

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for  
Tuesday, February 15, 2022, at 7:00 p.m. in Council Chambers at Village Hall,  
2697 Sunnyside Road, Anmore, BC



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**NOTE: The Village Hall/Council Chambers is now open 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-BY6gZzAVEKX5cMWcAQ?view\\_as=subscriber](https://www.youtube.com/channel/UCeLV-BY6gZzAVEKX5cMWcAQ?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**

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(a) **Real Acts of Caring**

Presentation from School District 43 students regarding Real Acts of Caring week  
February 13 – 19, 2022

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(b) **Andrew Simpson – Save Anmore Coalition**

Presentation of petition requesting referendum/survey on redesignation of Anmore South.



**5. Adoption of Minutes**

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**(c) Minutes of the Regular Council Meeting held on January 11, 2022**

Recommendation: That the Minutes of the Regular Council Meeting held on January 11, 2022 be adopted, as circulated.

**6. Business Arising from Minutes****7. Consent Agenda**

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

Recommendation: That the Consent agenda be adopted.

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**(a) Village of Anmore Invasive Plant Management 2021**

Recommendation: That Council receive the Village of Anmore Invasive Plant Management 2021 from Invasive Species Council of Metro Vancouver, for information

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**(b) Council Resolution Tracking – July 2021 – December 2021**

Recommendation: That Council receive the Council Resolution Tracking Update from July 2021 – December, 2021, for information.

**8. Items Removed from the Consent Agenda****9. Legislative Reports**

None.

**10. Unfinished Business**

None.

**11. New Business**

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**(a) 2345 Sunnyside Rd – Development Variance Permit**

Report dated February 10, 2022 from Chris Boit, Manager of Development Services, attached.



Page 36 **(b) Bylaw 587-2018 – Tree Management – Bylaw Review**

Report dated February 10, 2022 from Chris Boit, Manager of Development Services, attached.

Page 40 **(c) Capital Projects Budget Pre-Approval**

Report dated February 10, 2022 Lena Martin, Manager of Financial Services, attached.

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

None.

**13. Mayor's Report**

**14. Councillors Reports**

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

**16. Information Items**

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

None.

**(b) General Correspondence**

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- Ombudsperson Quarterly Report – October 1 – December 31, 2021
- Communication dated January 12, 2022 from City of White Rock regarding Metro 2040; Request from City of Surrey – South Campbell Heights

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- Communication dated January 28, 2020 from District of Stewart regarding BC Wildfires Petition – Letter of Support

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- Communication dated January 28, 2022 from Village of Cumberland regarding Bill C-216 Health-Based Approach to the Substance Use Act

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- Communication received January 31, 2022 from Heritage BC regarding Heritage Week 2022

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- Communication dated February 2, 2022 from City of Victoria regarding Bill 21 in Quebec

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- Communication dated February 10, 2020 from MP Peter Julian regarding Bill C-229



**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**





## Delegation to Council Request Form

### Contact Information

Name of presenter: Harriette Chang (with SD 43 students gr. 4-12)

Name of organization: Real Acts of Caring (RAC)

Mailing Address: 11111 111th Ave S, Surrey, BC V3H 1K1

Phone Number: 604-431-1111

Email Address: hchang@sd43.bc.ca

### Presentation Information

Preferred meeting date at which you wish to appear (if known): Feb. 1 (Tues) @ 7pm.

Number of person(s) expected to attend: eight (approx)  
(virtually)

Reason(s) for presentation:

☒ To provide information

☐ To request funding

☐ To request letter of support

☒ Other to request that a proclamation is passed  
to recognize RAC week. Feb 13-19  
(Real Acts of Caring) 2022

Resources:

☐ Projector and Screen (bring own laptop)

☒ Other Online → we will share a ppt.

Please submit the completed form and related presentation materials to the Chief Administrative Officer by 12:00 p.m. on the Thursday prior to the Council Meeting via email to [juli.halliwell@anmore.com](mailto:juli.halliwell@anmore.com) or delivered to village hall.

For questions regarding this process, please phone Juli Halliwell at 604-469-9877.





## Delegation to Council Request Form

### Contact Information

Name of presenter: ANDREW SIMPSON

Name of organization: SAVE ANMORE COALITION

Mailing Address: [Redacted] ANMORE V3H 6A3

Phone Number: [Redacted]

Email Address: info@saveanmore.ca

### Presentation Information

Preferred meeting date at which you wish to appear (if known): January 11, 2022

Number of person(s) expected to attend: 1

Reason(s) for presentation:

☐ To provide information

☐ To request funding

☐ To request letter of support

☒ Other present petition requesting referendum / survey  
on redesignation of Anmore South

Resources:

☒ Projector and Screen (bring own laptop)

☐ Other \_\_\_\_\_

Please submit the completed form and related presentation materials to the Manager of Corporate Services by 12:00 p.m. on the Thursday prior to the Council Meeting via email to [karen.elrick@anmore.com](mailto:karen.elrick@anmore.com) or delivered to village hall.

For questions regarding this process, please phone Karen Elrick at 604-469-9877.



December 20, 2021

Andrew Simpson

Anmore BC V3H 0A3

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

Dear Mayor McEwen and Council:

Please accept this written request for a delegation to council to present our petition for the upcoming January 11, 2022 regular council meeting.

I would like to present our petition requesting a referendum/survey on the redesignation of Anmore South. Our petition meets the requirements for a petition as specified in the Anmore Procedure Bylaw section 66.

The petition wording, that was signed by over three hundred Anmore residents, states:

"I am submitting this as a formal petition to request that during the next civic election held for the residents of Anmore there be conducted a referendum asking the residents of Anmore the following question or a substantially similar question:

Do you, as a resident of Anmore, support the redesignation of the Anmore South lands from Rural to Urban? YES or No."

Can you please confirm receipt of our written request as outlined in section 61 of the Anmore Procedure Bylaw, as well as confirmation of our delegation to present our petition at the January 11th regular council meeting?

Sincerely,



Andrew Simpson  
Save Anmore Coalition

T:

E: info@saveanmore.ca



## REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for  
Tuesday, January 11, 2022, 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 (via teleconference)  
Councillor Paul Weverink

### ABSENT

### OTHERS PRESENT

Juli Halliwell, CAO  
Karen Elrick, Manager of Corporate Services  
Chris Boit, Manager of Development Services  
Lena Martin, Manager of Financial Services

#### 1. Call to Order

The meeting was called to order at 7:00 p.m.

#### 2. Approval of the Agenda

IT WAS MOVED AND SECONDED:

R001/22                      That the Agenda be approved as circulated.

Carried Unanimously

#### 3. Public Input

None.

#### 4. Delegations

None.



**5. Adoption of Minutes**

**(a) Minutes of the Regular Council Meeting held on December 7, 2021**

IT WAS MOVED AND SECONDED:

R002/22                      That the Minutes of the Regular Council Meeting held on  
December 7, 2021 be adopted, as circulated.

Carried Unanimously

**6. Business Arising from Minutes**

**7. Consent Agenda**

None.

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

**9. Legislative Reports**

\*Councillor Laidler recused himself at 7:03 p.m. due to a conflict of interest as he has a current application.

**(a) Anmore Zoning Amendment Bylaw No. 651-2021**

IT WAS MOVED AND SECONDED:

R003/22                      That Council adopt Anmore Zoning Amendment Bylaw No. 651-  
2021.

Carried Unanimously

\*Councillor Laidler returned to the meeting at 7:05 p.m.

**10. Unfinished Business**

None.

**11. New Business**

**(a) 2022 Anmore Community Grant Requests**



Ms. Lena Martin, Manager of Financial Services, provided an overview of the 2022 Anmore Community Grant requests and Council discussed the allocation of the budgeted amount of \$7,000.

IT WAS MOVED AND SECONDED:

R004/22                      That Council approve the following community grants as outlined in the report dated January 7, 2022, from the Manager of Financial Services regarding 2022 Anmore Community Grant Requests:

1. 1st Anmore Scouts, \$1,000
2. Anmore Elementary PAC, \$1,500
3. Anmore Garden Club, \$500
4. Communities Embracing Restorative Action (CERA), \$437
5. Beneath the Surface, \$1,000
6. Coquitlam Search and Rescue, \$1,200
7. Friendly Forest Preschool (play supplies), \$1,000
8. Heritage Woods Secondary After Grad, \$200
9. Anmore Times, \$200

Carried Unanimously

**(b)      Advisory Planning Commission Appointments**

Ms. Karen Elrick, Manager of Corporate Services, informed Council that due to lack of applicants during the recent recruitment process, and current challenges related to meetings and onboarding of new members due to COVID, staff is requesting that Council consider an extension of the current Advisory Planning Commission with the intent to recruit in Spring 2022.

IT WAS MOVED AND SECONDED:

R005/22                      That Council extend the current Advisory Planning Commission appointments set to expire on January 31, 2022, until successors are appointed.

Carried Unanimously

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

None.

**13.      Mayor's Report**



Mayor McEwen reported that:

- Appreciation to the Village public works staff and to Kevin Spence for snow removal and winter road maintenance over the Christmas break
- He thanked Georgia Lyons for organizing the Candy Cane Lane lights and fundraiser for Eagle Ridge Hospital Foundation
- This Saturday is the Scouts bottle drive which is a big fundraiser. Please leave bottles at the bottom of driveways Saturday morning
- He expressed concern about the high average assessment value in Anmore compared to other communities and affordability for people to move into Anmore and affect on school enrollment and retention of members for the fire department

**14. Councillors Reports**

None.

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

Ms. Juli Halliwell, CAO, reported that:

- She expressed her thanks to the public works staff, Scott and Joe, as well as Kevin Spence for snow removal and winter road maintenance while the Village is short staffed.
- She encouraged residents to check property ditches and catch basins with the heavy rainfall.
- Budget discussion for 2022 are starting and it is anticipated that there will be a Finance Committee meeting scheduled in the next month.
- The Anmore Community Hub project is moving forward. Council supported an Integrated Project Delivery method and the Village steering committee is working through the contract with Krahn Group of Companies and Jacob Brothers to complete the project. The Village is still waiting for news on the grant application.
- In light of the Omicron variant, the Village has reinstated their COVID safety plan and protocols include mask wearing and staffing the Village Hall at 50% capacity/ 50% work remotely to reduce contacts.

**16. Information Items**

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

None.



