

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for  
Tuesday, July 18, 2023 at 7:00 p.m. in **Multipurpose Room at  
Anmore Elementary School, 30 Elementary Road, Anmore, BC**



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**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 [rhonda.schell@anmore.com](mailto:rhonda.schell@anmore.com) to be read by the Corporate Officer during the meeting.**

**[https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view\\_as=subscriber](https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view_as=subscriber)**

THIS MEETING'S PROCEEDINGS WILL BE BROADCAST LIVE VIA YOUTUBE AND AVAILABLE AS A  
RECORDED ARCHIVE ON THE VILLAGE WEBSITE

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**1. Call to Order**

**2. Approval of the Agenda**

Recommendation: THAT the Agenda be approved as circulated.

**3. Public Input**

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

**4. Delegations**

**(a) Friendly Forest Preschool Association**

Ekaterina Perkins to provide summary of Anmore Community Grant Funding use.

**(b) Trez Capital, Anmore Gate Developments, Bella Terra Developments**

Michael Geller & Ali Sarpoushan to provide an update on the Pinnacle Ridge Hillside Landowners' intention to submit an application for an Official Community Plan Bylaw Amendment.

**5. Adoption of Minutes**

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**(a) Minutes of the Regular Council Meeting held on June 27, 2023**

Recommendation: THAT the Minutes of the Regular Council Meeting held on June 27, 2023, be adopted, as circulated.

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**(b) Minutes of the Special Council Meeting held on June 29, 2023**

Recommendation: THAT the Minutes of the Special Council Meeting held on June 29, 2023, be adopted, as circulated.

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

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

Recommendation: That the Consent agenda be adopted.

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**(a) Land Use Designation Amendment to Metro 2050  
Township of Langley – 23699 and 23737 Fraser Highway**

Recommendation: That the communication dated June 27, 2023 from Metro Vancouver regarding a Land Use Designation Amendment to Metro 2050 for Township of Langley – 23699 and 23737 Fraser Highway, be received for information.

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**(b) Land Use Designation Amendment to Metro 2050  
City of Surrey – Fraser Heights**

Recommendation: That the communication dated July 11, 2023 from Metro Vancouver regarding a Land Use Designation Amendment to Metro 2050 for City of Surrey – Fraser Heights, be received for information.

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**(c) Anmore Fees and Charges Bylaw Amendment**

Recommendation: THAT Anmore Fees and Charges Bylaw Amendment Bylaw No. 683-2023 be adopted.

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

## 9. Legislative Reports

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### (a) Council Committee Recommendations

Recommendation: **THAT** staff update the Terms of Reference for the Community, Engagement, Culture and Inclusion Committee to add age-friendly (including youth) and accessibility matters, update the mandate and membership to meets the Accessible British Columbia Act requirements, and increase the membership to seven members.

**THAT** staff update the Terms of References for all select committees to change the frequency of the meetings to quarterly, or at the call of the Chair, and increase memberships to seven, including the Chair.

**THAT** a budget of up to \$3,000 be allocated from the surplus general fund reserve for 2023 and that staff be directed to include an allocation of \$10,000 to provide administrative minute taking and procedural support at select committee meetings in future budget considerations.

**THAT** staff update the Terms of Reference for the Finance Committee to change the frequency of meetings to quarterly, or at the call of the Chair.

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### (b) Award of Supply & Delivery of Dump Truck Contract

Recommendation: **THAT** That the contract award of the supply and delivery of one (1) dump truck for a total contract price of \$366,500.00, excluding taxes be awarded to Harbour International Trucks Ltd.; and

**THAT** the 2023-2027 5 Year Financial Plan Bylaw be amended to include applicable taxes over and above the approved \$380,000 budget.

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### (c) Anmore South - OCP Amendment Application

Recommendation: **THAT** an Official Community Plan Amendment Bylaw based on the 2023 icona Properties OCP Amendment Application be drafted and brought forth for consideration of first reading.

**10. Unfinished Business**

None.

**11. New Business****(a) FireSmart Community Funding & Supports Program**

Recommendation: **THAT** staff apply to the 2023 FireSmart Community Funding & Supports program to develop a Community Wildfire Resiliency Plan and manage the grant funding if approved.

**12. Items from Committee of the Whole, Committees, and Commissions****13. Mayor's Report****14. Councillors Reports****15. Chief Administrative Officer's Report****16. Information Items**

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**(a) General Correspondence**

- Email dated June 28, 2023, from the City of Prince George regarding submitting a resolution to the 2023 UBCM Convention for "Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Services"
- Metro Vancouver Board in brief for meetings held on June 30, 2023
- Letter dated July 4, 2023 from Mayor Brenda Locke, City of Surrey regarding the Surrey Police Transition

**17. Public Question Period**

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

**18. Adjournment**



## REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for  
Tuesday, June 27, 2023 at 7:00 p.m. in **Multipurpose Room at  
Anmore Elementary School, 30 Elementary Road, Anmore, BC**



### ELECTED OFFICIALS PRESENT

### ABSENT

Mayor John McEwen  
Councillor Kim Trowbridge  
Councillor Doug Richardson  
Councillor Polly Krier  
Councillor Paul Weverink

### OTHERS PRESENT

Karen Elrick, Chief Administrative Officer  
Rhonda Schell, Manager of Corporate Services  
Lena Martin, Manager of Financial Services  
Chris Boit, Manager of Development Services  
Scott Donaldson, Operations Superintendent

#### 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:

R070/23: THAT the Agenda be approved as circulated.

