

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, May 2, 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 comments to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.*

4. Delegations

(a) Now That's Ugly Enterprises / Grace Choi Events

Jordan Birch, Now That's Ugly Enterprises and Grace Choi, Grace Choi Events to provide summary of Ugly Christmas Sweater Dash 2022 and 2023 event announcement.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on April 18, 2023

Recommendation: That the Minutes of the Regular Council Meeting held April 18, 2023 be adopted, as circulated.

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

None.

8. Items Removed from the Consent Agenda**9. Legislative Reports****(a) Ride Hailing and Inter-Municipal Business Licencing Bylaws**

Recommendation: That Council adopt Anmore Inter-municipal TSN Business Licence Agreement Bylaw 678-2023 and Anmore Transportation Network Services Business Licence Bylaw 679-2023.

(b) 2023 – 2027 Anmore Five Year Financial Plan

Recommendation: That Council adopt Anmore Five-Year Financial Plan Bylaw No. 680-2023; and

That Council adopt Anmore Tax Rates Bylaw No. 681-2023.

10. Unfinished Business

None.

11. New Business**(a) Official Community Plan Amendment Process**

Report dated April 26, 2023 from Chris Boit, Manager of Development Services, attached.

(b) Fortis BC Nominate a Charity

Verbal update to be provided by staff.

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

None.

17. Public Question Period

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

18. Adjournment



Delegation to Council Request Form

Contact Information

Name of presenter: Jordan Birch, Grace Choi

Name of organization: Now That's Ugly Enterprises, Grace Choi Events

Mailing Address: 407 - 255 Newport Drive Port Moody

Phone Number: 604-833-6858

Email Address: jordantbirch@gmail.com

Presentation Information

Preferred meeting date at which you wish to appear (if known): May 2, 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 _____

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 or delivered to village hall.

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

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for
Tuesday, April 18, 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 Kim Trowbridge
Councillor Doug Richardson
Councillor Paul Weverink
Councillor Polly Krier

ABSENT

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:

R047/23: That the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

Nancy Maloney, Anmore, regarding traffic study and concerns including cross walks and speeding.

4. Delegations

None.

5. Adoption of Minutes**(a) Minutes of the Regular Council Meeting held on April 4, 2023**

It was MOVED and SECONDED:

R048/23: That the Minutes of the Regular Council Meeting held April 4, 2023 be adopted, as circulated.

Carried Unanimously

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

None.

8. Items Removed from the Consent Agenda**9. Legislative Reports****(a) Ride Hailing and Inter-Municipal Business Licencing Bylaws**

It was MOVED and SECONDED:

R049/23: That Anmore Inter-municipal TSN Business Licence Agreement Bylaw 678-2023 and Anmore Transportation Network Services Business Licence Bylaw 679-2023 be given first, second and third reading; and

That staff be directed to provide public notice of these bylaws' potential adoption at the Regular Council meeting of May 2, 2023

Carried Unanimously

(b) 2023 – 2027 Anmore Five Year Financial Plan

Ms. Lean Martin, Manager of Financial Services, provided an overview of the 2023-2027 Fire Year Financial Plan and provided a PowerPoint presentation which is included as Attachment 1 and forms part of the original minutes.

Discussion points included:

- Budget was considered by Finance Committee on March 9, 2023 with staff in

- attendance for questions and clarification
- capital expenditures and review of capital asset management plan

It was MOVED and SECONDED:

R050/23: That Council give first, second and third readings to Anmore Five-Year Financial Plan Bylaw No. 680-2023; and

That Council give first, second and third readings to 2023 Anmore Tax Rates Bylaw No. 681-2023.

Carried

With Councillor Richardson voting in the negative

(c) Temporary Borrowing Bylaw Anmore Community Hub

It was MOVED and SECONDED:

R051/23: That Council adopt Anmore Community Hub Temporary Borrowing Bylaw No. 677-2023

Carried Unanimously

10. Unfinished Business

None.

11. New Business

Mr. Chris Boit, Manager of Development Services, provided an overview of the report and suggested recommendations.

(a) Traffic Operation and Road Safety Review

It was MOVED and SECONDED:

R052/23: That Council receive the report dated April 13, 2023 entitled Traffic Operation and Road Safety Review, for information.

Carried Unanimously

(b) Fortis BC Nominate a Charity

It was MOVED and SECONDED:

R053/23: That Council receive the request to nominate a charity in our community from Fortis BC, for information.

Carried Unanimously

Council requested staff report back to the next Council meeting whether Coquitlam Search and Rescue and Sasamat Volunteer Fire Department Association would be eligible for nomination.

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

None.

13. Mayor's Report

Mayor McEwen reported that:

- Easter event was cold and wet but successful
- He provided speaking points on the Anmore Community Hub video which is now posted to the Village website

14. Councillors' Reports

Councillor Weverink reported that:

- He attended the Easter Egg hunt
- He attended icona open house and noted there were good questions and discussion and it was well attended
- Attended Zero Waste / Climate Action Committee meeting at Metro Vancouver

Councillor Krier reported that:

- She attended the Easter egg hunt
- She attended the Mental Health Task Force appreciation lunch and the group will be taking a hiatus and reconvening in approximately 6 months
- There may be an opportunity to participate in a pilot project PACT, Peer Assisted Care Team which is a community driven response to non aggressive behaviour where someone is unsafe
- Icona workshop well attended by both Anmore residents and neighbouring municipalities and there were great questions from attendees

Councillor Krier requested clarification on Anmore's process for an OCP/development applications and discussion ensued regarding the potential need for some guidelines specific to Anmore.

It was MOVED and SECONDED:

R054/23 That Council direct staff to review recommended procedures and report back to Council on recommendations for an application process and criteria for a proponent led Official Community Plan amendment.