**(b) General Correspondence**

- Communication dated November 30, 2021 from Forest Enhancement Society of British Columbia

**17. Public Question Period**

Lynn Burton, Anmore, submitted a question regarding the Anmore Community HUB status which was answered under the CAO report

Joerge Dyrkton, Anmore , submitted a question regarding zoom meetings. Ms. Elrick replied that the Village is in compliance with all guidelines, recommendations, and legislative requirements and noted challenges under new legislation to holding electronic meetings.

Jessica Lancaster, Anmore, thanked Council on behalf of the Anmore Elementary PAC for the community grant.

**18. Adjournment**

It was MOVED and SECONDED:

R006/22      THAT the meeting be adjourned at 7:37 p.m.

Carried Unanimously

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Karen Elrick  
Corporate Officer

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John McEwen  
Mayor





## **Village of Anmore Invasive Plant Management 2021**

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

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

Submitted by: Larissa Lau, Invasive Species Council of Metro Vancouver  
604 880 8358 | [llau@iscmv.ca](mailto:llau@iscmv.ca)

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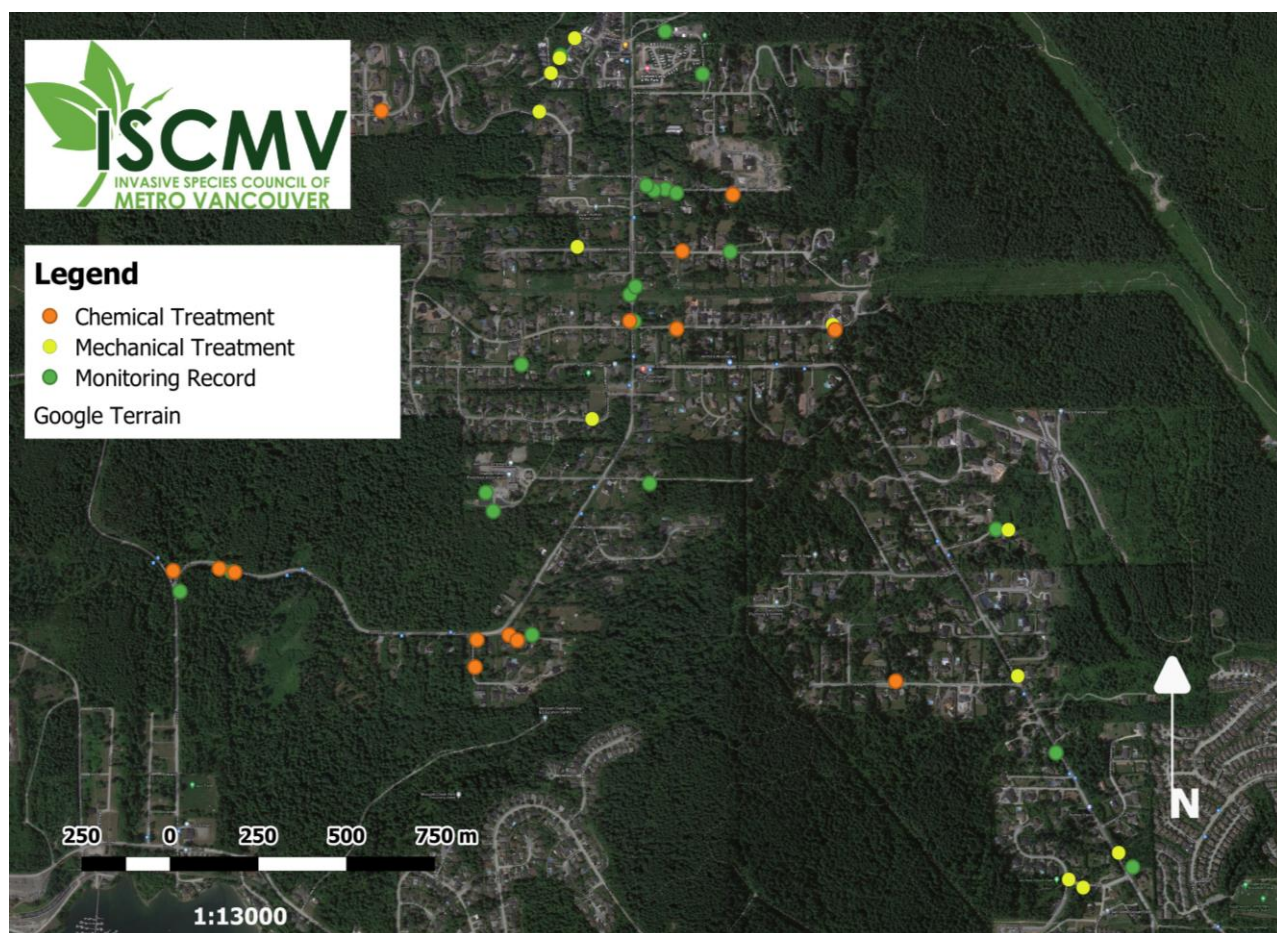
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## 1.0 Introduction

The Invasive Species Council of Metro Vancouver (ISCMV) was contracted to conduct invasive plant control and monitoring activities for the Village of Anmore municipal property during the 2021 field season. Treatments and monitoring were completed throughout July and October of 2021. Target invasive species included knotweed species, orange hawkweed, Scotch broom, yellow flag iris and giant hogweed.

Sites were surveyed and if possible were either chemically treated or manually removed; Figure 1 displays all that were visited in 2021. Chemical treatments were conducted under the ISCMV Pesticide Use License #18943. The ISCMV will submit the required pesticide use information for work conducted on Provincial Park lands in our annual report to BC Ministry of Environment. The ISCMV follows all required regulations and the guidance provided for invasive plant management on provincial public lands as outlined in the [Invasive Plant Pest Management Plan for Provincial Crown Lands in the South Coastal Region of British Columbia \(PMP\)](#).



**Figure 1:** Map of invasive plant sites visited in 2021 including monitoring sites, chemical treatment sites and manual treatment sites on the Village of Anmore municipal property.



## 2.0 Methods

### 2.1 Chemical Control Methods

Control of knotweed species and orange hawkweed plants was conducted using chemical control via direct foliar application through the use of a hand sprayer. The herbicide used for control management was **VP480**, a non-selective herbicide with active ingredient glyphosate @ 480 g active ingredient/L.

Decisions on treatment methods were based on a number of factors that included, but not limited to:

- ecology of surrounding area
- invasive plant's stage of growth
- plant physiology
- weather
- proximity to water and the public
- public perception
- presence of native species
- age of infestation
- economic efficiency
- assessment of the seed bed
- time of year
- applicable regulations

### 2.2 Monitoring Methods

The ISCMV also monitored past treatment sites throughout the 2021 field season. Data collection for control and monitoring work was conducted in accordance with guidelines set out by the [Invasive Alien Plant Program \(IAPP\) Application](#) set by the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Data on herbicide treatment and use, weather conditions, area covered by invasive plant, date/time, coordinates and IAPP site number were recorded using an iPad. Photos of the site were also taken both during treatment and site follow up, if applicable. Data are stored in ISCMV files.

### 2.3 Manual Control Methods

Several sites were removed by manual methods, including orange hawkweed, yellow flag iris and Scotch broom infestations. Manual removal of orange hawkweed sites was conducted on July 13, 2021. Orange hawkweed plants were removed using a hand trowel, ensuring that flowers, stems, leaves and roots were not left behind. These plant parts were bagged and removed off site for disposal.

Over the 2021 field season the Village of Anmore identified a single yellow flag iris site at 1013 Ravenswood Rd. The plants were dug up and removed from the ditch. Any yellow flag iris roots that were removed were collected and left on site for later pick up.

The ISCMV also conducted manual removal methods on three requested Scotch broom sites identified by the Village of Anmore. These prioritized infestations were removed by manual and mechanical means. We trimmed the plants and dug up the Scotch broom roots and when necessary, used an extractigator© to unearth the roots. All Scotch broom biomass was collected and left on site for



municipal staff to pick up and dispose at a later date.

## 3.0 Results

### 3.1 Chemical Treatments

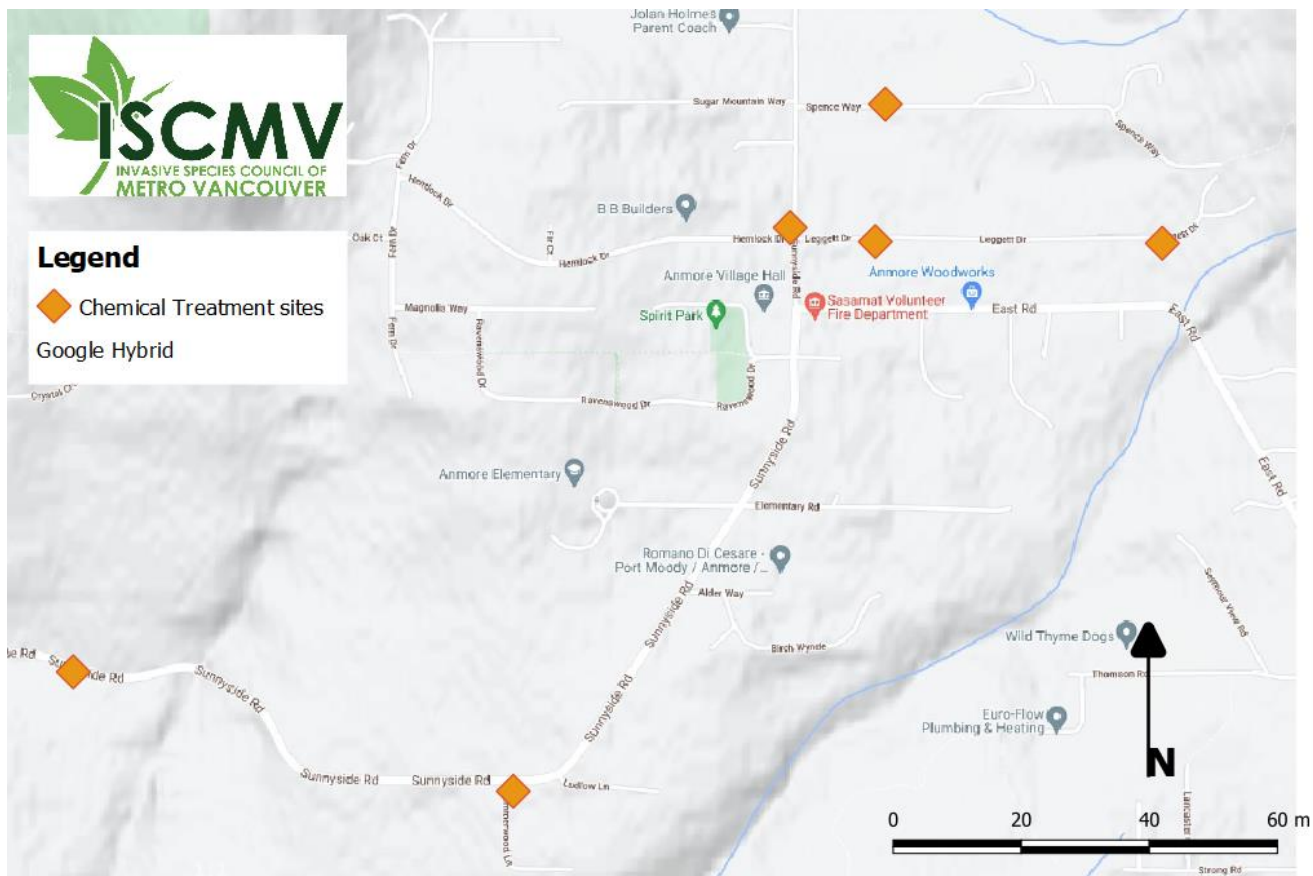
In 2021, several knotweed sites were chemically treated. Some sites were previously treated in the past by the ISCMV and a handful of sites were newly identified by the Village of Anmore. Chemical treatments occurred on July 13<sup>th</sup> and August 25<sup>th</sup> of 2021. Table 1 displays a summary of the knotweed sites that were chemically treated in 2021. On July 13<sup>th</sup> three knotweed sites were treated, for a total area of 150m<sup>2</sup>. During the second treatment date, August 25<sup>th</sup>, a total of five knotweed sites were chemically treated, for a total area of 102m<sup>2</sup>. In combination a total area of 252m<sup>2</sup> of knotweed was chemically treated on Village of Anmore municipal property in 2021.

