REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, March 21, 2023, at 7:00 p.m. in **Multipurpose Room at Anmore Elementary School, 30 Elementary Road,** Anmore, BC



NOTE: Members of the public not attending in person 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 to be read by the Corporate Officer during the meeting.

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

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 <u>comments</u> to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

4. <u>Delegations</u>

(a) Countryside Strata

Delegation opportunity regarding water meter reading.

5. Adoption of Minutes

Page 5 (a) Minutes of the Regular Council Meeting held on March 7, 2023

Recommendation: That the Minutes of the Regular Council Meeting held March 7,

2023 be adopted, as circulated.

6. <u>Business Arising from Minutes</u>

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.

(a) Lower Mainland Local Government Association – Annual Conference and AGM

Recommendation: That Council authorize Councillor Polly Krier to attend

the 2023 Lower Mainland Local Government Association Annual Conference and AGM May 3-5, 2023 at Harrison Hot Springs, BC at a registration cost

of \$650.

Page 11 (b) Request for funds for SVFD Volunteer Appreciation Dinner

Recommendation: That Council contribute on behalf of the Village of

Anmore to the Sasamat Volunteer Fire Department Volunteer Appreciation Dinner the amount of \$400.

8. <u>Items Removed from the Consent Agenda</u>

9. <u>Legislative Reports</u>

Page 12 (a) Anmore Green Estates Local Area Service Loan Parcel Tax Establishment Bylaw

Recommendation: That Council adopt Anmore Green Estates Local Area

Service Loan Parcel Tax Establishment Bylaw 684-

2023

Page 14 (b) 2023 Anmore Water Rates and Regulations Bylaw Amendment

Report dated March 17, 2023 from Lena Martin, Manager of Financial Services, attached.

Page 32 (c) 2023 Anmore Solid Waste Management Bylaw Amendment

Report dated March 17, 2023 from Lena Martin, Manager of Financial Services, attached.

10. Unfinished Business

None.

11. New Business

None.

12. <u>Items from Committee of the Whole, Committees, and Commissions</u>

Page 45 (a) HUB Borrowing Next Steps

At the March 9, 2023 Finance Committee Meeting the following recommendation was made:

"That the Finance Committee recommend to Council to direct Staff to draw partial funds for the HUB Loan by Temporary Borrowing Bylaw AND:

That The Finance Committee recommend to Council to direct Staff to draw full funds for the HUB Loan by Long Term Borrowing."

13. Mayor's Report

14. Councillors Reports

15. Chief Administrative Officer's Report

16. <u>Information Items</u>

(a) Committees, Commissions and Boards – Minutes

None.

(b) General Correspondence

- Page 49
 Communication dated January 17, 2023 from BC Epilepsy Society regarding International PURPLE DAY;
- Beneath the Surface progress report

17. <u>Public Question Period</u>

*Note: The public is permitted to ask <u>questions</u> 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, March 7, 2023, at 7:00 p.m. in **Multipurpose Room at Anmore Elementary School, 30 Elementary Road,** Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen Councillor Doug Richardson Councillor Kim Trowbridge (via teleconference) Councillor Paul Weverink

ABSENT

Councillor Polly Krier

OTHERS PRESENT

Karen Elrick, Chief Administrative Officer Lena Martin, Manager of Financial Services Chris Boit, Manager of Development 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:

R019/23 That the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

<u>Nancy Maloney</u>, Anmore provided comment on the Anmore Times Community Grant in the February 7, 2023 Regular Council Meeting Minutes.

4. Delegations

(a) Hemlock Residents group

Fiona Cherry to provide delegation regarding potential rezoning and infill or properties located on Hemlock. It was noted that if property owners wished to propose any development that an application should be submitted to the Village.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on February 7, 2023

It was MOVED and SECONDED:

R020/23 That the Minutes of the Regular Council Meeting held February 7,

2023 be adopted, as circulated.

Carried Unanimously

6. <u>Business Arising from Minutes</u>

7. Consent Agenda

Item b was removed for consideration.

It was MOVED and SECONDED:

R021/23

That the Consent agenda be adopted.

Carried Unanimously

(a) Finance Committee Appointment

At the February 7, 2023, Special (In Camera) Council Meeting it was resolved:

THAT Council appoint David Gregory as a member of the Finance Committee for the remainder of the current term ending March 31, 2023:

AND THAT Council direct Staff to contact all applicants to inform them of Council's decision and further authorize release of the successful applicant for the Council Committee appointment to a future open meeting of Council.

8. <u>Items Removed from the Consent Agenda</u>

(b) Lower Mainland Local Government Association – Annual Conference and AGM

It was MOVED and SECONDED:

R022/23

That Council defer consideration to authorize Councillor Polly Krier to attend the 2023 Lower Mainland Local Government Association Annual Conference and AGM May 3-5, 2023 at Harrison Hot Springs, BC at a registration cost of \$650 to the next Regular Council Meeting scheduled for March 21, 2023.

Carried Unanimously

9. Legislative Reports

Ms. Lena Martin, Manager of Financial Services provided an overview of the staff report.

It was MOVED and SECONDED:

R023/23

That Council grant first, second and third readings to Anmore Green Estates Local Area Service Loan Parcel Tax Establishment Bylaw 674-2023.

Carried Unanimously

10. Unfinished Business

None.

11. New Business

(a) UBCM 2023 Community Emergency Preparedness Fund Grant

Ms. Karen Elrick, CAO, provided an overview of the staff report and grant application request for supplies to support the Village Emergency Operations Center

It was MOVED and SECONDED:

R024/23

That Council direct staff to apply to UBCM 2023 Community Emergency Preparedness Fund Grant – Emergency Operations and Training for \$30,000 and ensure the application meets all eligibility requirements. And, that the Village to provide overall grant management should the application be successful.

Carried Unanimously

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

(a) Advisory Planning Commission – Infill Referrals

Mr. Chris Boit, Manager of Development Services provided an update from the Advisory Planning Commission's support for the infill application referrals.

13. Mayor's Report

Mayor McEwen reported that:

- He attended the Feb 21 APC
- He met with Nancy Knauer from Anmore Garden Club and Chris Boit at Spirit Park regarding future plans
- Attended a meeting with School District 43
- Attended the North East Sector Mayors quarterly meeting on March 1
- Met with the Anmore Times principles
- Will be attending a Strategic Planning Session with Council on March 13
- An update to Village Hall construction noting that there was a delay with BC
 Hydro moving powerlines and energizing new power
- Mark Wilson, Anmore resident who was a dedicated Scout leader, and volunteer in the community has passed away and offered his condolences

14. Councillors Reports

Councillor Paul Weverink offered condolences to the Wilson family.

Councillor Doug Richardson reported that he:

- Attended the Officer in Charge RCMP awards as a representative of Anmore
- Attended Port Moody Mayors townhall on snow and ice removal
- Is interested in bylaws and bylaw enforcement in Anmore
- Is asking if signage on Hummingbird and East Road is complaint with Village Bylaws

Councillor Kim Trowbridge offered condolences to the Wilson family

15. Chief Administrative Officer's Report

Ms. Elrick reported that:

- Engagement on the Village website is ongoing until March 20
- Finance Committee meeting is being held on Thursday, March 9 at 5 p.m.
- Youth Bingo is at Anmore Elementary School from 6-8 p.m. on Friday

• In addition to the \$1.73 million grant received under the Growing Communities Infrastructure Fund, Anmore has received a \$500,000 BC Active Transportation Grant to continue with the multi use pathway on Sunnyside

16. <u>Information Items</u>

(a) Committees, Commissions and Boards – Minutes

None.

(b) General Correspondence

- Tri-Cities Healthier Communities Partnership Meeting Minutes for meeting held on November 22, 2022
- Fraser Health Decriminalization FAQ
- Communication dated February 13, 2023 from BC Communities in Bloom regarding Communities in Bloom program
- Metro Vancouver Board in Brief for meetings held on February 24, 2023

17. Public Question Period

John Hansma, Anmore, spoke regarding the Hemlock delegation

<u>Nancy Maloney</u>, Anmore spoke regarding Housing Supply Act announcement and reference to Anmore and housing needs in the region.

<u>Jorge Drykton</u>, Anmore, asked about Cllr. Trowbridge's Financial Dislcosure and whether his construction company will benefit from any economic activity in Anmore South. Cllr. Trowbridge replied his company has nothing to do with Anmore South and asked about snow removal on Village sidewalks.

Nancy Maloney asked about hazardous sidewalks due to snowfall and consideration of re-establishing spring and fall cleanup

<u>Paulette Strim</u>, Anmore, spoke regarding snow removal and potential for volunteer program to support residents

18. <u>Adjournment</u>

lt was MOV	ED and SECONDED:		
R025/23	That the meeting be adjourned at 8:	10 p.m.	
			Carried Unanimously
aren Elrick		John McEwen	
Orporate Officer		Mayor	



Serving Anmore & Belcarra since 1978

Dear Mayor and Council,

March 12th, 2023

Re: Request for Funds for SVFD Volunteer Appreciation Dinner

I am writing on behalf of Chief Sharpe and the members of the SVFD to seek financial assistance from each village to partner with our Firefighter's Association to cater a dinner for the fire department volunteers.