Carried Unanimously

Councillor Trowbridge reported that:

- He attended the icona open house and noted that good respectful questions were being asked

15. Chief Administrative Officer's Report

Karen Elrick reported that:

- Utility bills will be mailed this week
- Scholarship applications are being accepted until May 7
- Water main flushing will be completed this week
- BC Hydro will be releasing information regarding the reservation system for this year for Buntzen Lake and the Village will be shifting our bylaw enforcement to weekend rotation for the summer

16. Information Items

(a) Committees, Commissions and Boards – Minutes

- DRAFT Finance Committee Meeting Minutes for meeting held on March 9, 2023
- Minutes of the Public Hearing held on April 4, 2023

(b) General Correspondence

- Metro Vancouver Board in brief for meetings held on March 31, 2023

17. Public Question Period

Joerge Drykton, Anmore, asked about volunteerism and lack of input from residents and whether there would be public consultation on Anmore South? It was confirmed that there would be public consultation on Anmore South

Nancy Maloney, Anmore, regarding traffic study report and hazardous pedestrian conditions. It was noted that the report was traffic analysis and not a pedestrian study which would be a separate study.

Linda Weinberg, Anmore, regarding time of day for accidents noted in traffic study. It was noted that this data was not included but could be requested. Traffic safety concerns on East Road by the middle school. It was noted that area is in Port Moody and concerns have been brought to their attention. She also noted she did not support an electronic sign board. It was noted that this was a carry forward budget item.

Lisa Johnston, Anmore, whether lack of policy affects development applications? It was noted that creation of a policy would expedite the processing part of the application.

18. Adjournment

It was MOVED and SECONDED:

R055/23: That the meeting adjourned at 8:25 pm

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor

VILLAGE OF ANMORE

BYLAW NO. 678-2023

A bylaw to authorize the Village to enter into an Agreement among the Participating Municipalities regarding Intermunicipal Transportation Network Services Business Licence Scheme

1. This bylaw may be cited for all purposes as “**Anmore Inter-municipal TSN Business Licence Agreement Bylaw 678-2023**”.
2. Council hereby authorizes the Village to enter into an Agreement with the Participating Municipalities in substantially the form and substance of the Agreement attached to this Bylaw as Schedule A, and also authorizes the Mayor and Chief Administrative Officer or Corporate Officer to execute the Agreement on behalf of the Village, and to deliver it to the Participating Municipalities on such terms and conditions as the Chief Administrative Officer or Corporate Officer deems fit.
3. This bylaw repeals Anmore Inter-municipal TSN Business Licence Agreement Bylaw 620-2020.
4. This bylaw is to come into force and take effect on the date of its enactment.

READ a first time the 18 day of April, 2023

READ a second time the 18 day of April, 2023

READ a third time the 18 day of April, 2023

ADOPTED the day of , 2023

MAYOR

CORPORATE OFFICER

SCHEDULE A

Inter-municipal TNS Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the District of Hope, the District of Kent, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the City of Mission, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the “*Participating Municipalities*”), wish to permit transportation network services (“TNS”) businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the *Participating Municipalities* agree as follows:

1. The *Participating Municipalities* agree to establish an *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.
2. The *Participating Municipalities* will request their respective municipal Councils to each ratify this Agreement and enact a by-law to implement an *Inter-municipal TNS Business Licence* scheme effective June 1, 2023.
3. In this Agreement:

“*Accessible Vehicle*” means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

“*Administrative Costs*” means the direct and indirect costs and investments attributable to administering the *Inter-municipal TNS Business Licence* scheme, including wages, materials, corporate overhead and rent;

“*Business*” has the same meaning as in the *Community Charter*;

“*Community Charter*” means the *Community Charter*, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

“Inter-municipal TNS Business” means a TNS Business that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

“Inter-municipal TNS Business Licence” means a business licence that authorizes an Inter-municipal TNS Business to be carried on within the jurisdictional boundaries of any or all of the Participating Municipalities;

“Inter-municipal TNS Business Licence By-law” means the by-law adopted by the Council of each Participating Municipality to implement the Inter-municipal TNS Business Licence scheme contemplated by this Agreement;

“Mobility Aid” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Municipal Business Licence” means a licence or permit, other than an Inter-municipal TNS Business Licence, issued by a Participating Municipality that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality;

“Participating Municipality” means any one of the Participating Municipalities;

“Premises” means one or more fixed or permanent locations where the TNS Business ordinarily carries on Business;

“TNS Business” means a person carrying on the business of providing Transportation Network Services;

“Transportation Network Services” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Vancouver Charter” means the Vancouver Charter, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“Zero Emission Vehicle” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the Inter-municipal TNS Business Licence By-law, each Participating Municipality will permit a TNS Business that has obtained an Inter-municipal TNS Business Licence to carry on the Business of providing Transportation Network Services within that Participating Municipality for the term authorized by the Inter-municipal TNS Business Licence without obtaining a Municipal Business Licence for the TNS Business in that Participating Municipality.

5. All *Inter-municipal TNS Business Licences* will be issued by the City of Vancouver.
6. The City of Vancouver may issue an *Inter-municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-municipal TNS Business* and meets the requirements of the *Inter-municipal TNS Business Licence By-law*, in addition to the requirements of the City of Vancouver's *License By-law No. 4450*.
7. Notwithstanding that a *TNS Business* may hold an *Inter-municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence by-law in addition to those under any other by-laws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.
8. Any *Participating Municipality* may require that the holder of an *Inter-municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.
9. The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*.
10. The fee for any additional vehicles that begin operating under the authority of an *Inter-municipal TNS Business Licence* holder after the annual licence fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
11. The City of Vancouver will distribute the revenue generated from *Inter-municipal TNS Business Licence* fees amongst all *Participating Municipalities* based on the City of Vancouver retaining an amount to cover its *Administrative Costs*, with the remaining fees to be distributed proportionally to the *Participating Municipalities*, including the City of Vancouver, based on the number of pick-ups and drop-offs in that *Participating Municipality*. The City of Vancouver will provide the other *Participating Municipalities* with an itemized accounting of the fees collected and disbursed, including an accounting of its *Administrative Costs*, at the time it distributes the remaining fees to those *Participating Municipalities*.
12. The revenue generated from *Inter-municipal TNS Business Licence* fees collected from January 1 to December 31 inclusive that is to be distributed to the *Participating Municipalities* in accordance with section 11, including the fees collected for any

additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.