**Table 1.** Summary of the knotweed sites chemically treated in 2021 on Village of Anmore municipal property.

	# of Sites	Total Area Treated (m <sup>2</sup> )
1 <sup>st</sup> Treatment (July 13 <sup>th</sup> 2021)	3	150
2 <sup>nd</sup> Treatment (Aug. 25 <sup>th</sup> 2021)	5	102
<b>Total:</b>	<b>8</b>	<b>252</b>

Along with knotweed species the ISCMV also chemically treated orange hawkweed sites across the municipality. In 2020 the ISCMV updated the Village of Anmore inventory of orange hawkweed by surveying municipal roadsides. In 2020 an approximate area of 958m<sup>2</sup> of orange hawkweed was found throughout the village along the roads. In 2021, in order to efficiently utilize time and resources, sites were prioritized and treated based on infestation size. The location of the treated orange hawkweed sites can be found below in the map in Figure 2. Orange hawkweed priority sites were surveyed and if possible, chemically treated. All chemical treatments on orange hawkweed took place on August 25<sup>th</sup>, at a total of 6 sites covering an area of 290m<sup>2</sup>. In some instances, oranges hawkweed infestations were small enough to be removed by manual methods (refer to Section 3.3). Some orange hawkweed sites were left untreated by chemical means because plants were growing directly in ditches along the roadsides, where use of herbicides are not permitted.





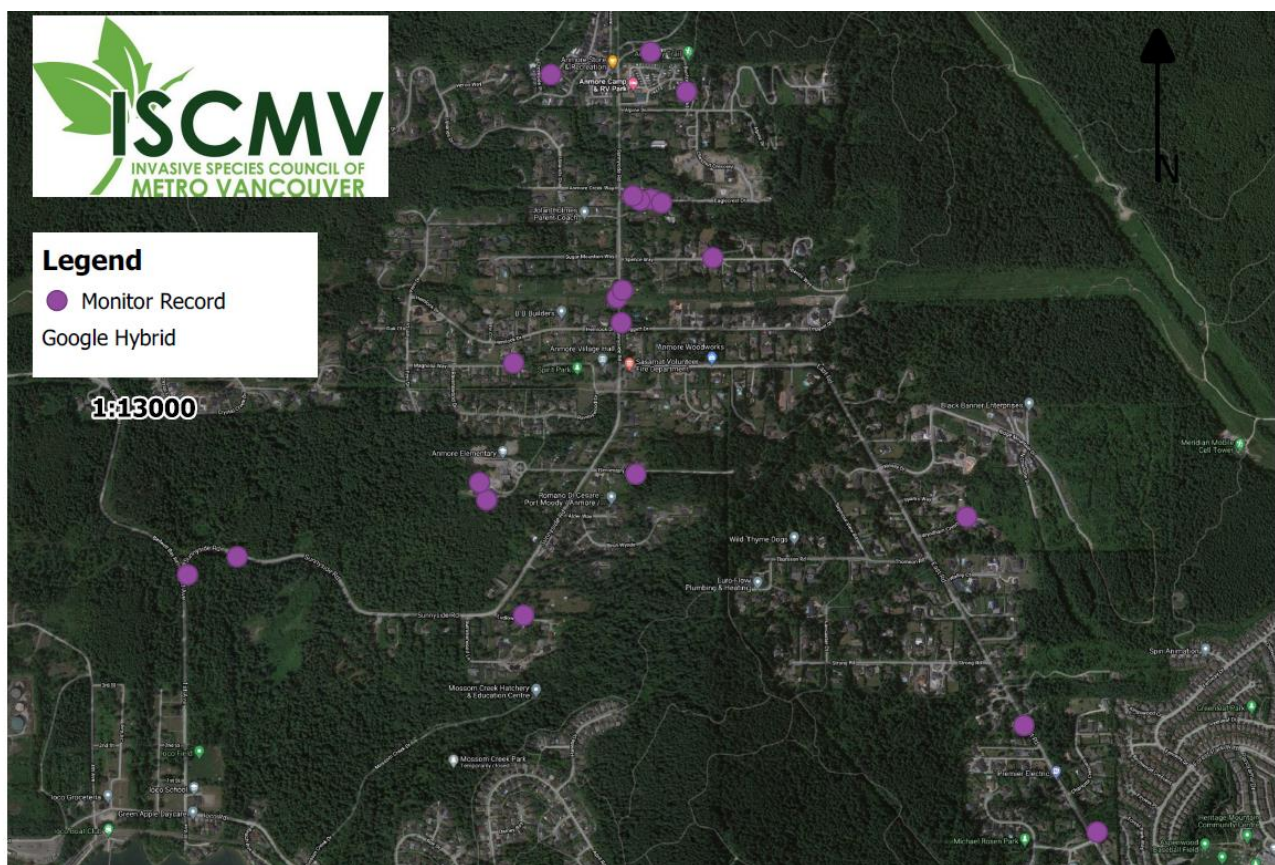
**Figure 2.** Location of the six chemically treated orange hawkweed sites on August 25<sup>th</sup>, 2021 on Village of Anmore municipal property.

In 2021 a total area of 542m<sup>2</sup> of priority invasive plants were chemically treated by the ISCMV.

### 3.2 Monitoring Sites

Several sites were also monitored over the 2021 field season: 14 knotweed sites, 6 orange hawkweed sites and a single giant hogweed site, for a total of 21 sites that were surveyed and monitored (Figure 3). Four of the 14 knotweed monitoring sites still had knotweed on site or nearby site but were not chemically treated because the plants were on private property. The remaining ten knotweed sites that were monitored did not have live knotweed plants at the time of visit, and past treatments have observed to be effective. Four of the six orange hawkweed sites were observed to have remaining plants growing, but unfortunately are located in ditches and were unable to be treated chemically as they were directly in the pesticide free zone (PFZ). A single monitoring site was surveyed for giant hogweed; after years of monitoring this site appears to have been eradicated of the invasive plant and no further treatment is required for this site.





**Figure 3.** Sites that were monitored in 2021, including knotweed sp., orange hawkweed and giant hogweed sites that were not treated on Village of Anmore municipal property in 2021.

### 3.3 Manual Removal Sites

Over the 2021 field season the ISCMV manually removed orange hawkweed, yellow flag iris and Scotch broom, a summary of these 13 sites can be found in Table 2.

**Table 2.** Summary of the manual removal activity that was conducted on orange hawkweed, yellow flag iris, and Scotch broom on Village of Anmore municipal property in 2021.

	# of Sites	Total Area Removed (m <sup>2</sup> )	Total volume removed (L)
Orange hawkweed	9	7	21.75
Yellow flag iris	1	0.3	0.75
Scotch broom	3	47.2	166.25
<b>Total:</b>	<b>13</b>	<b>54.5</b>	<b>188.75</b>

Orange hawkweed infestations that were small enough to be completely removed and that were within a ditch were treated by manual removal. Since they were in a ditch and with in the PFZ they were not able to be treated by herbicide. A total of nine orange hawkweed sites were manually



removed; eight on the first treatment date on July 13<sup>th</sup> and a single orange hawkweed site on August 25<sup>th</sup>. On the first visit a total area of 6.6m<sup>2</sup> (20.75L) of orange hawkweed was removed and on the second visit an area of 0.4m<sup>2</sup> (1L) was removed from the single site. All together 7m<sup>2</sup> (21.75L) of orange hawkweed was manually removed in 2021.

A single yellow flag iris was manually removed along Ravenswood Drive. Plants were within the ditch and were carefully dug out. An area of approximately 0.3m<sup>2</sup> (0.75L) of yellow flag iris was removed.

Three Scotch broom sites were identified by residents and staff of the Village of Anmore and work was conducted on October 19<sup>th</sup>. Along with yellow flag iris that was removed along Ravenswood Drive, a single Scotch broom plant was also removed at that site, for a total of 0.2m<sup>2</sup> (1.25L). A second Scotch broom site was found on Hummingbird Drive. Plants were found in two distinct patches, one along the south side of Hummingbird Drive and the other infestation along the west side of Dogwood Drive. We removed a total area of 35m<sup>2</sup> (150L) of Scotch broom. Lastly, there was a Scotch broom infestation treated along Sugar Mountain Way (295 Sunnyside Rd). Plants were growing along the tree line on the north side of Sugar Mountain Way. A total area of 12m<sup>2</sup> (15L) of Scotch broom was removed from the third site. Combining all three sites a total area of 47.2m<sup>2</sup> and a volume of 166.25L of Scotch broom plants were manually removed from Village of Anmore municipal property in 2021.