Carried Unanimously

#### 3. Public Input

None.

**4. Delegations****(a) Hal Weinberg Scholarship Presentation**

Council presented the scholarship award to Jaden Hickey and Catalina Hickey (Gabriella Gallé was absent) and thanked them all for their continuing contribution as volunteers within the Anmore community.

**5. Adoption of Minutes****(a) Minutes of the Regular Council Meeting held on June 6, 2023**

It was MOVED and SECONDED:

R070/23: THAT the Minutes of the Regular Council Meeting held on June 6, 2023, be adopted, as circulated.

Carried Unanimously

**6. Business Arising from Minutes**

None.

**7. Consent Agenda**

It was MOVED and SECONDED:

R071/23: That the Consent agenda be adopted.

Carried Unanimously

**(a) Release of Resolutions from In Camera Meetings**

At the June 6, 2023, In Camera Council meeting, Council authorized the release of the following resolutions to a future open Council meeting:

- i) At the June 6, 2023 In Camera Meeting “THAT staff write a letter to the Village of Belcarra from Council regarding the Village of Anmore’s intent to initiate planning and development in 2024 for a Sasamat Volunteer Fire Department Firehall in Anmore with rational from the previous assessment completed in 2019 (including health and safety considerations, WorkSafe BC issues, not meeting seismic standards, and operational limitations) with a request for a response outlining their level of involvement.”

- (b) Letter dated June 23, 2023, to the Village of Belcarra regarding the Sasamat Volunteer Fire Department

8. Items Removed from the Consent Agenda

- 7 (c) Letter dated June 22, 2023, from School District No. 43 regarding 2023 Eligible School Sites Proposal Resolution

It was MOVED and SECONDED:

R072/23: THAT the letter dated June 22, 2023, from School District No. 43 regarding 2023 Eligible School Sites Proposal Resolution be received for information.

Carried Unanimously

9. Legislative Reports

- (a) 2022 Annual Report Presentation

It was MOVED and SECONDED:

R073/23: THAT the draft 2022 Annual Report, as attached to the agenda, be approved.

Carried Unanimously

- (b) Management Report and Statement of Financial Information

It was MOVED and SECONDED:

R074/23: THAT the Management Report and Statement of Financial Information, as attached to the agenda, be approved.

Carried Unanimously

- (c) Council Committee Recommendations

It was MOVED and SECONDED:

R075/23: THAT staff report back on the cost of a staff member or contractor to attend committee meetings, take minutes and provide a meeting schedule at the new Anmore Community Hub.

Carried Unanimously

Discussion points included:

- Requirements to meet the Accessible British Columbia Act

- Administrative resources during committee meetings
- Committee recruitment
- Frequency of committee meetings
- Potential committee meeting schedule in a permanent facility

**(d) Anmore Fees and Charges Bylaw Amendment**

It was MOVED and SECONDED:

R076/23: THAT Anmore Fees and Charges Bylaw Amendment Bylaw No. 683-2023 be given first, second, and third readings.

Carried Unanimously

**(e) BC Growing Communities Grant Funding**

It was MOVED and SECONDED:

R077/23: THAT staff be directed to initiate the following projects, to be funded from the BC Growing Communities Fund:

1. Public Works Yard Improvements for Equipment and Vehicles up to \$1,000,000;
2. Enhancements to Anmore Community HUB and surrounding area up to \$200,000;
3. Ravenswood Drive realignment and tree management of area up to \$330,000;
4. Water System Service Planning up to \$50,000.

Carried Unanimously

It was MOVED and SECONDED:

R078/23: THAT staff be directed to submit a grant application to the UBCM Community Resiliency Investment Program - 2023 FireSmart Community Funding & Supports stream to develop a current and acceptable wildfire protection plan and that the Village provide overall grant management should the application be successful.

Carried Unanimously

**(f) Local Government Climate Action Program and Canada Community Building Fund Allocation**

It was MOVED and SECONDED:

R079/23: THAT Council defer allocation of funding from the Local Government Climate Action Program and the Canada Community-Building Fund to a future Council meeting, following a site visit at the new Anmore Community Hub.

Carried Unanimously

**10. Unfinished Business**

None.

**11. New Business**

**(a) Village of Anmore 2022 Water Quality Report**

It was MOVED and SECONDED:

R080/23: THAT the Village of Anmore 2022 Annual Water Quality Report, as attached to the agenda, be received for information.

Carried Unanimously

**(b) Ma Murray Day**

Mayor McEwen provided an update that Spirit Park construction work will be occurring in August and we will not have a space to provide Ma Murray Day.

Council agreed by consensus to postpone the 2023 Ma Murray Day and incorporate it into the Anmore Village Community Hub grand opening.