13. The length of term of an *Inter-municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-municipal TNS Business Licence* issued to an *Inter-municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual licence fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

14. An *Inter-municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with the *Inter-municipal TNS Business Licence By-law*, then the *Inter-municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.

15. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence by-law of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.

16. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and cancel an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence by-law of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.

17. The suspension or cancellation of an *Inter-municipal TNS Business Licence* under section 15 or 16 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-municipal TNS Business Licence*.

18. Nothing in this Agreement affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community*

Charter or sections 272, 273, 279A, 279A.1, 279B, and 279C of the Vancouver Charter.

19. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:

- (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and
- (b) include a certified copy of the municipal Council resolution or by-law authorizing the municipality's withdrawal from the *Inter-municipal TNS Business Licence* scheme.

20. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the *Participating Municipalities*. Further, nothing contained or implied in this Agreement shall prejudice or affect the *Participating Municipalities'* rights, powers, duties or obligations in the exercise of their functions pursuant to the *Community Charter*, *Vancouver Charter*, or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the *Participating Municipalities'* discretion, and the rights, powers, duties and obligations under all public and private statutes, by-laws, orders and regulations, which may be, if each *Participating Municipality* so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the *Participating Municipalities*.

21. Despite any other provision of this Agreement, an *Inter-municipal TNS Business Licence* granted in accordance with the *Inter-municipal TNS Business Licence Bylaw* does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*. Furthermore, a business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this Agreement even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

22. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the *Participating Municipalities* are not signatories to the original or the same counterpart.

23. This Agreement replaces and supercedes the *Inter-municipal TNS Business Licence Agreement* entered into by the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of

Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock in 2020.

24. In the event that the municipal Council of a *Participating Municipality* other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a *Participating Municipality* for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other *Participating Municipalities*.

Signed and delivered on behalf of the *Participating Municipalities*, the Councils of each of which have, by By-law, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford

Mayor _____

Corporate Officer _____

Date _____

Village of Anmore

Mayor _____

Corporate Officer _____

Date _____

Bowen Island Municipality

Mayor _____

Corporate Officer _____

Date _____

City of Burnaby

City Clerk _____

Date _____

City of Chilliwack

Mayor _____

Corporate Officer _____

Date _____

City of Coquitlam

Mayor _____

City Clerk _____

Date _____

City of Delta

Mayor _____

City Clerk _____

Date _____

Village of Harrison Hot Springs

Mayor _____

Corporate Officer _____

Date _____

The District of Hope

Mayor _____

Corporate Officer _____

Date _____

The District of Kent

Mayor _____

Corporate Officer _____

Date _____

The Corporation of the City of Langley

Mayor _____

Corporate Officer _____

Date _____

The Corporation of the Township of Langley

Mayor _____

Township Clerk _____

Date _____

Village of Lions Bay

Mayor _____

Corporate Officer _____

Date _____

City of Maple Ridge

Presiding Member _____

Corporate Officer _____

Date _____

The City of Mission

Mayor _____

Corporate Officer _____

Date _____

The Corporation of the City of New Westminster

Mayor _____

City Clerk _____

Date _____

The Corporation of the City of North Vancouver

Mayor _____

City Clerk _____

Date _____

The Corporation of the District of North Vancouver

Mayor _____

Municipal Clerk	_____
Date	_____
The City of Pitt Meadows	
Mayor	_____
Corporate Officer	_____
Date	_____
The Corporation of the City of Port Coquitlam	
Mayor	_____
Corporate Officer	_____
Date	_____
City of Port Moody	
Mayor	_____
Corporate Officer	_____
Date	_____
The City of Richmond	
Chief Administrative Officer	_____
General Manager	_____
Corporate and Financial Services	_____
Date	_____

District of Squamish

Mayor _____

Corporate Officer _____

Date _____

City of Surrey

Mayor _____

City Clerk _____

Date _____

The City of Vancouver

Director of Legal Services _____

Date _____

The Corporation of the District of West Vancouver

Mayor _____

Corporate Officer _____

Date _____

Resort Municipality of Whistler

Mayor _____

Municipal Clerk _____

Date _____

The Corporation of the City of White Rock

Mayor _____

Director of Corporate Administration _____

Date _____

VILLAGE OF ANMORE

BYLAW NO. 679-2023

A bylaw to enter into an Intermunicipal TSN Business Licence Scheme

WHEREAS the municipalities that have entered or will enter into the Inter-municipal TNS Business Licence Agreement (the “Participating Municipalities”) wish to permit licensed transportation network services (“TNS”) businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

AND WHEREAS each of the Participating Municipalities has or will adopt a similar bylaw to implement the Inter-municipal TNS Business Licence scheme;

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

1. This bylaw may be cited for all purposes as “**Anmore Transportation Network Services Business Licence Bylaw 679-2023**”.
2. There is hereby established an Inter-municipal TNS Business Licence scheme among the Participating Municipalities, pursuant to section 14 of the Community Charter and section 192.1 of the Vancouver Charter.

3. In this Bylaw:

“**Accessible Vehicle**” means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

“**Business**” has the same meaning as in the Community Charter;

“**Community Charter**” means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

“**Inter-municipal TNS Business**” means a TNS Business that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

“**Inter-municipal TNS Business Licence**” means a business licence which authorizes an Inter-municipal TNS Business to be carried on within the jurisdictional boundaries of any or all of the Participating Municipalities;

“**Mobility Aid**” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39. as may be amended or replaced from time to time;

“**Municipal Business Licence**” means a licence or permit, other than an Inter-municipal TNS Business Licence, issued by a Participating Municipality that

authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality;

“Participating Municipality” means any one of the Participating Municipalities;

“Premises” means one or more fixed or permanent locations where the TNS Business ordinarily carries on Business;

“TNS Business” means a person carrying on the business of providing Transportation Network Services;