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

## 4.0 Recommendations

Invasive plant sites that were monitored and treated in 2021 should be prioritized for treatment in the 2022 field season. Monitoring of knotweed species can take place during late spring; April and May. Any knotweed re-growth should be treated as soon as possible to have the highest degree of long-term efficacy.

Orange hawkweed treatment can begin as early as May and invasive management should take place prior to the plants going to seed. For future monitoring purposes there should be careful consideration of the identification of the plants, since they are biennial, they tend to flower every other year. In 2021 very few flowers were observed so it is likely that in 2022 the orange hawkweed flowers will bloom and the risk for seeds dispersal will be high. Orange hawkweed sites that were not chemically treated due to proximity to water or their location within the PFZ should be noted and prioritized for manual removal in the following year. Another recommendation for the management of orange hawkweed is to develop a mowing plan to target infested roadsides. Mowing plants will prevent the flowers from going to seed and minimize the seed dispersal.

It is also recommended to monitor the treated Scotch broom sites in the future season. Since plants



were removed in October, the plants had already gone to seed. It is essential to monitor for regrowth in next 3-5 years as this plant is a prolific seed producer. The removal of Scotch broom in some of these sites also left bare soil, so it is also possible that other invasive plants will take over the space.

Over the 2021 field season we also encountered several residents that were concerned with the use of herbicide on Village of Anmore municipal property, and explained how herbicide use can be an important tool in integrated pest management. We also observed many dog walkers around the village and due to the target plants being directly on the roadside some sites were left untreated. In the future it would be beneficial to send out a notification of authorized herbicide use on municipal property prior to application, typically this would be sent 1-2 weeks before the planned treatment dates to help notify the residents in the area. This could help educate residents about the invasive plants and advise them about herbicide use. The ISCMV also has funding to provide public education on invasive species and is available to write an article for the local newspaper or provide a public presentation to residents (format is flexible depending on COVID protocols at the time). The ISCMV gave a presentation to Anmore residents about a decade ago, and it may be appropriate to offer something similar again.



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
July 20	Sept 14	109/21 That the Minutes of the Regular Council Meeting held on July 6, 2021 be adopted, as circulated.		x x	x x x
		110/21 That council support September 19, 2021 for 2021 Ma Murray Day and direct staff to proceed with planning subject to public health orders allowing an event and adequate volunteers.	complete		
		111/21 That council defer consideration of procurement consultant and additional communications consultant support to the In Camera meeting following the July 6, 2021 Regular Council Meeting.	Complete		
		112/21 That Council direct staff to apply to the Canada Community Revitalization Fund (CCRF) Grant for the amount of \$400,000 for the Redevelopment of Spirit Park project and confirm the Village's commitment to fund the required 25% contribution, up to \$100,000, to be funded from the Capital Reserve, and to provide overall grant management should the application be successful; and  That Council direct staff to apply to the B.C. Active Transportation Infrastructure Grant Program for the amount of \$500,000 in order to continue the multiuse pathway along Sunnyside Road from East Road to Summerwood Lane and confirm the project is "shovel-ready" and meets all program eligibility requirements; And that the Village commits to fund the required 30%	Complete		



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
			contribution, up to \$150,000, to be funded from the Capital Reserve, and to provide overall grant management should the application be successful.		
		113/21	That Council refer the Tree Management Bylaw to the Environment Committee for discussion on possible changes and recommendations.	complete	
July 29	Sept 14	117/21	That Council give third reading and adopt Anmore Zoning Amendment Bylaw No. 650-2021.	Complete	
		118/21	That Council approve one-time funding of up to \$120,000 for the Anmore Community Hub Project Manager position for the term of the project to be funded from the Capital Reserve; And that Council authorize the Chief Administrative Officer, on behalf of the Village, to enter into a contract with ARC Projects for the Anmore Community Hub Project Manager position.	Complete	
		119/21	That Council approve the purchase of a 2008 Freightliner dump truck from Harbour International for a total price of \$42,800, inclusive of applicable taxes; And that funding for the purchase of the dump truck be allocated from the Capital Reserve.	Complete	
Sept 14	Oct 5	121/21	That the Agenda be approved as amended to include amended report under item 9(a) Zoning Bylaw amendment-Infill Development and Item 11 (b) National Day for Truth and Reconciliation distributed via addendum and Item 18 Resolution for Special (Closed)	X	X X X X x



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
			Council meeting.		
		122/21	That the Minutes of the Regular Council Meeting held on July 20, 2021 and the Minutes of the Special Council Meeting held on July 29, 2021 be adopted, as circulated.		
		123/21	That Council give first reading to Anmore Zoning Bylaw Amendment Bylaw No. 651-2021; And That Council refer the Anmore Zoning Amendment Bylaw 651-2021 and the infill development applications to the Advisory Planning Commission for comment and to report back to Council; And That Council direct staff to request each applicant to confirm the amount of community amenity charge they are proposing and to report back to Council	complete	
		125/21	That Council formally recognize September 30 as National Day for Truth and Reconciliation in the Village of Anmore to provide an opportunity to recognize and remember the legacy of residential schools; and That Village of Anmore offices will be closed on September 30 to honour this day.	complete	
		126/21	That Council direct staff to determine the cost and feasibility creating a trail map of similar quality and appearance to City of North Vancouver with our existing GIS system showing text and data points; and to promote the map on website and Village social media and report back to Council	complete	



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
		127/21 That Council direct staff to write a letter to the Mossom Creek Hatchery requesting support of a trail connection through City of Port Moody in lieu of a staircase at Summerwood; and THAT the Parks & Recreation Committee request That Council direct staff to continue to engage with City of Port Moody regarding a potential trail connection during Port Moody's Parks Master Plan Review scheduled for 2022.	ongoing		
		128/21 That the Parks & Recreation Committee request that Council direct staff:  1. to determine a budget and report back to Council for approval to create bicycle paths through Birch Wynde park  2.to consult with adjacent residents on Birch Wynde to confirm support of this project	complete		
Oct 5	Oct 19	132/21 That the Minutes of the Regular Council Meeting held on September 14, 2021 be adopted, as circulated.		x	x
		135/21 THAT Council direct Staff to prepare an amendment to Anmore Procedure Bylaw No 541-2016 to enable electronic council meetings to be held in emergency circumstances.	Complete		
		136/21 That Council direct staff to cancel the 2021 Halloween fireworks event and That Council approve a \$4,000	complete		



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
			expenditure for the purchase of additional lights for Light up Spirit Park from the Special Events Budget		
Oct 19	November 2	139/21	That the Minutes of the Regular Council Meeting held on October 5, 2021 be adopted, as circulated.	x	x
		139/21	THAT Council give first, second and third readings to Anmore Alternative Municipal Tax Collection Scheme Bylaw No. 652-2021.	complete	
		140/21	THAT Council authorize a contribution equal to the Village of Anmore population census from Statistics Canada in the amount of two thousand, two hundred and ten dollars (\$2,210) to the Lytton Rebuild Fund to be funded by reallocating funds from the Ma Murray Day events budget.	complete	
		141/21	That Council amend the contribution to equal to twice the Village of Anmore population census from Statistics Canada in the amount of four thousand, four hundred and twenty dollars (\$4,420)	complete	
November 2	Nov 16	143/21	That the Minutes of the Regular Council Meeting held on October 19, 2021 be adopted, as circulated.	x	x
		146/21	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	complete	



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
			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.		
		147/21	THAT Council give first, second, and third readings to Anmore Procedure Bylaw Amendment Bylaw No. 653-2021.	complete	
		148/21	That Council adopt Anmore Alternative Municipal Tax Collection Scheme Bylaw No. 652-2021.	complete	
Nov 16	Dec 7	151/21	That the Minutes of the Regular Council Meeting held on November 2, 2021 be adopted, as circulated.	x	x x x x x
		152/21	That Council give first, second, and third readings to Anmore Five-Year Financial Plan Bylaw Amendment Bylaw No. 654-2021.	complete	
		153/21	That Council give third reading to Anmore Zoning Amendment Bylaw No. 651-2021	complete	
		154/21	That Council adopt Anmore Procedure Bylaw Amendment Bylaw 653-2021.	complete	
		155/21	That Council approve Communications and Community Engagement Policy 70.	complete	
		156/21	That Council appoint Cllr. Polly Krier as Council liaison to the School District 43 Mental Health Task Force.	complete	



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
		157/21 That Council endorse the recommendations of the Finance Committee from the November 4, 2021 meeting.	complete		
Nov 23	Dec 7	161/21 That Council authorize staff to enter into the necessary agreements to enable an Integrated Project Delivery method for the construction of the Anmore Community Hub. And that Council approve a budget of up to \$10,000 to fund the Integrated Project Delivery coach from capital reserves.	complete	x	x
		162/21 That Council supports the 2021 Light Up Spirit Park event with limited capacity within all public health orders.	complete		
Dec 7		165/21 That the Minutes of the Regular Council Meeting held on November 16, 2021 and the Minutes of the Special Council Meeting held on November 23, 2021 be adopted, as circulated.		x	x
		167/21 That Council adopt Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021.	complete		
		168/21 That Council receive the Birch Wynde Bike Park Community Engagement Summary Report dated November 25, 2021 from Mickelson Consulting Inc.	complete		
		169/21 That Council receive the Housing Needs Report dated November 2021 for information; And that Council direct staff to forward the Village of Anmore Housing Needs Assessment report to the Union of British Columbia Municipalities, Metro Vancouver Regional District and Province of British Columbia as well as post the report publicly on the Village's website.	complete		



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
		170/21 That Council approve the budget not to exceed \$7,000 plus GST to create the GIS trail network layers and content for the Village website to be funded from the COVID-19 Restart Grant.	ongoing		
		171/21 THAT Council: Approve the 2022 Council Calendar as attached to the report dated December 3, 2022 from the Manager of Corporate Services, as amended to reflect the January 2022 Regular Council Meeting date as January 11, 2022; and Approve the following Acting Mayor Schedule for 2022: Nov/Dec/Jan Councillor Krier Feb/Mar/Apr Councillor Laidler May/Jun/Jul Councillor Trowbridge Aug/Sep/Oct Councillor Weverink A. Appoint Mayor John McEwen, Councillor Kim Trowbridge, and Councillor Paul Weverink as Trustees to the Sasamat Volunteer Fire Department for 2022.	complete		