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

None.

**13. Mayor's Report**

Mayor McEwen reported that:

- he attended the Metro Vancouver Council of Councils meeting on June 10<sup>th</sup>
- he attended Belcarra Day on June 11
- he attended the Greater Vancouver Board of Trade meeting on June 13<sup>th</sup>, on behalf of Metro Vancouver

- he attended the Regional Gathering, co-hosted by scəwáθən məsteyəx<sup>w</sup> (Tsawwassen First Nation) and Metro Vancouver, on June 16<sup>th</sup>
- he attended the Heritage Woods Secondary School graduation on June 17<sup>th</sup>
- he attended a tour of the Anmore Community Hub construction site on June 26<sup>th</sup>
- he met with Chief Giesbrecht of the Kwikwetlem First Nation on June 27<sup>th</sup>
- he attended the Anmore Elementary Grade 5 Graduation Ceremony on June 27<sup>th</sup>
- he will be attending a renaming ceremony at Colony Farms on July 1<sup>st</sup>
- he will be attending Canada Day celebrations in Coquitlam, Port Moody, and Port Coquitlam on July 1<sup>st</sup>

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

Councillor Krier reported that:

- she attended Healthier Communities Partnership Meetings on May 30, June 1
- she attended the Coast Mental Health's Courage to Come Back Awards
- she attended the Metro Vancouver Council of Councils meeting
- she attended the Tri-Cities Homelessness and Housing Task Group meeting
- she attended the Metro Vancouver Regional Culture Committee meeting
- she will be attending the Tri-Cities Chamber of Commerce Golf Tournament Dinner on June 29<sup>th</sup>

Councillor Weverink reported that:

- he attended the Sasamat Volunteer Fire Department meeting on June 1<sup>st</sup>
- he offered apologies for not attending the June 6<sup>th</sup> Regular Council Meeting due to illness
- he attended the Metro Vancouver Zero Waste Committee meeting on June 15<sup>th</sup>
- he relayed sentiments and appreciation to the Weinbergs who are moving out of the community

Councillor Richardson reported that:

- he attended the Metro Vancouver Council of Councils meeting

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

- Property taxes are due on July 4<sup>th</sup>
- Village Hall will be closed on July 3 for Canada Day
- Options for payment are available on the Village website or residents can contact the Village Hall for assistance
- Campfire and general fire ban is still in effect for the village
- July 18<sup>th</sup> is the next scheduled council meeting

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

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

- Tri-Cities Healthier Communities Partnership Meeting Minutes for the meeting held March 30, 2023
- Tri-Cities Healthier Communities Partnership Meeting Minutes for the meeting held June 1, 2023

**(b) General Correspondence**

- Letter dated May 25, 2023, from the City of Richmond regarding the Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia
- Metro Vancouver Board in Brief for meetings held on June 2, 2023
- Letter dated June 21, 2023, from the District of North Saanich regarding the Province of British Columbia's Home for People Action Plan

**17. Public Question Period**

Members of the public asked questions regarding:

- names of members of the public being recorded in the minutes
- availability of printed copies of agendas at Council meetings
- Accessibility Committee membership requirements
- recognition opportunities for the Weinberg family moving away
- Buntzen Lake reservation system QR codes

**18. Adjournment**

It was MOVED and SECONDED:

R081/23: That the meeting be adjourned at 8:19 pm.

Carried Unanimously

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Rhonda Schell  
Corporate Officer

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John McEwen  
Mayor

## SPECIAL COUNCIL MEETING – MINUTES

Minutes for the Special Council Meeting scheduled for  
Tuesday, June 29, 2023, at 6:00 p.m. **held electronically via Teams and at  
the Village Hall, 100 Buntzen Creek Road.**



### ELECTED OFFICIALS PRESENT

### ABSENT

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

### OTHERS PRESENT

Karen Elrick, Chief Administrative Officer (via teleconference)  
Rhonda Schell, Manager of Corporate Services (in person and teleconference)  
Chris Boit, Manager of Development Services (via teleconference)  
Brooke Hovey, Communications Coordinator (in person and teleconference)

#### 1. Call to Order

The meeting was called to order at 6:00 p.m.

#### 2. Approval of the Agenda

It was MOVED and SECONDED:

R082/23: That the Agenda be approved as circulated.

Carried Unanimously

#### 3. Public Input

Members of the public provided input on:

- Climate change mitigation and infrastructure for electric vehicles and equipment



**4. New Business**

It was MOVED and SECONDED:

**(a) Local Government Climate Action Program and Canada Community Building Fund Allocation**

R083/23: THAT staff be directed to allocate funding of up to \$118,164 of the available \$118,164 from the Local Government Climate Action Program and \$260,766 of the available \$260,766 from the Canada Community-Building Fund for an Electric Vehicle Charging Station and infrastructure at the Anmore Community Hub.

Carried

Councillor Richardson Opposed

Discussion points included:

- adding Anmore Community Hub construction elements
- costs associated with electric vehicle charging station installation and planning for usage guidelines
- grant funding usage guidelines

**5. Adjournment**

It was MOVED and SECONDED:

R084/23: That the meeting be adjourned at 6:29 pm.

