw may be cited for all purposes as “Anmore Zoning Amendment Bylaw No. 651-2021”.
- 2) That Village of Anmore Zoning Bylaw No. 568- 2017 be amended by adding the text and maps included in Schedule A which forms part of this bylaw.
- 3) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 2175 East Road, PID 014-846-756, from Residential 1 to Infill Development – INF.
- 4) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 125 Hummingbird Drive, PID 023-971-860, from Residential 1 to Infill Development – INF.
- 5) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 2345 Sunnyside Road, PID 008-921-083, from Residential 1 to Infill Development – INF.
- 6) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 2110 Sunnyside Road, PID 013-594-940, from Residential 1 to Infill Development – INF.

**READ** a first time the 14th day of September, 2021

**READ** a second time the 2nd day of November, 2021

**PUBLIC HEARING HELD** the day of , 2021

**READ** a third time the day of , 2021

**ADOPTED** the day of , 2021

-----  
MAYOR

-----  
MANAGER OF CORPORATE SERVICES

## Schedule A

### 9.20 INFILL DEVELOPMENT – INF

#### 9.20.1 Purpose

This **zone** is intended to provide **land** solely for the purpose of one-family **residential** housing as the **principal use**.

#### 9.20.2 Minimum Parcel Size

Permitted Uses	Parcel Size
One-Family Dwelling	1,349 m <sup>2</sup>

Refer to Village of Anmore Policy No. 61 for guidance on Property line requirements during subdivision.

#### 9.20.3 Maximum Number of Buildings and Height

Permitted Use by Parcel	Maximum Number	Maximum Building Height
Principal Building:	1	10 m
Accessory Buildings and Structures	1	7 m

#### 9.20.4 Maximum Floor Area Ratio for Parcel of Land

Parcel Size	Ratio	Bonus Floor Area
>1349m <sup>2</sup> to <1799m <sup>2</sup>	0.25	0 m <sup>2</sup>
>1799m <sup>2</sup> to <2200m <sup>2</sup>	0.25	60 m <sup>2</sup>
>2200m <sup>2</sup>	0.30	125 m <sup>2</sup>

#### Example Calculation of Total Floor Area Ratio

A parcel of land totaling 1826m<sup>2</sup> is created through subdivision the maximum **FAR** will be:

$$(1826\text{m}^2 \times 0.25) + 100\text{m}^2 = 556.5\text{m}^2 \text{ (approx. } 5990 \text{ ft}^2\text{)}$$

### 9.20.4.1 – Accessory Buildings Floor Area

**Accessory building floor area** shall not exceed 30% of the total allowable **Floor Area Ratio** for the Parcel of Land.

### 9.20.4.2 – Coach House

**Coach House** will only be allowable on parcels of land 2695 m<sup>2</sup> or larger.

### 9.20.5 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	7.6 m	7.6 m	5.0 m	3.0 m
Accessory Building and Structure	7.6 m	7.6 m	5.0 m	3.0 m

### 9.20.6 Off-Street Parking

**Off-street parking spaces** shall be provided on the same **parcel** as the **use** being served in accordance with the following requirements:

- a) 2 spaces per **one-family dwelling**;
- b) 2 Spaces per **secondary suite**;
- c) 2 Spaces per **coach house**.

### 9.20.7 Maximum Parcel Coverage

The maximum **parcel coverage** shall be 35% per **parcel**.

### 9.20.8 Other Regulations

All permitted **land uses** shall be connected to community services in accordance with the *Subdivision and Development Control Bylaw NO. 633-2020*

### 9.20.9 Zoning Plan

The Zoning Plan(s) contained within this Bylaw form an integral component of this **zone**.

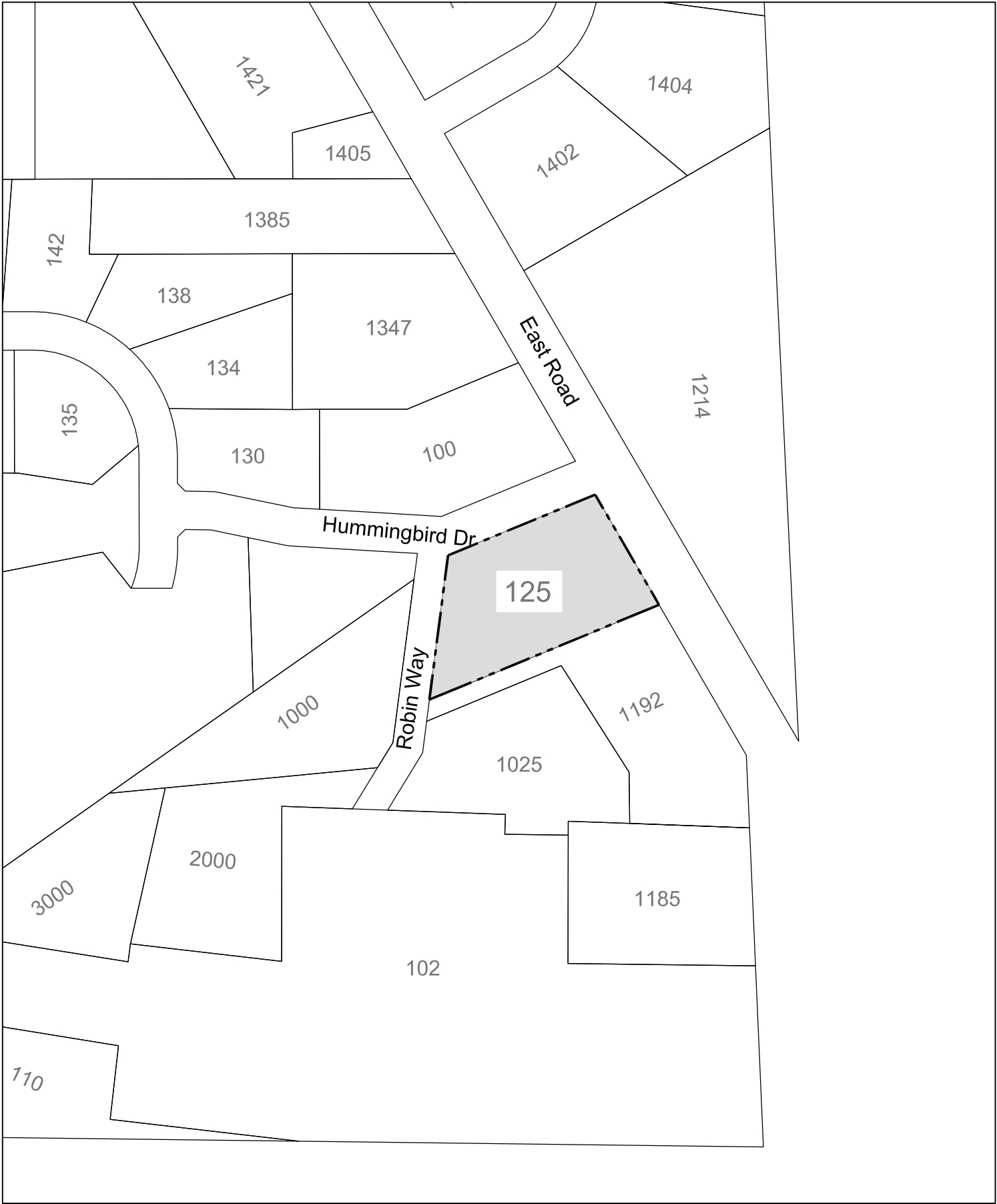


INFILL ZONE

## ZONING MAP

INFILL - 1





INFILL ZONE

# ZONING MAP

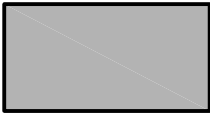
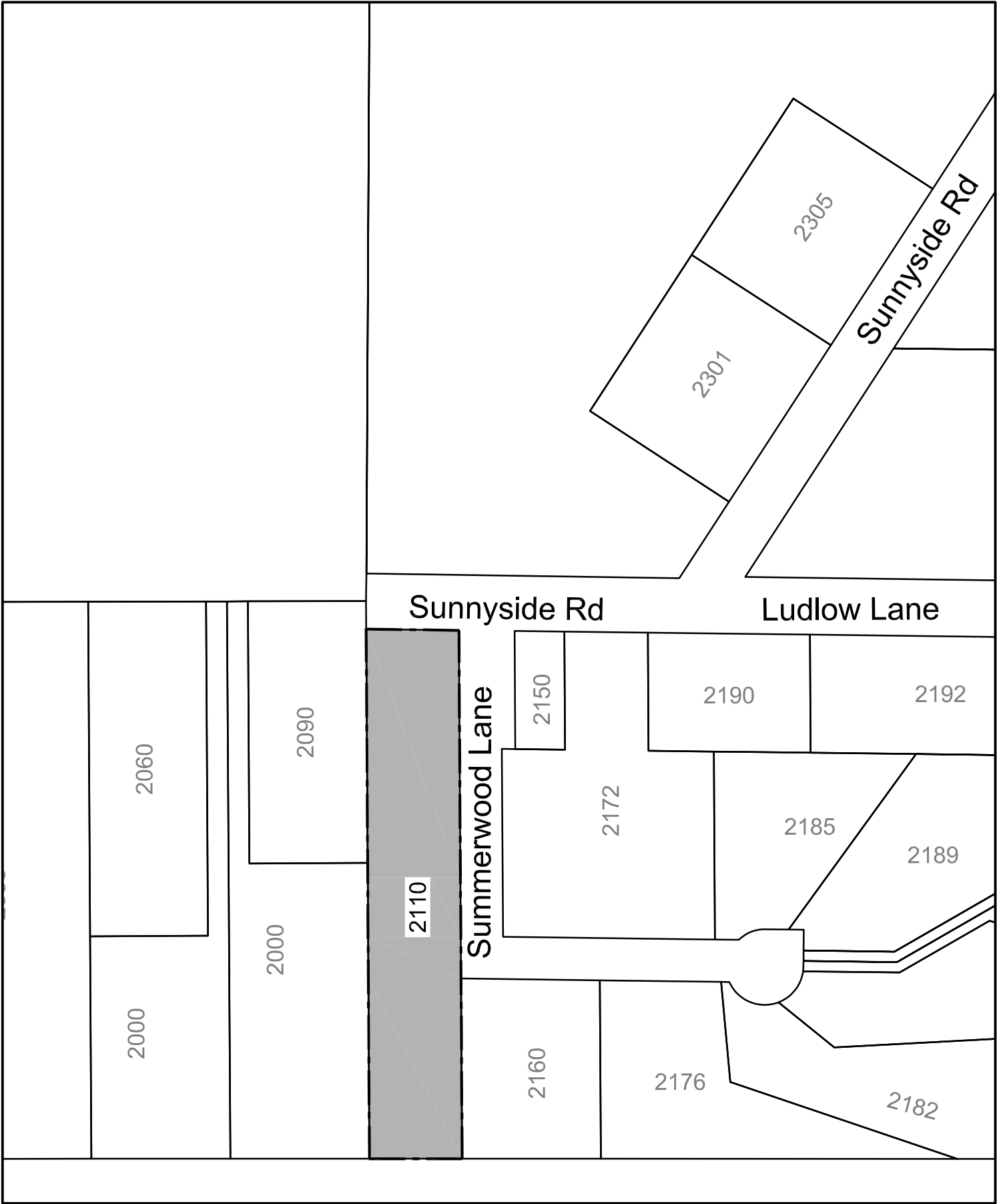
INFILL-2



INFILL ZONE

# ZONING MAP

INFILL-3



INFILL ZONE

# ZONING MAP

INFILL-4



## VILLAGE OF ANMORE

### BYLAW NO. 653-2021

A bylaw to amend the procedure for meetings held by the Village of Anmore

---

**WHEREAS** the *Community Charter* requires council to enact a bylaw to establish the general procedures to be followed by council and council committees in conducting their business

**AND WHEREAS** it is deemed expedient to amend the Anmore Procedure Bylaw No. 541-2016

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

1. This bylaw may be cited for all purposes as “**Anmore Procedure Bylaw Amendment Bylaw 653-2021**”.
2. That Anmore Procedure Bylaw No. 541-2016 be amended as follows:
3. To delete PART 12 – ELECTRONIC MEETING ATTENDANCE and replace it with the following numbered sequentially to follow the previous section:

#### PART 12 – ELECTRONIC MEETING AND ELECTRONIC ATTENDANCE AT MEETINGS

A special council or regular council meeting may be conducted by means of electronic or other communication facilities where all members may participate by electronic or other communication facilities under emergency circumstances, as defined by the Mayor or Corporate Officer. Electronic meetings will be conducted in accordance with statutory requirements.

A member of council or a council committee who is unable to attend an in-person council meeting or council committee meeting may participate in the meeting by electronic or other communication facilities provided that no more than two members of council or council committee may participate by electronic or other communication facilities at one time. The chair of an in-person meeting may not participate electronically.

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

**READ** a first time the 2<sup>nd</sup> day of November, 2021

**READ** a second time the 2<sup>nd</sup> day of November, 2021

**READ** a third time the 2<sup>nd</sup> day of, November, 2021

**ADOPTED** the day of ,

---

MAYOR

---

CORPORATE OFFICE



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: July 2, 2021 0340-50  
Submitted by: Karen Elrick, Manager of Corporate Services  
Subject: Communications and Community Engagement Policy 70

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### Purpose / Introduction

The proposed policy will set out guidelines and criteria for communication messaging and social media use for the Village.

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### Recommended Option

**THAT Council approve Communications and Community Engagement Policy 70.**

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### Background

The Village continually reviews process to determine opportunities to enhance community engagement. Additionally, during the COVID pandemic the Village has noted an increased use of social media and desire for alternate ways to communicate and engage with community members.

### Discussion

As use of social media and other multimedia tools for engagement are considered for the Village, setting standards will ensure consistency and transparency in Village communication and maintain the integrity of the Village's identity.