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
		<p>172/21 That Council direct staff to review and report back to Council items identified by the Environment Committee within the Tree Management Bylaw and prepare a report for Council consideration.</p> <p>Define “tree” better and consider naming the species, add specifics to the bylaw “tree definition”.</p> <ol style="list-style-type: none"> <li>1. Incorporate climate change considerations in the replanting guidelines in detail.</li> <li>2. Consider clearer language other than “may”, to consider the word “shall”.</li> <li>3. “Administrator” should be more specific. It implies that someone “singular/one person” perhaps unqualified can make decisions. Everything should be signed off by a qualified professional (QEP).</li> </ol>	ongoing		



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021	STATUS	AGENDA POSTED TO WEB; FILED	MINUTES POSTED; SIGNED; FILED
		<p>4. Include specifics for significant trees and wildlife trees.</p> <p>5. Have a policy that applies our tree bylaw to municipal land (refer to North Vancouver District policy regarding environmental protection on municipal land).</p> <p>6. Clarify who follows up, as per the terms of the bylaw on the permit (three-year period). What is the reporting?</p> <p>7. The bylaw needs to proofread and tightened up. Some typos could be shortened. Example: two different fines and penalties for two similar offences. Page 2 under definition “diameter” says “trucks” not “trunks”. Note: Environment</p>			



## REGULAR COUNCIL MEETINGS – 2021

MEETING DATE	MINUTES ADOPTED ON	RESOLUTIONS actionable by, or for reference by, Staff or an advisory body R#/2021			STATUS	AGENDA POSTED TO WEB; FILED		MINUTES POSTED; SIGNED; FILED		
				Committee would like to know how many fines had been collected penalties in the past.  8. Replacing trees one month after cutting a tree down is not enough time in the case of development. Consider three months after occupancy to replant is more reasonable."						





# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: February 10, 2022 File No. 3090-20  
Submitted by: C. Boit, P.Eng, Manager of Development Services  
Subject: 2345 Sunnyside Rd – Development Variance Permit

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### Purpose / Introduction

To request a relaxation of set yard setbacks for 2345 Sunnyside Road via a Development Variance Permit.

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### Recommended Option

**That Council direct staff to proceed with the public notice for a development variance permit for 2345 Sunnyside Road to 3 meters for the side yard setback and bring it back to Council for consideration of approval at an appropriate time.**

---

### Background

The existing property of 2345 Sunnyside was recently granted an Infill Rezoning and is currently subject to a Subdivision application. As part of this process, staff have become aware of a legal non-conforming issue with the existing structure and the required setbacks from the adjacent road right of way.

### Discussion

The existing legal non-conforming setback was introduced when the Road Right of Way was established through the subdivision of 2307 Sunnyside Rd. As per the zoning, a setback of 5.0m is required, however the existing structure only sits 3.13m from the existing property line (Road Right of Way).

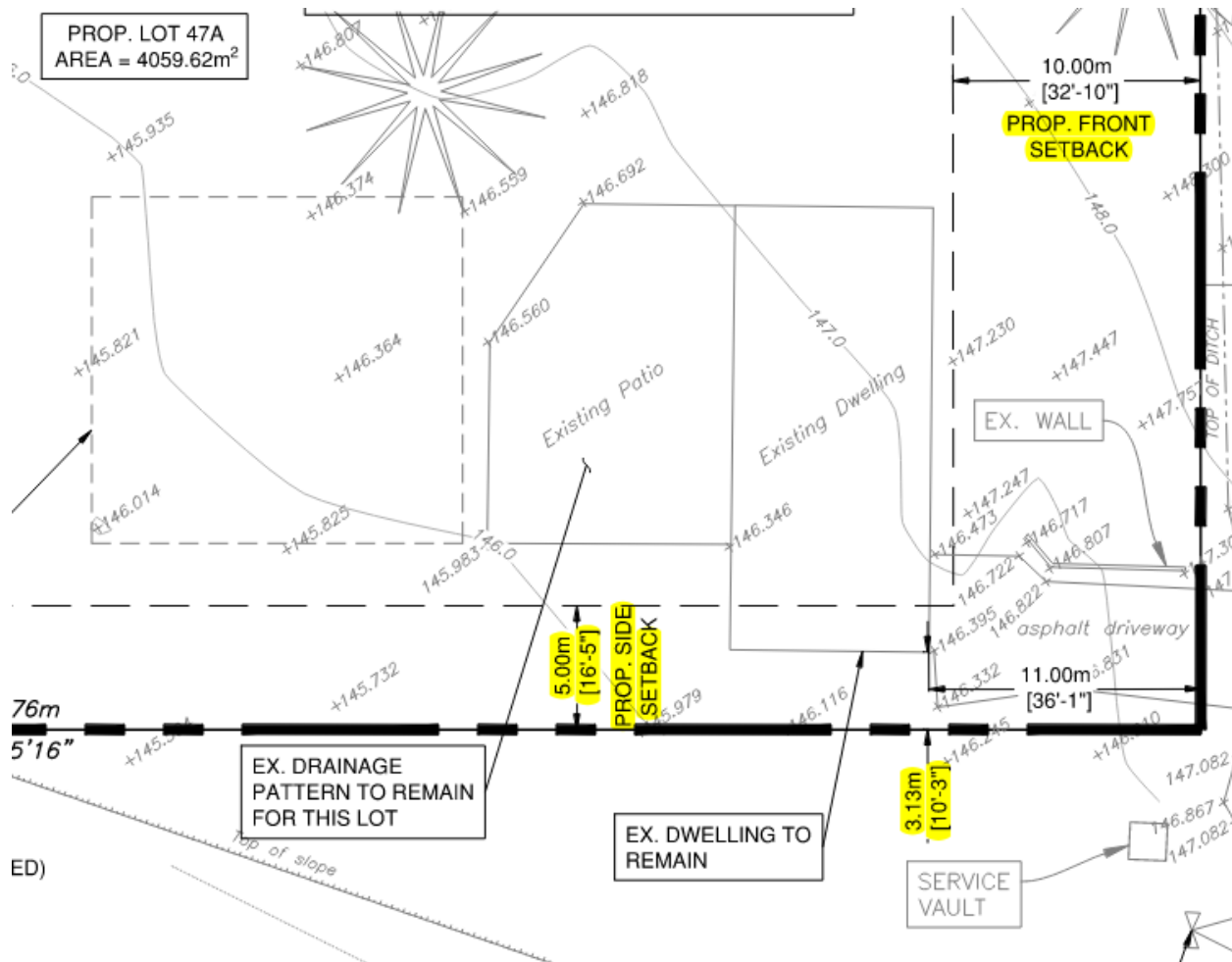


## Report/Recommendation to Council

2345 Sunnyside Rd – Development Variance Permit

February 10, 2022

To complete the subdivision of the property at 2345 Sunnyside Road into 2 parcels, a reduction in the setback is required.



An appropriate tool to grant such a variance is a Development Variance Permit. The variance should be set at 3.0m to ensure the property is legally conforming to the RS1-A zone. To grant the development variance, a public notice is required to be posted 10 days prior to any approval as per the Local Government Act. If directed by Council, staff would post notice and report back with any comments received and for consideration of final approval.

## Options

1. That Council direct staff to proceed with the public notice for a development variance permit for 2345 Sunnyside Road to 3 meters for the front yard setback and bring it back to Council for consideration of approval at an appropriate time.



## Report/Recommendation to Council

2345 Sunnyside Rd – Development Variance Permit

February 10, 2022

OR


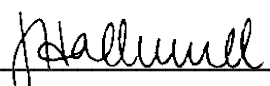
1. That Council advise staff of any further changes they would like made to the Variance permit

OR

2. That Council advise Staff not to proceed with any Variances.

## Attachments

None.

<b>Prepared by:</b>
 Chris Boit, P.Eng Manager of Development Services
<b>Reviewed for Form and Content / Approved for Submission to Council:</b>
<i>Chief Administrative Officer's Comment/Concurrence</i>   Chief Administrative Officer





# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: February 10, 2022 File No. 3900-30  
Submitted by: C. Boit, P.Eng, Manager of Development Services  
Subject: Bylaw 587-2018 – Tree Management – Bylaw Review

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### Purpose / Introduction

To provide Council with comments in relation to recommendations made by the Environment Committee with respect to the Tree Management Bylaw.

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### Recommended Option

**That Council direct staff to report back with an amendment to Bylaw No. 587-2018 Tree Management which is inclusive of the comments outlined within the report dated February 10, 2022 titled Bylaw 587-2018 – Tree Management – Bylaw Review from the Manager of Development Services.**

---

### Background

At the December 7<sup>th</sup> Regular Council Meeting, Council passed the following resolution:

*That Council direct staff to review and report back to Council items identified by the Environment Committee within the Tree Management Bylaw and prepare a report for Council consideration.*

1. Define “tree” better and consider naming the species, add specifics to the bylaw “tree definition”.
2. Incorporate climate change considerations in the replanting guidelines in detail.
3. Consider clearer language other than “may”, to consider the word “shall”.
4. “Administrator” should be more specific. It implies that someone “singular/one person” perhaps unqualified can make decisions. Everything should be signed off by a qualified professional (QEP).
5. Include specifics for significant trees and wildlife trees.
6. Have a policy that applies our tree bylaw to municipal land (refer to North Vancouver District policy regarding environmental protection on municipal land).
7. Clarify who follows up, as per the terms of the bylaw on the permit (three-year period). What is the reporting?



## Report/Recommendation to Council

Bylaw 587-2018 – Tree Management – Bylaw Review

February 10, 2022

8. The bylaw needs to proofread and tightened up. Some typos could be shortened. Example: two different fines and penalties for two similar offences. Page 2 under definition “diameter” says “trunks” not “trunks”. Note: Environment Committee would like to know how many fines had been collected penalties in the past.
9. Replacing trees one month after cutting a tree down is not enough time in the case of development. Consider three months after occupancy to replant is more reasonable.”

The existing Tree Management Bylaw was adopted in December 2018 and it regulates the removal/replacement of tree within the Village on public and private land.

## Discussion

The following issues have been referred to Staff to review and provide comment on.