“Transportation Network Services” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Vancouver Charter” means the Vancouver Charter, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“Zero Emission Vehicle” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of this Bylaw, each Participating Municipality will permit a TNS Business that has obtained an Inter-municipal TNS Business Licence to carry on the Business of providing Transportation Network Services within that Participating Municipality for the term authorized by the Inter-municipal TNS Business Licence without obtaining a Municipal Business Licence for the TNS Business in that Participating Municipality.
5. All Inter-municipal TNS Business Licences will be issued by the City of Vancouver.
6. The City of Vancouver may issue an Inter-municipal TNS Business Licence to a TNS Business if the TNS Business is an Inter-municipal TNS Business and meets the requirements of this Bylaw, in addition to the requirements of the City of Vancouver’s License By-law No. 4450.
7. Notwithstanding that a TNS Business may hold an Inter-municipal TNS Business Licence that would make it unnecessary to obtain a Municipal Business Licence for the TNS Business in the Participating Municipalities, the TNS Business must still comply with all orders and regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the TNS Business carries on Business.
8. Any Participating Municipality may require that the holder of an Inter-municipal TNS Business Licence also obtain a Municipal Business Licence for any Premises that are maintained by the licence holder within the jurisdiction of the Participating Municipality.

9. The annual Inter-municipal TNS Business Licence fee is \$155, plus \$150 for each vehicle operating under the authority of the Inter-municipal TNS Business, except that the per vehicle fee for Zero Emission Vehicles will be \$30, and there will be no per vehicle fee charged for Accessible Vehicles.
10. The fee for any additional vehicles that begin operating under the authority of an Inter-municipal TNS Business Licence holder after the annual licence fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
11. The length of term of an Inter-municipal TNS Business Licence is 12 months, except that the length of term of the initial Inter-municipal TNS Business Licence issued to an Inter-municipal TNS Business by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the Inter-municipal TNS Business Licence with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual licence fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
12. An Inter-municipal TNS Business Licence will be valid within the jurisdictional boundaries of all of the Participating Municipalities until its term expires, unless the Inter-municipal TNS Business Licence is suspended or cancelled. If a Participating Municipality withdraws from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities in accordance with this Bylaw, then the Inter-municipal TNS Business Licence will cease to be valid within the jurisdictional boundary of that former Participating Municipality.
13. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and suspend an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to suspend a business licence under the Community Charter or Vancouver Charter or under the business licence bylaw of the Participating Municipality. The suspension will be in effect throughout all of the Participating Municipalities and it will be unlawful for the holder to carry on the Business authorized by the Inter-municipal TNS Business Licence in any Participating Municipality for the period of the suspension.
14. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and cancel an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to cancel a business licence under the Community Charter or Vancouver Charter or the business licence bylaw of the Participating Municipality. The cancellation will be in effect throughout all of the Participating Municipalities.

15. The suspension or cancellation of an Inter-municipal TNS Business Licence under section 13 or 14 will not affect the authority of a Participating Municipality to issue a Municipal Business Licence, other than an Inter-municipal TNS Business Licence, to the holder of the suspended or cancelled Inter-municipal TNS Business Licence.
16. Nothing in this Bylaw affects the authority of a Participating Municipality to suspend or cancel any Municipal Business Licence issued by that municipality or to enact regulations in respect of any category of Business under section 15 of the Community Charter or sections 272, 273, 279A, 279A.1, 279B, and 279C of the Vancouver Charter.
17. A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities, and the notice must:
 - (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of Inter-municipal TNS Business Licences, which date must be at least 6 months from the date of the notice; and
 - (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the Inter-municipal TNS Business Licence scheme.
18. The invalidity or unenforceability of any provision of this Bylaw shall not affect the validity or enforceability of any other provisions of this Bylaw and any such invalid or unenforceable provision shall be deemed to be severable.
19. Despite any other provision of this Bylaw, an Inter-municipal TNS Business Licence granted in accordance with this Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the Participating Municipalities.
20. A business licence granted under any other inter-municipal TNS Business licence scheme is deemed not to exist for the purposes of this Bylaw, even if a Participating Municipality is a participating member of the other inter-municipal TNS Business licence scheme.
21. Council repeals Anmore Transportation Network Services Business Licence Bylaw 621-2020.
22. This Bylaw shall come into force and take effect on June 1, 2023.

READ a first time the 18 day of April, 2023

READ a second time the 18 day of April, 2023

READ a third time the 18 day of April, 2023

ADOPTED the day of , 2023

MAYOR

CORPORATE OFFICER

VILLAGE OF ANMORE

BYLAW NO. 680-2023

A bylaw to adopt the 2023 Five-Year Financial Plan

WHEREAS pursuant to section 165 of the *Community Charter*, requires that every municipality must have a five-year financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted;

AND WHEREAS the Municipal Council has caused to be prepared a Five-Year Financial Plan for the period 2023-2027 inclusive;

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

1. This bylaw may be cited for all purposes as “Anmore Five-Year Financial Plan Bylaw No. 680-2023”.
2. Council hereby adopts the Five-Year Financial Plan for the years 2023-2027 inclusive, for each year of the plan, as set out in Schedules A and B, attached hereto and forming part of this bylaw.
3. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, the invalid portion must be severed, and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
4. That “Anmore Five-Year Financial Plan Bylaw No. 658-2022” is hereby repealed in its entirety.

READ a first time the 18th day of April, 2023

READ a second time the 18th day of April, 2023

READ a third time the 18th day of April, 2023

ADOPTED the day of , 2023

MAYOR

MANAGER OF CORPORATE SERVICES

SCHEDULE “A”

2023-2027 FINANCIAL PLAN STATEMENT OF OBJECTIVES AND POLICIES

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

Table 1, below, shows the proportion of total revenue proposed to be raised from each fund source in 2023.

Government grants provide the largest proportion of revenue in 2023 thanks to additional funds from Growing Great Communities grant of \$1.73 Million and BC Active Transportation grant of \$500 Thousand. Other grants are sourced from the Major Road Network Fund (MRN), the Small Communities Fund, remaining Investing in Canada Infrastructure grant revenues and other miscellaneous grants.