Primary communication objectives set out in the policy include:

- Increase awareness of Council activities, meetings, agendas and decisions;
- Increase awareness of Village activities such as capital projects, new initiatives and Village sponsored events;
- Increase awareness of time-sensitive information and public service notices (e.g. changes to garbage collection, watermain flushing);
- Increase understanding of Village programs, services, bylaws and other regulatory requirements;
- Increase and improve timely release of information and community engagement;
- Instill trust and build stronger relationships with community members;

## **Report/Recommendation to Council**

### **Social Media and Communications Policy**

July 2, 2021

- Increase awareness and understanding of opportunities to volunteer with the Village; and
- Improve collaboration with residents, local service groups and other agencies on mutually beneficial programs and initiatives.

The policy sets out the guidelines and communication criteria for:

- Engagement and monitoring on Village's own social media
- Village social media "Terms of Use"
- Personal social media use for staff and individual members of Council
- Media relations
- Message and content approvals

Once implemented, this policy will ensure consistent and effective communication and community engagement as well as provide clear expectations to community members, Council and staff.

## **Financial Implications**

None.

## **Communications / Civic Engagement**

Policy will be posted to Village website.

## **Corporate Strategic Plan Objectives**

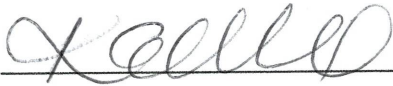
We provide responsive, efficient, transparent and engaged service.

## **Attachments:**

1. Communications and Community Engagement Policy 70

**Report/Recommendation to Council**  
Social Media and Communications Policy  
July 2, 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**

  
\_\_\_\_\_  
Chief Administrative Officer

<b>Policy</b>	Social Media and Communications and Community Engagement Policy	<b>Policy No.</b>	70
<b>Effective Date</b>		<b>Approved by</b>	Council
<b>Date Amended</b>		<b>Resolution</b>	
<b>Date Established</b>			

**PURPOSE** The Village of Anmore recognizes the importance of applying professional standards to support consistent, clear, accurate and transparent communications and community with public audiences. This policy outlines the goals and objectives of communications and community engagement, the standards followed by the Village, and specific considerations for social media, media relations and messaging/content approval.

### **PRIMARY GOALS & OBJECTIVES**

Development and implementation of communications and community engagement are overseen by the Manager of Corporate Services in consultation with the Chief Administrative Officer (CAO). Communications and community engagement shall align with Council's Strategic Plan vision and goals, protect the reputation of the Village and its brand integrity, build respectful relationships with media, and ensure timely, responsive communications and engagement with key audiences, including residents, community organizations and other affected stakeholders.

The following are the primary objectives to support achieving goals:

- Increase awareness of Council activities, meetings, agendas and decisions;
- Increase awareness of Village activities such as capital projects, new initiatives and Village sponsored events;
- Increase awareness of time-sensitive information and public service notices (e.g. changes to garbage collection, watermain flushing);
- Increase understanding of Village programs, services, bylaws and other regulatory requirements;
- Increase and improve timely release of information and community engagement;
- Instill trust and build stronger relationships with community members;
- Increase awareness and understanding of opportunities to volunteer with the Village: and

- Improve collaboration with residents, local service groups and other agencies on mutually beneficial programs and initiatives.

To support these objectives, the Village will leverage a mix of communications tactics, including a mix of printed materials such as newsletters, posters and signage, and digital platforms such as the Village website and social media. For community engagement, the Village will use a variety of tactics to provide multiple opportunities for audiences to share input and feedback. As well, because social media is an interactive platform, it can also be used as a customer service mechanism to respond to questions. The following are some of the primary uses for Village communication tactics:

- Share information about Village programs, projects, services, events, bylaws, regulations and initiatives;
- Recruit volunteers;
- Promote Village events;
- Correct misinformation and address rumours;
- Share information from other organizations when it is relevant to Anmore residents;
- Provide information on bylaw and regulatory requirements; and
- Address issues and concerns.

## DEFINITIONS

**“Social media”** refers to common digital communications platform that allow users to interact with other people to share information, provide feedback and bring people together who share the same interests. Examples of social media sites include, but are not limited to: Facebook, Twitter, Instagram, YouTube

**“Communications Tactics”** means communication tools or methods used to share information with audiences and includes printed forms of communication such as newsletters, brochures, newspapers, sign boards, and media releases as well as digital tools or methods, such as websites, social media, blogs and videos.

**“Village”** means the Village of Anmore

**“Media”** refers to representatives of print, broadcast and online media outlets that are recognized as official media.

**“Stakeholder”** refers to any individual, group of individuals, elected representative or organizations with a specific stake or interest in an issue, project, initiative or Council decision.

**“Community Engagement”** is the process of informing and seeking input from audiences and involves a range of levels based on the IAP2 Spectrum of Public Participation.

**“IAP2 Spectrum of Public Participation”** refers to a widely used model that is designed to assist with the selection of the level of public’s role in any public participation process.

**“International Association of Public Participation (IAP2)”** is the established professional standard for community engagement that includes principles and best practices as well as the IAP2 Spectrum for Public Participation levels.

**“Spokesperson”** refers to an individual with the authority to speak to media and the public on behalf of the Village.

## **SCOPE**

This policy applies to all Village Council members, staff, and any person who has been retained and/or engaged to act on behalf of the Village.

## **POLICY**

This policy relates to communications and community engagement for the Village, including identifying principles and standards, designating spokespeople and media relations requirements, outlining use of social media and providing guidance for message and content approval authority. Communications and community engagement adhere to International Association of Public Participation (IAP2) principles and best practices, and use the IAP2 Spectrum of Public Participation.

All communication tactics must adhere to the Village’s branding and logo use standards and use of the logo is only approved when the Village is an owner, sponsor or partner. The Village logo cannot be used by Council or Village staff for personal communications, such as on personal social media accounts or other communications tactics, and external use is strictly prohibited without the express consent of the Village.

## **Village Social Media Use**

The Village’s social media sites are intended to complement other communication tactics used by the Village with a focus on providing timely and engaging content that can be linked to more information when needed. Social media also provides a mechanism for public relations and to engage with the community for input and feedback.

All Village social media sites shall be monitored periodically during regular business hours Monday to Friday 8:30 a.m. to 4 p.m. The Village intends to respond to posts on its social media sites



within 48 hours, or on the next business day. If a response is not possible in that timeframe, the Village will advise the individual who made the post via that social media site. Comments from the public will be allowed on the Village's social media sites, but will be closely monitored for acceptable content. The Village will only respond to comments on the Village's social media sites.

The Village's social media sites will include a "Terms of Use" statement that specifies what will be considered acceptable/unacceptable content. Those who post unacceptable content may be blocked and will be contacted via that social media site to be asked to contact the appropriate staff member by phone or in person to discuss the post. The following forms of content are not permitted on Village social media sites and may be deleted and/or hidden without notice:

1. Profane language or content;
2. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
3. Comments that support or oppose political campaigns;
4. Sexual content or links to sexual content;
5. Solicitations, advertising or endorsement of any financial, commercial or non-governmental agency;
6. Comments that suggest or encourage illegal activity;
7. Information that may tend to compromise the safety or security of the public or public systems;
8. Content that violates a legal ownership interest of any other party;
9. Comments that provide personal information about an individual other than the person posting the comment; or,
10. Personal attacks or bullying of any nature.

If a Village Council or staff member sees a posting that violates the terms of use of this Policy, they should not respond to the post, but rather, should report the post to the Manager of Corporate Services.

All social media use must adhere to the privacy restrictions as mandated under the *Freedom of Information and Protection and Privacy Act* (FOIPPA) BC and any other provincial or federal privacy legislation.

### **Personal Social Media Use**

Village staff may not use the Village's social media sites for their own personal activity or comments, and staff activity in social media during work hours should be related to their position with the Village, with the exception of work time breaks.

Village staff may not use their work email address to set up personal social media accounts, with the exception of specific business and professional networking tools and sites, such as LinkedIn, that would be used for business purposes.

Village staff members are not permitted to publish or comment via social media in any way that suggests they are doing so in connection with or as representatives of the Village. Even if staff members do not explicitly identify as a Village employee, others may identify a person as Village staff by name, place of work, a photograph, or content. Staff shall include when commenting or publishing any information related to the Village that they are expressing a personal view by stating "in my personal opinion" or "personally" to communicate that they are expressing their personal views.

When posting to social media sites, Village staff should consider, among all other relevant criteria, how posted comments or views may affect his or her ability to perform his or her job, his or her level of professionalism, and the Village in general. An employee's duty of confidentiality to the Village does not end after business hours or when employment ends. Confidential information includes any non-public, financial, operational, technological, personal, or anything else that is not already public.

Village staff members are advised that comments made on any social media site regarding Village operations, coworkers, supervisors, residents and businesses could impact their employment with the Village. The Village periodically monitors social media, and if any staff communications (on personal or Village sites) is discovered that is in breach of this policy, in breach of law, or that contributes to a hostile work environment, that staff member could be subject to discipline, up to and including termination of employment. These guidelines are provided to help staff make appropriate decisions about what to post online and are meant to apply only to work-related postings and are not meant to infringe upon personal interaction or commentary.

When individual members of Council publish or comment via personal social media or traditional communications, they should identify that they are expressing their personal views, and not views of the Village or Council as a whole.

## **Media Relations**

Village media relations include communications with media where an individual, either Council or staff, is acting as a spokesperson for the organization and delivers messages related to Village matters such as Council decisions and Village policies, projects and services. This differs from Council media relations, which involve Council members responding to media from a personal perspective as an elected official. Council media relations include discussion, debate and opinion being expressed by individual Council members and are considered separate from this policy.

The approved spokespeople for the Village:

- The Mayor or Acting Mayor is the primary spokesperson for communicating with members of the media.
- The Chief Administrative Officer (CAO) provides back up in this role if further information or clarification is required on an operational matter.
- Department Managers are also approved to speak to media as subject matter experts, and as spokespeople with the approval of the Mayor and/or CAO.

Individuals acting as spokespeople for the Village are required to use their official titles to provide credibility and ensure clarity when delivering an official response from the Village. Media relations outside of the Village, including interviews involving business or volunteer organizations, must be kept separate, and individuals are responsible for ensuring their Village titles are not used.

In the event of an emergency situation in the Village involving Sasamat Volunteer Fire Department, the RCMP or activation of the Village Emergency Operations Centre, designated spokespersons are permitted to speak to the media and make public safety announcements. Examples include the Fire Chief and Deputy Fire Chief, the RCMP Media Relations Officer and the Village Emergency Program Manager.

Village staff contacted by the media must forward the call to the Manager of Corporate Services. If the Manager of Corporate Services is not available, the call is forwarded to the CAO, who will notify the Mayor/Acting Mayor and coordinate the media interview and spokesperson support.

All proactive notices to media, including news releases, public service announcements, program notices and community bulletins must be approved by the Manager of Corporate Services along with sign off from the CAO and Mayor prior to release.

During an activation of the Emergency Operations Centre (EOC), all communications and media policies are superseded by the approved EOC policies and protocols.

### **Message and Content Approvals**

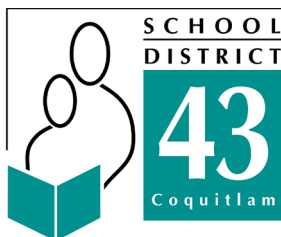
The Manager of Corporate Services works with the CAO and department managers as necessary to develop the messaging and other content required for communications tactics. The authority for approving content is as follows:

The Manager of Corporate Services and/or CAO approves final content for use in communications tactics for:

- Operational information, such as communication related to Village programs, services, projects, bylaws, regulations, initiatives and events based on approved policies and Council direction;
- Regularly scheduled information such as Council agendas, highlights and other meeting notices;
- Information from other organizations that is relevant to Anmore residents; and
- Messages and standby responses for issues that are already approved as part of a strategic communications and/or community engagement plan or through a previous approval process.

The Mayor/Acting Mayor provides input on content prior to final approval of messaging in communications tactics when:

- Content relates to a policy decision being considered by Council but not yet approved;
- Messaging that relates directly to Council;
- Communication that includes a quote by the Mayor/Acting Mayor; and
- When messages are not operational in nature and do not have a direct correlation with a position of the Village.



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October 28, 2021

Mayor and Council  
City of Coquitlam  
via email: [mayor\\_council@coquitlam.ca](mailto:mayor_council@coquitlam.ca)

Mayor and Council  
City of Port Coquitlam  
via email: [citycouncil@portcoquitlam.ca](mailto:citycouncil@portcoquitlam.ca)

Mayor and Council  
City of Port Moody  
via email: [council@portmoody.ca](mailto:council@portmoody.ca)

Dr. Ingrid Tyler, Medical Health Officer  
Fraser Health  
via email: [ingrid.tyler@fraserhealth.ca](mailto:ingrid.tyler@fraserhealth.ca)

Claire MacLean, CEO  
SHARE Family & Community Services  
via email: [claire.macleam@sharesociety.ca](mailto:claire.macleam@sharesociety.ca)

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via email: [village.hall@anmore.com](mailto:village.hall@anmore.com)

Chief and Council  
Kwikwetlem First Nation  
via email: [ed@kwikwetlem.com](mailto:ed@kwikwetlem.com)

Allison Bond, Deputy Minister  
Ministry of Children and Family Development  
via email: [mcf.deputyminister@gov.bc.ca](mailto:mcf.deputyminister@gov.bc.ca)

**Re: Mental Health Task Force**

Dear Mayors, Councillors, and Community Partners,

As you may be aware through prior correspondence, there has been significant conversation about exploring strategies for multi-tiered mental health supports by the School District 43 (SD43) Board of Education. The impacts of the pandemic, including virtual learning, cancellation of sporting activities and the arts for children and youth, have furthered the need to develop a more aligned, community-based, system-wide, mental health approach to support our students, staff, and families. We hear daily about the difficulties for students accessing valuable and appropriate mental health interventions. It is imperative that all of us work together to improve our understanding of the issues, determine what solutions may be available, and define how we can participate in providing those solutions. As this is a province-wide challenge, the Ministry of Education has recently adopted a [Mental Health in Schools Strategy](#). The provincial strategy will create a foundation for the Mental Health Task Force.

We are inviting you to participate in a Mental Health Task Force by appointing one elected official and one staff advisor, if applicable, to join the school district in undertaking to address this community challenge. We are hoping to leverage the synergy developed via the Child Care Task Force as a model to embark on a journey towards addressing this challenge.