Normally, in recognition of Volunteer Appreciation Month, it has been our practice that the fire officers prepare and cook a dinner for the firefighters, meaning that volunteers prepare food for other volunteers. The meal has always been funded by the Association. After some discussions with other volunteer departments, we were made aware that their communities typically fund a function for their volunteer fire department. In that vein, we would like to be able to host a catered meal for our members one evening this April.

We do appreciate the fact that each village hosts a volunteer appreciation evening, and this is not meant to undermine that very important event. However, many of our members believe that our volunteer role, as first responders, is significantly more time consuming, more demanding, and more critical in the nature of the service we bring to our communities.

Our Association can contribute \$500.00, but we are also asking each village for a contribution of \$400.00. This would enable us to cater a dinner for the 30 or so members who would attend.

We appreciate your consideration for this request. If Mayor and Council requires any further information, I would be happy to attend your regular meeting as a delegation.

I look forward to hearing from you.

Yours truly

Colin Richardson Deputy Fire Chief

VILLAGE OF ANMORE

BYLAW NO. 674-2023

A bylaw to impose a parcel tax for the purpose of securing a loan from the Village of Anmore to Anmore Green Estates to allow for completion and operation of the David Avenue regional sewer connection project.

WHEREAS the Council of the Village of Anmore has adopted the Anmore Green Estates Local Area Service Establishment Bylaw No. 673-2022 (the "Local Area Service");

AND WHEREAS the Community Charter sets out the authority for a Council to impose a parcel tax for the purpose of provide funding for the local area service.

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

CITATION

- 1. That this bylaw may be cited for all purposes as "Anmore Green Estates Local Area Service Loan Parcel Tax Establishment Bylaw 674-2023".
- 2. A parcel tax is hereby imposed to provide all the funding for the Anmore Green Estates Local Area Service.
- 3. The parcel tax is imposed on each of the parcels within the local area service for the period the service is provided as defined in the Anmore Green Estates Local Area Service Establishment Bylaw No. 673-2022 commencing 2023.
- 4. The parcel tax will be imposed on the basis of each property parcel within the local area service.
- 5. The rate of tax to be levied as determined in section 4 of this bylaw shall be based on the taxable area per parcel with the amount calculated as indicated in the Anmore Green Estates Local Area Service Establishment Bylaw 673-2022, and as set by the current year's financial plan for Municipal Finance Authority short-term financing floating daily rate.
- 6. The parcel tax roll that is to be used to impose the tax is the parcel tax roll to be prepared pursuant to section 7 of this bylaw.
- 7. Council hereby directs the preparation of a parcel tax roll for the purposes of imposing a parcel tax on all parcels of land within the Anmore Green Estates Local Area Service to provide all the funding for the local area service.

Anmore Green Estates Local Area Service Loan Parcel Tax Establishment Bylaw No. 674-2023 Page 2

READ a first time the	7th	day of March, 2023	
READ a second time the	7th	day of March, 2023	
READ a third time the	7th	day of March, 2023	
ADOPTED the		day of	
			MAYOR
			CORPORATE OFFICER



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: March 17, 2023 File No. 3900-30

Submitted by: Lena Martin

Subject: 2023 Anmore Water Rates and Regulations Bylaw Amendment

Purpose / Introduction

To present Council with a bylaw (ATTACHMENT 1) to amend Anmore Water Rates and Regulations Bylaw 555-2016.

Recommended Option

That Council give first, second and third readings to Anmore Water Rates and Regulations Amendment Bylaw No. 675-2023.

Background

Section 194 (1) of the Community Charter states that a council may, by bylaw, impose a fee payable in respect of

(a) all or part of a service of the municipality,

And,

(2b) base the fee on any factor specified in the bylaw and, in addition to the authority under section 12 (1) [variation authority], establish different rates or levels of fees in relation to different factors.

Discussion

Anmore Water Rates and Regulations Bylaw No. 555-2016 (ATTACHMENT 2) was established to fix the rates and terms under which water may be supplied to and used by inhabitants of the Municipality. The Consumer pays a fee for a service connection in accordance with the rate set out in Schedule A of the bylaw.

Report/Recommendation to Council

2023 Anmore Water Rates and Regulations Bylaw Amendment March 21, 2023

Water fees are collected for hydrants and fire use, repairs, maintenance, staff, infrastructure, and purchased water.

In previous fiscal years, water revenues budgeted to support the service were not attained, resulting in a service deficit. In 2022, an increase of the water rate to \$3.30/m3 was adopted, to fund the service and capital projects. The increase represented an immediate need to fund capital projects and match the rate of inflation.

The revenue received for the service in 2022, ended in a small surplus at year end. With inflationary rates added to the 2023 budget, the value of the 2022 metered rate is still expected to cover those costs. As such, the 2023 metered rate will remain at \$3.30/m3.

With the goal of continuous improvement of services to residents and property owners, the Village undertook a comprehensive review of its water operations and maintenance practices, which included the best methods for servicing properties. This review has highlighted several inconsistencies with how the Village supplies water to strata corporations. As a result, the Village is transitioning strata's, which are currently read individually, to be read from the main meter property line and billed directly to the strata. This transition of methodology is consistent with standard practice as well as strata legislation. Anmore Water Rates and Regulations Amendment Bylaw No. 675-2023 (ATTACHMENT 1) provides additional clarity on how the Village will manage the transition from reading water meters at a strata and future strata meter installations.

Financial Implications

Financial implications are as outlined in this report.

Communications / Civic Engagement

Updated bylaw will be communicated through the Village's website.

Council Strategic Plan Objectives

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

Report/Recommendation to Council

2023 Anmore Water Rates and Regulations Bylaw Amendment March 21, 2023

Attachments

- 1. Anmore Water Rates and Regulations Amendment Bylaw No. 675-2023
- 2. Anmore Water Rates and Regulations Bylaw No. 555-2016

Prepared by:	
Lena Martín	
Lena Martin	
Manager of Financial Services	
Reviewed for Form and Content / Approved for Submiss	sion to Council:
Chief Administrative Officer's Comment/Concurrence	XELUL
	Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 675-2023

A bylaw to amend Anmore Water Rates and Regulations Bylaw 555-2016

WHEREAS the Council may, by bylaw, fix the rates and terms under which water may be supplied and used and may provide for the classification of users and prescribe different rates, terms and conditions for different users;

AND WHEREAS Council wishes to amend the water user fees in Schedule "B" of the Anmore Water Rates and Regulation Bylaw No. 555-2016;

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 Water Rates and Regulations Amendment Bylaw No. 675-2023".
 - 1. That Anmore Water Rates and Regulation Bylaw No. 555-2016 (the "Bylaw") be amended as follows:
 - a. That section 29 of the Bylaw be repealed and replaced with the following:
 - 29. Subject to section 30, the Municipality may, upon request by the property owner, install a meter to any dwelling unit and thereafter the Consumer shall pay for the Service in accordance with the meter rates established by the Anmore Fees and Charges Bylaw. Meters are to be installed at the property line of the dwelling unit and shall be fully accessible by the employees of the Municipality at all times. Meter location and make and model shall be determined by the Municipality. All meters are and shall remain the sole property of the Municipality. The Consumer shall pay the cost of the meter and installation of a meter in accordance with the fees set out in the Anmore Fees and Charges Bylaw.
 - b. That the following new sections 30 and 31 be enacted, as follows, and that the current sections 30 and 31 and all subsequent sections be renumbered accordingly:
 - 30. Notwithstanding any other provision of this bylaw, the Municipality will only install one meter for an entire strata, including a bare land strata or multi-family strata property, and will not install individual meters for any of the individual strata lots on or within the strata property. The single meter will measure the combined water consumption for the entire strata. It shall be the responsibility of the

strata corporation to determine how the charges will be allocated and collected from the owners of the individual strata lots.

- 31. In the case of any individual strata lots on or within a bare land or multi-family strata property which have their own water meters, the Engineer or the Operations Manager may discontinue the practice of reading the individual meters and may begin reading only the main meter for the strata. In such cases, the Municipality will provide notice to the owners of the individual strata lots and to the strata corporation that, commencing the next billing cycle, the Municipality will read only the main meter and the strata corporation will receive one water bill from the Municipality based on the total volume used by the strata.
- 2. Anmore Water Rates Bylaw No. 555-2016 is hereby amended accordingly.

READ a first time the	day of	
READ a second time the	day of	
READ a third time the	day of	
ADOPTED the	day of	
		MAYOR
		CORPORATE OFFICER

This is a consolidated copy of the following bylaws, provided for CONVENIENCE.

- 1. Anmore Water Rates and Regulations Bylaw No. 555-2016
- 2. Anmore Water Rates and Regulations Amendment Bylaw No. 559-2017
- 3. Anmore Water Rates and Regulations Amendment Bylaw No. 593-2019
- 4. Anmore Water Rates and Regulations Amendment Bylaw No. 617-2020
- 5. Anmore Water Rates and Regulations Amendment Bylaw No. 635-2020
- 6. Anmore Water Rates and Regulations Amendment Bylaw No. 640-2021

Anmore Water Rates and Regulations Amendment Bylaw No. 656-2022

For copies of the individual bylaws, please contact the Manager of Corporate Services.