1. Define “tree” better and consider naming the species, add specifics to the bylaw “tree definition”.

Staff have reviewed the Bylaw and feel naming species could become problematic due to the sheer number of potential tree species. We could proceed with the following:

- ‘conifer tree’ means a tree of the family Coniferae, identified as normally being evergreen, having needle-like leaves and bearing cones;
- ‘broadleaf tree’ means a tree other than a conifer tree

2. Incorporate climate change considerations in the replanting guidelines in detail.

The Village could provide guidelines for species selection for replanting. However, most of the tree permits are for private property, we feel its appropriate that the decision should be made by the property Owner.

3. Consider clearer language other than “may”, to consider the word “shall”.

The word “shall” is a strong word in case law, which ultimately means the decision maker has no leeway. We therefore recommend the continual use of “may” as it provides flexibility.

4. “Administrator” should be more specific. It implies that someone “singular/one person” perhaps unqualified can make decisions. Everything should be signed off by a qualified professional (QEP).



## Report/Recommendation to Council

Bylaw 587-2018 – Tree Management – Bylaw Review

February 10, 2022

This is standard throughout our Bylaws and staff recommends it remains.

### 5. *Include specifics for significant trees and wildlife trees.*

Staff require clarity on what this refers to. Once a “tree” is defined, the Bylaw applies to the tree.

### 6. *Have a policy that applies our tree bylaw to municipal land (refer to North Vancouver District policy regarding environmental protection on municipal land).*

Our Bylaw is applicable to Municipal Land as well.

### 7. *Clarify who follows up, as per the terms of the bylaw on the permit (three-year period). What is the reporting?*

Bylaw Law enforcement officer follows up on issued permits and reviews planting plans etc for compliance. Staff believe there is a high level of compliance throughout the Village.

### 8. *The bylaw needs to proofread and tightened up. Some typos could be shortened. Example: two different fines and penalties for two similar offences. Page 2 under definition “diameter” says “trucks” not “trunks”.*

Corrections can be made during an update, if directed by Council.

### 9. *Replacing trees one month after cutting a tree down is not enough time in the case of development. Consider three months after occupancy to replant is more reasonable*

This can be changed. However, the Administrator has discretion on the timeline as noted. Also, not all removals are due to development, therefore setting a timeline based on occupancy would not be appropriate.

## Options

1. That Council direct staff to report back with an amendment to Bylaw No. 587-2018 Tree Management which is inclusive of the comments outlined within the report dated February 10, 2022 titled Bylaw 587-2018 – Tree Management – Bylaw Review from the Manager of Development Services.

OR



## Report/Recommendation to Council

Bylaw 587-2018 – Tree Management – Bylaw Review

February 10, 2022


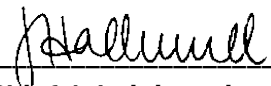
2. That Council advise staff of any further changes they would like made to Village of Anmore Tree Management Bylaw 587-2018;

OR

3. That Council advise Staff not to proceed with any changes to the Bylaw.

### Attachments:

1. Bylaw 587-2018 Tree Management Bylaw

<b>Prepared by:</b>
 _____
Chris Boit, P.Eng Manager of Development Services
<b>Reviewed for Form and Content / Approved for Submission to Council:</b>
<b>Chief Administrative Officer's Comment/Concurrence</b>
 _____ Chief Administrative Officer





# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: February 10, 2022

File No. 1700-01

Submitted by: Lena Martin

Subject: Capital Projects Budget Pre-Approval

---

### Purpose / Introduction

To pre-approve Q1 Capital Projects for budget consideration.

---

### Recommended Option

**That Council pre-approve the following Q1 Capital Projects; Water Meter Reader Replacement System for \$175,000, Lawnmower for \$12,000, Website Consultant for \$12,000, Fire Pump Repair for \$35,000, Mais Purchase Order Module for \$5,000, Public Works Yard Upgrade and Trailer Relocation for \$235,000, and DCC Bylaw review for \$100,000.**

---

### 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, (4) The financial plan must set out the following for each year of the planning period:

- (a) the proposed expenditures by the municipality
- (b) the proposed funding sources

And that, (6) The proposed expenditures must set out separate amounts for

- (b) the amount required for capital purposes

### Discussion

Revenues from property taxes, fees and charges provide programs and services and manage infrastructure such as roads, water, and garbage as well as parks and trails on behalf of the community. As part of an annual process, the Five-Year Financial Plan is discussed at a public Finance Committee Meeting, with recommendations to council in the following months.



## Report/Recommendation to Council

Capital Projects Budget Pre-Approval

February 10, 2022

Financial Plan and Property Tax Bylaws are presented to council for review and approval by May 15<sup>th</sup> each year.

Staff are seeking budget pre-approval for the following time sensitive projects, for consideration in the annual financial plan.

Funding Sources	Grants	Capital Reserves	Fees and Taxes
Water Meter Reader Replacement System	\$ 175,000		
Website Consultant	10,000		
Lawnmower/ Tractor		12,000	
Fire Pump Repair		35,000	
Public Works Yard Upgrade and Trailer Relocation		235,000	
Mais Purchase Order Module			5,000
DCC Bylaw review			100,000

Water Meter Reader Replacement System – Funded by the COVID Recovery Grant, the water meter replacement system will allow distanced, accurate reading, of utility water meters.

Website Consultant – Funded by the COVID Recovery Grant, the website consultant will develop, evaluate, and make recommendations associated with the 2021 approved website project.

Lawnmower/ Tractor – Capital Equipment replacement for delivery in July 2022.

Fire Pump Repair – To recover the cost of the fire pump repair from January 2022.

Public Works Yard Upgrade and Trailer Relocation – Upgrades to the Public Works Yard and the transfer of the municipal hall trailer to accommodate the construction of the Anmore Community Hub. It has been recently determined that the trailers cannot remain located in their present location throughout the construction period. To reduce costs associated with relocating the Village Hall trailers twice, it is being recommended that they are moved to their final permanent location at the works yard at this time. Village operations will run from the works yard for the duration of construction. Costs include: site prep, septic system installation,



## Report/Recommendation to Council

Capital Projects Budget Pre-Approval

February 10, 2022

electrical upgrades, fencing, trailer relocation and other infrastructure requirements. \$48,000 of the \$235,000 allocated for the public works yard upgrade and trailer location is for the temporary relocation of the Council Chambers trailers. The remaining budget of \$187,000 would still be incurred, had the trailer remained in place after construction completion.

Mais Purchase Order Module – Financial system module to track expenditures and cash flows.

DCC Bylaw review – Consultant to review and update the DCC Bylaw.

## Options

1. That Council pre-approve the following Q1 Capital Projects; Water Meter Reader Replacement System for \$175,000, Lawnmower for \$12,000, Website Consultant for \$12,000, Fire Pump Repair for \$35,000, Mais Purchase Order Module for \$5,000, Public Works Yard Upgrade and Trailer Relocation for \$235,000, and DCC Bylaw review for \$100,000.

OR

2. That Council pre-approve the following Q1 Capital Projects;

\_\_\_\_\_.

## Financial Implications

The Anmore Five-Year Financial Plan and Tax Bylaws are presented to council for review and approval in the following months.

## Communications / Civic Engagement

The Anmore Five-Year Financial Plan and Tax Bylaws will be presented for public engagement in the following months.

## Council Strategic Plan Objectives

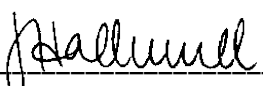
To provide responsive, efficient, transparent, and engaged service to ensure long term fiscal responsibility.

## Attachments

None



**Report/Recommendation to Council**  
Capital Projects Budget Pre-Approval  
February 10, 2022

<b>Prepared by:</b>
<i>Lena Martin</i> <hr/>
Lena Martin Manager of Financial Services
<b>Reviewed for Form and Content / Approved for Submission to Council:</b>
<i>Chief Administrative Officer's Comment/Concurrence</i>  <div style="text-align: right;"> <hr style="border-top: 1px dashed black;"/><b>Chief Administrative Officer</b></div>





**OMBUDSPERSON**  
BRITISH COLUMBIA

Ms. Juli Halliwell  
Chief Administrative Officer  
Village of Anmore  
2697 Sunnyside Rd.  
ANMORE BC V3H 5G9

January 2022

Dear Ms. Halliwell,

**RE: Quarterly Reports: October 1 – December 31, 2021**

This package of documents details the complaint files the Office of the Ombudsperson closed for **the Village of Anmore** between October 1 and December 31, 2021. No action is required on your part, however we hope that you will find this information useful and share it within your organization.

These reports provide information about the complaint files we closed regarding your organization within the last quarter, including both files we investigated and files we closed without investigation. Files currently open with the office are not included in these reports.

Enclosed you will find detailed reports containing the following:

- A one-page report listing the number of files closed and the category under which they were closed. The categories we use to close files are based on the sections of the *Ombudsperson Act*, which gives the Ombudsperson the authority to investigate complaints from the public regarding authorities under our jurisdiction. A more detailed description of our closing categories is available on our website at: <https://bcombudsperson.ca/assets/media/QR-Glossary.pdf>.
- *If applicable*: Copies of closing summaries written about the complaint files we investigated. These summaries provide an overview of the complaint received, our investigation and the outcome. Our office produces closing summaries for *investigated* files only, and not for enquiries or those complaints we chose not to investigate.
- *If applicable*: A summary of the topics identified in the complaint files closed during the quarter. We track general complaint topics for all complaints we receive, and when applicable, we include authority-specific and/or sector-specific topics for your organization and/or sector. Our office tracks the topics of complaints we investigate and those we close without investigation, but not for enquiries. Because complaints to our office are confidential, we do not share complaint topic information if we received too few complaints to preserve the complainants' anonymity.

If your organization received too few complaints to produce a summary of complaint topics but you would like further information about the complaints our office received about your organization, our Public Authority Consultation and Training (PACT) Team can provide further details upon request.



Finally, we have been tracking complaints related to the COVID-19 pandemic under the general heading of "COVID-19." If you would like more detailed information about those complaints, please contact our PACT Team.

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

Yours sincerely,

A handwritten signature in black ink, appearing to read "Jay Chalke".