At the October 26, 2021, Public Board Meeting, the Board of Education adopted the terms of reference for this task force (enclosed). Our intent is that at the first meeting, the task force would review the terms of reference and chart a specific course of action. Further, we would like to begin this work as quickly as possible. Therefore, upon receiving the appointees from the member organizations, SD43 will establish a meeting date, which will be circulated to the task force membership.

We are hoping that this collaborative approach to finding solutions to the challenges of mental health supports for our communities will provide a lasting benefit to all the citizens we serve.

We look forward to hearing from you at your earliest opportunity.

Yours truly,

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



Kerri Palmer Isaak  
Chair, Board of Education

cc: Board of Education  
Patricia Gartland, Superintendent of Schools/CEO  
Chris Nicolls, Secretary-Treasurer/CFO  
Mohammed Azim, Secretary-Treasurer (designate)



## School District No. 43 (Coquitlam)

### MENTAL HEALTH TASK FORCE

### TERMS OF REFERENCE

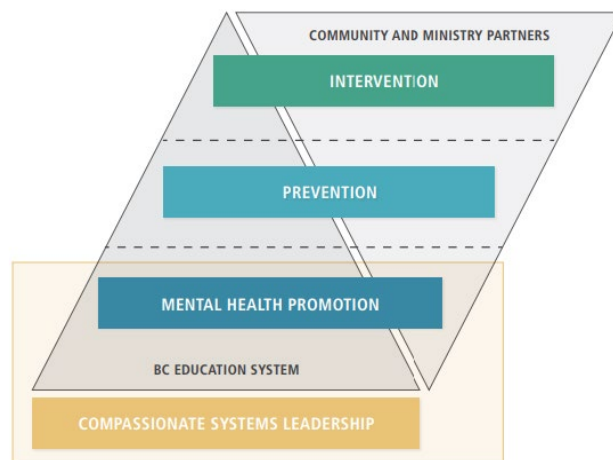
#### Background:

On October 5, 2021, the Board of Education passed a motion to establish a Mental Health Task Force that would engage with our community stakeholders. The Board requested staff to draft a Terms of Reference similar to the Child Care Task Force to be brought forward to the October 26, 2021, public Board Meeting.

The COVID-19 Pandemic and the impact it has had on students, staff, and families has furthered the need to develop a community-based, holistic, system-wide mental health strategy. Giving children the best possible start is key to better long-term mental health outcomes.

#### Vision:

With mental health promotion, prevention, and intervention being the primary pillars for strategies and supports, as defined in the Ministry of Education Mental Health in Schools Strategy, the Mental Health Task Force will work collaboratively with SD43 as partners to advocate mental health challenges to the Provincial Government and enhance systems for students and staff to access various support services.



#### Mandate:

The Mental Health Task Force is charged with the following responsibilities:

1. Alignment and Enhancement of SD43 Mental Health Strategies and Objectives – To ensure that the Mental Health Task Force outcomes are aligned with the Ministry of Education Mental Health in Schools Strategy and SD43's Wellbeing Framework.

2. Partnership – To enhance collaboration between SD43 and community mental health practitioners and partners within the Tri-Cities in order to simplify and streamline the access to appropriate supports.
3. Mental Health Promotion - To inform and educate community partners about SD43 mental health strategies and, through data-based decision-making, build support for a system-wide approach that promotes positive mental health and raises awareness through advocacy with the Provincial Government.
4. Mental Health Prevention and Intervention – To explore various types of community partnerships, including multiple alternatives for resourcing, including staffing, assets, supplies, and services, e.g., focus on Child and Youth Hub/Team.
5. Sustainability – To ensure that any recommended strategies will be sustainable with a joint emphasis on sharing of resources.

In addition to the above responsibilities, the Mental Health Task Force will:

1. Serve as a connection between the School District, municipalities, and community partners and ensure that all deliverable outcomes support and enhance SD43 Mental Health Strategies.
2. Include members that will represent their respective organizations. Members will advise their organizations (e.g., Board of Directors/ Council) on the work being done by the Task Force. Task Force members understand that decisions such as resourcing and advocacy will first be reviewed and approved by the SD43 Board of Education and, if necessary, brought to the Task Force members' respective organizations for consideration and approval.

### **Membership and Structure:**

Membership and structure of the task force will be as follows:

1. The members of the Mental Health Task Force will be appointed by their respective organizations based on expertise, stakeholder representation, and expression of interest.
2. The Mental Health Task Force membership will consist of the following:
  - The SD43 chairperson or designate will be the Chairperson for the Mental Health Task Force.
  - The SD43 Secretary-Treasurer or designate will provide operational support to the Chair regularly.
  - One additional representative and one alternate, from the Board of Education, School District No. 43 (Coquitlam)
  - One representative and one alternate, from SD43 Tri-City stakeholder groups, including the following:
    - Village of Anmore
    - Village of Belcarra
    - City of Coquitlam
    - City of Port Coquitlam
    - City of Port Moody
    - Kwikwetlem First Nation
    - Fraser Health
    - MCFD
    - SHARE Family and Community Services
    - Other community partner groups as identified
3. On a rotational basis, each of the member organizations will be responsible to provide a staff person to assist with the administrative tasks of the meeting(s).



**Meetings:**

The Mental Health Task Force will have their initial meeting as soon as possible after its establishment and support from respective member organizations. During the introductory session, the Task Force will review the terms of reference, discuss goals towards supporting the vision and mandate of the Task Force, and establish an appropriate meeting schedule based on needs, deliverables, and milestones.

**Term:**

The term for all members appointed by their respective organizations will be for one year commencing upon the introductory Mental Health Task Force Meeting.

**Attendance:**

Members shall advise the recording secretary of their intent to attend or be absent from a meeting. Any member who is absent from three consecutive meetings of the task force, or in excess of one-third of all meetings over any six months, without leave of absence from the task force, or a reason satisfactory to the task force, shall by task force resolution, cease to be a member of the task force.

To assist with meeting organization, Mental Health Task Force members will be required to report to the task force chair or designate all advisors who will be present during the upcoming meeting.

**Quorum:**

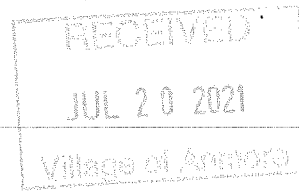
A quorum shall consist of half of the members plus one.

If a quorum is not present within 30 minutes following the time at which the meeting was to commence, the recording secretary shall record the name of the members present at the meeting, and the meeting shall stand adjourned.

**Adopted:**

October 26, 2021 – Public Board Meeting.

The SD43 Board may amend these terms of reference through motion in the event changes are required.



Office of the Chair  
Tel. 604 432-6215 or via Email  
CAOAdministration@metrovancouver.org

July 14, 2021

File: CR-12-01  
Ref: RD 2021 Jun 25

Mayor John McEwen and Council  
Village of Anmore  
2697 Sunnyside Road RR1  
Anmore, BC V3H 5G9

Dear Mayor McEwen and Council:

**Draft Metro 2050: Referral for Comment**

In April 2019, the Metro Vancouver Board initiated a comprehensive update to *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy. Since its adoption in 2011, this visionary strategy has been a strong and effective tool for the regional federation to collectively manage regional growth, while subsequently reflecting the federation's objectives to prevent urban sprawl; protect important lands; support the development of complete and resilient communities; and support the efficient provision of urban infrastructure such as utilities and transit.

In the Fall of 2019, we provided you with formal notification that the update to *Metro 2040* was commencing. Since then, Metro Vancouver and member jurisdictions have worked in close partnership through a series of policy reviews, meetings, and the *Metro 2050* Intergovernmental Advisory Committee to identify strengths and gaps in the regional growth strategy. Additionally, Metro Vancouver and member jurisdictions have been collectively seeking to improve and update the strategy to better meet the needs of members, while further addressing growing regional challenges. After two years of research, workshops, dialogue, and input from member jurisdiction staff, elected officials, First Nations, the Province, other regional stakeholders, organizations and agencies, and the public, the updated regional growth strategy, draft *Metro 2050*, is ready for review and comment.

At its June 25, 2021 regular meeting, the Board of Directors of the Metro Vancouver Regional District adopted the following resolution:

- That the MVRD Board refer the draft of Metro 2050 attached to the report titled "Draft Metro 2050: Referral for Comment", dated May 25, 2021 for comment including to the following:*
- i. signatories to the regional growth strategy including: Mayors and Councils of Metro Vancouver member jurisdictions; the TransLink Board; the Squamish-Lillooet Regional District Board; the Fraser Valley Regional District Board; and*
  - ii. other members of the Metro 2050 Intergovernmental Advisory Committee including: in region First Nations; the Province of BC; the Agricultural Land Commission; Vancouver Coastal Health; Fraser Health; BC Housing; BC Hydro; University Endowment Lands;*

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*Bowen Island; City of Abbotsford; City of Chilliwack; District of Mission; Integrated Partnership for Regional Emergency Management; Simon Fraser University; Kwantlen Polytechnic University; University of British Columbia; Vancouver Fraser Port Authority; Transport Canada; Canada Mortgage and Housing Corporation; and Vancouver International Airport Authority.*

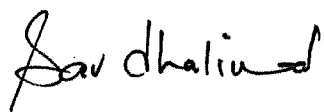
I am pleased to provide you with a copy of the draft *Metro 2050*. Metro Vancouver is requesting to meet with your council or board at a meeting in September, October, or November 2021 to provide a presentation on the draft of *Metro 2050*, and will work with your staff to find an appropriate date. This presentation will provide an opportunity to discuss ideas or any areas of concern, provide feedback on the draft, and answer any questions. Concurrent with this meeting, staff are offering to co-host a public information session with your staff.

Your organization is invited to provide written comments on the draft *Metro 2050* by Council or Board resolution. Please submit any written comments to Metro Vancouver's Corporate Officer by email at [Chris.Plagnol@metrovancover.org](mailto:Chris.Plagnol@metrovancover.org). The **deadline for submitting written comments on *Metro 2050* is November 26, 2021**. Following the comment period, comments received will be conveyed to the Metro Vancouver Board and considered in a revised draft of *Metro 2050*.

While it can be accessed online at [www.metrovancover.org/metro2050](http://www.metrovancover.org/metro2050), we have enclosed a hard copy of the draft *Metro 2050*. In addition, an executive summary and a copy of a staff report summarizing *Metro 2050* and the engagement process are also enclosed. If you wish to receive additional copies, or if you have any questions with respect to *Metro 2050*, please contact Sean Galloway, Director of Regional Planning and Electoral Area Services by phone at 604-451-6616 or by email at [Sean.Galloway@metrovancover.org](mailto:Sean.Galloway@metrovancover.org).

I would like to acknowledge your organization's work to date on this important strategy. Thank you for your time and contributions. Through our continued collaboration we will ensure that the regional growth strategy continues to expand on our history of excellent regional building, and supports a resilient, prosperous and exciting place to be.

Yours sincerely,



Sav Dhaliwal  
Chair, Metro Vancouver Board

SD/HM/js

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cc: Juli Halliwell, Chief Administrative Officer, Village of Anmore  
Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNell, General Manager, Regional Planning and Housing Services, Metro Vancouver

Encl: 1. DRAFT *Metro 2050* (Doc #46401631) \*  
2. DRAFT *Metro 2050* Executive Summary (Doc #46577592) \*  
3. Report dated May 25, 2021, titled, "Draft *Metro 2050* for Comment Referral and Next Steps"  
(Doc #45545229)

\*DRAFT Metro 2050 and DRAFT Metro 2050 Executive Summary available for viewing at:

<http://www.metrovancouver.org/services/regional-planning/metro-vancouver-2040/metro-2050/engagement/Pages/default.aspx>



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To: Regional Planning Committee

From: Sean Galloway, Director, Regional Planning and Electoral Area Services and  
Erin Rennie, Senior Planner, Regional Planning and Housing Services

Date: May 25, 2021 Meeting Date: June 9, 2021

Subject: **Draft Metro 2050: Referral for Comment**

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### **RECOMMENDATION**

That the MVRD Board refer the draft of *Metro 2050* attached to the report titled “Draft *Metro 2050*: Referral for Comment”, dated May 25, 2021 for comment including to the following:

- i. signatories to the regional growth strategy including: Mayors and Councils of Metro Vancouver member jurisdictions; the TransLink Board; the Squamish-Lillooet Regional District Board; the Fraser Valley Regional District Board; and
- ii. other members of the *Metro 2050* Intergovernmental Advisory Committee including: in region First Nations; the Province of BC; the Agricultural Land Commission; Vancouver Coastal Health; Fraser Health; BC Housing; BC Hydro; University Endowment Lands; Bowen Island; City of Abbotsford; City of Chilliwack; District of Mission; Integrated Partnership for Regional Emergency Management; Simon Fraser University; Kwantlen Polytechnic University; University of British Columbia; Vancouver Fraser Port Authority; Transport Canada; Canada Mortgage and Housing Corporation; and Vancouver International Airport Authority.

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### **EXECUTIVE SUMMARY**

A draft of *Metro 2050*, the update to the current regional growth strategy, is being presented to the Regional Planning Committee and MVRD Board for consideration and referral for comment. *Metro 2050* contains: updates to the regional vision; growth projections to the year 2050; updated descriptions of the main regional policy tools (such as the Urban Containment Boundary); updates to the five goals and Implementation section with supporting strategies and policy actions; updates to the performance monitoring indicators; a new glossary of terms; and updated maps.

The new and amended policy actions have been reviewed by the *Metro 2050* Intergovernmental Advisory Committee and Regional Planning Committee, each providing feedback. This feedback was considered and, in addition to feedback from other stakeholders, helped to improve the policies contained in this draft version of *Metro 2050*. The Board’s referral will initiate a five-month comment period between July and the end of November. During this time, Metro Vancouver will provide opportunities for engagement and comment, including formal presentations to affected local government councils or boards and public information meetings.

### **PURPOSE**

To provide the Regional Planning Committee and MVRD Board with the draft of *Metro 2050* (Attachment 1) and a recommendation to refer the draft of *Metro 2050* out for comment.