VILLAGE OF ANMORE BYLAW NO. 555-2016

A bylaw to fix the rates and terms under which water may be supplied to and used by inhabitants of the Municipality

WHEREAS the Council may, by bylaw, fix the rates and terms under which water may be supplied and used and may provide for the classification of users and prescribe different rates, terms and conditions for different users;

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

- 1. This bylaw may be cited as "Anmore Water Rates and Regulations Bylaw No. 555-2016".
- 2. That "Anmore Water Rates and Regulations Bylaw No. 161-1995", and amendments thereto, be repealed in its entirety.
- 3. In this bylaw, unless the context otherwise requires, the following words and terms shall have the meanings hereinafter ascribed to them:
 - (a) **Collector** means the Treasurer of the Village of Anmore duly appointed by the Council from time to time;
 - (b) Consumer means any person, company or strata corporation who is the owner, or agent of the owner of any premises to which water is supplied or made available from any of the works and shall include any person who is the occupier of such premises and any person who is a user of water supplied to any premises or by any service from the said works;
 - (c) **Council** means the Council of the Village of Anmore;
 - (d) **Duplex House** means any building used or designed to be used by two families;

- (e) **Dwelling Unit** means one or more rooms constituting a self-contained unit of living accommodation and shall include manufactured homes and duplexes;
- (f) **Engineer** means the Engineer who has been contracted by the Council from time to time;
- (g) Meter means a water meter installed by or with the consent of the Municipality to a water connection for the purpose of measuring the quantity of water used or supplied to a dwelling unit or parcel of land;
- (h) Metered Service means a service having attached thereto a meter or other measuring device for determining the quantity of water used or supplied through such service;
- (i) Municipality means the Village of Anmore
- (j) Municipal Hall means the office of the Village of Anmore located at 2697 Sunnyside Road, Anmore, BC
- (k) **Owner** has the same meaning as defined in the Schedule to the *Community Charter*, and in relation to common property under the *Strata Property Act* means the strata corporation.
- (I) **Parcel of Land** means any lot or other area in which real property is held or into which real property is subdivided;
- (m) Rate and Rates mean the price or sum of money to be paid by any Consumer, either for the quantity of water supplied, or for the service to the premises for a stated period of time;
- (n) **Service** means:
 - (i) the pipe or pipes and appurtenances provided for the supply of water to a Consumer's property line or nearest road boundary line; and
 - (ii) the supply of water to the Consumer;
- Service Connection means the connecting pipe between any water main and the property line of the premises served and shall include the necessary corporation stop-cock and shut-off valve;
- (p) Service Connection (Temporary) means the connecting pipe between any water main and the property line of premises which do not front upon the water main from which service is provided, and shall include the necessary corporation stopcock, shut-off valve and meter;

- (q) Works means the waterworks system of the Village of Anmore.
- 4. This bylaw shall have reference and apply to the waterworks system owned and operated by the Municipality.
- 5. It shall be lawful for the Council from time to time to fix the rates and terms under which water may be supplied and used by the inhabitants of the Municipality.
- 6. The Municipality through its system of intakes, reservoirs and mains will endeavour to supply its Consumers located in the Municipality with an adequate supply of potable water at all times.
- 7. All water service pipes, connections or facilities carrying water from a water main to the Consumer's property line or nearest road boundary line which is constructed (whether at the Consumer's expense or the Municipality's expense) in present of future public highways or within the Municipality rights-of-way or property, shall be the property of the Municipality.
- 8. (a) No work of any kind connected with the water service, either for the laying of new, or repairing of old services shall be permitted to be done upon or under the streets or within the rights of way of the Municipality by any person other than an employee, agent, or contractor of the Municipality and no person shall make any connection with the waterworks system whatever without permission in writing from the Engineer or other employee of the Municipality authorized to grant such permission.
 - (b) No person shall in any manner interfere with the water service in any street or make any addition or alteration in or about or turn on or off any Municipal stopcock or valve without permission in writing from the Engineer or his duly authorized agent.
 - (c) Except as provided by Section 8 hereof, no person, except an employee of the Municipality in the exercise of his duties, shall turn on, tamper with or in any manner interfere with any hydrant, stand-pipe, valve, meter or other fixture or any property of the works.
 - (d) No person shall destroy, or injure in any manner any hydrant, stand-pipe, valve, meter or other fixture or any property of the works.
- 9. (a) No person, except an employee of the Municipality, in the course of his employment, shall without written authority of the Engineer or other employee of the Municipality, open any hydrant, stand-pipe or valve or use water there from. The Engineer shall reserve the right to stop such use at any time for any reason without liability for damages resulting there from in any manner whatsoever.

- (b) Every person who wants access to a hydrant must first complete a Hydrant User Permit with the Municipality and deposit with the Municipality the appropriate fees as established the current Anmore Fees and Charges Bylaw.
- (c) Every person who uses water from any hydrant, stand-pipe or valve pursuant to the provisions of this section, shall pay to the Municipality on demand the standard rates as determined by meter together with a handling charge as set out in the current Anmore Fees and Charges Bylaw.
- 10. The Municipality shall have the right at all times to shut off temporarily the water supply to any premises in order to make such repairs, renewals, alterations and extensions of the works as shall in the opinion of the Municipality be deemed necessary. Wherever possible, the Municipality will give reasonable advance notice.
- 11. All applications for the installation of water connections shall be made in the form prescribed at the Municipal Hall by the owner or his agent authorized in writing at least ten (10) days before service is required. Each applicant for service shall pay the connection fee prescribed by bylaw and the Municipality will provide a connection to the main within the boundaries of the road allowance, lane or easement where such main is laid.
- 12. No connection shall serve more than one parcel except that a strata title or manufactured home park shall be considered one parcel for the sake of this section.
- 13. The minimum size of pipe used to serve any one Consumer, and the service pipe installed by the Consumer, shall be of sufficient size to provide adequate service, but in no case shall be less than 25mm. The Consumer may select the size, but the Municipality shall give final approval. No service pipes or fittings shall be covered until same have been inspected and approved by the Municipality, and the Municipality shall not turn on the water thereto until such inspection and approval.
- 14. The Consumer shall assume all responsibility on his premises for water supplied by the Municipality. All persons using water shall keep their service pipes, stop-cock and their facilities in good order and repair, and shall protect from frost and other damage at their own risk and expense, and when any premises are vacated the stop-cock shall be turned off. The Municipality will be exempt from all liability from loss or damage caused by leakage; frost break or escape of water furnished by the works after the same has passed a street or road allowance.
- 15. Each new service shall be provided with a stop-cock and drain of a pattern to be approved by the Municipality, and it shall be placed in such a position on the premises supplied as directed by the Municipality. This stop-cock is for the use of the owner or occupant of the premises in case of defective pipes or facilities or in the event that the premises are vacated.

- 16. When service may be provided from either of two or more mains, the Engineer shall determine the main from which service shall be given.
- 17. (a) Every Service Connection (Temporary) provided in the Municipality shall be such size, type, length and capacity as may be prescribed by the Engineer who shall determine the location of the main to which the said service shall be connected; provided however, that the Engineer may refuse a temporary connection if such connection would have a detrimental effect on the water supply system. All such Service Connections (Temporary) shall be provided subject to the requirements of the Engineer.
 - (b) Each applicant shall be responsible for the maintenance and upkeep of such pipe from the point of connection to the premises for which such connection is provided.
 - (c) No contractor, builder or other person shall use for building purposes of any kind or description any water from any pipe or main of the waterworks or from any other Consumer without the written permission of the Engineer nor until the amount fixed by the rates in force at that time has been paid and all provisions made for the proper protection of the supply pipe have been complied with.
- 18. The Municipality may discontinue service in any of the following circumstances:
 - (a) when application is made by any other person or persons for extension of a water main along the street or road allowance upon which the property served by any Service Connection (Temporary) fronts; or
 - (b) when the Municipality decides to proceed with the construction of a water main on the street, lane or road allowance upon which such property has frontage.
- 19. It shall be lawful for the Municipality to reduce the quantity of water supplied to, or to entirely discontinue the service to any Consumer who has violated any of the provisions of the bylaw, or when, in the opinion of Council, the public interest requires such action.
- 20. All underground pipes of any premises shall be placed not less than one metre below the surface of the ground and all other pipes exposed to frost shall be properly and sufficiently protected there from. It shall be the duty of every Consumer to provide that all taps, fittings and other things connected with the service within the premises are good and sufficient and installed and connected in accordance with the requirements of the current British Columbia Building Code and British Columbia Plumbing Code and all applicable Village of Anmore bylaws; and every premises shall be equipped with a properly placed stop and waste cock and a separate stop and waste cock shall be placed at the foot of every outdoor stand-pipe or other fixture. The Engineer or any other Officer or employee of the Municipality shall refuse to turn on the water to any premises and may discontinue service to any premises should the provisions not be compiled with to the satisfaction of the Engineer. All persons shall maintain their service pipes, stop and when a building is vacated, the stop cock on the inside of the

building shall be turned off by the person leaving the building or by the owner.