Carried Unanimously

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Rhonda Schell  
Corporate Officer

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John McEwen  
Mayor

Office of the Chair  
Tel. 604-432-6215 or via Email  
[CAOAdministration@metrovancouver.org](mailto:CAOAdministration@metrovancouver.org)

June 27, 2023

File: CR-12-01  
Ref: RD 2023 Jun 2

Mayor John McEwen and Council  
Village of Anmore  
2697 Sunnyside Road  
Anmore, BC V3H 5G9  
**VIA EMAIL:** [john.mcewen@anmore.com](mailto:john.mcewen@anmore.com)

Dear Mayor John McEwen and Council:

**Proposed Land Use Designation Amendment to *Metro 2050*  
Township of Langley – 23699 and 23737 Fraser Highway**

The Township of Langley is requesting a Type 2 Amendment to *Metro 2050*, the regional growth strategy, for two properties located at 23699 and 23737 Fraser Highway, totaling 4.12 hectares. The proposed regional land use designation amendment would redesignate the site from Rural to Industrial to permanently allow for industrial uses granted under a temporary use permit set to expire in May 2024, as well as allow for additional industrial uses subject to meeting certain development prerequisites.

At its June 2, 2023 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) adopted the following resolution:

*That the MVRD Board:*

- a. initiate the regional growth strategy amendment process for the Township of Langley's requested regional land use designation amendment from Rural to Industrial for the lands located at 23699 and 23737 Fraser Highway;*
- b. give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1365, 2023"; and*
- c. direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.*

As required by both the *Local Government Act* and *Metro 2050*, the regional growth strategy amendment process requires a minimum 45-day notification period to allow all affected local governments and members of the public to provide comment on the proposed amendment. Following the comment period, the MVRD Board will review all comments received and consider adoption of the amendment bylaw.

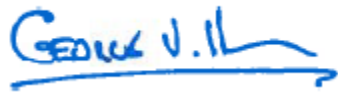
59956437

The proposed amendment is a Type 2 amendment to *Metro 2050*, which requires that the public be provided with engagement opportunities as outlined in Section 6.4.4 in *Metro 2050* and that the amendment bylaw be passed by the MVRD Board by a two-thirds weighted vote. For more information on regional growth strategy amendment procedures, please refer to Sections 6.3 and 6.4 in *Metro 2050*. A Metro Vancouver staff report providing background information and an assessment of the proposed amendment regarding its consistency with *Metro 2050* is enclosed.

You are invited to provide written comments on the proposed amendment. Please provide your comments **by September 8, 2023**.

If you have any questions with respect to the proposed amendment, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391 or by email at [jonathan.cote@metrovancover.org](mailto:jonathan.cote@metrovancover.org).

Yours sincerely,



George V. Harvie  
Chair, Metro Vancouver Board

GVH/JWD/hm

cc: Karen Elrick, Chief Administrative Officer, Village of Anmore  
Jerry W. Dobrovolsky, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver  
Jonathan Cote, Deputy General Manager, Regional Planning & Housing Development, Metro Vancouver

Encl: [Metro 2050 Amendment Request - Township of Langley \(23699 and 23737 Fraser Highway\)](#)

59956437

Office of the Chair  
Tel. 604-432-6215 or via Email  
[CAOAdministration@metrovancover.org](mailto:CAOAdministration@metrovancover.org)

July 11, 2023

File: CR-12-01  
Ref: RD 2023 Jun 30

Mayor John McEwen and Council  
Village of Anmore  
2697 Sunnyside Road  
Anmore, BC V3H 5G9  
VIA EMAIL: [john.mcewen@anmore.com](mailto:john.mcewen@anmore.com)

Dear Mayor John McEwen and Council:

**Proposed Land Use Designation Amendment to Metro 2050**  
**City of Surrey – Fraser Heights**

The City of Surrey is requesting a Type 3 Amendment to *Metro 2050* for a 10.2-hectare site located at 11420 – 157A Street in the City’s Fraser Heights area. The proposed regional land use designation amendment would redesignate the site from Industrial to General Urban to accommodate a residential development of 38 single-detached lots on the subject site.

At its June 30, 2023 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) adopted the following resolution:

*That the MVRD Board:*

- a) initiate the Metro 2050 amendment process for the City of Surrey’s requested regional land use designation amendment from Industrial to General Urban for the lands located at 11420 – 157A Street;*
- b) give first, second, and third readings to “Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1366, 2023”; and*
- c) direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.*

As required by both the *Local Government Act* and *Metro 2050*, the regional growth strategy amendment process requires a minimum 45-day notification period to allow all affected local governments, First Nations, and members of the public to provide comment on the proposed amendment. Following the comment period, the MVRD Board will review all comments received and consider adoption of the amendment bylaw.