## **BACKGROUND**

On April 26, 2019, the MVRD Board passed a resolution to initiate a comprehensive update to *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy (Reference 1). Over the intervening 24 months, staff have implemented a robust Engagement Plan (Reference 2 and 3) including 11 themed Policy Reviews to identify opportunities to enhance policies in the regional growth strategy and address identified policy gaps (Reference 4).

Between January and May of 2021 staff worked closely with member jurisdiction staff, First Nations and other regional stakeholders through the *Metro 2050* Intergovernmental Advisory Committee to develop the content of *Metro 2050*. Drafts of each of the goal areas were presented to the Regional Planning Committee and the Board between March and May 2021 (References 5, 6, and 7). The draft *Metro 2050* is now being provided to the Regional Planning Committee and MVRD Board with a recommendation to commence a comment period to provide an opportunity for member jurisdictions, First Nations, other regional stakeholders, and the public to provide feedback on the draft of *Metro 2050*.

## **METRO 2050 DEVELOPMENT PROCESS**

Between April 2019 and December 2020, staff engaged member jurisdiction staff and other regional stakeholders on 11 themed Policy Reviews to explore the existing *Metro 2040* policies and identify opportunities for improvement. In addition, during this period Metro Vancouver staff engaged with First Nations through one-on-one meetings, and with the general public through a series of *Metro 2040* Public Dialogue sessions, an online comment form, and a public webinar. The engagement and analysis that took place during this period resulted in Policy Review Recommendations that were endorsed or received by the MVRD Board between September 2020 and January 2021 as the basis for policy and content development.

Beginning in January 2021, staff met monthly with the *Metro 2050* Intergovernmental Advisory Committee (IAC) to present draft *Metro 2050* policy content on a goal by goal basis for consideration, dialogue, and feedback. IAC members provided feedback on the content through Virtual Open Houses and IAC Comment Forms. Approximately 100 Goal-Based Comment Forms were submitted by IAC members on the draft content. This content was also presented to the Regional Planning Committee and MVRD Board in March, April, and May of this year for questions and comments. Comments received during this period were considered and improved the policy content in the attached draft *Metro 2050*.

## **IMPORTANT THEMES AND NEW CONTENT IN METRO 2050**

### **Climate Action through Reduction of Greenhouse Gas Emissions**

Actions to reduce greenhouse gas (GHG) emissions have been integrated across the five goal areas. Goal 1 includes supportive policies to limit development outside the Urban Containment Boundary and outside Urban Centres and Major Transit Growth Corridors. Goal 3 includes new GHG monitoring actions for Metro Vancouver and for member jurisdictions to demonstrate how they will contribute to the regional target of carbon neutrality by 2050. Goal 5 emphasizes the use of Transportation Demand Management to reduce driving, encourages the acceleration of active transportation buildout, and supports the expansion of the transit system aligned with planned growth.

### **Bolstering Climate Change and Natural Hazard Resiliency**

In recognition of the multiple natural hazards and climate change impacts the region is exposed to, *Metro 2050* contains a greater emphasis on adaptation actions such as encouraging the adoption of local flood hazard policies, discouraging new development in areas with known and unmitigated hazards, and an action for Metro Vancouver to lead the preparation of a multi-hazard risk assessment and map.

### **Promoting and Supporting Affordable Housing**

Because of the ongoing housing affordability crisis in the Metro Vancouver region, *Metro 2050* contains a Goal and three new strategies dedicated solely to housing policies. These policy actions in particular emphasize: the need to expand the supply of transit-oriented, affordable rental housing; the expansion of housing supply to meet a variety of needs; protecting renters; and providing options for people experiencing or at risk of homelessness and people with very low incomes. There are also multiple new advocacy actions calling on senior levels of government to fund and legislate new measures enabling local governments to take stronger action on housing.

### **Protecting and Connecting Nature**

Goal 3 contains two new regional targets for all members to work toward while respecting the context of their local community. First, a target to protect 50% of the region's land base for nature (40% is protected now), and second, to expand the region's tree canopy cover within the Urban Containment Boundary from 32% to 40%.

### **New Policy Actions Related to Indigenous Relations – Towards Reconciliation**

Building on Metro Vancouver's ongoing work to improve relationships with local First Nations and to advance Reconciliation, *Metro 2050* contains an Acknowledgement of Indigenous Territory, map layers showing Indigenous reserve and treaty lands, and new policies supporting better coordination, collaboration, data and information sharing, and supportive planning research with in-region First Nations.

### **Major Transit Growth Corridors – Supporting Coordinated Transit -Oriented Development**

To make transit-oriented development more coordinated across the region and easier for member jurisdictions, *Metro 2050* includes a new Major Transit Growth Corridor map. These corridors will replace the Frequent Transit Network as the organizing framework for transit oriented growth in the region, working together and in support of Urban Centres and TransLink's Major Transit Network. Going forward, the intent is that new Frequent Transit Development Areas, identified by member jurisdictions, will be located within the Major Transit Growth Corridors. This supports member jurisdictions in determining where, how, and when growth and development density are distributed, while supporting the regional need for greater coordination of growth and services, including transit, along the region's key corridors, and while supporting medium density forms and improved transit-oriented housing choices. In addition, this approach supports the further integration between *Metro 2050* and *Transport 2050*.

### **Integrating Social Equity**

Consideration of social equity outcomes has been a part of the regional growth strategy, but is now unambiguously noted as an objective of the strategy and included in the *Metro 2050*'s Challenges and Opportunities section, definition in the Glossary, introductory reflections in each of the goal

introductions explaining the linkage between the policy area and social equity, and consideration throughout the development of new and updated content. There are policy actions that support greater social equity in the region particularly related to housing affordability, tenant protection, the expansion of green infrastructure, the provision of child care, climate change resiliency, and the development of complete communities that will contribute to continuing to build a region that is more fair and equitable for all.

## **OVERVIEW OF THE DRAFT *METRO 2050* CONTENT**

*Metro 2050* is intended to build on the successes of *Metro 2040*. It reinforces and enhances existing policy directions, extends the timeframe out to the year 2050, fills identified policy gaps, and responds to new and emerging policy issues. The new and updated policy language implements the recommendations of the *Metro 2040* Policy Reviews.

### **Sections A and B: Introduction to Metro Vancouver and the Region**

*Metro 2050* begins with an introduction to Metro Vancouver, including an Acknowledgement of Indigenous Territory. A short description of Metro Vancouver's organizational structure and corporate mission is followed by the region's corporate commitment to "Building a Resilient Region". As in *Metro 2040*, *Metro 2050* includes a description of the Scope and Linkages to Other Plans, Context, and overview of Challenges and Opportunities.

### **Section C: Introduction to the Regional Growth Strategy**

Section C provides an Introduction that includes the Vision, Guiding Regional Planning Principles, and a Responding to the Challenges section which is an overview of the five *Metro 2050* goals.

### **Section D: Urban Containment Boundary, Regional Land Use Designations, and Overlays**

Section D includes the descriptions of the core policy "tools" in the regional growth strategy including: the Urban Containment Boundary, the six regional land use designations, the Major Transit Growth Corridors, and the four structuring overlays (i.e. Urban Centres, Frequent Transit Development Areas, Trade-Oriented Lands, and Natural Resource Areas). This section is an important section of the regional growth strategy as it helps to inform the implementation of many of the policy actions and the review and acceptance of future Regional Context Statements.

### **Regional Growth Projections**

The next section presents the Regional Growth Projections; includes a description of the approach Metro Vancouver takes to preparing the long-term population, dwelling unit and employment growth projections; and highlights some of the important trends that are anticipated in this region over the next 30 years. Whereas *Metro 2040* included municipal level projections as an appendix, *Metro 2050* introduces the Regional Growth Projections in the front of the document, as the anticipated growth is the principal reason for planning together as a region over the long term. Also new to this section is the "sub-regional" approach to growth projections, where the region has been divided into six sub-regions and the 30 year projections for growth are presented at the sub-regional level. This sub-regional approach has the advantage of being less sensitive to the short-term oscillations and corrections that tend to happen within individual member jurisdictions, and changes in the housing market and economy. A principal benefit will be that the data behind the projections will be more accurate and *Metro 2050* will not need to be frequently amended to keep the projections current. Going forward, individual member jurisdiction projections will still be prepared as a service to member jurisdictions, and will be reported out annually, outside of the regional growth strategy.



Complementing the growth projections are the Urban Centre and Frequent Transit Development Area Growth Targets (Table 2). These targets are unchanged from *Metro 2040*; these targets will be updated to extend them out to the year 2050 at a later date, following an engagement process involving all member jurisdictions.

### **Section E: Goals, Strategies and Actions**

Just as with *Metro 2040* and Metro Vancouver's other departmental management plans, the policy actions in *Metro 2050* are organized into goals that are supported by strategies. Under each strategy there are policy actions for the regional growth strategy's signatories; i.e. Metro Vancouver, member jurisdictions, and TransLink. Some of Metro Vancouver's policy actions are now "advocacy actions", which include requesting actions of other levels of government or other government agencies that are not signatories to *Metro 2050*.

It is noted that a primary difference in the goal structure of *Metro 2050* is that Goal 4 has become "Provide Diverse and Affordable Housing Choices" and now includes three strategies about housing. The content of *Metro 2040* Strategy 4.2 "Develop healthy and complete communities with access to a range of services and amenities" has been moved to Goal 1 as a new Strategy 1.3 entitled "Develop resilient, healthy, connected, and complete communities with a range of services and amenities".

Many policy actions in *Metro 2050* are identical or very similar to those that the MVRD Board confirmed are working well in *Metro 2040*. The new or revised policy actions are based on learnings and research over 10 years of implementation, on input from member jurisdictions, and on the endorsed policy recommendations coming out of the *Metro 2040* Policy Review process (Reference 4).

### **Section F: Implementation**

The Implementation section describes the procedures for implementing and amending the regional growth strategy. It includes details about what Regional Context Statements will contain, and information about flexibility, Special Study Areas, and how Metro Vancouver will work with other government agencies. The same three amendment types, and the procedures for each, continue to be described, with the requirement for a regional public hearing being removed from the Type 2 amendment process being the only change (per previous MVRD Board direction).

### **Section G: Performance Monitoring**

The Performance Monitoring section outlines the performance indicators that will be monitored to help evaluate progress towards the goals, strategies, and targets set out in *Metro 2050*. There are now 29 indicators listed in *Metro 2050*, up from the 23 that were listed in *Metro 2040*. Most performance measures are the same as those in *Metro 2040*, while some have been refined or replaced based on continued improvements in available data. As with *Metro 2040*, the performance monitoring program with all the details about how the monitoring will be done will be in an Implementation Guideline prepared after the adoption of *Metro 2050*. Performance on the indicators will continue to be reported out annually to the MVRD Board through a staff report and on an ongoing basis through an online dashboard on the Metro Vancouver website.

### **Section H: Glossary of Terms**

New to *Metro 2050* is a glossary of terms. The terms have been included as they are considered specific to *Metro 2050*, and necessary to correctly interpret the meaning of and implement certain

policy actions. If not included in the Glossary, Implementation Section, or defined by other legislation, the common understanding of a term should be assumed.

### **Section I: Maps**

For ease of use, all the maps have been combined into one section at the back of the regional growth strategy. These maps are small scale depictions of the official maps which are to be housed on the Metro Vancouver website. The same parcel-based map data from *Metro 2040* has been used to create the *Metro 2050* maps meaning no changes have been made to the location of any of the land use designations, the Urban Containment Boundary, the Urban Centres and Frequent Transit Development Areas, or the Special Study Areas. The style, colours, line weights, and contextual information of the maps has been updated to support a better user experience and make the maps easier to read and more useful.

Map 4 has been updated to include the exact boundaries of the Urban Centres and Frequent Transit Development Areas; no changes have been made to the location or boundaries. Map 5 “Major Transit Growth Corridors” and Map 11 “Sensitive Ecosystem Inventory” are new maps being introduced in *Metro 2050*.

The maps also now include Indigenous reserve and treaty lands and the names of each First Nation with lands in the region, with no regional land use designation being applied. It is noted that the way in which Indigenous lands are depicted on the *Metro 2050* maps is still to be confirmed, as it is a topic for the ongoing discussions with in-region First Nations.

### **NEXT STEPS**

Metro Vancouver staff are recommending that the MVRD Board refer the draft *Metro 2050* for comment. Subject to the Board’s direction, the comment period will be between July and the end of November 2021. Written notification of the referral will be sent to member jurisdictions, the Fraser Valley and Squamish Lillooet Regional Districts, TransLink, and other Metro 2050 IAC members including in region First Nations, inviting comments on the draft. The comment period is intended to end on November 26, 2021 so that the regional growth strategy bylaw can be finalized for initial consideration by the MVRD Board in January 2022 in accordance with the Board approved timeline. The comment period will also provide an opportunity to assess general support for the overall direction articulated in *Metro 2050*, and, if necessary, to consider amending the timeline to allow for additional engagement. Extending the *Metro 2050* timeline would create a project risk and the adoption phase would need to take place after the 2022 local government election.

### **Metro 2050 IAC Policy Working Groups**

During the Summer and early Fall of 2021, Metro Vancouver staff will be convening a series of optional “working group” sessions for *Metro 2050* Intergovernmental Advisory Committee members focused on specific topic areas of *Metro 2050*. The objective of the sessions will be to discuss, in depth, the particular “big move” topic areas and any concerns, ideas, or comments associated with each to support the preparation of the formal comments. The topics may include but not limited to: Major Transit Growth Corridors; affordable housing targets; updated Urban Centre framework, permitting residential within employment areas near rapid transit stations; and the Sensitive Ecosystem Inventory. In addition, one of the working groups will focus on supporting the engagement of First Nations.

### **Council Presentations and Comments**

Metro Vancouver staff are scheduling *Metro 2050* presentations to all member jurisdiction councils, and the Boards of the Fraser Valley and Squamish-Lillooet Regional Districts and TransLink during September, October, and November of 2021 to engage directly with the signatories of the regional growth strategy. Member jurisdictions are requested to work with Metro Vancouver staff to schedule these presentations as soon as possible to avoid conflicts.