- 21. Every Consumer shall at the requests of the Engineer provide a pressure regulator and a pressure relief valve for each service connection to his premises.
- 22. Every person to whom water is supplied under this bylaw shall at all reasonable times allow, suffer and permit the Engineer or any person authorized by him for such purpose (either generally or in any particular instance) to enter into and upon the premises in respect of which water is supplied, for the purpose of inspecting the same and the water pipes, connections, fixtures, taps, meters and any other apparatus used in connection with such water supply.
- 23. (a) In cases of fixtures or pipes containing leaks or imperfections, the Municipality shall inform the Consumer and the Consumer shall repair according to notice within five (5) working days. If the Consumer fails to repair within five (5) working days or if the Municipality deems the condition of the pipes or fixtures such as to be capable of causing serious waste of water or property damage, the Municipality may then, at the Consumer's expense, and without recourse by the Consumer to the Municipality, discontinue service to the Consumer without notice.
 - (b) In the event of the Municipality discontinuing service as described in subsection (a) above, the Municipality shall not resume service until repairs have been effected and the charges of the Municipality for discontinuing and resuming service have been fully paid.
- 24. If, at any time, the Engineer shall deem it to be in the public interest, he may direct that any or all services may be reduced or discontinued until it shall be considered advisable to restore the same. In particular, the Engineer may order that restrictions shall be placed on the use of water for garden irrigation or sprinkling or that garden irrigation or sprinkling shall be banned; and following public notification; any person violating such order or direction shall be guilty of an infraction of this bylaw.
- 25. The Municipality shall not be liable for the failure of the water supply in consequence of any accident or damage to the Works, or to excessive pressure or lack of pressure, or any temporary stoppage thereof on account of alterations or repairs, whether such failure arises from the negligence of any person in the employ of the Municipality or other person whomsoever, or through the natural deterioration or obsolescence of the Municipality's system, or otherwise.
- 26. Where stream or hot water boilers or other equipment is fed with water by pressure direct from the Municipal water mains, the Municipality shall not be liable for any injury or damage which may result from such pressure or from lack of such pressure.
- 27. Where any connection or cross connection exists between the Municipality's water supply system and any other water supply system, or source of water supply, there shall

be installed and maintained an efficient back flow preventer of such design, workmanship and material as shall be approved by the Engineer in accordance with the provisions of the Health Act.

28. The Municipality reserves the right to refuse to supply service to any property if the facilities of the applicant are not properly constructed or protected.

WATER METERS

- 29. The Municipality may, upon request by the property owner, install a meter to any dwelling unit and thereafter the Consumer shall pay for the Service in accordance with the meter rates established by the Anmore Fees and Charges Bylaw. Meters are to be installed at the property line of the dwelling unit and shall be fully accessible by employees of the Municipality at all times. Meter location and make and model shall be determined by the Municipality. All meters are and shall remain the sole property of the Municipality. The Consumer shall pay the cost of the meter and installation of a meter in accordance with the fees set out in the Anmore Fees and Charges Bylaw.
- 30. If any meter ceases to indicate correctly the quantity of water which is provided to a dwelling unit due to the act, neglect, or carelessness of the Consumer, the Municipality shall charge the Consumer for the Service according to the average consumption for the six (6) months immediately preceding the date upon which the meter was last found to be in working order by the Municipality.
- 31. Where employees of the Municipality are unable to verify the existence of a water meter due to the act, neglect, or carelessness of the Consumer, and where the dwelling is connected to the Municipal water system, the average consumption for the six (6) months immediately preceding the billing date for all water accounts will be billed to the property owner. Following successful reading of the meter after the billing date, if the consumption is shown to be higher than the average for all water accounts, the property owner will be invoiced for the difference. Refunds will not be provided if the actual consumption is shown to be less than the average for all water accounts.
- 31. The Municipality shall maintain, repair and replace all meters as it determines necessary due to normal wear and tear. Where the Municipality determines that the maintenance, replacement or repair of a meter is required due to the act, neglect, or carelessness of the Consumer, all maintenance, repair or replacement costs of the Municipality shall be charged to the Consumer, and the Consumer shall pay those charges to the Municipality.
- 32. Where a Consumer believes that charges levied for the service are in excess of the charges authorized by this bylaw, the Consumer may request that the Municipality reread the meter and inspect the service. Upon receipt of a written request by a Consumer, the Municipality shall re-read the meter, inspect the service and advise the Consumer of its determination. Secondary requests to re-read a meter will be charged in accordance with the Anmore Fees and Charges Bylaw.

- 33. Further to section 32, where a Consumer requests that the Municipality test a meter, the Consumer shall deliver a \$400.00 deposit with the Municipality, and the appointed agent shall conduct a test on the meter. Where the test shows an error in registering the quantity of water passing through the meter of over 5% and in favour of the Consumer, the Municipality shall refund the \$400.00 deposit to the Consumer, repair the meter and adjust the account for service accordingly. Where the test shows an accurate measurement of water or an error in favour of the Municipality, the \$400.00 deposit shall be retained by the Municipality to cover, in part, the costs of conducting the test. (Bylaw No. 559-2017)
- 33. (a) The Consumer shall pay a fee for a service connection in accordance with Schedule "A" to this bylaw.
 - (b) The Consumer shall pay for a metered service in accordance with the rates set out in Schedule "B" to this bylaw.
- 34. No person shall in anyway access or take water in such a manner as to avoid or alter the use of a meter.
- 35. Any charges authorized by this bylaw shall form a charge or lien on the parcel of land or real property on or for which the charge is imposed and shall be collected in the same manner and with the like remedies as ordinary taxes on land and improvements as provided in the *Municipal Act*.
- 36. A charge specified in Section 35 that is due and payable by December 31 of any year and remains unpaid on that date shall be deemed to be taxes in arrears and shall be so entered on the tax roll by the Collector.

GENERAL

- 37. Bills will be issued semi-annually. All bills are due and payable within thirty (30) days from the date shown thereon. Payments of bills may be made by a Consumer or a Consumer's duly authorized representative. Regardless of the name in which the Consumer's account is maintained, the registered owner of the real property serviced by the works will be held responsible for the final payment of all accounts in arrears, and the Municipality may at its discretion, refuse to provide service to a future Consumer until such arrears have been paid in full.
- 38. All accounts for water service and meter rates shall be due and payable at the office of the Collector at the Municipal Hall.
- 39. The Municipality shall furnish to any Consumer or ratepayer on request one copy of a statement showing the rates and fees for the time being in force for each type of service.

- 40. The Consumer shall be required to give at least ten (10) working days notice in writing, at the Municipal Hall, when requesting discontinuance of service, and shall be liable for payment of all water consumed until such notice has been received and/or the service discontinued.
- 41. It shall be lawful for the Municipality to supply water to the inhabitants of the Municipality who can be served from the Municipality's water mains and the provisions of this bylaw shall extend to and be binding upon all persons so served.
- 42. Nothing in this bylaw shall obligate the Municipality to supply water to any person when the cost of laying supply mains or service connections to the premises of such would, in the opinion of the Engineer be excessive and create an additional burden upon the revenues of the system, unless such person shall be prepared to pay to the Municipality the cost of laying the supply mains or service connections to his premises and the trunk mains to which such supply mains or service connections are to be connected are of sufficient capacity to provide the additional water required for such service.
- 43. In July 1999, the Fire Underwriters Survey reclassified the Municipality's Fire Insurance Grading for single family homes within the distance of 300 meters (1000 feet) of a fire hydrant supplied from the water distribution system as being fully protected. Distance is defined as how the fire department lays the firehose. It will be the responsibility of the property owner to determine if they meet the fully protected status for fire insurance purposes.
- 44. Every person who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention of any of the provisions of this bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this bylaw, or who does any act, or who violates any of the provisions of this bylaw, shall be deemed to be guilty of an infraction thereof and shall be liable upon summary conviction to a fine or to imprisonment or to both such fine and imprisonment not exceeding the maximum allowed by the "Offence Act", Revised Statutes of British Columbia.

READ a first time the 13th day of September, 2016

READ a second time the 13th day of September, 2016

READ a third time the 13th day of September, 2016

RECONSIDERED, FINALLY PASSED AND ADOPTED the 20th day of September, 2016

016
6
the 20th day of September, 2016
"John McEwen"
MAYOR
"Christine Milloy"
MANAGER OF CORPORATE SERVICES 27

SCHEDULE "A"

BYLAW NO. 555-2016

WATER CONNECTION FEES

SIZE	FEE	DEPOSIT
25mm (1") diameter or smaller - same side of street as watermain.	Actual Cost	As per Estimate
25mm (1") diameter or smaller across the street from watermain	Actual Cost	As per Estimate
All other larger sized connections	Actual Cost	As per Estimate

SCHEDULE "B"

BYLAW NO. 555-2016

WATER USER FEES

1. RESIDENTIAL RATE

The Residential Rate, including manufactured homes, is \$3.30 per cubic meter of water. (Bylaw No. 656-2022)

2. BUSINESS AND OTHER NONRESIDENTIAL RATE

For each business or other non-residential user including Schools, the rate shall be \$3.30 per cubic meter of water. (Bylaw No. 656-2022)

The water meters will be read on or around the 31st day of March and on or around the 30th day of September each year. Invoices will be prepared in April and October and payment will be due and payable 30 days from date of invoice. Where any portion of the charge as set out above remains unpaid 30 days from date of invoice for the period in which it is levied, an amount equal to 10% of such portion of the charge owing shall be added to the said charge and from that date the additional amount shall be part of the charge.