Jay Chalke  
Ombudsperson  
Province of British Columbia

Enclosures





Type of complaint closure	# closed
<b>Enquiries</b> – Many people who contact us are not calling to make a complaint, but are seeking information or advice. These contacts are classified as <i>Enquiries</i> to distinguish them from <i>Complaints</i> , which are requests that our office conduct an investigation.	1
<b>Complaints with No Investigation</b> – Our office does not investigate every complaint it receives. First, we determine whether we have authority to investigate the complaint under the <i>Ombudsperson Act</i> . We also have discretion to decline to investigate for other reasons specified in the <i>Ombudsperson Act</i> .	2
<b>Early Resolution Investigations</b> – Early Resolution investigations provide an expedited process for dealing with complaints when it appears that an opportunity exists for the authority to take immediate action to resolve the issue. Typical issues that are addressed through Early Resolution include timeliness, communication, and opportunities for internal review.	0
<b>Complaint Investigations</b> – When we investigate a complaint we may conclude with a determination that a complaint is not substantiated, or with a negotiated settlement of the complaint, or with public findings and recommendations. We may also exercise discretion to cease investigation for a number of other reasons specified in the <i>Ombudsperson Act</i> .	Total: 0
<b>Reason for closing an Investigation:</b>	
Pre-empted by existing statutory right of appeal, objection or review.	0
Investigation ceased with no formal findings under the <i>Ombudsperson Act</i> .	
More than one year between event and complaint	0
Insufficient personal interest	0
Available remedy	0
Frivolous/vexatious/trivial matter	0
Can consider without further investigation	0
No benefit to complainant or person aggrieved	0
Complaint abandoned	0
Complaint withdrawn	0
<b>Complaint settled in consultation with the authority</b> - When an investigation leads us to conclude that action is required to resolve the complaint, we try to achieve that resolution by obtaining the voluntary agreement of the authority to settle the complaint. This allows matters to be resolved fairly for the complainant and authority without requiring a formal finding of maladministration.	0
Complaint substantiated with formal findings under the <i>Ombudsperson Act</i> .	0
Complaint not substantiated under the <i>Ombudsperson Act</i> .	0
<b>Ombudsperson Initiated Investigations</b> – The Ombudsperson has the authority to initiate investigations independently from our process for responding to complaints from the public. These investigations may be ceased at the discretion of the Ombudsperson or concluded with formal findings and recommendations.	0





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

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

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

Business Licensing	3	2%
Bylaw Enforcement	44	33%
Council Member Conduct (incl. Conflict of Interest)	10	7%
Official Community Plan/Zoning/Development	24	18%
Fees/Charges (incl. Taxes)	8	6%
Open Meetings	8	6%
Procurement	1	1%
Services (incl. Garbage, Sewer, Water)	14	10%
Response to Damages Claim	3	2%
Other	20	15%

### **General Complaint Topics - All Local Government**

COVID-19	4	2%
Disagreement with Decision or Outcome	59	31%
Accessibility	7	4%
Delay	8	4%
Administrative Error	3	2%
Treatment by Staff	20	10%
Communication	26	14%
Process or Procedure	53	28%
Review or Appeal Process	8	4%
Other	4	2%





MAYOR DARRYL WALKER  
OFFICE OF THE MAYOR  
WHITE ROCK, BC CANADA

January 12, 2022

File No. 0220-20-04

Metro Vancouver Regional District  
4515 Central Boulevard,  
Burnaby, BC, Canada  
V5H 0C6

Dear Chair Dhaliwal and Board Members:

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

Council, at its meeting of November 22, 2021, reviewed the South Campbell Heights Amendment. We offer the following comments for your consideration.

1. The Amendment, as proposed, will result in the premature development of south east Surrey. At best this is leap frogging the current development pattern. At worst, it constitutes urban sprawl which is contrary to the objectives in Metro 2040 RGS.
2. The Amendment, as proposed, will require the extension of regional services into south east Surrey. Regional planning projections and analysis demonstrates there is sufficient land within the UCB to accommodate future growth, including industrial growth, for the coming decades.
3. The Amendment will require significant upgrading of roads, particularly south of 16 Avenue. There will be pressure to increase and expand transit service beyond what is contemplated in the TransLink Investment Plan. This creates challenges from a transit service design and fare recovery perspective, especially as South Campbell Heights is in a relatively isolated outlying location with limited street connectivity.
4. There is no need to extend the UCB as there may be sites closer to central Surrey within the UCB better able to accommodate industrial jobs.



5. The environmental impacts resulting from the development of South Campbell Heights are unknown. These need to be identified before the lands are designated industrial, mixed employment or otherwise. The proposed designation of 55.52 hectares to Conservation and Recreation provides no comfort against the potentially devastating impact to groundwater resulting from the industrial development of South Campbell Heights.

White Rock recommends that Bylaw 1328, 2021 be defeated. Surrey is encouraged to identify sites within the UCB which may be better suited to industrial development than South Campbell Heights.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Walker".

Darryl Walker, Mayor

cc: Member Municipalities





# DISTRICT OF STEWART

Office of the Mayor

January 28, 2022

Mr. Taylor Bachrach, MP for Skeena-Bulkley Valley  
House of Commons  
Ottawa, Ontario K1A 0A6

sent via email to: [Taylor.Bachrach@parl.gc.ca](mailto:Taylor.Bachrach@parl.gc.ca)

Dear Mr. Bachrach,

**Re: BC Wildfires Petition – Letter of Support**

Council considered correspondence from the District of Lillooet at the January 24, 2022 Regular Council Meeting, and made a resolution to support the community's BC Wildfires Petition.

The BC Wildfires petition that was previously sent to BC Municipalities from the District of Lillooet, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

We support the District of Lillooet's belief that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the District of Stewart calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working to re-evaluate and change those that are not.

We respectfully request that you present our letter supporting the District of Lillooet's BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

On behalf of Council, thank you for your consideration of this request.

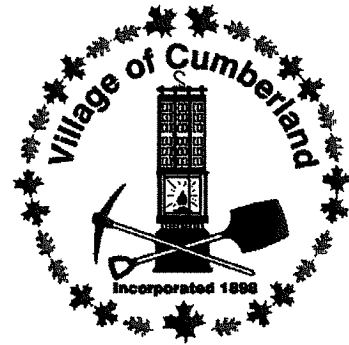
Sincerely,

Gina McKay  
Mayor  
District of Stewart

Cc: Hon. Nathan Cullen, MLA for Stikine  
District of Lillooet  
Councils of BC Communities



# OFFICE OF THE MAYOR



January 28, 2022

File No. 0400-60

Dear UBCM Member Municipalities,

I am reaching out to local governments in British Columbia to urge your support for Private Members Bill C-216, Health-Based Approach to the Substance Use Act, which has received first reading in the House of Commons.

The proposed Act would amend the Controlled Drugs and Substances Act and enact the Expungement of Certain Drug-related Convictions Act and the National Strategy on Substance Use Act. Under Bill C-216, the National Strategy proposes to:

- (a) address the harm associated with the criminalization of substance use;
- (b) ensure that interventions are founded on evidence-based best practices and address the root causes of problematic substance use;
- (c) ensure low-barrier access to a safe supply of medically regulated substances;
- (d) provide universal access to recovery, treatment and harm reduction services for problematic substance use and substance use disorder, including overdose prevention services, relapse prevention services and supervised consumption sites and services;
- (e) implement evidence-based prevention programs that address social and economic factors that contribute to problematic substance use; and
- (f) reduce the stigma associated with substance use, including through outreach and public awareness programs.

Cumberland Council has expressed its support for Bill C-216 to Prime Minister Trudeau and to the Minister of Health and Addictions Carolyn Bennett and I would encourage your Council or Board to do the same in an effort to finally secure Federal aid on decriminalization, safe supply and access to recovery, treatment and harm reduction services.

Yours sincerely,

Leslie Baird  
Mayor



# OFFICE OF THE MAYOR



January 28, 2022

File No. 0400-40

The Honourable Carolyn Bennett, P.C., M.P.  
Minister of Health and Addictions  
Carolyn.Bennett@parl.gc.ca

Dear Minister,

I am very pleased to be able to write to you in support of the Private Members Bill C-216, Health-based Approach to the Substance Use Act, which received first reading on December 15, 2021 and which is sponsored by Gord Johns, Member of Parliament for Courtenay-Alberni.

The Council of the Village of Cumberland endorses the National Strategy to address the harm associated with the criminalization of substance use and to ensure that interventions are founded on evidence-based best practices to address the root causes of problematic substance use.

In 2016, harm reduction was restored as a key pillar of Canada's drug strategy with the establishment of the Canadian Drug and Substances Strategy, however further measures are needed to protect the lives of Canadians. I trust that you will support Bill C-216 in order to provide federal aid on decriminalization, safe supply and access to recovery, treatment and harm reductions services.

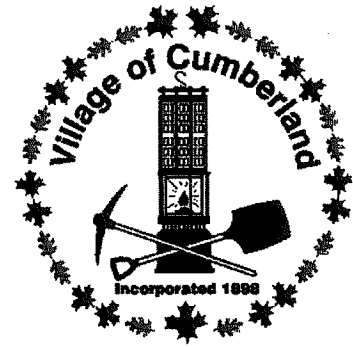
Yours sincerely,

A handwritten signature in black ink, appearing to read "LBaird".

Leslie Baird  
Mayor



# OFFICE OF THE MAYOR



January 28, 2022

File No. 0400-40

The Right Honourable Justin Trudeau, P.C., M.P.  
Prime Minister of Canada  
Justin.Trudeau@parl.gc.ca

Dear Prime Minister,

I am very pleased to be able to write to you in support of the Private Members Bill C-216, Health-based Approach to the Substance Use Act, which received first reading on December 15, 2021 and which is sponsored by Gord Johns, Member of Parliament for Courtenay-Alberni.

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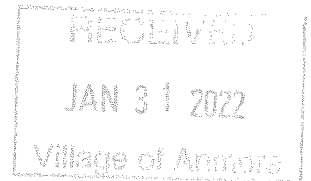
Yours sincerely,

A handwritten signature in black ink, appearing to read "Leslie Baird".

Leslie Baird  
Mayor



# Heritage BC



Greetings!

Every year, Heritage BC actively promotes Heritage Week throughout the province with posters, proclamations, and themed events. For Heritage Week 2022, we are mailing 1000 posters to libraries, schools, local governments, MLAs, MPs, museums, and heritage organizations around the province to raise awareness. We can't wait to see the amazing activities and events that you will be hosting in the name of Heritage Week! Tag us in your events, @heritagebc Canada on any social media platform, and we'll add them to our Heritage Week 2022 All Events Calendar. Use the hashtag #BCheritageweek to show how you're celebrating.