### **Public Engagement**

Although the general public is not the primary engagement audience during this phase of *Metro 2050* development, the public will be invited to review and provide comment on the draft as well. The draft will be available on the *Metro 2050* webpage of the Metro Vancouver website, and members of the public will have the option to submit comments by email or through a simple online comment form. Videos providing an overview of *Metro 2050* will be released and promoted over social media, and staff are also preparing and will host a public webinar in the Fall of 2021. Member jurisdictions have the option of co-hosting a joint public information meeting in conjunction with the council presentations in the fall of 2021, providing additional opportunities for locally focused public engagement on the draft of *Metro 2050*.

### **Adopting *Metro 2050***

The formal acceptance and adoption period is scheduled to begin in January of 2022 when a regional growth strategy bylaw will be considered for first and second reading by the Regional Planning Committee and MVRD Board, and a regional public hearing held and third reading considered in February of 2022. The period between March and May of 2022 will be the opportunity for member jurisdiction councils, and the Boards of the Fraser Valley and Squamish-Lillooet Regional Districts and TransLink, to consider acceptance of *Metro 2050* by resolution. In June of 2022, at the end of the acceptance period, the *Metro 2050* bylaw will be presented to the MVRD Board for consideration of adoption.

### **Regional Context Statements**

Current Regional Context Statements will continue to be in effect after the adoption of *Metro 2050* until a new Regional Context Statement is prepared, submitted and accepted by the MVRD Board. Following the adoption of *Metro 2050*, starting in June of 2022 member jurisdictions will have two years (to July 2024) to submit a new Regional Context Statement that demonstrates how their respective Official Community Plan (or equivalent) is generally consistent, or will work towards consistency with *Metro 2050* over time.

### **ALTERNATIVES**

1. That the MVRD Board refer the draft of *Metro 2050* attached to the report titled "Draft *Metro 2050*: Referral for Comment", dated May 25, 2021 for comment including to the following:
  - i. signatories to the regional growth strategy including: Mayors and Councils of Metro Vancouver member jurisdictions; the TransLink Board; the Squamish-Lillooet Regional District Board; the Fraser Valley Regional District Board; and
  - ii. other members of the *Metro 2050* Intergovernmental Advisory Committee including: in region First Nations; the Province of BC; the Agricultural Land Commission; Vancouver Coastal Health; Fraser Health; BC Housing; BC Hydro; University Endowment Lands; Bowen Island; City of Abbotsford; City of Chilliwack; District of Mission; Integrated Partnership for Regional Emergency Management; Simon Fraser University; Kwantlen Polytechnic

University; University of British Columbia; Vancouver Fraser Port Authority; Transport Canada; Canada Mortgage and Housing Corporation; and Vancouver International Airport Authority.

2. That the MVRD Board receive for information the report dated May 25, 2021, titled, “Draft *Metro 2050*: Referral for Comment” and provide alternative direction to staff.

### FINANCIAL IMPLICATIONS

If the Board chooses Alternative 1, the draft of *Metro 2050* will be referred out for comment and Metro Vancouver staff will carry out the engagement activities described in the report. There are no significant costs associated with these activities, and all engagement costs will be carried out as part of the Board-approved Regional Planning budget for 2021. The 2022 Phase 3 Adoption period will necessitate a number of expenses associated with a Regional Public Hearing which are estimated to total approximately \$45,000. If the Board chooses Alternative 2, the draft of *Metro 2050* will not be referred out for comment and this will make it unlikely that *Metro 2050* will be adopted before the 2022 local government election period.

### CONCLUSION

This report presents the draft of *Metro 2050*, the update to the regional growth strategy, to the MVRD Board for referral for comment. The draft was informed by the extensive input from member jurisdictions, the members of the *Metro 2050* Intergovernmental Advisory Committee, and other regional stakeholders. The Board’s referral will initiate a five-month comment period on the draft regional growth strategy. This draft of *Metro 2050* includes goals, strategies, and policy actions that will help the region accommodate the growth that is anticipated to come to Metro Vancouver over the next 30 years in a way that promotes resiliency, sustainability, prosperity, livability, and equity for all.

### Attachments (45986709)

1. Draft *Metro 2050*, the regional growth strategy, for comment (May 2021)
2. Summary of Proposed Changes Made to *Metro 2050* Policy Actions by Goal Area

### References

1. *Towards Metro 2050: Updating Metro Vancouver 2040: Shaping our Future* (April 2019)
2. *Metro 2050 Engagement Plan* (September 2019)
3. *Metro 2050 Phase 1 Engagement Report* (March 2021)
4. *Metro 2050 Q1 2021 Status Update* (April 2021)
5. *Metro 2050 Draft Policy Language - Goals 1 and 2* (March 2021)
6. *Metro 2050 Draft Policy Language – Goal 3: Protect the Environment and Respond to Climate Change Impacts and the Implementation Section* (April 2019)
7. *Metro 2050 Draft Policy Language: Goal 4 – Provide Diverse and Affordable Housing Choices and Goal 5 – Support Sustainable Transportation Choices* (May 2021)

45545229



# Metro 2050

Regional Growth Strategy

DRAFT





## **SUMMARY OF PROPOSED CHANGES MADE TO *METRO 2050* POLICY ACTIONS BY GOAL AREA**

These proposed changes to *Metro 2050* content stem from input and feedback from members of the *Metro 2050* Intergovernmental Advisory Committee (i.e. member jurisdiction staff as well as representation from federal and provincial governments and agencies, First Nations, post-secondary institutions and other regional stakeholders) as well as from the Regional Planning Committee and MVRD Board between January and May 2021.

### **Goal Preambles and Social Equity**

- A short passage has been added to each of the preambles explaining the linkage between the policy area and social equity. This has been provided to begin introducing the concept of social equity as it relates to each of the *Metro 2050* topic areas with a view to enhancing the policies and policy actions from the perspective of social equity over time.

### **Goal 1**

- Action 1.1.6 was added as an action for Metro Vancouver to: “work with First Nations to incorporate development plans and population, employment, and housing projections into the regional growth strategy to support potential infrastructure and utilities investments”.
- Action 1.1.9 d) was added at the request of an IAC submission, requiring member jurisdictions to, “integrate land use planning policies with local and regional economic development strategies, particularly in the vicinity of the port and airports, to minimize potential exposure of residents to environmental noise and other harmful impacts”.
- At the request of an IAC submission, Action 1.2.7 was revised to remove the words, “acquire and develop”, and now states that Metro Vancouver will, “work with TransLink, the Province, First Nations, and member jurisdictions to expand the supply of secure and affordable market and non-market rental housing within Major Transit Growth Corridors”.
- Action 1.2.12 was shortened and now reads: “develop an Implementation Guideline, in collaboration with member jurisdictions and TransLink, to be used as a resource to support transit-oriented planning throughout the region”.
- Action 1.2.13 was added to ensure that the Urban Centre and Frequent Transit Development Area growth targets are integrated as policy actions and to complement Table 2.
- Action 1.2.14 was added as an action for Metro Vancouver to: “monitor the region’s total household and employment growth that occurs in Major Transit Growth Corridors”.
- Action 1.2.15 was added as an action for Metro Vancouver to: “work with First Nations and other appropriate agencies to ensure that new development and infrastructure investment is directed to areas that are transit oriented and resilient to climate change impacts and natural hazards”.
- Specific mention of YVR Airport Authority was removed from Action 1.2.22 at the request of an IAC submission in recognition that there are multiple airports in the region.
- Action 1.2.24 b) ix) was added at the request of an IAC submission, requiring Regional



Context Statements to include policies for Urban Centres and Frequent Transit Development Areas that “support the provision of community services and spaces for non-profit organizations”.

- Action 1.2.24 c) iv) was added, requiring Regional Context Statements to include policies for General Urban lands that: “encourage neighbourhood-serving commercial uses”.
- Action 1.2.24 d) was revised at the request of IAC submissions, to remove, “large format retail,” and, “public-serving health authority facilities,” from the list of non-residential Major Trip Generating Uses.

## **Goal 2**

- Action 2.2.9 d) vi) was revised to remove the word “rail” from the provision allowing limited residential uses in Employment lands within 200m of rapid transit stations;
- Policy 2.3.4 was revised to allow consideration of re-designating a parcel in the Agricultural Land Reserve with an Agricultural or Rural regional land use designation if the Agricultural Land Commission confirms that the site is not subject to the *ALC Act* without requiring exclusion from the ALR.

## **Goal 3**

- Action 3.3.4 was added pertaining to Metro Vancouver’s role in environmental assessments, specifically to reduce the environmental and health impacts related to regional air quality and greenhouse gas emissions.
- Under Action 3.3.6 a) “energy benchmarking” was added to the list of advocacy actions to the Federal Government and the Province based on feedback from multiple IAC submissions.
- Action 3.3.9 was moved from a Metro Vancouver-led action to a TransLink-led action based on TransLink’s legal authority.
- Action 3.4.4. a), an advocacy action to the Federal Government and the Province was changed from: “mandate the adoption of flood hazard bylaws” to: “encourage the adoption of local flood hazard policies and bylaws”.
- The Natural Resource Areas Overlay has been identified on Map 9 (Conservation and Recreation Lands).

## **Goal 4**

- Action 4.1.6 was added as an action for Metro Vancouver to: “Advocate to the Province to provide funding to support member jurisdictions in the development and update of housing strategies or action plans that are aligned with housing needs reports or assessments”.
- Action 4.3.2 was added as an action for Metro Vancouver to: “collaborate with member jurisdictions, non-profit housing and homelessness services providers, and the Federal Government and the Province on coordinated actions to address regional homelessness”.

## **Goal 5**

- Under Action 5.1.3 there was IAC support for Option B (general corridor priorities); the new draft emphasizes transit priorities.
- Action 5.1.6 was updated to clarify the scope of the parking strategy.

### **Implementation**

- The amendment process for re-designating Industrial lands was first presented to IAC as a Type 2 amendment (6.3.3) but in the final drafts was revised to be a Type 3 amendment (6.3.4) based on direction from the MVRD Board.
- Amendments to the Major Transit Growth Corridors was added to the list of Type 3 amendments (6.3.4).



## FINANCE COMMITTEE MEETING – MINUTES

Minutes for the Finance Committee Meeting scheduled for Monday, February 1, 2021  
at 5:00 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.

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### COMMITTEE MEMBERS PRESENT

### ABSENT

Mayor John McEwen, Chair  
Councillor Polly Krier  
Councillor Tim Laidler  
Councillor Kim Trowbridge  
Councillor Paul Weverink\*  
Nick Cheng  
Mark Roberts

### OTHERS PRESENT

Juli Halliwell, CAO  
Lance Fortier, Operations Superintendent  
Chris Boit, ISL Engineering

#### 1. CALL TO ORDER

Mayor McEwen called the meeting to order at 5:05 pm

#### 2. APPROVAL OF THE AGENDA

It was MOVED and SECONDED:

That the Agenda be approved as circulated.

Carried Unanimously

#### 3. PUBLIC INPUT

None.

#### 4. MINUTES

##### (a) Minutes of the Meeting held on October 19, 2020

It was MOVED and SECONDED:

That the Minutes of the Finance Committee meeting held on October 19, 2020  
be adopted, as circulated.

Carried Unanimously

**5. BUSINESS ARISING FROM THE MINUTES**

None.

**6. UNFINISHED BUSINESS**

None.

**7. NEW BUSINESS****(a) Request for funding – Tree Removal**

Ms. Halliwell, CAO, reviewed the report dated January 28, 2021 titled Request for Funding – Tree Removal. Discussion points included:

- Sixty-seven (67) trees have been identified as being required to be removed to allow for the construction of the Anmore Community Hub, including some trees along Sunnyside Road that would be hazardous to the new building if they fell
- Replanting will take place both on the Anmore Community Hub site as well as other Village property
- Three quotes were solicited and the lowest quote includes the sale and reuse of larger trees

It was MOVED and SECONDED:

That Finance Committee recommend approval of \$30,000 to fund a project for the removal of the trees identified in the July 28, 2020 arborist report by Van Der Zalm + Associates;

And that Finance Committee recommend award of the tree removal contract to Treeko Contracting Ltd. for a total price of \$27,195.00, excluding GST;

And that required funding be allocated from the Capital Reserve.

Carried Unanimously

**(b) Five Year (2021-2025) Financial Plan**

Ms. Halliwell, CAO, provided an overview of the draft 2021-2025 5-Year Financial plan, as attached to the agenda. Discussion points included:

- Service levels remain the same as the 2020 budget, no increases and no reductions due to COVID-19 in order to avoid larger increases in 2022

- Revenue changes include a reduction in investment income by approximately \$25,000 due to maturing term deposits that will see much lower interest rates when re-invested
- Salary adjustments include an increase to bylaw enforcement to \$6,000 for anticipated increased Buntzen Lake traffic/parking issues
- Proposed is a \$6,400 increase to insurance premium, \$2,000 of which would provide additional coverage for cyber insurance to cover ransomware attacks, which have been on the rise
- Currently, the Community Enhancement Fund, which was introduced as part of the 2020 budget, is planned to be increased by \$27,900 to an annual contribution total of \$50,000
- The Capital Asset Levy increase was reduced from 2.5% to 2% for a 2021 increase of \$22,500
- Finance Committee agreed to reduce the contribution to the Community Enhancement Fund by \$20,000 in 2021, which would result in a 2.95% property tax increase

It was MOVED and SECONDED:

That Finance Committee refer the 2021-2025 5-Year draft operating budget to Council, with changes as discussed at the February 1, 2021 Finance Committee meeting, to reduce the property tax impact to 2.95%.