3. HYDRANT USE

Developers and contractors requesting the use of the Municipality's hydrants are required to provide notice not less than three (3) working days prior to required access date and shall be charged \$7.75 per day flat fee plus \$110.00 per connection/disconnection to hydrant. (Bylaw No. 656-2022)

(Bylaw No. 656-2022)

SCHEDULE "C"

BYLAW NO. 555-2016

HYDRANT USE PERMIT

NAME:	
ADDRESS:	
DHONE NO :	
PHONE NO.:	
HYDRANT # AND LOCATION:	
FROM (DATE & TIME):1	TO (DATE & TIME):
The hydrant is to be used only from the purpose	e of providing water for:
	-

Permission is granted subject to the following conditions:

- 1. Notice of no less than three (3) working days is provided.
- 2. Prior to use of the Hydrant, the applicant may have to deposit with the Municipality in the form of cash or Debit:
 - (a) \$3,500.00 as a Security Bond for possible Hydrant repairs.
- 3. A 2 ½ inch shut-off valve complete with a certified backflow prevention assembly, supplied by the Village, shall be affixed to the Hydrant to control the rate of flow. The Hydrant shall not be used without these valves;
- 4. Use of the Pumper Port is not permitted;
- 5. An employee of the Municipality or a person acting as a municipal agent must operate the Hydrant Stem Valve to turn the Hydrant on and off.
- 6. Immediately after completion of the applicant's use of the Hydrant, or as soon thereafter as possible, a Public Works employee may have to operate all Hydrant Valves to confirm the Hydrant operation and flow.
- 7. The holder of this permit is responsible for all damages to equipment and property and indemnified the Village against any and all claims associated with the use of the hydrant(s). The permit holder is to be aware that the Villages' water supply is chlorinated and the discharge of water must be controlled and treated so as to not to be detrimental to the natural environment.

8.	The permit is good for the dates and location stated only, and are not transferable and is subject to cancellation without notice.		nd is subject to
I hereby agr	ee to the Terms and Condi	tions of this Permit.	
Signature of	Annlicant	 Date	
Signature of	Аррисант	Date	
Approved fo	r use:		
Signature of	Village Official	Date	



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: March 17, 2023 3900-30

Submitted by: Lena Martin, Manager of Financial Services

Subject: 2023 Anmore Solid Waste Management Bylaw Amendment

Purpose / Introduction

To present Council with a bylaw (ATTACHMENT 1) to amend Anmore Solid Waste Management Bylaw 554-2016.

Recommended Option

THAT Council grant first, second, and third readings to Anmore Solid Waste Management Bylaw Amendment No. 676-2023 Bylaw.

Background

Section 194 (1) of the Community Charter states that a council may, by bylaw, impose a fee payable in respect of

(a) all or part of a service of the municipality,

And.

(2b) base the fee on any factor specified in the bylaw and, in addition to the authority under section 12 (1) [variation authority], establish different rates or levels of fees in relation to different factors.

Discussion

Anmore Solid Waste Management Bylaw No. 554-2016 (ATTACHMENT 2) was established to provide a solid waste disposal service for every owner and occupier of a parcel containing at least one dwelling unit.

The collection service contract for Anmore has increased due to increases in expenses (including tipping fees), fuel prices and other inflationary costs. The collection service contract expense is increased to reflect actual costs from 2022 plus inflation (6%).

Report/Recommendation to Council

2023 Anmore Solid Waste Management Bylaw Amendment March 17, 2023

The rate for the collection service is increased by nine (9) dollars annually and the transfer to reserves remains at a reduced value (50%) for an additional year, to stabilize the increase in inflationary costs.

Financial Implications

Financial implications are as outlined in this report.

Communications / Civic Engagement

Updated rates will be communicated through the Village's media platforms.

Council Strategic Plan Objectives

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

Attachments:

- 1. Anmore Solid Waste Management Amendment Bylaw No. 676-2023
- 2. Anmore Solid Waste Management Bylaw No. 554-2016

Prepared by:	
Lena Martín	
Lena Martin	
Manager of Financial Services	
Reviewed for Form and Content / Approved for Submi	ission to Council:
Chief Administrative Officer's Comment/Concurrence	
	XECUL
	Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 676-2023

A bylaw to amend Anmore Solid Waste Management Bylaw No. 554-2016

WHEREAS it is deemed expedient to amend Anmore Solid Waste Management Bylaw No. 554-2016.

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 Solid Waste Management Amendment Bylaw No. 676-2023".
- 2. Schedule "A" Section 1 (b) is deleted in its entirety and replaced with the following:
 - (b) All owners will receive an annual utility notice that shall be payable by the due date, which will be no less than 21 days from the date of mail out.

January 1 to December 31, 2023	\$338.00 for two Collection Carts
,	·

Additional organic or garbage Collection Carts may be purchased for homes with secondary suites at the annual rate.

3. Anmore Solid Waste Management Bylaw No. 554-2016, as amended, is hereby amended accordingly.

READ a first time the

READ a third time the

READ a second time the

ADOPTED the

MAYOR
CORPORATE OFFICER

This is a consolidated copy of the following bylaws, provided for CONVENIENCE.

- 1. Anmore Solid Waste Management Bylaw No. 554-2016
- 2. Anmore Solid Waste Management Amendment Bylaw No. 566-2017
- 3. Anmore Solid Waste Management Amendment Bylaw No. 575-2018
- 4. Anmore Solid Waste Management Amendment Bylaw No. 592-2019
- 5. Anmore Solid Waste Management Amendment Bylaw No. 609-2019
- 6. Anmore Solid Waste Management Amendment Bylaw No. 618-2020
- 7. Anmore Solid Waste Management Amendment Bylaw No. 629-2020
- 8. Anmore Solid Waste Management Amendment Bylaw No. 639-2021
- 9. Anmore Solid Waste Management Amendment Bylaw No. 657-2022

For copies of the individual bylaws, please contact the Manager of Corporate Services.

ANMORE SOLID WASTE MANAGEMENT BYLAW (CONSOLIDATED)

A bylaw to provide a system for the collection and disposal of solid waste

VILLAGE OF ANMORE

BYLAW NO. 554-2016

A bylaw to provide a system for the collection and disposal of solid waste

WHEREAS under the Community Charter S.B.C. c26 authorizes Council to regulate, prohibit and impose requirements in relation to municipal services;

AND WHEREAS Council considers it desirable to regulate solid waste services in the Village of Anmore;

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

1. TITLE

This bylaw may be cited as "Anmore Solid Waste Management Bylaw No. 554-2016".

2. REPEAL

That "Anmore Solid Waste Management Bylaw No. 534-2014" be repealed in its entirety.

3. **DEFINITIONS**

Attractant means any substance which could reasonably be expected to attract wildlife or does attract wildlife including but not limited to household refuse, kitchen waste, food products, beverage containers, barbecue grills, pet food, bird feed/feeders, diapers, grease barrels, fruit, honey, salt, oil, other petroleum products, chemical products and compost other than grass clippings, leaves or branches;

Automated Collection means the collection of solid waste using a specially designed vehicle with mechanical apparatus which empties a collection cart directly into the vehicle without requiring manual labour to empty the cart;

Bio-Medical Waste means material that is prescribed as "bio-medical waste" by the Environmental Management Act;

Building and Demolition Waste means all earth, debris, rocks, trees, stumps, building materials and anything originating from the construction or demolition of buildings and structures;

Enforcement Officer means a bylaw enforcement officer, a conservation officer, a police officer or a WildSafe BC program staff member;

Collection Cart means garbage or kitchen waste and yard waste containers for automated collection that is owned by the Village and loaned to an owner who receives curbside collection;

Collection Crew means the contractor and its employees and any other person authorized by the Village to provide services pursuant to this bylaw;

Commercial Use means a use providing for the sale of goods and services;

Dwelling Unit means a self-contained residential unit intended for the sole use of family living in either a manufactured home, single-family or two-family home;

Garbage means all solid waste eligible for regular disposal excluding recyclables and kitchen waste and yard waste;

Kitchen Waste means meats, fish, bones, seafood shells, vegetable peelings and seeds, fruit peelings and seeds, eggshells, pasta, rice, baked goods, desserts, dairy, butter, sauces, food-soiled papers such as pizza boxes, ice cream cartons, papers plates and napkins, coffee grounds and coffee filters, tea bags and tea leaves, and similar products as approved for disposal by the Village from time to time;

Land Clearing Waste means all earth, debris, rocks, trees, stumps and anything else originating from land clearing for development purposes;