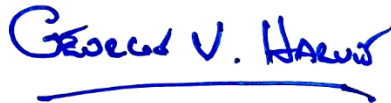
60943429

The proposed amendment is a Type 3 amendment to *Metro 2050*, which requires that an amendment bylaw be passed by the MVRD Board by a 50% +1 weighted vote. For more information on regional growth strategy amendment procedures, please refer to Sections 6.3 and 6.4 in *Metro 2050*. A Metro Vancouver staff report providing background information and an assessment of the proposed amendment regarding its consistency with *Metro 2050* is enclosed.

You are invited to provide written comments on the proposed amendment. Please provide your comments to the contact below **by September 15, 2023**.

If you have any questions with respect to the proposed amendment, please contact Jonathan Coté, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391 or by email at [jonathan.cote@metrovanancouver.org](mailto:jonathan.cote@metrovanancouver.org).

Yours sincerely,



George V. Harvie  
Chair, Metro Vancouver Board

GVH/JWD/hm

cc: Karen Elrick, Chief Administrative Officer, Village of Anmore  
Jerry W. Dobrovolsky, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver  
Jonathan Coté, Deputy General Manager, Regional Planning & Housing Development, Metro Vancouver

Encl: [Metro 2050 Type 3 Proposed Amendment – City of Surrey \(Fraser Heights\)](#)

60943429

## VILLAGE OF ANMORE

## BYLAW NO. 683-2023

A bylaw to amend Anmore Fees and Charges Bylaw No. 608-2019

**WHEREAS** section 194 of the *Community Charter, S.B.C., 2003*, authorizes municipalities, by bylaw, to impose fees and charges for the provision of various services and/or information;

**AND WHEREAS** the *Local Government Act* authorizes a local government to amend its bylaws from time to time;

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

1. That this bylaw may be cited for all purposes as “Anmore Fees and Charges Bylaw Amendment Bylaw No. 683-2023”.
2. That Anmore Fees and Charges Bylaw No. 608-2019 be amended as follows:
  - a) The following rates under Schedule A “Water Utility” be deleted in their entirety and replaced with:

Installation of 2” water Meter at property line	\$1,706
Installation of 1.5” water Meter at property line	\$1,466
Installation of 1” water Meter at property line	\$1,006
Installation of 5/8-3/4” water Meter at property line	\$922

3. Anmore Fees and Charges Bylaw, No. 608-2019, as amended, is hereby amended accordingly.

<b>READ</b> a first time the	27 <sup>th</sup>	day of June, 2023
<b>READ</b> a second time the	27 <sup>th</sup>	day of June, 2023
<b>READ</b> a third time the	27 <sup>th</sup>	day of June, 2023
<b>ADOPTED</b> the		

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MAYOR

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CORPORATE OFFICER



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: July 14, 2023 File Number: 0540-01  
Submitted by: Rhonda Schell, Manager of Corporate Services  
Subject: Council Committee Recommendations

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### Purpose / Introduction

To present Council with options to update council committees and to meet the requirements of the Accessible British Columbia Act.

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### Recommendations

**THAT** staff update the Terms of Reference for the Community, Engagement, Culture and Inclusion Committee to add age-friendly (including youth) and accessibility matters, update the mandate and membership to meets the Accessible British Columbia Act requirements, and increase the membership to seven members.

**THAT** staff update the Terms of References for all select committees to change the frequency of the meetings to quarterly, or at the call of the Chair, and increase memberships to seven, including the Chair.

**THAT** a budget of up to \$3,000 be allocated from the surplus general fund reserve for 2023 and that staff be directed to include an allocation of \$10,000 to provide administrative minute taking and procedural support at select committee meetings in future budget considerations.

**THAT** staff update the Terms of Reference for the Finance Committee to change the frequency of meetings to quarterly, or at the call of the Chair.

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### Background

At the June 27, 2023 Regular Council Meeting, staff was directed to report on estimated costs to provide administrative support at committee meetings and a suggested schedule of meetings to be held once the Anmore Community Hub construction is completed.

### Discussion

**Administrative Support:** Staff has obtained estimates from professional contractors that provide administrative support in form of minute taking and providing procedural advice for the Chair during committee meetings. The Village of Anmore currently has four select committees (Community, Engagement, Culture, and Inclusion (CECI); Environment; Parks and Recreation; and

## Report/Recommendation to Council

### Council Committee Recommendations

July 14, 2023

Public Safety) that, according to the Terms of References, are to meet monthly or at the call of the Chair. Each committee that meets monthly would incur an estimated cost of \$7,200 per year. In addition, the Village also has one standing committee (Finance), an Advisory Planning Commission, and a Board of Variance where staff typically are in attendance. To maintain the existing committees with a monthly meeting schedule, a budget of approximately \$30,000 would be required. In addition to the above costs, staff time would be allocated to agenda preparation, meeting coordination, and any committee recommendations that need to come before Council.

If the four select committee's schedules were adjusted to quarterly (or at the call of the Chair if more meetings are needed), the cost of providing administrative support for the meetings would be approximately \$9,600 per year. Agenda preparation needs, including meeting coordination for a quarterly schedule could be met through existing staff resources. A quarterly schedule would also ease the burden on volunteer committee members.

Additionally, to increase community participation and the likelihood of quorum being met at meetings, committee memberships could be increased to seven members (including the Chair).