Carried Unanimously

Ms. Halliwell referred the first portion of the 2021-2025 capital plan to Mr. Fortier and Mr. Boit for review. A document detailing the \$920,000 Capital Works Program project for 2021 was shared on screen and is included as an Attachment 1 and forms part of the original minutes. Projects include:

- Birch Wynde Pipe Replacement (\$59,500)
- Relocation of water meters to property line (\$106,500)
- PRV Station Upgrade Thomson (\$685,000)
- Installation of permanent speed bumps on Birch Wynde (\$10,500)
- Crystal Creek Drainage Improvements (\$58,500)

Additional projects were reviewed:

- Used backhoe (\$80,000)
- Flat-deck Trailer (\$6,000)
- Resurfacing Tennis Courts (\$20,000)
- Works Yard Upgrades (\$6,000)
- Dump Site Rehabilitation (\$25,000)
- Trail Upgrades (\$25,000)

- Walkway Improvements (\$15,000)
- Website Upgrade & Online Payments (\$80,000)
- Office 365 (\$7,500)
- Replacement Laptops (\$4,000)
- MAIS Payroll Module (\$5,000)
- Public Works Tablets (\$8,000)
- Anmore South Planning Studies (\$75,000)
- Financial Sustainability Plan Update (\$30,000)
- Parks Master Plan Update (\$30,000)
- Annual Water Meter Replacement (\$5,000)
- Portable Auto Flusher (\$7,500)
- Pressure Monitoring System (\$20,000)
- Chlorination Board (\$15,000)
- Projects will be funded by the COVID Resilience program (\$882,000) provided by the Provincial & Federal Government in late 2020 wherever possible.
- There was general agreement to remove the Parks Master Plan Update from the capital budget and a request was made to have a workshop with Council to discuss all plans and whether or not they need to be updated
- There was also a desire to receive information about electronic devices for members of Council in order to allow for effective participation in virtual meetings and for security purposes (i.e. email, file access)

\*Councillor Weverink's connection to the virtual meeting ended at 6:04 p.m., he returned to the meeting at 6:15 p.m.

It was MOVED and SECONDED:

That Finance Committee refer the 2021-2025 5-Year draft capital budget, with changes as discussed at the February 1, 2021 Finance Committee meeting, to Council for consideration.

Carried Unanimously

## 8. ADJOURNMENT

It was MOVED and SECONDED:

THAT the meeting be adjourned at 6:59 p.m.

Carried Unanimously

**"Karen Elrick"**

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Karen Elrick  
Corporate Officer

**"John McEwen"**

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John McEwen  
Chair

**From:** MCF Info MCF:EX <[MCF.Info@gov.bc.ca](mailto:MCF.Info@gov.bc.ca)>

**Sent:** October-29-21 3:43 PM

**To:** Village of Anmore <[Village.hall@anmore.com](mailto:Village.hall@anmore.com)>

**Subject:** Letter from Cory Heavener and Renaa Bacy, Office of the Provincial Director of Child Welfare

**VIA E-MAIL**

Ref: 264010

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:

As the Provincial Director of Child Welfare and Provincial Director of Adoption and Permanency, we are honoured to proclaim November as Adoption Awareness Month. This month is about raising awareness for adoption in British Columbia and celebrating the families who have welcomed children and youth as permanent members of their family.

Every child deserves the love and support of a nurturing family. November is about celebrating the adoptive families that have made a difference in the lives of children by providing care, guidance, and a sense of belonging. Adoptive families are committed to ensuring stability and sharing their love, whether that is in their role as parent, sibling, or extended family member.

November is also about recognizing that there are children who are still waiting for permanent homes. There continues to be a need for more adoptive families in British Columbia to offer their support to help children grow and develop into their full potential.

There are many online resources, information, and support services that can help families who are considering adoption. [Adopt BC Kids](#) is an online portal that allows British Columbians wishing to adopt children and youth from foster care to complete an adoption application. [The Adoptive Families Association of British Columbia](#) provides information and support services for families who wish to adopt now or in the future. We encourage you to share these resources with your community members who are interested in learning more about adoption or who are ready to open their hearts and homes.

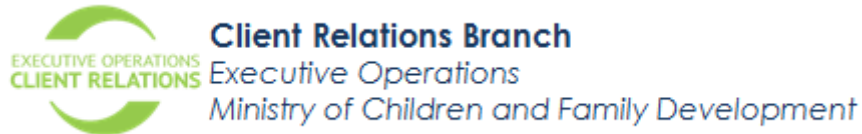
Please join us in celebrating November as Adoption Awareness Month to recognize all the individuals who have grown their family and their hearts through adoption, and to all those who may do so in the future. On behalf of the Government of British Columbia, thank you for your continued leadership in supporting adoptive families in your community.

Sincerely,

Cory Heavener  
Assistant Deputy Minister and  
Provincial Director of Child Welfare

Rena Bacy  
Provincial Director of Adoption

*Sent on behalf of the Office of the Provincial Director of Child Welfare 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).**

**For Metro Vancouver meetings on Friday, October 29, 2021**

*Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact:*

*[media@metrovancouver.org](mailto:media@metrovancouver.org).*

**Metro Vancouver Regional District****E1.1 Consideration of the City of Langley's Amended Regional Context Statement****APPROVED**

As part of its Official Community Plan (OCP) update, the City of Langley has submitted an amended Regional Context Statement (RCS) and associated Regional Land Use Designation Map to Metro Vancouver for consideration. The RCS is prepared to ensure consistency between the OCP and *Metro 2040*. The city's amended RCS includes Regional Land Use Designation Map changes to 31 parcels, resulting in a net increase of approximately 13.8 hectares of land with a Mixed Employment regional land use designation, and optimizing land uses to support future rapid transit infrastructure.

The Board accepted the updated Regional Context Statement and all associated changes to the regional land use designations, as submitted to Metro Vancouver on July 30, 2021.

**E1.2 Request for Sanitary Service Connection at 12745 Laity Street, Maple Ridge****APPROVED**

The City of Maple Ridge submitted an application to the Greater Vancouver Sewerage and Drainage District to extend sewer service to a parcel to provide servicing to a new micro-brewery at 12745 Laity Street. The property is partially within the Fraser Sewerage Area, on land with a *Metro 2040* Agricultural land use designation and outside of the Urban Containment Boundary. Staff determined that the application is generally consistent with *Metro 2040* as the Agricultural Land Commission has confirmed the proposed brewery use is a permitted farm use; the proposed new buildings would be located within the existing Fraser Sewerage Area; an on-site septic system is not feasible for the proposed use, and the proposed use will not impact the surrounding agricultural uses; and sewerage infrastructure currently traverses the property.

The Board resolved that the extension of GVS&DD sewerage services to a new microbrewery at 12745 Laity Street in the City of Maple Ridge is consistent with the provisions of *Metro 2040*.

**E1.1 Request for Sanitary Service Connection at 12606 224 Street, Maple Ridge****APPROVED**

The City of Maple Ridge submitted an application to the Greater Vancouver Sewerage and Drainage District to extend sewer service to an existing single-detached dwelling at 12606 224 Street due to a failing on-site septic system. The dwelling is located within the Fraser Sewerage Area, on land with a *Metro 2040* Rural land use designation and outside of the Urban Containment Boundary.

Staff determined that the dwelling is consistent with the surrounding neighbourhood; it does not conflict with *Metro 2040*'s urban containment provisions or the intent of the regional Rural land use designation; the dwelling is located within the existing Fraser Sewerage Area boundary; and the sewerage infrastructure is adjacent to the property.

The Board resolved that the extension of GVS&DD sewerage services to an existing single detached dwelling at 12606 224 Street in the City of Maple Ridge is consistent with the provisions of *Metro 2040*.

#### **E1.4 Metro 2050 Q2 / Q3 2021 Status Update**

**RECEIVED**

During the second quarter of 2021, Metro Vancouver staff worked with members of the Metro 2050 Intergovernmental Advisory Committee, Regional Planning Committee and MVRD Board to develop the content of *Metro 2050*. At its meeting in June the MVRD Board referred the draft *Metro 2050* out for comment, initiating a five-month comment period. Metro Vancouver sent comment referral letters to all affected local governments, First Nations with consultative areas in the region, the province and a wide variety of regional agencies and non-profits. During the comment period to date, which ends November 26, Metro Vancouver has undertaken a number of engagement activities including policy working groups, and setting up 25 council and board presentations for fall 2021.

Metro Vancouver has also reached out to all in-region First Nations to hear how they would like to be engaged through the comment period and beyond. At the end of the comment period, the level of support and any outstanding issues will be considered, at which time the approved timeline for the regional growth strategy update can be re-evaluated by the MVRD Board. Should the *Metro 2050* bylaw not proceed to first and second reading in January 2022 in accordance with the project timeline, this will cause a delay and result in the updated regional growth strategy not being adopted within this local election cycle.

The Board received the report for information.

#### **E2.1 Race to Zero Initiative**

**APPROVED**

The Board resolved to:

- apply to join the Race to Zero initiative ahead of the 2021 Conference of the Parties (COP26) on behalf of Metro Vancouver Regional District; and
- forward the executive summary and presentation material from the October 15 delegation to the Climate Action Committee from Lia Cairone, C40 Cities Climate Leadership Group, to member jurisdictions for their consideration in joining the Race to Zero initiative.



## E3.1 Metro Vancouver External Agency Activities Status Report – October 2021

RECEIVED

The Board received for information reports from Metro Vancouver representatives to the following external organizations:

- Delta Heritage Airpark Management Committee
- Fraser Basin Council Society
- Fraser Valley Regional Library Board
- Katzie Treaty Negotiation Table
- Lower Mainland Flood Management Strategy Leadership Committee
- Municipal Finance Authority of BC
- Ocean Watch Action Committee
- Pacific Parklands Foundation
- Sasamat Volunteer Fire Department Board of Trustees
- Union of British Columbia Municipalities
- Western Transportation Advisory Council

## E3.2 2022 Schedule of Regular Board Meetings

RECEIVED

The Board received for information the schedule of regular board meetings, as follows:

### Meeting Dates

- Friday, January 28, 2022 ..... Electronic Meeting
- Friday, February 25, 2022 ..... Electronic Meeting
- Saturday, February 26, 2022 ..... Electronic Meeting
- Friday, March 25, 2022 ..... Electronic Meeting
- Wednesday, April 27, 2022 ..... Electronic Meeting
- Friday, April 29, 2022 ..... Electronic Meeting
- Friday, May 27, 2022 ..... Electronic Meeting
- Friday, June 24, 2022 ..... Electronic Meeting
- Friday, July 29, 2022 ..... Electronic Meeting
- Friday, September 23, 2022 ..... Electronic Meeting
- Wednesday, October 19, 2022 ..... Electronic Meeting
- Friday, October 28, 2022 ..... In-Person Meeting
- Friday, November 25, 2022 ..... In-Person Meeting

All meetings are scheduled for 9 a.m., unless otherwise specified on the meeting notice.

All in-person meetings will take place in the Metro Vancouver boardroom on the 28th Floor, 4515 Central Blvd, Burnaby, B.C., and all electronic meetings will take place using a hybrid model of simultaneous use of electronic facilities and the Metro Vancouver boardroom on 28th Floor, 4515 Central Blvd, Burnaby, B.C., unless otherwise specified on the meeting notice.

**G1.1 Metro Vancouver 2040: Shaping Our Future Land Use Designation Amendment  
Request from the City of Surrey – South Campbell Heights****APPROVED**

The Board:

- initiated the regional growth strategy amendment process for the City of Surrey's requested regional land use designation amendments for the South Campbell Heights area, including extension of the Urban Containment Boundary and removal of the Special Study Area overlay;
- gave first, second and third readings to *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1328, 2021*;
- directed staff to notify and seek comment from affected local governments as per section 6.4.2 of *Metro 2040*; and
- directed staff to notify and seek comment from local First Nations on the proposed *Metro 2040* amendment.

**G1.2 Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment  
Request from the City of Surrey – 228 175A Street****APPROVED**

The Board:

- initiated the regional growth strategy amendment process for the City of Surrey's requested regional land use designation amendment from Mixed Employment to General Urban for the lands located at 228 175A Street;
- gave first, second and third readings to *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1326, 2021*; and
- directed staff to notify affected local governments as per section 6.4.2 of *Metro 2040*.

**G1.3 Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment  
Request from the City of Surrey – Cloverdale Hospital Site****APPROVED**

The Board:

- initiated the regional growth strategy amendment process for the City of Surrey's requested regional land use designation amendment for the Cloverdale Hospital Site located at 5510 180 Street, amending approximately nine hectares of land designated Industrial to Mixed Employment;
- gave first, second and third readings to *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1327, 2021*; and
- direct staff to notify affected local governments as per section 6.4.2 of *Metro 2040*.

**G2.1 MVRD Air Quality Management Fees Regulation Bylaw No. 1330, 2021****APPROVED**

To continue protecting and improving air quality, Metro Vancouver made changes to its air quality management fees bylaw. Emissions of air contaminants from businesses in the Metro Vancouver region are conditionally authorized through site-specific authorizations and emission regulations. Metro Vancouver charges fees for authorized air emissions to recover the cost of its air quality regulatory services, incentivize emission reductions and improve air quality. Following an engagement process from January to April 2021, a proposed bylaw has been developed in alignment with Metro Vancouver's principles of continuous improvement, discharger pay and cost recovery.

The bylaw includes updated fees for emissions of air contaminants, new fees for odorous air contaminants, discontinuation of the measured discharge program and updates to application fees. In response to feedback, the initial increases to fee rates have been modified, and a phased-in approach has been introduced for the changes. Under the bylaw, it is expected that fees paid by dischargers would cover a greater share of Metro Vancouver's air quality regulatory services.

The Board gave first, second and third reading to *Metro Vancouver Regional District Air Quality Management Fees Regulation Bylaw No. 1330, 2021* then passed and finally adopted said bylaw.

**G2.2 MVRD Non-Road Diesel Engine Emission Regulation Bylaw No. 1329, 2021****APPROVED**

This report seeks to update Metro Vancouver's non-road diesel engine emission bylaw, which regulates the discharge of air contaminants from non-road diesel engines. The proposed bylaw was developed with consideration of the feedback received during consultation, which was held between November 1, 2020 and April 30, 2021.

Bylaw 1161 encourages the reduction of harmful diesel particulate matter (DPM) emissions from older, higher emitting Tier 0 and Tier 1 non-road diesel engines. The updated bylaw expands the scope to cover all tiers of non-road diesel engines and enhances economic instruments such as fees and rebates to promote further reduction of DPM as well as reduction of harmful nitrogen oxides. Other changes include restrictions for higher emitting engines near sensitive receptors such as hospitals and elementary schools, and additional requirements for emergency generators.