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

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

Objectives

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

Policies

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

Table 1 – Sources of Revenue

REVENUE SOURCE	% OF TOTAL REVENUE	DOLLAR VALUE
Taxation	33%	2,869,296
Fees and Charges	16%	1,359,477
Grants	49%	4,301,468
Interest and Other	2%	160,000
TOTAL	100%	8,690,241

3. Distribution of Property Tax Rates

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

Objectives

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

Policies

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

Table 2 – Distribution of Property Tax Rates

PROPERTY CLASS	% OF TOTAL PROPERTY TAXATION
Residential (1)	99.81%
Utilities (2)	0.00001%
Business and Other (6)	0.00045%
Rec/Non Profit (8)	0.00144%
TOTAL	100%

4. Permissive Tax Exemptions

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

SCHEDULE "B"

Village of Anmore						
Financial Plan						
2023 - 2027						
		2023	2024	2025	2026	2027
REVENUES						
	Property Tax	\$ 2,869,296	\$ 3,250,144	\$ 3,398,805	\$ 3,528,905	\$ 3,567,640
	Permits, Fees and Charges	\$ 1,359,477	\$ 1,413,201	\$ 1,458,329	\$ 1,493,529	\$ 1,517,700
	Grants	\$ 4,301,468	\$ 712,643	\$ 738,557	\$ 758,770	\$ 772,650
	Interest & Other	\$ 160,000	\$ 128,000	\$ 102,400	\$ 102,400	\$ 102,400
	SUBTOTAL REVENUES	\$ 8,690,241	\$ 5,503,989	\$ 5,698,092	\$ 5,883,604	\$ 5,960,389
EXPENSES						
	General Government	\$ 1,320,636	\$ 1,424,723	\$ 1,481,712	\$ 1,556,163	\$ 1,556,687
	Public Works	\$ 852,534	\$ 895,161	\$ 930,967	\$ 958,896	\$ 978,074
	Protective Services	\$ 349,129	\$ 261,585	\$ 272,049	\$ 280,210	\$ 285,815
	Planning & Development	\$ 117,900	\$ 123,795	\$ 128,746	\$ 132,609	\$ 135,261
	Water Utility	\$ 604,853	\$ 635,095	\$ 660,499	\$ 680,314	\$ 693,920
	Debt Interest	\$ 20,000	\$ 107,750	\$ 107,750	\$ 107,750	\$ 107,750
	Amortization of TCAs	\$ 1,071,135	\$ 1,241,135	\$ 1,235,864	\$ 1,235,864	\$ 1,235,864
	SUBTOTAL EXPENSES	\$ 4,336,187	\$ 4,689,245	\$ 4,817,588	\$ 4,951,807	\$ 4,993,371
SURPLUS / (DEFICIT)		\$ 4,354,054	\$ 814,744	\$ 880,504	\$ 931,797	\$ 967,018
INTERNAL TRANSFERS						
	Capital	\$ 10,344,759	\$ 873,960	\$ 430,594	\$ 259,099	\$ 401,506
	Transfer to (from) Reserves	\$ (2,385,970)	\$ 1,155,120	\$ 1,665,658	\$ 1,889,546	\$ 1,783,116
	Transfer to (from) Surplus	\$ (33,600)	\$ (35,280)	\$ (36,691)	\$ (37,792)	\$ (38,548)
	Debt	\$ (2,500,000)	\$ 62,079	\$ 62,079	\$ 62,079	\$ 62,079
	Investment in TCA	\$ (1,071,135)	\$ (1,241,135)	\$ (1,241,135)	\$ (1,241,135)	\$ (1,241,135)
	SUBTOTAL INTERNAL EXPENSES	\$ 4,354,054	\$ 814,744	\$ 880,504	\$ 931,797	\$ 967,018
FINANCIAL PLAN BALANCE		\$ -	\$ 0	\$ 0	\$ 0	\$ 0

VILLAGE OF ANMORE

BYLAW NO. 681-2023

A Bylaw to levy rates for municipal general and capital purposes and
for regional district purposes for the fiscal year 2023

WHEREAS pursuant to the provisions of section 197 of the *Community Charter*, after adoption of the five-year financial plan and before May 15, a Municipality must, by bylaw, impose property value taxes for the year;

AND WHEREAS the required bylaw establishes the tax rates for the municipal revenue proposed to be raised in the year from property value taxes as provided in the financial plan;

AND WHEREAS the required bylaw establishes the tax rates for the amounts to be collected in the year by the municipality to meet its taxing obligations to the regional district;

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

1. This bylaw may be cited for all purposes as “Anmore Tax Rates Bylaw No. 681-2023”.
2. The following rates are hereby imposed and levied for the year 2023;
 - a. For all lawful general and debt purposes of the municipality, on the assessed value of land and improvements taxable for general municipal purposes, water and Anmore Green Estates local service area, the rates appearing in Schedule "A" column B, attached to and forming a part of this Bylaw.
 - b. For all lawful general purposes of the capital asset on the value of land and improvements for general municipal purposes rates appearing in column C of Schedule A, attached hereto and forming a part hereof.
 - c. For Metro Vancouver Regional District purposes, on the full assessed value of land and improvements taxable for hospital purposes, the rates appearing in column D of Schedule A, attached hereto and forming a part hereof.
3. The min. amount of taxation upon a parcel of real property will be one dollar (\$1. 00).
4. The rates and taxes imposed or levied pursuant to this Bylaw are due on or before July 4, 2023.

5. After July 4, 2023, the Tax Collector will add to the unpaid taxes of the current year, for each parcel of land and its improvements on the property tax roll for which taxes have not been paid, 5% of the current taxes. The unpaid taxes, together with the 5% added, will be deemed to be taxes of the current year due upon those lands and improvements.

After October 1, 2023, the Tax Collector will add to the unpaid taxes of the current year, for each parcel of land and its improvements on the property tax roll for which taxes have not been paid, an additional 5% of the current taxes.

6. An owner may make an election to pay under the alternative tax collection scheme set out above or the general tax collection scheme established in the Community Charter by giving written notice of the election to the Village before July 4 of the year of which the election applies. If an owner does not make an election, the alternative municipal tax collection scheme set out above shall apply.