Operations Superintendent means the Operations Superintendent for the Village of Anmore;

Noxious Waste means any matter or thing natural or manmade, that may be germ or vermin infested, have an offensive odour, be explosive in itself or when mixed with other substances or be injurious to the health of a person handling it and without limitation, acids or other corrosive materials and combustible materials;

Occupier means a person or persons residing at a residence;

Owner means the person(s) whose name appears on the title of property at the Land Titles Office;

Person includes an individual, business, corporation or partnership;

Parcel means any lot, block or other area in which land is held or into which it is subdivided, including strata and bare land strata complexes and individual strata lots;

Recyclables means all materials approved for collection by Multi Material BC;

Scavenge means to separate or remove materials from solid waste which has been set out for collection;

Secondary Suite means a dwelling unit that is ancillary and subordinate to another dwelling unit, such as a basement or attic suite or coach house; Bylaw 629-2020)

Solid Waste means garbage, kitchen waste and yard waste eligible for regular disposal excluding recyclables;

Special Waste means material that denotes a regulation as "special waste" by the Environmental Waste Management Act;

Village means the Village of Anmore;

Wildlife means birds and any mammals not normally domesticated, including but not limited to bears, cougars, coyotes, wolves, foxes, racoons and skunks;

Wildlife Resistant Locks means a locking device installed on collection carts to protect carts and their contents from wildlife. (Bylaw No. 629-2020)

Yard Waste means weeds, plants, leaves, ashes, sawdust, grass, hedge and plant clippings, twigs, branches three inches or less in diameter and less than 40 inches long and may include Christmas trees free of tinsel and chemical sprays, cut to suit, but does not include any land clearing;

4. COLLECTION AND DISPOSAL SERVICE

- 4.1 Every Owner and Occupier of a Parcel containing at least one Dwelling Unit shall make use of the Solid Waste Disposal Services provided by the Village.
- 4.2 Every Commercial Use property shall make use of the Solid Waste Disposal Services provided by the Village.
- 4.3 Notwithstanding the charges for service pursuant to section 5 of this bylaw, the Village shall loan to the Parcel;
 - (a) One 120L or one 240L Garbage Collection Cart, and one 120L or one 240L Kitchen Waste and Yard Waste Collection Cart for a Parcel containing one Dwelling Unit;
 - (b) two 120L or two 240L Garbage Collection Cart, and two 120L or two 240L Kitchen Waste and Yard Waste Collection Cart for a Parcel containing a Dwelling Unit with a Secondary Suite;
 - (c) one 120L or one 240L Garbage Collection Cart, and one 120L or one 240L Kitchen Waste and Yard Waste Collection Cart for a Commercial Use property. (Bylaw 629-2020)

5. VILLAGE SERVICES

- 5.1 The Village shall provide the following services by way of Automated Collection to each Parcel under sections 4.1 and 4.2:
 - (a) Garbage collection every other week;
 - (b) Kitchen Waste and Yard Waste collection every week.
- 5.2 The frequency of the provision of the collection services under section 5.1 is subject to change from time to time due to statutory holidays, as determined by the Operations Superintendent.
- 5.3 The Village's collection services listed under section 5.1 is limited to the applicable number and size of Collection Carts supplied.
- An owner of a Parcel receiving services under this bylaw may apply to increase the size of a Collection Cart by submitting a written request to the Operations Superintendent. Additional fees, where applicable, will apply.

6. DUTIES OF OWNERS AND OCCUPIERS

- 6.1 Every Owner or Occupier of a Parcel that receives Solid Waste Services from the Village shall:
 - a) Shall keep on the Parcel at all times all Collection Carts supplied to the Parcel;
 - b) Place all solid waste intended for collection in Collection Carts;
 - c) Separate solid waste for collection into appropriate Collection Carts as designated;
 - d) Notify the Operations Superintendent if a Collection Cart is damaged or a cart is stolen;
 - e) Maintain all Collection Carts supplied to the Parcel in a clean and sanitary condition at all times;
 - f) Maintain all Collection Carts as received without modifying the carts or their components;
 - g) On collection day, the collection carts and recyclables must be placed on the driveway of the parcel as near as possible to the travelled portion of the road no earlier than 5:30 a.m. and no later than 7:00 a.m. and ensure that all bear locks are unlocked and that the collection carts do not impeded pedestrian traffic; (Bylaw 629-2020)
 - h) ensure that all Bear Locks are re-locked and all Collection Carts and recyclables are returned to their storage area by no later than 10:00 p.m. on collection day; (Bylaw 629-2020)
 - Take steps to secure their Collection Carts against theft or damage. If a
 Collection Cart is stolen or damaged due to the neglect of an Owner or Occupier,
 reimburse the Village for its costs of replacing or repairing the cart within 30
 days of receiving an invoice;
 - j) Ensure that all assigned Collection Carts are accessible for inspection by the Village;
 - k) Keep the Collection Carts supplied to the Parcel with the lid securely closed and locked, except to deposit waste or allow for collection and disposal;
 - I) Ensure that only solid waste eligible for regular disposal is deposited in the garbage Collection Cart;
 - m) Ensure that only recyclable materials are deposited in the recycling Collection Cart and that such materials are clean and dry;
 - n) Ensure that only kitchen and yard waste is deposited in the kitchen and yard waste Collection Cart;
 - o) Ensure that solid waste has been drained of all liquid and that waste such as ashes, sawdust and other such items are separately contained within the cart;
 - p) Set out only the amount of waste that will fit into a Collection Cart with the lid closed and so as not to exceed the weight limit specified on the cart;
 - q) Dispose of excessive solid waste to the appropriate waste facility;
 - r) Clean up spillage originating from Collection Carts;
 - s) No Owner, Occupier, or other person shall keep any Attractant on their premises in such manner as to be accessible to Wildlife, and without limiting the generality of the foregoing, every Owner, Occupier, or other person shall ensure that:

- i. all fruit is removed within three (3) days;
- ii. bee hives and bird feeders are inaccessible to Wildlife;
- iii. petroleum products including grease and motor oil are inaccessible to Wildlife;
- iv. outdoor refrigerators or freezers are either inaccessible to Wildlife or securely locked to prevent access by Wildlife;
- v. Wildlife Attractants, including but not limited to meat, bones, dairy, and oil, are not put into compost piles.
- 6.2 If an Owner or Occupier of any Parcel has not complied with section 6.1 or other relevant sections contained in this bylaw, the Village's Collection Crew need not collect any Solid Waste from said Parcel.

7. ACCESS TO PARCEL AND COLLECTION CARTS

- 7.1 An officer or employee of the Village many enter onto any property in accordance with section 16 of the Community Charter S.B.C. c26 to inspect and determine whether this bylaw is being met.
- 7.2 An Enforcement Officer may enter onto property if Wildlife poses a threat.
- 7.3 A Person must not interfere with, hinder or obstruct an officer or employee of the Village in the exercise of the performance of their duties or functions.

8. COLLECTION OF OTHER WASTES

- 8.1 The Village will not provide for the collection and disposition of any wastes other than Solid Waste or Kitchen Waste and Yard Waste. It is the responsibility of any Owner or Occupier to provide for the legal collection and disposition of any other waste products including without limitation, Bio-Medical Waste, Building and Demolition Waste, Land Clearing Waste, Noxious Waste and Special Waste.
- 8.2 Bio-Medical Waste and Special Waste must be disposed of by an Owner or Occupier in accordance with all applicable Federal and Provincial environmental legislation, including without limitation, the provisions of the Waste Management Act, S.B.C. 1982, c 41 and regulations made hereunder.

9. GENERAL PROHIBITIONS

- 9.1 No Person other than an Owner or Occupier of a Parcel to whom a Collection Cart has been issued, or a Collection Crew, shall remove the cover from the said Collection Cart or remove or disturb the said Collection Cart or the contents thereof.
- 9.2 No Person shall Scavenge Solid Waste from a Collection Cart or recyclables. (Bylaw 629-2020)

10. FEES AND CHARGES

- 10.1 All Owners receiving the Solid Waste Collection Service shall be charged the fees set out in Schedule "A" of this bylaw which will be included on the annual spring utility notice and shall be payable by the due date. (Bylaw No. 592-2019)
- 10.2 A 10% penalty will apply to all fees left unpaid after the due date.
- 10.3 Any fees not paid by December 31 of the year in which it is payable shall be treated as taxes in arrears and shall be collected in the same manner and with the same remedies as property taxes.
- 10.4 Upon issuance of an occupancy permit for a building to be serviced under this bylaw, the Owner of a Parcel shall purchase one Garbage Collection Cart and one Kitchen Waste and Yard Waste Collection Cart and pay, in advance, the per diem rate under Schedule "A" for the balance of the year. Collection Carts will be delivered by an employee of the Village within 15 days of payment.

11. ENFORCEMENT AND IMPLEMENTATION PROVISIONS

11.1 This bylaw maybe enforced by the Chief Administrative Officer, the Operations Superintendent, Enforcement Officer, or delegate(s), who may be assisted by other employees of the Village.