The Board gave first, second and third readings to *Metro Vancouver Regional District Non-Road Diesel Engine Emission Regulation Bylaw No. 1329, 2021* then passed and finally adopted said bylaw.

**G3.1 Election of the MVRD Representative on the 2021-2022 Union of British Columbia Municipalities Executive**

Every year, the MVRD Board must elect, pursuant to the Union of British Columbia Municipalities (UBCM) Executive Bylaws, a representative to serve on the UBCM for a one-year term. The UBCM is an organization established under provincial statute, governed by an executive, to provide a common voice for local government on policy matters.

The Board elected by acclamation Director Craig Hodge as the MVRD representative to UBCM.

**G4.1 MVRD 2022 Budget and 2022 – 2026 Financial Plan and Five Year Bylaw 1331****APPROVED**

Following the planning process outlined at the April 8, 2021 Board Budget Planning Workshop and as per the direction received at the October 20, 2021 Board Budget Workshop, the MVRD *2022 Annual Budget* and *2022–2026 Financial Plan* was brought forward to the Board for consideration and approval. The financial plan has been developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures and debt servicing costs over the next five years.

Also brought forward was a request to authorize the application of 2022 reserve funds which requires the approval of the MVRD Board pursuant to the Board's Operating, Discretionary and Statutory Reserves Policy.

The Board approved the *2022 Annual Budget* and endorsed the *2022–2026 Financial Plan* as presented, in the following schedules:

- Revenue and Expenditure Summary
- Air Quality
- E911 Emergency Telephone Service
- Electoral Area Service
- General Government Administration
- General Government Zero Waste Collaboration Initiatives
- Housing Planning and Policy
- Regional Economic Prosperity
- Regional Emergency Management
- Regional Employer Services
- Regional Global Positioning System
- Regional Parks
- Capital Portfolio - Regional Parks
- Regional Planning

Then, the Board approved the *2022 Annual Budget* and endorsed the *2022–2026 Financial Plan* as shown presented for the Sasamat Fire Protection Service, and shown in the following schedules:

- Revenue and Expenditure Summary
- Sasamat Fire Protection Service

Furthermore, the MVRD Board approved the 2022 Reserve Applications as presented.

At last, the Board gave first, second and third readings to *Metro Vancouver Regional District 2022 to 2026 Financial Plan Bylaw No. 1331, 2021*; then passed and finally adopted said bylaw.

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

The Board received information items and delegation summaries from standing committees.

**George Massey Crossing Task Force – October 1, 2021****Information Items:****5.1 George Massey Crossing Program Update**

On August 18, 2021, the province announced that the George Massey Tunnel will be replaced by a new eight-lane immersed-tube tunnel at an estimated cost of \$4.15 billion to be completed by 2030 as part of the George Massey Crossing (GMC) Program. Two of the eight lanes will be dedicated for bus rapid transit and the new tunnel will include a separated tube for active transportation. In addition, the GMC Program includes corridor improvements designed to help alleviate traffic congestion and improve transit and cycling infrastructure along the Highway 99 corridor to be completed in advance of construction of the new crossing. Corridor improvement projects include the Steveston Interchange Project, Bridgeport Bus Connection, Highway 99 and 17A Off-ramp Widening and Highway 99 Bus on Shoulder lanes.

**Mayors Committee – October 1, 2021****Information Items:****5.1 Zoning Bylaw Resource for Member Jurisdictions**

In response to direction from the Mayors Committee, staff have consulted with member jurisdictions through the Regional Administrator's Advisory Committee and the Regional Planning Advisory Committee about interest in Metro Vancouver coordinating the development of a zoning bylaw template and associated resources to support members in their respective municipal planning processes.

**Performance and Audit Committee – October 6, 2021****Information Items:****5.2 Interim Financial Performance Report – August 2021**

The projected overall operational results for 2021 for Metro Vancouver's functions is a surplus of close to \$30.3 million on an approved budget of \$943.8 million (or approximately 3.2 per cent of the approved budget.) Historically, Metro Vancouver has observed an operating surplus in the range of three to five per cent per annum.

As we move from the COVID-19 pandemic events of 2020 into the current year, alongside ratepayers, residents and businesses of the region Metro Vancouver is continuing to face some extraordinary circumstances and financial pressures as a result of the pandemic. As the year progresses and financial impacts to Metro Vancouver are monitored, work plans will be adjusted to adapt to the changing circumstances to minimize financial impacts to the final results while also examining all opportunities for mitigation and maintaining service levels.

### **5.3 Capital Program Expenditure Update as at August 31, 2021**

Updates on the capital program and its expenditures are brought to the Committee to keep members informed on Metro Vancouver's financial performance. This is the second report for the 2021 fiscal year and covers the eight months ending August 31, 2021. The report provides a summary of the 2021 actual capital spending compared to the prorated Capital Cash Flow Budget.

For the eight months of 2021, Metro Vancouver's Capital expenditures were underspent by approximately \$681.3 million of the prorated budget on a linear basis. Much of this variance represents a timing difference. Any surplus resulting from capital program variance at the end of the year will be utilized as per the Board approved Operating, Statutory and Discretionary Reserves Policy.

### **5.4 Semi-Annual Report on GVS&DD Development Cost Charges**

Total GVS&DD Development Cost Charges (DCCs) collected in the first half of 2021 were \$38.3 million (up from \$33.4 million in the prior year.) This is due primarily to the DCC rate increases which came fully into effect in May 2019 combined with the continued stream of developments in the region. Building permit activity in the region has been relatively consistent over the last 18 months with the January 2020 to June 2021 permit value being close to \$4.5 billion. The bulk of this activity has been in the residential development sector (averaging close to 69 per cent of building permit values over the period January 2020 to June 2021) with the balance being generated in the industrial (four per cent), commercial (20 per cent) and institutional/governmental (seven per cent) development sectors over the same period. The total GVS&DD DCCs that are currently held in reserve at December 31, 2020 are \$213.1 million.

### **5.5 Investment Position and Returns – June 1, 2021 to August 31, 2021**

The annualized return for Metro Vancouver's investment portfolio in 2021 at the end of August was 1.01 per cent for short-term, 2.21 per cent for long-term and 2.25 per cent for the Cultural Reserve Fund. The investment portfolio performed favourably against benchmarks for the current period. Due to the timing of the committee meeting, results and balance information cover a three-month period from June through August.

Interest rates are expected to remain relatively low for the balance of the year and into next year. Metro Vancouver's overall rate of return will continue to be pressed lower as a significant portion of the portfolio is placed in short-term products and held in cash for liquidity.

### **5.6 Tender/Contract Award Information – June 2021 to August 2021**

During the period June 1, 2021 and August 31, 2021, the Purchasing and Risk Management Division issued 17 new contracts, each with a value in excess of \$500,000 (exclusive of taxes). In addition, there were 16 existing contracts requiring contract amendments which necessitate further reporting to the Performance and Audit Committee. All awards and amendments were issued in accordance with the *Officers and Delegation Bylaws 1208, 284 and 247 – 2014* and the *Procurement and Real Property Contracting Authority Policy*.



**Indigenous Relations Committee – October 7, 2021**

Information Items:

**5.3 Quarterly Report on Reconciliation Activities**

This report provides information on reconciliation events and activities undertaken by Metro Vancouver over the past several months as well as information on upcoming events and activities over the next few months. Details of the events and activities are included as charts, which appear in this report as attachments.

**5.4 Overview of the BC Supreme Court Decisions in *Yahey v. British Columbia***

This information report provides an overview of the recent British Columbia Supreme Court decision in *Yahey v. British Columbia* involving a Treaty 8 First Nation located in the northeastern part of the province. The court decided that, by authorizing the cumulative impacts of industrial development within the Blueberry River First Nations territory over the past 120 years including roads, dams, transmission lines and natural gas extraction, the province had unjustifiably infringed the First Nation's treaty rights. As a result, the First Nation can no longer meaningfully exercise its rights to hunt, trap or fish. While the decision deals with treaty and Treaty 8 rights, the provincial review of the regulatory regime by the province may impact other First Nations and stakeholders, which may include Metro Vancouver. The province has announced that it will not appeal the court's decision in this matter.

**Regional Planning Committee – October 8, 2021**

Delegations:

**3.1 Anita Huberman, Surrey Board of Trade**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.2 Dr. S.K. Stepney, Langley**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.3 Barry Smith**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.4 David Riley, Little Campbell Watershed Society**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.5 Deb Jack, Surrey Environmental Partners**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.6 Christy Juteau and David Anderson**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.7 Brent Tedford, Isle of Mann Property Group**

Subject: Proposed Amendment at 228 175A Street, Surrey

**3.8 Sofi Hindmarch, Wildlife Biologist**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.9 Sarah Rush, Friends of Hazelmere, Campbell Valley**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.10 Myles Lamont, TerraFauna Wildlife Consulting and Hancock Wildlife Foundation**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.11 Chris MacCauley, Personal Real Estate Corporate**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.12 Todd Yuen, Beedie**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.13 Raj Hundal**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.14 Tegan Smith, Channel Consulting**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**3.15 Scott Wheatley, Cloverdale District of Commerce**

Subject: Proposed Metro 2040 Amendment for South Campbell Heights

**Climate Action Committee – October 15, 2021**

Delegations:

**3.1 Lia Cairone, C40 Cities Climate Leadership Group, Inc.**

Subject: Cities Race to Zero Initiative

**3.2 Ken Carrusca, Cement Association of Canada and Stephanie Voysey, Lafarge**

Subject: MVRD Air Quality Management Fees Regulation

**3.3 Jennifer Ahluwalia, Matt McAra and Jeffrey Styles, GFL Environmental Inc.**

Subject: MVRD Air Quality Management Fee Regulation

**Greater Vancouver Water District****E1.1 Award of Contract Resulting from Request for Proposal (RFP) No. 20-354: Annacis Water Supply Tunnel – Construction****APPROVED**

The Annacis Water Supply Tunnel project is part of Metro Vancouver's regional plan to upgrade and increase the capacity of the existing drinking water transmission system to meet future demand, to withstand a major earthquake and to provide protection against river scour.



A Request for Proposal No. 20-354: Annacis Water Supply Tunnel - Construction was issued on April 7, 2021, and proposals were received from the three proponents short-listed from the Request for Qualification process (RFQ No. 20-136).

The Board approved the award of a contract in an amount of up to \$287,842,000 (exclusive of taxes) to Traylor-Aecon General Partnership resulting from Request for Proposal (RFP) No. 20-354: Annacis Water Supply Tunnel – Construction, subject to final review by the Commissioner.

**E1.2 Award of Contract Resulting from Request for Proposal (RFP) No. 20-287: Coquitlam Main No. 4 Tunnel – Preliminary Design, Detailed Design and Construction Consulting Engineering Services** **APPROVED**

The new Coquitlam Main No. 4 will address a capacity shortfall in the existing Coquitlam conveyance system, and also provide additional capacity for the future Coquitlam Lake Water Supply Project. The 12-kilometre-long Coquitlam Main No. 4 consists of four sections, including the Central, South, Tunnel and Cape Horn Sections. The 2.3-km-long section located in the City of Coquitlam’s Town Centre area will be tunnelled to reduce construction impacts.

A Request for Proposal No. 20-287: Coquitlam Main No. 4 Tunnel – Preliminary Design, Detailed Design and Construction Consulting Engineering Services was issued on June 10, 2021.

The Board approved the award of a contract for Phase A work in an amount of up to \$7,018,783 (exclusive of taxes) to Hatch Limited resulting from Request for Proposal (RFP) No. 20-287: Coquitlam Main No. 4 Tunnel – Preliminary Design, Detailed Design and Construction Consulting Engineering Services, subject to final review by the Commissioner.

**E1.3 Drinking Water Conservation Plan 2022 Update** **APPROVED**

The region experienced a record-breaking heatwave in June 2021 resulting in sustained high water demand that was equally unprecedented. To help reduce seasonal demands, Metro Vancouver has updated the *Drinking Water Conservation Plan* to decrease the allowable residential and non-residential lawn watering days from two days per week to one day per week during Stage 1. Changes to Stage 2 will ban both residential and non-residential lawn watering. Member jurisdictions will be responsible for their respective bylaw amendments for implementation in 2022.

The changes combined with a strong education and enforcement program will help reduce summer demands which results in a number of regional benefits, including financial savings, potential deferral of infrastructure projects, greenhouse gas reductions, operational flexibility for environmental flows and avoiding advancing to higher stages which have significant impacts on local businesses.

The Board approved the revised *Drinking Water Conservation Plan*, as presented, to take effect on November 1, 2021.

**G1.1 GVWD 2022 Budget and 2022–2026 Financial Plan****APPROVED**

The Board:

a) approved the 2022 Annual Budget and endorsed the 2022–2026 Financial Plan as presented in the following schedules:

- Revenue and Expenditure Summary
- Water Services
- Capital Portfolio – Water Services

b) approved the 2022 Reserve Applications as presented,

c) set the Water Rate for 2022 at:

- \$1.0371 per cubic metre for June through September; and
- \$0.7119 per cubic metre for January through May and October through December

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

The Board received an information item from a standing committee.

**Water Committee – October 14, 2021**

Information Items:

**5.3 Water Services Capital Program Expenditure Update to August 31, 2021**

The capital expenditure reporting process as approved by the Board provides for regular status reports on capital expenditures three times per year. This is the second report for 2021, which includes both the overall capital program for Water Services with a multi-year view of capital projects and the actual capital spending for the 2021 fiscal year to August 31, 2021 in comparison to the prorated annual budget. In 2021 the annual capital expenditures for Water Services are \$123.3 million to date, compared to a prorated annual capital budget of \$289.0 million. The actual expenditures are 43 per cent of the prorated annual capital budget and our projections to the end of the year are 61 per cent of the annual budget. The lower projections are the result of four delayed projects. Forecasted expenditures for the current Water Services capital program remain within the approved budgets through to completion.

**Greater Vancouver Sewage and Drainage District****E1.1 Board Appointments and Rescindments of Bylaw Enforcement Officers****APPROVED**

Recent changes in staff have resulted in a need to update staff appointments as Board-designated municipal sewage control officers under the Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw, the Environmental Management Act and the Offence Act.