**Meeting Schedule:** Below is a suggested schedule for quarterly Select Committee Meetings, to be held in the boardroom of the Anmore Community Hub. The schedule has no meetings in August, in alignment with the Council Meeting Schedule set by the Procedure Bylaw.

Community, Engagement, Culture, and Inclusion	February, April, July, October
Environment	February, April, July, October
Parks and Recreation	March, June, September, November
Public Safety	March, June, September, November

**Accessibility Committee:** The Accessible British Columbia Act (the Act) received royal assent on June 17, 2021 and comes into effect September 1, 2022. All organizations will have one year to come into compliance with the regulation. Part 3 Section 9 of the Act requires local governments to establish or join an accessibility committee and develop an accessibility plan to advise the organization on identifying, removing, and preventing barriers to individuals in or interacting with the organization. An accessibility committee may be included in an already established committee as long as the committee meets the requirements set out in the Act:

- at least half of the members are persons with disabilities, or individuals who support, or are from organizations that support persons with disabilities,
- at least one of the members is an Indigenous person, and
- the committee reflects the diversity of persons in British Columbia.



## Report/Recommendation to Council

### Council Committee Recommendations

July 14, 2023

Staff is recommending that the Terms of Reference be updated for the CECI Committee to ensure the mandate and membership meets the requirements of the Act. Additionally, age friendly matters (including youth) could be added to the mandate.

## Options

	Mandate	Membership	Meeting Frequency	Administrative Support	Implications
All Committees	Status Quo	Status Quo	Status Quo (Monthly)	\$30,000/yr	Will not meet the requirements of the Accessible BC Act.
All Committees	Status Quo	Status Quo	Quarterly	\$10,000/yr	Will not meet the requirements of the Accessible BC Act.
All Committees Except CECI	Status Quo	Increase to seven.	Quarterly	\$10,000/yr	Based on past attempts, it may be challenging to recruit seven members for all four select committees.
CECI Only	Update to meet the requirements of the Accessible BC Act (the Act)	Increase to seven members to insure representation meets the requirements of the Act	Status Quo (Monthly)	\$30,000/yr	
CECI Only	Update to meet the requirements of the Accessible BC Act (the Act)	Increase to seven members to insure representation meets the requirements of the Act	Quarterly	\$10,000/yr	

## Report/Recommendation to Council

Council Committee Recommendations

July 14, 2023

### Financial Implications

Funding for 2023 could be sourced from the surplus general fund reserve while future year budget allocations would form part of the operating budget within the Financial Plan Bylaw.

### Communications / Civic Engagement

Committee recruitment will take place through public advertising on the Village website, newsletter, and social media.

### Corporate Strategic Plan Objectives

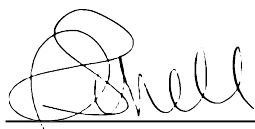
Maintain and enhance service levels.

Support a welcoming and inclusive community.

Protect and enhance the connectivity of neighbouring parks and local recreational areas.

Practise environmental stewardship.

#### Prepared by:



Rhonda Schell

Manager of Corporate Services

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

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



Chief Administrative Officer



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: July 14, 2023

Submitted by: Karen Elrick, Chief Administrative Officer

Subject: Award of Supply & Delivery of Dump Truck Contract

---

### PURPOSE / INTRODUCTION

To obtain Council approval to award the contract for the purchase of one (1) dump truck to Harbour International Trucks Ltd.

### RECOMMENDATIONS

That the contract award of the supply and delivery of one (1) dump truck for a total contract price of \$366,500.00, excluding taxes be awarded to Harbour International Trucks Ltd.; and

That the 2023-2027 5 Year Financial Plan Bylaw be amended to include applicable taxes over and above the approved \$380,000 budget.

### BACKGROUND

On June 26, 2023, the Village issued an RFT for the supply and delivery of one (1) dump truck. The budget of \$380,0000 was approved as part of the 2023-2027 5-Year Financial Plan.

At the closing time, two RFTs were received.

### DISCUSSION

The criteria included in the RFT for evaluation is as follows:

Criteria	Weighting
Quality/Content of Proposal	10
Financial	50
Delivery Specifications	10
Service Location/Availability	15
Warranty	10
References	5
Total	100

## **Report/Recommendation to Council**

### **Award of Supply & Delivery of Dump Truck Contract**

July 14, 2023

The table below outlines the ranking following review and evaluation:

<b>Proponent</b>	<b>Ranking</b>
Harbour International Trucks	1
Viking Cives Ltd.	2

Following the review of the proposals, Harbour International Trucks was the number 1 ranked proponent and met all requirements of the RFT.

## **OTHER OPTIONS**

The following options are presented for Council's consideration:

1. **That the contract award of the supply and delivery of one (1) dump truck for a total contract price of \$366,500.00, excluding taxes be awarded to Harbour International Trucks Ltd.; and**

**That the 2023-2027 5 Year Financial Plan Bylaw be amended to include applicable taxes over and above the approved \$380,000 budget.  
(recommended)**

OR

2. That Council decline to increase the approved budget and award the contract for supply and delivery of one (1) dump truck at this time.