READ a first time the 18th day of April, 2023

READ a second time the 18th day of April, 2023

READ a third time the 18th day of April, 2023

ADOPTED the day of , 2023

MAYOR

CORPORATE OFFICER

AMENDED BY BYLAW NO. 660-2023

“SCHEDULE A”

CLASS	MUNICIPAL (B)	CAPITAL (C)	REGIONAL (D)
1	0.7232	0.6373	0.3035
2	0.7232	0.6373	1.0623
3	0.7232	0.6373	0.3035
5	0.7232	0.6373	1.0319
6	0.7232	0.6373	0.7436
7	0.7232	0.6373	0.9105
8	0.7232	0.6373	0.3035
9	0.7232	0.6373	0.3035

LAS Parcel Tax Regional Levy (average)

\$1,072



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: April 26, 2023 File No. 3010-01
Submitted by: C. Boit, P.Eng, Manager of Development Services
Subject: Official Community Plan Amendment Process

Purpose / Introduction

The purpose of this report is to provide Council information on an Official Community Plan (OCP) amendment process which is initiated by a developer

Recommended Option

THAT Council direct Staff to develop a Policy and corresponding procedure documentation for a proponent led OCP bylaw amendment application.

Background

In response to discussion around process and expectations of the Village related to development applications, at the April 18, 2023 Regular Council meeting the following resolution was passed:

"That Council direct staff to review recommended procedures and report back to Council on recommendations for an application process and criteria for a proponent led Official Community Plan amendment."

The OCP is the Village's statement of objectives to guide future land uses and address related needs for amenities, services and infrastructure support. Contained within the OCP are Neighbourhood policies which provide further detail on the desired form type and character of future development. Any development permit or building permit issued by the Village, or any subdivision approved by the Approving Officer, must be in accordance with the Zoning Bylaw, which must be in accordance with the OCP.

An OCP amendment application is required when a proposed development does not conform to the land use designation of the OCP. An amendment is the process of legally changing the land use designation on a property through an amending bylaw. An application to change a land use designation in the OCP will be reviewed within the context of all relevant Area Plans and Neighbourhood Plan policies. It should be noted that an existing OCP land use designation

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for a site has been adopted with significant consideration to public input and technical analysis, and under the greater context of determining appropriate long-term growth for a neighbourhood or area. Therefore, the rationale for a proposed OCP amendment by an applicant must be carefully considered.

Discussion

At present the Village of Anmore does not have a policy or application process set out for an OCP amendment. This is understandable given the past development history within Anmore. However, there are some significant parcels of land within Anmore that could be considered for development in the future and these parcels may wish to request to amend the OCP policies, to allow for alternative forms of housing, commercial, or other land use. An example of an instance where this may apply was recently highlighted at icona's open house on April 15, 2023 relating to the landowners future plans for the special study area currently known as Anmore South.

Creation of a process, by way of policy and corresponding procedures will ensure the Village's requirements are met, while providing guidance to future applicants on the expectations of the Village.

An application for an amendment to the OCP should cover the following general requirements:

- A. Policy statements identifying how the OCP amendment will fit within the existing OCP's goals, such as:
 - Promote sustainable growth and development in the Village of Anmore.
 - Enhance the quality of life by providing access to services and amenities in the Village of Anmore.
 - Protect and preserve the natural environment and wildlife habitats within the Village of Anmore.
 - Foster a sense of community and promote the identity of the Village of Anmore.
 - To achieve a diversity in housing options in the Village of Anmore.
 - To expand and diversify the tax base and employment opportunities in the Village of Anmore.
- B. Applications must demonstrate that they will contribute to the achievement of the goals outlined in the Official Community Plan.
- C. Applications must assess and address the impact of proposed development on the natural environment, including wildlife habitats.

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- D. Applications must demonstrate that they provide benefit to the community and enhance the quality of life for residents.
- E. Applications must incorporate housing options to meet the varied needs of different income levels, life-stages, and lifestyles that represent the region
- F. Applications must contribute to the diversification of the tax base in the Village of Anmore.
- G. Applications must ensure opportunities to provide consultation and feedback to the public, persons, organizations and authorities it considers will be affected on proposed development.
- H. Applications must align with the objectives of the Regional Growth Strategy - Metro 2050.

“H” may not appear relevant to Anmore’s OCP. However, the Village of Anmore is a partner in Metro 2050. Therefore, the Village has a duty to ensure its OCP and future amendments are inline with the Metro 2050. For perspective, the Village has provided a Regional Context Statement to Metro Vancouver in 2014 and 2019 supporting Metro 2040.

Application Process

The following is a general overview of the application proposed process.

1. Application and submittal of documents to Staff

The information provided within an application should cover the following the following:

- [BioPhysical Inventory & Analysis](#) | Summary and Plan Set of existing conditions
- [Land Potential](#) | A Conservation Framework categorizing potential development & conservation areas
- [Land Use](#) | Land Use Designation Summary including description and framing policies
- [Environment](#) | An Environmental Assessment demonstrating how future land use will avoid or mitigate environmental impacts
- [Archeology](#) | An initial archeology overview assessment
- [Parks](#) | Conceptual Parks & Trail Plan with cross-sections
- [Streets Plan](#) | Conceptual Major Street Network Plan with cross-sections

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- [Traffic](#) | A Preliminary Traffic Demand Management Study
- [Water](#) | Conceptual Water Servicing Strategy
- [Sanitary](#) | Conceptual Sanitary Servicing Strategy
- [Drainage](#) | Conceptual Stormwater Management Strategy
- [Finance](#) | Assessments of the Property Tax and Village budget
- [Finance](#) | Preliminary Review and definition of amenity contributions
- [Economy](#) | Outline Economic Impact Assessment
- [Energy](#) | Outline Building Energy policy
- [Design Illustrations](#) | An illustrative overview of Design Guidelines, including sample renderings of buildings, streets, trails, and other community amenities
- [Context statement](#) | Initial language to be included within the OCP Amendment bylaw
- [Third Party Referrals](#) | A list of potentially affected parties, such as First Nations, School Districts, Provincial and Federal Ministries
- [Public Consultation Process](#) | A document stating proposed public engagement

2. Referral of documents

Once a complete application is made, it will be referred to Council for introduction with subsequent referral to all relevant parties for comment.