11.2 A Person who:

- (a) contravenes, violates or fails to comply with any provision of this bylaw;
- (b) fails or neglects to do anything required to be done under this bylaw; or
- (c) suffers or allows any action or thing to be done in contravention of this bylaw, or any notice or direction made under this bylaw;

commits an offence and where the offence is a continuing one, each day that the offence is continued constitutes a separate offence.

- 11.3 A Person convicted of an offence under this bylaw is liable to pay a fine of up to a maximum \$10,000.00 if prosecuted under the Offence Act.
- 11.4 Recurring non-compliance of any provision of this bylaw that may affect the integrity of the Solid Waste Collection System may result in suspension of the service pursuant to the Community Charter, S.B.C. c26.
- 11.5 Persons deemed to be in non-compliance will be provided reasonable notice of the suspension and will have opportunity to make representation to Council pursuant to the Community Charter, S.BC. c26.

12. SCHEDULES

12.1 That Schedules "A" and "B" are attached hereto and forms part of this bylaw.

SCHEDULE "A"

1. <u>Domestic Waste</u>

(a) Purchase of Collection Carts are the responsibility of the property owners.

Ownership is transferred to the Village for wear and tear maintenance and replacement. Each property shall have two Collection Carts, one for Garbage and one for Kitchen Waste and Yard Waste.

	120 Litre	240 Litre
Collection Cart	\$140.00	\$151.00
Purchase		

(Bylaw No. 609-2019)

AMENDED BY BYLAW NO. 566-2017 AMENDED BY BYLAW NO. 575-2018

(b) All owners will receive an annual utility notice that shall be payable by the due date, which will be no less than 21 days from the date of mail out.

January 1 to December 31, 2022	\$329.00 for two Collection Carts
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Additional organic or garbage Collection Carts may be purchased for homes with secondary suites at the annual rate.

(Bylaw No. 657-2022)

- (c) Upon issuance of an occupancy permit for a building that will be serviced by this bylaw, owners shall pay the pro-rated amount for the remainder of the year.

 (Bylaw No. 592-2019)
- (d) Replacement or repair of Garbage Collection Carts or Kitchen Waste and Yard Waste Collection Carts due to damage by Wildlife or anyone other than the Collection Crew will be invoiced to the Owner at the following rates:

	120 Litre	240 Litre	
Collection Cart Replacement	\$140.00	\$151.00	
Collection Cart Repair	\$15 / per occurrence		
Bear Lock Replacement	\$10 / per occurrence		

(Bylaw No. 592-2019)

An Owner will not be invoiced for the first occurrence within a two (2) year period.

(e) Owner or Occupiers in contravention of this bylaw may be fined in as per the below.

1st Offence	Warning

2 nd Offence	\$50
3 rd Offence	\$100
4 th Offence	\$150

SCHEDULE "B"

APPLICATION FOR SERVICE LEVEL CHANGE FOR SOLID WASTE COLLECTION

	Name: Phone No		
Address:			
TYPE OF COLLECTION	SIZE	COLLECTION CARTS I	I WISH TO CHANGE
CART	(LITRE)	CURRENTLY HAVE:	MY CARTS TO:
	120		
Garbage Collection Cart	240		
Kitchen Waste and Yard	120		
Waste Collection Cart	240		
l agree that any fees as re	auired in E	Bylaw No. 554-2016 will be pa	id for the services provided:
,	•	,	,
 Signature		 Date	e
	on to the \	 Date /illage Hall at 604-469-0537 o	
			r drop it off at the Village



VILLAGE OF ANMORE REPORT TO FINANCE COMMITTEE

Date: March 3, 2023 File No. 3900-30

Submitted by: Lena Martin

Subject: HUB Loan Authorization Bylaw Next Steps

Purpose / Introduction

HUB Loan Authorization Bylaw No. 663-2022 next steps.

Recommended Option

1. The Finance Committee recommends that Council direct Staff to draw partial funds for HUB Loan by Temporary Borrowing Bylaw.

OR

2. The Finance Committee recommends that Council direct Staff to draw full funds for HUB Loan by Long Term Borrowing.

Background

Section 179(1) of the Community Charter states that a council may, by a loan authorization bylaw adopted with the approval of the inspector, incur a liability by borrowing for any purpose of a capital nature.

Part 2, Section 7 of the municipal liabilities regulation of the Community Charter states that: Approval of the electors is not required under section 175 (2) or section 180 (1) of the Community Charter if the annual cost of servicing the aggregate liabilities of the municipality for the year does not exceed 5% of the annual calculation revenue of the municipality for the previous year and incurring the liability would not cause the annual cost referred exceed the limit established.

At the October 20, 2020 Regular Council Meeting, the following resolution was passed:

Report/Recommendation to Council

HUB Loan Authorization Bylaw Next Steps March 3, 2023

"That Council direct staff to begin the process to seek approval for participating in the MFA Spring 2021 Long Term Borrowing, as outlined in the Metro Vancouver letter dated September 23, 2020, for up to \$2,500,000.

AND THAT Council allocate a minimum of \$3,000,000 and a maximum of \$5,500,000 to be funded from the Capital Reserve, developer contributions and approved grants to fund the Anmore Community Hub project.

AND THAT Council supports the Anmore Community Hub project and commits to its share of the Anmore Community Hub total estimated project cost of \$8,000,000 with \$2,500,000 being applied for through the investing in Canada Infrastructure Program."

Loan Authorization Bylaw Procedures Completed

- On December 6th, 2022, Council adopted "Anmore Community Hub Loan Authorization Bylaw No. 663-2022" (Attachment 1), with Inspector of Municipalities Approval (November 18th, 2022) under assent free approval (Sec 7) of the Municipal Liabilities Regulation.
- 2. After a One Month Quashing Period (Sec 623(4) of the Local Government Act, the Corporate Officer certified the validity of the Loan Authorization Bylaw (Attachment 2).

Loan Authorization Bylaw Procedures Next Steps

After adoption, Ioan authorization bylaws may be submitted to the Regional District (Metro Vancouver) by resolution, for issuance of a security issuing bylaw and submission to the Municipal Finance Authority (MFA) for the full value of the Ioan required.

Partial draws against the Loan Authorization Bylaw may be funded directly by the MFA under a Temporary Borrowing Bylaw, (Sec 181) of the Community Charter, for a term up to 5 years.

Drawing funds as needed for cash inflows prior to committing to a loan term loan, manages volatile or high interest rates. The long-term loan can be issued when interest rates are on a low trend, locking in the rate for ten years, for the value required at the end of the project. Variable interest is paid under temporary borrowing bylaw with principal payments at any time up to five years.

Report/Recommendation to Council

HUB Loan Authorization Bylaw Next Steps March 3, 2023

Discussion

Funding a portion of the Anmore Community Hub from debt ensures that future users of the facility also contribute to it's cost of construction and temporary debt borrowing manages cash inflows/outflows over the life of the project.

Market rates for cash investments (4.4% - 5.5%) are currently higher than the MFA debt variable rate (5.08%) and fixed rate (4.31%) for both temporary and long-term borrowing. Utilizing debt will net a positive outcome on our balance sheet in the current year.

Options

1. The Finance Committee recommends that Council directs Staff to draw partial funds for HUB Loan by Temporary Borrowing Bylaw.

OR

2. The Finance Committee recommends that Council directs Staff to draw full funds for HUB Loan by Long Term Borrowing.

Financial Implications

Financing for the Anmore Community Hub was included in the 2022-2026 Financial Plan Bylaw. Utilizing revenues from all sources including, grants, contributions, reserves, and debt financing, expands the cost of the amenity to past, current, and future revenue sources.

Communications / Civic Engagement

The Five-Year Financial Plan 2022 – 2026 Bylaw No. 658-2022 was adopted by Council on Tuesday, May 10, 2022, at which a \$10,068,033 Capital budget with \$2,500,000 of borrowing, was approved.

Council Strategic Plan Objectives

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

Report/Recommendation to Council

HUB Loan Authorization Bylaw Next Steps March 3, 2023

Attachments

- 1. Anmore Community Hub Loan Authorization Bylaw No. 663-2022
- 2. Corporate Officers Certificate

Prepared by:	
Lena Martín	
Lena Martin	
Manager of Financial Services	
Reviewed for Form and Content / Approved for Subm	ission to Council:
Chief Administrative Officer's Comment/Concurrence	(60(110)
	XELUL
	Chief Administrative Officer

From: Erin Turton < erin@bcepilepsy.com>

Sent: January-17-23 10:42 AM

To: Village of Anmore < Village.hall@anmore.com >

Subject: Proclamation Request

To: Whom It May Concern,

Epilepsy is one of the most common neurological conditions, however, it has the least recognition in society. The BC Epilepsy Society is a provincially incorporated non-profit organization and a federally registered charitable organization that serves the over 50,000 people living with epilepsy in BC and their families, friends and loved ones and works to raise awareness of epilepsy in the communities in which we live.

We are excited to let you know that International PURPLE DAY® for Epilepsy Awareness is coming up and will take place on March 26th, 2023. International PURPLE DAY® for Epilepsy Awareness is a time when people in countries around the world take part in events and activities to raise much-needed awareness of epilepsy.