## **FINANCIAL IMPLICATIONS**

The overall contract award inclusive of taxes would exceed the approved budget of \$380,000. In order to award contract, budget increase would need to be approved.

## **COMMUNICATIONS / CIVIC ENGAGEMENT**

None.

## **COUNCIL STRATEGIC PLAN OBJECTIVES**

We provide efficient services and strive for sustainable infrastructure to support a safe, healthy and vibrant community.

**Report/Recommendation to Council**

Award of Supply & Delivery of Dump Truck Contract

July 14, 2023

**Prepared by:**



---

Karen Elrick  
Chief Administrative Officer



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: July 13, 2023 File No. 3030-20  
Submitted by: C. Boit, P.Eng, Manager of Development Services  
Subject: Anmore South – OCP Amendment Application

---

### Purpose / Introduction

To provide Council with an introduction to a proponent led OCP amendment application for the Anmore South (loco) lands.

---

### Recommended Option

THAT an Official Community Plan Amendment Bylaw based on the 2023 icona Properties OCP Amendment Application be drafted and brought forth for consideration of first reading.

---

### Background

In May 2023 icona Properties (the proponent) submitted an application to amend the Official Community Plan (OCP) of Anmore in relation to Anmore South. The proponent has requested that the existing OCP be amended to allow for future development on the Anmore South lands, which are designated as a special study area within Anmore's current OCP.

The attached report is an introduction to the proposed OCP Amendment for the Village of Anmore, prepared by ISL Engineering and Land Services Ltd. (ISL). The report provides a detailed explanation of the OCP amendment process, the proponents application and the draft policies that would form part of the amendment bylaw.

## Report/Recommendation to Council

Anmore South – OCP Amendment Application

July 13, 2023

## Discussion

The submitted application is in line with the requirements of an OCP amendment application and it covers a wide range of topics, such as:

1. The neighbourhood vision
2. Location and regional context
3. The regulatory requirements
4. Descriptions of the land
5. Neighbourhood land uses
6. Infrastructure review
7. Financial and economic analysis
8. Implementation strategy
9. Proposed OCP policy

The attached ISL report has summarized the proponent's application and provides commentary on the submitted policies.

If Council were to direct staff to develop an amending bylaw and proceed to consideration of first reading, significant analysis and discussion would then take place through amendment process. As such, staff would provide additional information on variety of topics such as engagement strategies, affected stakeholders, financial impacts and technical reports.

## Options

1. THAT an Official Community Plan Amendment Bylaw based on the 2023 icona Properties OCP Amendment Application be drafted and brought forth for consideration of first reading.

**(recommended)**

OR

2. THAT the 2023 icona Properties OCP Amendment Application be referred to the Committee of the Whole.

OR

3. THAT no amendments be considered to the Official Community Plan at this time.

## Report/Recommendation to Council

Anmore South – OCP Amendment Application

July 13, 2023

## Attachments

1. OCP Amendment introductory report – ISL Engineering and Land Services

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





# Village of Anmore

## OCP Amendment Introductory Report

#33453  
July 2023



## Corporate Authorization

This document entitled "OCP Amendment introductory report" has been prepared by ISL Engineering and Land Services Ltd. (ISL) for the use of Village of Anmore. The information and data provided herein represent ISL's professional judgment at the time of preparation. ISL denies any liability whatsoever to any other parties who may obtain this report and use it, or any of its contents, without prior written consent from ISL.



Prepared By:

Chris Boit, P.Eng

---

July 12<sup>th</sup> 2023

<b>Permit to Practice</b>	
<i>ISL Engineering and Land Services Ltd.</i>	
RR Signature:	
RR EGBC ID:	<u>42221</u>
Date:	<u>2023-07-14</u>
<b>Permit Number 1000419</b>	
Engineers & Geoscientists British Columbia	



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## 1.0 Introduction

### 1.1 Anmore South / IOCO lands background

The Anmore South lands are located in the south-west quadrant of the Village of Anmore (the Village) and are in close proximity to the Village of Belcarra and the City of Port Moody. The lands are approximately 152 acres in size and are currently owned by icona Properties Ltd. (icona). The lands are largely undeveloped, characterized by steep slopes, significant stands of mature trees and several watercourses, including a portion of the Mossom Creek watershed, which is a significant salmon-bearing stream. The lands also contain several at-risk species.

Currently, the lands are not serviced by municipal water or sanitary sewer services. They are designated as a "Special Study Area" in the Village's Official Community Plan (OCP), which is an interim designation in a land use planning document for an area that requires further study before formal designation. To keep its options open, Council established a Special Study Area designation a number of years ago for this area in Anmore's OCP, as the Council at that time recognized that there was potential for designating this property differently than other areas of Anmore.



Figure 1 - Map identifying study area

The Lands have a rich history, including logging of first growth forest, use by the Imperial Oil Company (IOCO) for oil refining and housing for workers.

The owners of the land (icona) have made a formal request to the Village to amend the Anmore's OCP to allow for the creation of a complete community development on the land that would incorporate residential housing, commercial lands, parks and public amenities.