3. Bylaw Amendment (First Reading)

Based on the completed application, staff will present a report to Council, including recommendations for referral parties with a draft OCP amendment bylaw. Council may determine additional consultation and referral requirements at this time or provide feedback to the proponent on the application.

- Give first reading to the amending bylaw and refer the application to affected parties;
- Decline the application; or,
- Defer the application to a future date or upon completion of additional requirements.

4. Consultation

The Local Government Act requires opportunities be provided for consultation with persons, organizations, and authorities that may be affected by the proposed OCP amendment. This will be an opportunity for Council to receive and provide input into the proposed OCP amendment.

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5. Requirements Letter / Second reading

Once the Village receives referral comments, they are forwarded to the Council for consideration of 2nd reading of the OCP Bylaw amendment. At this time, should Council wish to advance the application, a public hearing would be scheduled following 2nd reading. Council may also provide direction to inform the applicant of additional requirements. The letter will provide target dates for the requirements to be met and remaining steps for the review process. Requirements could, amongst others, be request for additional technical reports, additional consultation opportunities, or request for clarification.

6. Public Hearing

If the application and amending bylaw are referred to a Public Hearing, Staff will coordinate a Public Hearing and relevant documentation and notices.

7. Bylaw Amendment continued (Third Reading):

Following the Public Hearing, Council will consider the amending bylaw and provide direction such as:

- Give third reading to the bylaw if there is an associated development permit and rezoning application with the OCP Amendment;
- Give, third and fourth reading (adoption) of the bylaw, if there is no associated development permit application or rezoning application;
- Defer the bylaw to a future date of upon completion of additional requirements; or,
- Decline the bylaw.

8. Bylaw Amendment continued (Adoption - Fourth Reading):

For OCP amendment applications with an associated development permit or rezoning amendment, Staff will prepare a "Third Reading Letter" for the applicant after third reading is granted. The letter will outline the remaining information and steps required to complete the development permit application or zoning bylaw prior to fourth (final) reading of the proposed amending bylaw. When all requirements have been met, the amending bylaw will be forwarded to Council for their consideration of final reading (adoption).

Report/Recommendation to Council

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Other Considerations

Most OCP amendment applications will also require a rezoning application and a Development Permit at some point prior to the development of the lands. If the proposed OCP amendment requires a rezoning, development permit and/or subdivision application, then the OCP amendment application could be processed concurrently with these other applications, but this is not necessary to amend the OCP.

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April 26, 2023

Financial Implications

No cost implications other than require staff time and resources to complete application templates and website design.

Options

1. THAT Council direct Staff to develop a Policy and corresponding procedure documentation for a proponent led OCP bylaw amendment application.
(recommended)

OR

2. THAT Council receive the report for information

Report/Recommendation to Council

Official Community Plan Amendment Process

April 26, 2023

Attachments

None

Prepared by:



Chris Boit, P.Eng
Manager of Development Services

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

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer

Brooke Hovey

Subject: FW: Nominate a charity or non-profit in our community

From: FortisBC <no-reply@email.myfortisbc.com>

Date: April 11, 2023 at 11:00:11 AM PDT

To: John McEwen <John.McEwen@anmore.com>

Subject: Nominate a charity or non-profit in our community

Winners will receive \$15,000 from FortisBC




Please join us again this year in celebrating the charities and non-profits working to strengthen our communities.

Giving back to the communities where we live and work is an important part of helping to create a sustainable future for British Columbians. As we reach out once again to members of

the Union of BC Municipalities, we invite each of you to [nominate a local charity or non-profit organization](#) deserving of a **\$15,000** donation to support a project in your community. Since 2017, 20 grassroots organizations have received the award. [Read about last year's winners](#) for some nomination inspiration.

The deadline for submissions is **May 14, 2023**. Three awards of **\$15,000** will be given. Winners will be announced on **September 30**. Odds of being selected to receive funding will depend on the number of nominations received and the nominated organization's ability to meet the funding criteria set out in the [Terms and Conditions](#). Preference will be given to organizations/projects that align with one or more of the following categories: safety, education, environment, and Indigenous initiatives. [Terms and conditions](#) apply.

 The picture can't be displayed.

[Nominate a charity now](#)

Connect with us



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FortisBC 16705 Fraser Highway, Surrey, British Columbia V4N 0E8

Community Giving Funding Terms and Conditions – UBCM (the “Rules”)

As a long-time sponsor of the Union of British Columbia Municipalities (UBCM) Convention, FortisBC Energy Inc. and FortisBC Inc. invite attendees to nominate a charitable initiative or project to receive an award pursuant to the Community Giving Funding Program (the “**Program**”) from FortisBC. The Program is made available through FortisBC’s Community Investment Program with specific focus on projects or initiatives requiring financial support in order to launch, succeed or be completed.

1. **GENERAL:** Nominating a charitable organization to receive funding or submitting an Application (as defined below) (as the case may be) constitute participation in the Program by the nominator and potential funding recipient and constitutes full and unconditional agreement and acceptance of these Rules, which are final on all matters relating to the Program.
2. **SPONSOR:** The Program is sponsored by FortisBC Energy Inc. and FortisBC Inc. (together, “**FortisBC**”). FortisBC reserves the right to terminate, suspend, or extend the Program or to amend the Rules at any time and in any way, without prior notice.
3. **NOMINATION PERIOD:** The nomination period opens at 7:30 a.m. on April 11, 2023 and closes at 5:30pm on May 12, 2023 (the “**Nomination Period**”). All time references in these Rules refer to Pacific Standard Time.
4. **ELIGIBILITY TO NOMINATE:** Individuals who are (i) legal residents of British Columbia; (ii) who are 19 years of age or older at the time of nomination; (iii) who are elected officials who are members of UBCM and represent FortisBC’s gas and electric service territory; and (iv) who complete and submit an application form before the close of the Nomination Period, may nominate a not-for-profit organization under the Societies Act of B.C. or as a charitable organization recognized by the Canada Revenue Agency.

You do not need to be a FortisBC customer to nominate a not-for-profit organization under the Societies Act of B.C. or as a charitable organization recognized by the Canada Revenue Agency and entry is free.