We would like to request a Proclamation from the Mayor and Council designating March 26th, 2023, as International PURPLE DAY® for Epilepsy Awareness in Anmore. Included with this letter is a document outlining our draft Proclamation.

Through your participation in International PURPLE DAY® for Epilepsy Awareness on March 26th, 2023, you will not only be able to show people living with epilepsy that they are not alone but will also get people talking about epilepsy in an effort to raise awareness of epilepsy in the community.

We look forward to working with you on International PURPLE DAY® for Epilepsy Awareness on March 26th, 2023, and in the future. Please feel free to contact me via email at deirdre@bcepilepsy.com or via telephone at 1-788-533-0790 should you have any questions or require any additional information.

Sincerely,
Deirdre Syms
Executive Director
BC Epilepsy Society

Thanks!

Kind regards, Sonia Ali Provincial Manager of Programs and Services BC Epilepsy Society

Mailing Address: PO Box 30521, Burnaby RPO Madison, BC V5C 6J5

Phone: 236-334-7087

Email: sonia@bcepilepsy.com
Website: www.bcepilepsy.com

Social Media:

Instagram: BCEpilepsySociety
Facebook: BCEpilepsySociety

Twitter: BCEpilepsy

The BC Epilepsy Society empowers, educates, and supports British Columbians living with epilepsy.

2023 Proclamation Draft

"Purple Day"

WHEREAS Purple Day is celebrated on March 26 annually, during Epilepsy Awareness Month, to increase knowledge and understanding of epilepsy in the community;

AND WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people living with epilepsy that they were not alone;

AND WHEREAS On Purple Day, people in communities around the world are encouraged to wear purple and host events in support of epilepsy awareness;

AND WHEREAS There are over 50,000 people in British Columbia, over 380,000 people in Canada and over 65 Million people worldwide living with epilepsy;

AND WHEREAS The onset of epilepsy can occur at any stage of life and does not discriminate against age, gender, race, ethnicity, religion, socioeconomic status, geographic location, or sexual orientation;

AND WHEREAS Purple Day can improve the quality of life of people living with epilepsy, create a society that embraces the beauty of difference and help us understand how we can all come together to make the world a better place:

NOW THEREFORE I [Insert Name and Title] DO HEREBY PROCLAIM Sunday March 26th, 2023 as

"PURPLE DAY"

in the [City/Municipality/Town/Village] of [Insert Name of City/Municipality/Town/Village].



PROGRESS REPORT

Prepared by: Addie Southam

Founder/Team Lead

Email: be neath the surface community @gmail.com

www.beneath-the-surface.ca

Phone: 604.354.8545

Table of Contents

Introduction	_ 01
Water Quality Workshop	_02
Photos of the Sampling Workshop	_03
Course Credit Submission	_06
Financial Statement	_07
Closing Statement	08

P. i

Introduction

Beneath the Surface provides water stewardship for communities.

We are pleased to report that in the last year, Beneath the Surface conducted a sampling event on April 2nd, 2022. The foundation of the website was completed and training was facilitated in September of 2022. Stakeholder relationships with the Mossom Creek and Noons Creek hatchery were also fostered. Through these endeavors, the program has successfully established a framework and platform for youth to monitor the local freshwater lakes and waterways.

The program was evaluated by Royal Roads University as a means to obtain course credits for the Bachelor of Science in Environmental Science program that Addie is currently enrolled in while working full-time. The program was presented as a graded directive that required the development an elementary school environmental campaign. This was a team assignment that relied upon the assistance of three other classmates. The submission obtained a grade of "A" (89-95%).

Recommendations that were made to improve the program included the request to develop a short video which speaks to the water cycle and it's relation to anthropogenic effects of these water systems. As well as to provide teachers with precursory training so they could become more comfortable with the material. Since the program is focused heavily on scientific processes in the water cycle, it is important to keep the audience in mind and gear it towards the grade level it is being presented to.

P. 1

Water Quality Workshop

Knowledge through action.

A water quality sampling workshop was conducted on April 2nd, 2022. It was intended to be performed at the location illustrated in the diagram below however, when the team arrived at the location to sample, there was no water flow in the creek that day. The creek is supplied by snow melt which is thought to have since ceased in a 24 hours period as the creek was checked the day before and flow was present. Alternatively, the Team Lead acted quickly to resolve the problem and redirected the group to Noons Creek in Port Moody, BC to complete the sampling workshop. This location was chosen as an alternative due to the existing relationship with the Noons Creek Hatchery. The location was a safe and accessible alternative on short notice. It is the intention that the following workshops will be conducted within the Anmore community boundary.



= Proposed sampling location



= Actual sampling location



Photos of the Sampling Workshop

Noons Creek, April 02, 2022

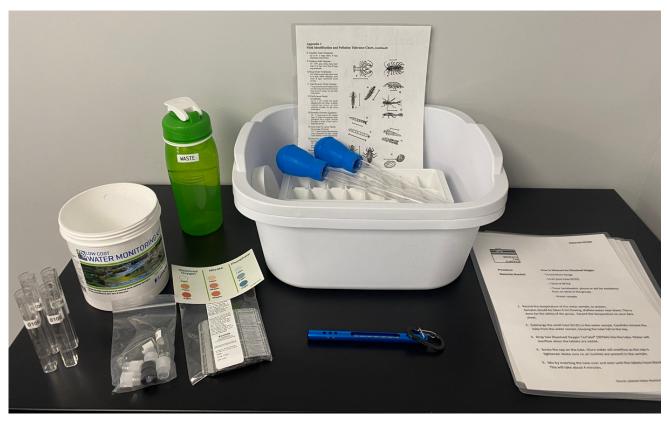


Figure 1: Beneath the Surface water quality sampling kit.



Figure 2: Participants that were involved in the workshop.

Photos of the Sampling Workshop

Noons Creek, April 02, 2022



Figure 3: The workshop began with a demonstration of a benthic invertebrate kick.







Figure 4: Participants identify benthic invertebrates with the assistance of team leaders and adults that were present.

Photos of the Sampling Workshop

Noons Creek, April 02, 2022



Figure 5: Turbidity measurements taken with the Secchi disc from Noons Creek.







Figure 6: Participants analyze water phosphorous and nitrogen levels in the water.

Course Credit Submission

ENSC 301 - Sustainable Development Series Assignment Royal Roads University, Victoria, BC

As Addie, the Team Lead, is currently enrolled in the Bachelor of Science program at Royal Roads University while working full-time, it is imperative that creativity is employed when finding time to accomplish all goals and responsibilities. To obtain credits in the ENSC 301 Sustainable Development Series course, the Beneath the Surface program was submitted as a team assignment and was awarded an "A".

Positive comments that were made by the instructor and a classmate are listed below:

"I think citizen scientist campaigns like this are extremely important educational tools because they show kids at a young age that their contributions to the environment are valued!"

- Julia McDiramid, Fellow Student

"Good work in putting together an extremely thorough and professional proposal for a school campaign on water quality analysis. The materials are well put together and show a good understanding of the local context and the connections of school students to local waterways."

– Megan Salhus, Professor

Documents that were created with the help of team members for the assignment submission included:

- A brochure
- PowerPoint for In-Class Presentation
- Lesson Plan
- School Action Plan
- Workshop Materials and Procedures
- Ranking Test Results for Interpretation

Beneath the Surface Progress Report 2023

Financial Statement from 2021 to 2023

Revenue 2021			
Date	Description	Contributor	Amount
September	Other Grant Monies	Rising Youth	\$1,500.00

Total: \$1,500.00

Expenses 2021		
September	Sampling Supplies (Water Quality Kits)	-\$1,318.45
November	GoDaddy (Website Hosting)	-\$89.88
December	Erica Wright (Website Development)	-\$150.00

Total: -\$58.33

*Out of pocket expense for Dec 2021 Erica Wright Invoice \$58.33

Revenue 2022			
February	Community Grant	Village of Anmore	\$1,000.00
May	Donation	Anonymous	\$1,000.00

Total: \$2,000.00

Expenses 2022		
February	Erica Wright (Website Development)	-\$370.00
September	Erica Wright (Website Development)	-\$585.00
September	Poco Shirt Printing - 2 Uniforms	-\$150.00
November	GoDaddy Domain Renewal	-\$151.07

Total: \$743.93

Reserve Balance: \$743.93

Closing Statement

We are heavily invested in this project and will continue to strive for continued success for many years to come.

Areas of development and future growth for the project include:

- Update the graphics of the website with the help of Marketwork, a digital graphics team.
- Purchase rubber boots so every participant can be prepared for sampling activities, no matter their financial situation.
- Acquiring life jackets as a second level of safety when sampling.
- Purchase storage bins for rubber boots and life jackets.
- Development of the water quality sampling procedures to include pro-active re-direction statements if mistakes are made, for example, "Oops, I added the wrong additive to the sample, what do I do now?"
- Development of a video that illustrates the water system in the Village of Anmore.
- Involvement of Indigenous elders to speak about Traditional Ecological Knowledge (TEK) in relation to the local water systems.
- Attendance of the Fingerling Festival in Port Moody.
- Fostering of new relationships with local stakeholders.