Of course, Heritage Week is only one of the many valued programs and services that we offer to BC cultural and heritage organizations. Here are some of our other programs and advocacy work:

**Webinars-On-Demand:** Our live and recorded webinars are free to our members. Our website is the go-to resource to answer any heritage-related question. Can't find an answer? Contact us and we will find it for you.

**Annual Conference:** Every May, our conference offers a chance to hear from respected colleagues and new voices alike as we explore the breadth of cultural heritage from exciting new perspectives. This year, join us for three weeks in a first-time joint conference with the BC Museums Association. Details to be announced during Heritage Week.

**Resource Guides:** We work with experts to develop comprehensive and approachable guides, so you don't have to. Whether it's conservation, climate adaptation, or our most recent guide, "Setting the Bar: A Reconciliation Guide for Heritage", these are accessible tools that you can return to time and time again.

**BC Heritage Awards:** Each year, we recognize and celebrate the achievements of individuals, organizations, groups, businesses, and local and regional governments in communities across BC. Our celebration of 2022 achievements will be done at our annual conference in May.

**Heritage BC is your advocate:** From building a list of provincial policy recommendations to our close work with the National Trust for Canada, we help your voice be heard at provincial and national levels. Our "Making a Case for Heritage" resource guide gives members the tools to advocate for heritage in your communities.

You can learn more about Heritage BC at [www.heritagebc.ca](http://www.heritagebc.ca) or by emailing us at [info@heritagebc.ca](mailto:info@heritagebc.ca). We would love to hear from you.

As you put up the Heritage Week poster, we hope you will also consider becoming a Heritage BC member. For only \$35 (individual) or \$75 (organization), you can support a great cause that offers tremendous value to our province.

Thank you from everyone at Heritage BC!

**Kirstin Clausen**  
Executive Director  
604-417-7243  
[kclausen@heritagebc.ca](mailto:kclausen@heritagebc.ca)

*As an organization of provincial scope, Heritage BC recognizes that its members, and the local history and heritage they seek to preserve, occupy the lands and territories of B.C.'s Indigenous peoples. Heritage BC asks its members to reflect on the places where they reside and work, and to respect the diversity of cultures and experiences that form the richness of our provincial heritage.*





February 2, 2022

To whom it may concern,

I am writing on behalf of Victoria City Council, requesting favourable consideration and resolutions of support for the current legal challenge against the discrimination of freedom of religion in Quebec's Bill 21 - An Act respecting the laicity of the State.

In July 2019, Victoria joined Brampton, Ontario in condemning Quebec's ban of religious symbols at work, and many Canadian municipalities to support the National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA) in their legal challenge against Bill 21 in Quebec.

Since then, cities across Canada have been demonstrating leadership with the cities of Brampton and Toronto each pledging \$100,000 to support the legal challenges brought forward by the NCCM, WSO, and CCLA. The cities of Calgary, London, Mississauga and Winnipeg have opposed Bill 21 and are considering financial aid as well. Brampton's Mayor Patrick Brown has also issued an appeal to 100 Canadian Mayors to join the Brampton City Council in the fight against Quebec's Bill 21.

Victoria Council values the Charter of Rights and Freedoms; and believes we cannot allow the defense of the Charter and the foundational value of religious freedom to be on the backs of racialized communities against the Province of Quebec with unlimited legal resources. Additionally, a Supreme Court decision allowing the infringement of religious freedom would have negative consequences for Victorians and all Canadians.

Therefore, Victoria City Council has authorized funding of \$9500, based on a contribution of 10 cents per capita from the 2022 contingency, to the joint legal challenges of Bill 21 by National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA).

.../2

*"The City of Victoria recognizes the Songhees and Esquimalt Nations in whose traditional territories we live and work "Hay swx qa"*





Please see the attached Appendix for a copy of the Council Member Motion which was approved on January 6, 2022 Council. We invite all those copied to share this letter with their members and to support the legal challenge.

Sincerely,

Lisa Helps  
Victoria Mayor

Cc:           Union of British Columbia Municipalities  
              Federation of Canadian Municipalities  
              Association of Vancouver Island and Coastal Communities  
              Capital Regional District  
              Members of Parliament that represent British Columbia  
              Members of the Legislative Assembly of British Columbia





**Council Member Motion**  
**For the Committee of the Whole Meeting of January 6, 2022**

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**To:** Committee of the Whole  
**From:** Councillor Sharmarke Dubow  
**Date:** December 15, 2021  
**Subject:** City of Victoria continues to support the legal challenge of the Government of Quebec – Bill 21

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**BACKGROUND**

Whereas, in July 2019, Victoria joined Brampton, Ontario in condemning Quebec's ban of religious symbols at work, and many Canadian municipalities to support the National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA) in their legal challenge against Bill 21 in Quebec.

Whereas Victorians value the Charter of Rights and Freedoms; and

Whereas Victoria Council believes we cannot allow the defense of the Charter and the foundational value of religious freedom to be on the backs of racialized communities against the Province of Quebec with unlimited legal resources; and

Whereas, if Canadian cities assist to fund the legal challenge, then we level the playing field since it is not a fair legal fight in the absence of federal government involvement; and

Whereas a Supreme Court decision allowing the infringement of religious freedom would have negative consequences for Victorians and all Canadians;

Whereas, cities across Canada are demonstrating leadership with the cities of Brampton and Toronto each pledging \$100,000 to support the legal challenges brought forward by the NCCM, WSO, and CCLA. Additionally, the cities of Calgary, London, Mississauga and Winnipeg have opposed Bill 21 and are considering financial aid as well.



## RECOMMENDATIONS

Therefore Be It Resolved:

1. That the City of Victoria support the current legal challenge against the discrimination of freedom of religion in Quebec's Bill 21 - An Act respecting the laicity of the State; and
2. That the Council of the Corporation of the City of Victoria authorize funding of up to \$50,000 from the 2022 Contingency to the joint legal challenges of Bill 21 by National Council of Canadian Muslims (NCCM), the World Sikh Organization of Canada (WSO) and the Canadian Civil Liberties Association (CCLA), with staff identifying the appropriate funding source; and
3. That a copy of this Resolution be sent to:
  - a. the Union of British Columbia Municipalities, the Federation of Canadian Municipalities (FCM) and the Association of Vancouver Island and Coastal Communities requesting they share with all their members inviting municipal and local authorities to support the legal challenge; and
  - b. the Capital Regional District and all Members of Parliament-House of Commons that represent British Columbia, and all Members of the legislative assembly of British Columbia.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be 'Sharmarke Dubow', written in a cursive style.

Sharmarke Dubow



**From:** Julian, Peter - Riding 1D <[peter.julian.c1d@parl.gc.ca](mailto:peter.julian.c1d@parl.gc.ca)>

**Sent:** February-10-22 7:22 AM

**To:** Julian, Peter - Riding 1D <[peter.julian.c1d@parl.gc.ca](mailto:peter.julian.c1d@parl.gc.ca)>

**Cc:** Gesner, Lindsay (Julian, Peter - MP) <[lindsay.gesner.819@parl.gc.ca](mailto:lindsay.gesner.819@parl.gc.ca)>; Mah, Doris (Julian, Peter - MP) <[doris.mah.819@parl.gc.ca](mailto:doris.mah.819@parl.gc.ca)>

**Subject:** (BC) Seeking your endorsement for Bill C-229 - Appel à votre soutien pour le projet de loi C 229

Dear Mayors and Councils,

Everyone deserves to live in safety and dignity. Everyone has the right to feel welcomed and respected in their community. Yet, during the pandemic, racist incidents reported to police have increased at an alarming rate. Tragically, we have seen an increase in Islamophobia, anti-Semitism, racism, homophobia, transphobia and misogyny in our society. We see rising racism against Indigenous people, Black, Asian and other racially marginalized communities, while symbols of hate continue to be displayed and sold across our country.

Last week, I re-tabled my [Private Member's Bill C-229](#), *An Act to Amend the Criminal Code (banning symbols of hate)*, to prevent anyone from selling and displaying symbols that promote hatred and violence against identifiable groups. It is a tool designed to address the growing violence and hate that we are seeing in many Canadian communities.

Thank you to those who joined the call in the previous Parliament for Bill C-229. Today, I am seeking your continued support for this legislation. To those who did not have a chance to show your support in the last parliament, I am seeking your endorsement. This is an opportunity to join tens of thousands of Canadians in calling on the federal government and all MPs to ban the sale and display of hate symbols.

#### [FOR IMMEDIATE RELEASE - NDP bill would ban hate symbols](#)

Allowing these symbols of hatred to be sold in stores or publicly displayed is threatening for people who have been, and continue to be, targets of violence and oppression.

As we've seen in the past two weeks, during protests around the *Convoy for Freedom*, Canadians witnessed vile and hateful genocidal displays of hate symbols such as Nazi swastikas and the flying of Confederate flags at the very center of Canadian democracy.

With hate crimes on the rise across Canada, we must do everything we can to stop the spread of hate in our communities. Municipalities across the country are seeing the same trend in hate crimes. Hate and associated extremist ideology is spreading like wildfire on the Internet. Even today, many Canadians are saddened by the lack of recourse against the display of symbols that incite hatred. The time for rhetoric is over: the time for action is now.



Banning symbols of hatred like swastikas or Klu Klux Klan insignia, flags such as the standards of Nazi Germany from 1933 to 1945 and those of the white supremacist Confederate States of America from 1861 to 1865, is an important step the federal government should take now for all Canadians to feel safe and secure against hate.

I am seeking your support and public endorsement in the 44<sup>th</sup> Parliament to urge the federal government and all MPs to support Bill C-229

Please consider using the following text:

*On behalf of \_\_\_\_\_ (Number of residents), \_\_\_\_\_ (Name of the municipality) endorses MP Peter Julian's Private Member's Bill C-229 - Banning Symbols of Hate Act.*

I hope that I can count on you and your council to endorse Bill C-229. Thank you very much for your consideration. I look forward to hearing back from you soon.

If you have questions and require further information, please feel free to contact my assistant Doris Mah, at 604-353-3107 [peter.julian.c1d@parl.gc.ca](mailto:peter.julian.c1d@parl.gc.ca).

Sincerely,  
Peter Julian, MP  
New Westminster - Burnaby