The Board, pursuant to the GVS&DD Sewer Use Bylaw and the Environmental Management Act:

- appointed Metro Vancouver employees Eugene Lee, Toby Gritten and Matt Brinkworth as municipal sewage control officers
- appointed City of Vancouver employees Jason Koepke and Ze Chen Liu as municipal sewage control officers
- rescinded the appointments of former Metro Vancouver employees Corey Pinder and Rick Laird as municipal sewage control officers
- rescinded the appointment of former City of Vancouver employee Linda Kwan as a municipal sewage control officer

The Board, pursuant to Section 28 of the Offence Act for the purpose of serving summons for alleged violations under the Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw:

- appointed Metro Vancouver employees Eugene Lee, Toby Gritten and Matt Brinkworth
- appointed City of Vancouver employees Jason Koepke and Ze Chen Liu
- rescinded the appointments of former Metro Vancouver employees Corey Pinder and Rick Laird
- rescinded the appointment of former City of Vancouver employee Linda Kwan

## **E2.1 Board Appointment of Solid Waste Bylaw Enforcement Officers**

**APPROVED**

A recent change in staff has resulted in a need to update staff appointments as Board-designated officers under the *GVS&DD Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996*, the Environmental Management Act and the Offence Act.

The Board, pursuant to the *GVS&DD Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996* and the Environmental Management Act:

- appointed Metro Vancouver employees Matt Brinkworth, Toby Gritten, Rei Van and Eugene Lee as officers
- rescinded the appointment of Rick Laird as Deputy Solid Waste Manager; and Corey Pinder as officer

The Board, pursuant to the Offence Act:

- appointed Matt Brinkworth, Toby Gritten, Rei Van and Eugene Lee for the purpose of serving summons under Section 28 of the Offence Act

## **G1.1 GVS&DD Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 350, 2021**

**APPROVED**

The *GVS&DD Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017* sets rates and requirements at Metro Vancouver solid waste facilities. The bylaw is typically amended or replaced on an annual basis as changes are needed. This report proposes an increase to the 2022 garbage tipping fees of \$4 per tonne, or between 2.6-per-cent and 3.9-per-cent increase depending on the load weight. The proposed tipping fees increase matches the projections for 2022 in the *2021–2025 Financial Plan*.

The report also proposes reducing the threshold for the large load tipping fee from nine tonnes to eight tonnes, and increasing the generator levy by \$6 per tonne. Provisions in the *Tipping Fee Bylaw* that apportion costs of recycling depots at Metro Vancouver recycling and waste centres are proposed to be removed consistent with the Board approved recycling depot funding strategy. A number of other bylaw updates are also proposed all to take effect January 1, 2022.

The Board approved the following amendments to the *Tipping Fee Bylaw* effective January 1, 2022:

- increased garbage tipping fees by \$4 per tonne to:
  - Municipal garbage \$121
  - Up to .99 tonne \$155
  - 1 to 7.99 tonnes \$133
  - 8 tonnes and over \$107
- reduced the threshold for the large load tipping fee from nine tonnes to eight tonnes
- increased the generator levy by \$6 per tonne to \$54 per tonne
- increased the following rates by approximately two per cent:
  - special handle waste to \$255 per tonne
  - source-separated organic waste, green waste, and clean wood to \$102 per tonne
  - surcharge for loads containing banned materials to \$66 per load
  - new recycling fee titled “Municipal Organics” with a fee of \$108 per tonne
- deleted apportionment of recycling depot costs provisions as per the recycling depot funding strategy
- updated terminology and added the Central Surrey Recycling and Waste Centre

The Board gave first, second and third readings to *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 350, 2021*, then passed and finally adopted said bylaw.

## **G2.1 GVS&DD 2022 Budget and 2022–2026 Financial Plan**

**APPROVED**

Following the planning process outlined at the April 8, 2021 Board Budget Planning Workshop and as per the direction received at the October 20, 2021 Board Budget Workshop, the MVRD *2022 Annual Budget and 2022–2026 Financial Plan* was brought forward to the Board for consideration and approval. The financial plan was developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures and debt servicing costs over the next five years.

In line with the direction received at the Board Budget Workshop on October 20, it also included the North Shore Wastewater Treatment Plant amortization period set at 30 years for the communities in the North Shore Sewerage Area.

Staff also brought forward a request to authorize the application of 2022 reserve funds which requires the approval of the GVS&DD Board pursuant to the Board’s *Operating, Discretionary and Statutory Reserves Policy*.

The Board approved the 2022 Annual Budget and endorse the 2022–2026 Financial Plan as presented, in the following schedules:

- Revenue and Expenditure Summary
- Liquid Waste Services
- Capital Portfolio – Liquid Waste Services
- Solid Waste Services
- Capital Portfolio – Solid Waste Services

The Board approved the 2022 Reserve Applications presented, and endorsed amendments to the *Cost Apportionment Bylaw* to enable the division of the GVS&DD levy into separate dry and wet weather components and issue a separate requisition for each component.

## NOTICE OF MOTION

**DEFERRED**

The Notice of Motion from Director Harvie was deferred to the next GVS&DD Board Meeting.

## I 1 Committee Information Items and Delegation Summaries

**RECEIVED**

The Board received information items from standing committees.

### Liquid Waste Committee – October 14, 2021

Information Items:

#### 5.3 Burrard Inlet and Lower Fraser River Hydrodynamic Modelling

Burrard Inlet and the Lower Fraser River receive treated effluent from four of the five Metro Vancouver wastewater treatment plants (WWTPs). In addition, untreated or partially treated wastewater in the forms of combined sewer overflows, sanitary sewer overflows and WWTP emergency discharges occasionally occur during wet weather and under interrupted operational conditions. Various environmental management programs have been implemented as part of Metro Vancouver's effort to protect human health and the environment and to maintain regulatory compliance.

Environmental modelling is playing an increasingly important role in our overall environmental management strategy. To enhance our in-house environmental modelling capability, three-dimensional estuarine circulation and effluent transport models have been developed for Burrard Inlet and the Lower Fraser River. These computer models are used to simulate, analyze and track environmental performance of the Metro Vancouver's liquid waste management facilities.

#### 5.5 Liquid Waste Services Capital Program Expenditure Update as at August 31, 2021

The capital expenditure reporting process as approved by the GVS&DD Board provides for regular status reports on capital expenditures three times per year. This is the second report for 2021 which includes the overall capital program for Liquid Waste Services with a multi-year view of capital projects, and the actual capital spending for the 2021 fiscal year to August 31, 2021 in comparison to the prorated annual budget.

As of August 31, the 2021 capital expenditures for Liquid Waste Services are \$164.2 million, compared to a prorated annual capital budget of \$623 million. This shortfall is primarily due to large milestone payments expected later in the year and some project delays related to the timing of tenders, construction delays, and issues relating to COVID-19.

Forecasted expenditures for the current Liquid Waste Services capital program generally remain within the approved budgets through to completion.

## **Zero Waste Committee – October 15, 2021**

Information Items:

### **5.4 Solid Waste Services Capital Program Expenditure Update as of August 31, 2021**

The capital expenditure reporting process, as approved by the Board, provides for regular status reports on capital expenditures three times per year. This is the second report for 2021, and includes the overall capital program for Solid Waste Services with a multi-year view of capital projects and the actual capital spending compared to the prorated budget to August 2021. For the first eight months of 2021, the capital expenditures for Solid Waste Services were \$30.7 million compared to a 2021 prorated capital budget of \$64.2 million. The underspend is primarily due to longer than expected pre-construction phases for Waste-to-Energy Facility projects, and the property purchase timing for the North Surrey Recycling and Waste Centre recycling depot development. Projects underway are expected to be completed within approved budgets and remaining funds not spent in 2021 have been re-budgeted in 2022.

### **5.5 2021 Single-Use Item Reduction Campaign Results**

A regional single-use item reduction campaign ran from May 31 to August 1, 2021. The objective was to reduce the use and disposal of single-use items in Metro Vancouver through voluntary reduction among Metro Vancouver residents aged 18-44. The creative direction, “Superhabits,” celebrates the small, everyday actions that people take to reduce single-use items. Paid media included social media, television, radio, digital transit shelter ads and billboards. The campaign performed well, with 23.3 million impressions, 1.6 million video views and more than 1,600 social media engagements. A “Superhabits” photo wall was used at Metro Vancouver’s PNE activation. Many members used the campaign materials in their communities and on social media. The campaign will run again in 2022 and will use the “Superhabits” creative platform.

## **Metro Vancouver Housing Corporation**

### **E1.1 CMHC Seed Funding Agreements – Signing Resolutions**

**APPROVED**

Metro Vancouver Housing has received \$420,900 in seed funding for three affordable housing developments at Malaspina Phase 1, Coquitlam (\$152,000), Civic Centre, Pitt Meadows (\$150,000) and Heather Place B, Vancouver (\$118,900). The Canada Mortgage and Housing Corporation (CMHC) requires MVHC to sign loan and contribution agreements to receive the approved seed funding and requires their standard form of directors’ resolutions to be passed and certified.



The Board authorized the execution and delivery of the loan and contribution agreements as required by the Canada Mortgage and Housing Corporation for the purposes of the seed funding for Malaspina Phase 1, Coquitlam (CMHC Seed #26696310), Civic Centre, Pitt Meadows (CMHC Seed #26696450), and Heather Place B, Vancouver (CMHC Seed #26696435), affordable housing developments.

**E1.2 Expression of Interest (Round 2) – Identifying Member Jurisdiction Lands for Metro Vancouver Housing Affordable Rental Housing Development** **RECEIVED**

Metro Vancouver Housing has issued its second Expression of Interest (EOI) to member jurisdictions, seeking the lease or transfer of member lands to MVH at nominal cost to support the development of new affordable rental housing across the region.

The Metro Vancouver Housing 10-Year Plan sets a target for Metro Vancouver Housing to increase its housing portfolio with 1,350 new and redeveloped units over the next 10 years, 500 of which are targeted through new development on member and regional lands. The current round of the EOI is now accepting submissions from member jurisdictions and will close on December 31.

**E2.1 Award of Contract Resulting from Tender No. 21-241: Construction of Welcher Avenue Multi-Family Affordable Housing** **APPROVED**

The Welcher Avenue Multi-Family Affordable Housing project is a 63-unit rental development located at 2481 Welcher Avenue in Port Coquitlam. Tender No. 21-241 consisted of the general construction of the affordable housing complex including both onsite and offsite works. Of the two compliant bids submitted in response to Tender No. 21-241, Yellowridge Construction Ltd (Yellowridge) was found to be the lowest bidder with a total price of \$24,838,050 which is within the project budget approved by the MVHC Board in May 2021.

The Board approved the award of a contract for an amount of \$24,838,050 (exclusive of taxes) to Yellowridge Construction Ltd. resulting from Tender No. 21-241: Construction of Welcher Avenue Multi-Family Affordable Housing, subject to final review by the Chief Administrative Officer.

**G1.1 MVHC 2022 Budget and 2022 - 2026 Financial Plan** **APPROVED**

Following the planning process outlined at the April 8 Board Budget Planning Workshop and as per the direction received at the October 20 Board Budget Workshop, the *MVHC 2022 Annual Budget and 2022–2026 Financial Plan* was brought forward to the Board for consideration and approval. The financial plan was developed based on a detailed budgeting process that is designed to forecast anticipated future revenue requirements to cover operating expenditures, capital expenditures and debt servicing costs over the next five years.

Staff also brought forward a request to authorize the application of 2022 reserve funds which requires the approval of the MVHC Board pursuant to the Board's Operating, Discretionary, and Statutory Reserves Policy.

The Board approved the *2022 Annual Budget* and endorse the *2022–2026 Financial Plan* as presented, in the following schedules:

- Revenue and Expenditure Summary
- Housing
- Capital Portfolio – Housing

The Board approved the 2022 Reserve Applications as presented.

## I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received an information item from a standing committee.

### Housing Committee – October 6, 2021

Information Item:

#### 5.5 Metro Vancouver Housing Approach to Comprehensive Repairs and Renovations

The *Metro Vancouver Housing 10-Year Plan* set goals to preserve existing affordable housing through investments in maintenance and renewal of existing homes, supporting the provision of safe and affordable homes for tenants. Metro Vancouver Housing (MVH) has initiated comprehensive repair and renovation projects with several more planned in the coming years. This report provides information on MVH's approach to comprehensive repairs and renovations that provide long-term benefits through improved tenant comfort and livability, improved building performance, increased energy efficiency and reduced GHG emissions.

MVH completes comprehensive repair and renovation projects without relocating tenants during the process to preserve existing affordable rents and provide rental security for tenants. Ongoing tenant engagement is essential to develop tenants' understanding of project benefits and to create buy-in to the process. The approach to comprehensive renovations is tenant based and improves livability for the whole community.





*educating and enhancing since 1976*

November 4, 2021

John McEwen  
Mayor  
Village of Anmore

**Re: Request for support of trail connection from Summerwood Lane**

This is in reference to your letter dated September 29, 2021, which we unfortunately did not received until late October at the hatchery.

We appreciate that Anmore council is looking for support from BIMES and want to thank you for reaching out to us to understand how this might impact our operation at Mossom Creek Hatchery and Education Center. I have discussed this request with our core team at Mossom as well as the BIMES board. We have concerns about building a trail to the hatchery. Biggest is security and possible vandalism. In addition, I understand right now there has been no proposed design or a proposed route for this path. Another concern is slope stability as the slope from Summerwood Lane is very steep and the forest floor is easily damaged by foot traffic. As such it's difficult to make any decisions. Our building sits in a valley in the middle of a valuable forest ecosystem and is very secluded. We understand that providing access to our facility might help out a few select groups, however we are not convinced that it's worth the potential problems.

We understand that Port Moody will be doing a complete trail review in 2022. I would suggest we hold off on any decision on this and participate in a joint discussion with Port Moody in their trail review. Once we can see a proposed route and what this trail might look like we will be in a better position to make a final decision. However, at this time, we have no appetite for a trail to the hatchery from Anmore.

Regards

Kevin Ryan  
President BIMES

Cc BIMES Board

[www.mossomcreek.org](http://www.mossomcreek.org)