5. **HOW TO NOMINATE:** To nominate a not-for-profit organization under the Societies Act of B.C. or as a charitable organization recognized by the Canada Revenue Agency, complete the application form (URL: <https://webforms.fortisbc.com/forms/view.php?id=1609358>). A link to the application form will also be provided on the [Community Giving Awards](#) page and in the attention box on the [Community investment](#) page during the Nomination

Period. Application forms must be submitted via regular mail, email or online before the close of the Nomination Period.

FortisBC is not responsible for failed, late, lost, incomplete, undeliverable, incorrect, damaged or misdirected application forms for any reason. All application forms become the property of FortisBC and will not be returned or acknowledged.

6. **FUNDING RECIPIENTS:** Potential funding recipients nominated pursuant to these Rules, may be contacted by FortisBC and be requested to submit a FortisBC community investment application (the “**Application**”) to verify and obtain specific details regarding the funding requirements. FortisBC may also request the potential funding recipients to provide proof of status as a not-for-profit organization under the Societies Act of B.C. or as a charitable organization recognized by the Canada Revenue Agency. Potential funding recipients must submit the Application and provide any additional information or documents required by FortisBC before 11:59am on May 12, 2023.
7. **NOTIFICATION:** FortisBC, in its sole and absolute discretion, will select a total of three (3) recipients to receive funding under the Program, in each instance not to exceed \$15,000 per recipient based on the evaluation criteria set out in section 8 of these Rules (each a “**Funding Recipient**”). Successful Funding Recipients will be notified by telephone and email within five (5) business days of selection, but no later than September 30, 2023, using the telephone number and email address provided by the Funding Recipient (the “**Notification**”). A response to the Notification must be received by FortisBC within five (5) days thereof, failing which any non-responsive selected Funding Recipient will be disqualified and will forfeit any applicable funding. Funding Recipients must agree to these Terms and Conditions, confirming compliance with the Rules and accepting the funding as awarded, prior to being awarded funding by FortisBC. Any selected Funding Recipient that has been disqualified shall have no recourse against FortisBC and the FortisBC shall have no liability or responsibility to disqualified Funding Recipient. If a selected Funding Recipient is disqualified or forfeits the funding, an alternate funding recipient will be selected by FortisBC.

FortisBC shall have no further obligation to the Funding Recipient other than the funding awarded. FortisBC will issue a cheque in the Funding Recipient's legal name. The cheque will be mailed to the Funding Recipient. Allow six to eight weeks for delivery. FortisBC is under no obligation to re-issue a cheque or transfer returned as, or otherwise undeliverable or to replace a stale-dated cheque

8. CRITERIA. FortisBC will select the funding recipients pursuant to the following criteria:
- a. Preference is given to organizations/projects that align with one or more of the following categories:
 - i. **Safety** - promote and/or increase community or personal safety and accident avoidance;
 - ii. **Education** - support energy literacy, trades or skill development, and/or leadership;
 - iii. **Environment** - directly benefit the local environment; and
 - iv. **Indigenous initiatives** - meet the unique needs of an Indigenous group, organization or community.
 - b. Preference will be given to projects that are expected to show significant results based on the above noted criteria or is nearing completion by August 15, 2023.
 - c. FortisBC Community Investment excludes the following:
 - i. initiatives that are normally funded through any level of government;
 - ii. churches or other religious organizations;
 - iii. fraternal or labour organizations;
 - iv. sports team or individual sports/athletic pursuits;
 - v. third-party fundraising events (e.g. golf tournaments raising money for a local charity);
 - vi. operating costs (salaries, rent, service fees, advertising costs, etc.);
 - vii. advocacy groups (e.g. religious, social, political or economic); and
 - viii. groups, programs or organizations located outside of FortisBC service area (see map).

The decisions of FortisBC in relation to the Program will be final and binding and not subject to appeal. FortisBC may provide reasons for its decisions but is under no obligation to do so.

9. By participating, all individuals nominating funding recipients, potential and selected Funding Recipients agree (i) to be bound by these Rules and the decisions of FortisBC; and (ii) to release, indemnify and hold harmless FortisBC and its affiliates, subsidiaries and independent contractors, and their respective directors, officers, shareholders, employees, agents and representatives, including advertising and promotion agencies, from any and all liability for claims/damages, including but not limited to claims/damages for personal injury (including death) or property damage, with respect to or arising from participation in the Program and acceptance, possession, use or misuse of funding, or for claims based on publicity rights, defamation, or intrusion of privacy.

10. **PRIVACY / USE OF PERSONAL INFORMATION:** (a) By participating in the Program, each nominator, potential funding recipient and Funding Recipients: (i) grants to FortisBC the right to use his/her name, mailing address, telephone number and e-mail address (**“Personal Information”**) for the purpose of administering the Program, including but not limited to contacting and announcing the nominator, the potential funding recipient and Funding Recipients; (ii) grants to FortisBC the right to use his/her Personal Information for publicity and promotional purposes relating to the Program in any and all media without further compensation unless prohibited by law; and (iii) acknowledges that FortisBC may disclose his/her Personal Information to third-party agents and service providers of FortisBC in connection with any of the activities listed in (i) and/or (ii) above. (b) FortisBC will use the Personal Information only for identified purposes, and protect the nominator’s Personal Information.
11. **INTELLECTUAL PROPERTY:** (a) By participating in the Program, each Funding Recipient: (i) grants to FortisBC the right to use their name, trademarks, logos, tradenames, designs, website address, slogans (together the **“Intellectual Property”**) for the purpose of administering the Program; and (ii) grants to FortisBC the right to use their Intellectual Property for publicity and promotional purposes relating to the Program in any and all media without further compensation unless prohibited by law.
12. By participating in the Program, each nominator, potential funding recipient and Funding Recipients agrees: (i) that any and all disputes, claims and causes of action arising out of or connected with the Program shall be resolved in accordance with the laws of the Province of British Columbia, and (ii) to irrevocably submit to the exclusive jurisdiction of the courts of the Province of British Columbia over any claim or matter arising under or in connection with the Program or these Rules.