The lands are also under an active subdivision application at present. As the lands are zoned for residential RS-1, icona's proposed subdivision would allow the creation of 84 single family lots.



## 1.2 Regional Governance – Metro Vancouver

### 1.2.1 Metro Vancouver – Regional Growth Strategy

Metro Vancouver's Regional Growth Strategy (RGS) is a long-term, comprehensive plan that guides land use and development within the Metro Vancouver region. The RGS provides a framework for managing growth, protecting the environment and promoting sustainable development across the region. The goal of the RGS is to support a livable, resilient and economically vibrant region. Metro Vancouver's RGS is referred to as Metro 2050. It outlines the long-term vision for sustainable growth in the region up to the year 2050. The document provides a strategic plan that guides decisions about social, economic and environmental issues in the region.

Key elements of the Metro 2050 strategy include:

#### Urban Containment:

The strategy emphasizes the importance of containing urban development within defined areas to protect rural areas, prevent urban sprawl, and promote efficient use of land and resources.

#### Sustainable Transportation Choices:

The strategy supports the development of sustainable transportation options, including public transit, cycling and walking to reduce reliance on private vehicles and decrease greenhouse gas emissions.

#### Dwelling Unit and Employment Growth Targets:

The strategy sets targets for residential and employment growth in various locations, including Urban Centre Types and Frequent Transit Development Areas

#### Regional Land Use Designations

The strategy includes regional land use designations and overlays that guide the type and intensity of development in different areas of the region. Anmore is currently classified as Rural.



Figure 2 - Cover of Metro Vancouver's 2050 growth strategy



### 1.2.2 Special Study Area (SSA)

In the context of regional governance within Metro Vancouver, a Special Study Area (SSA) is defined by designated geographical zones within a municipality that require special consideration and investigation due to specific characteristics, development potential or environmental concerns. These areas are often identified by local authorities to gather more detailed information, conduct studies and make informed decisions about their future development or preservation.

In the case of Anmore South, the lands have a regional land use designation of Rural with an overlay of a SSA designation. The SSA essentially lowers the voting requirement from a 75% weighted vote to a 50% +1 weighted vote for changing the designation in the SSA and altering the Urban Containment Boundary.

### 1.3 Urban Containment Boundary (UCB)

The UCB defines the limits of urban development within the region. The UCB helps concentrate growth within existing urban areas to promote compact, efficient land use, protect agricultural and environmentally sensitive lands and support transit-oriented development. Anmore South is not within the UCB. Therefore, the RGS/UCB would have to be amended to allow for comprehensive development within the SSA.

To amend the UCB, an application needs to be considered by Metro Vancouver's Regional Planning Committee. The committee assesses the proposal, considers feedback received during the public consultation and provides recommendations to the Metro Vancouver Board.

The Metro Vancouver Board, which consists of elected officials representing member jurisdictions, reviews the proposed UCB amendment and the recommendations of the Regional Planning Committee. The Board discusses the amendment, may propose modifications and makes a decision to approve or reject the amendment.

If the UCB amendment is approved by the Metro Vancouver Board, it is formally adopted and incorporated into the RGS. The member jurisdictions are then responsible for implementing the amendment within their respective jurisdictions through their own OCP and land use processes.

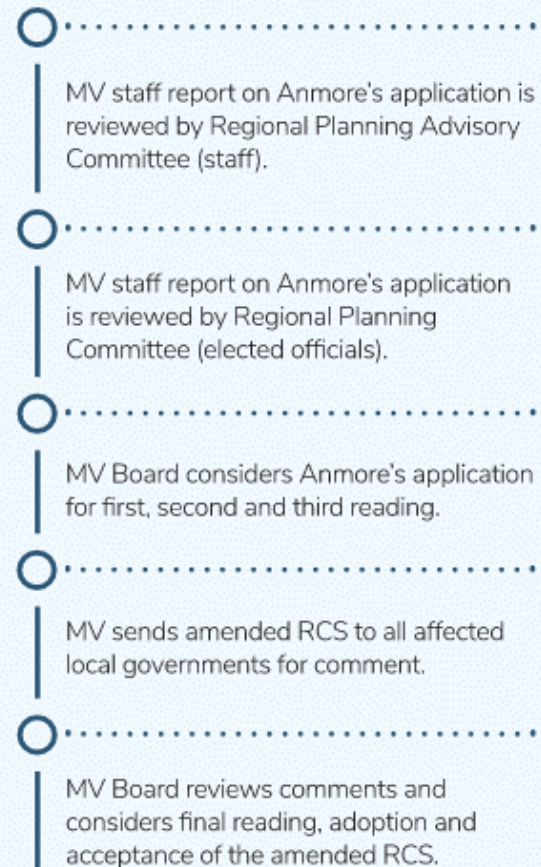
## METRO VANCOUVER'S AMENDMENT PROCESS

### Acronyms Key

RCS: Regional Context Statement  
RGS: Regional Growth Strategy  
SSA: Special Study Area  
MV: Metro Vancouver Regional District

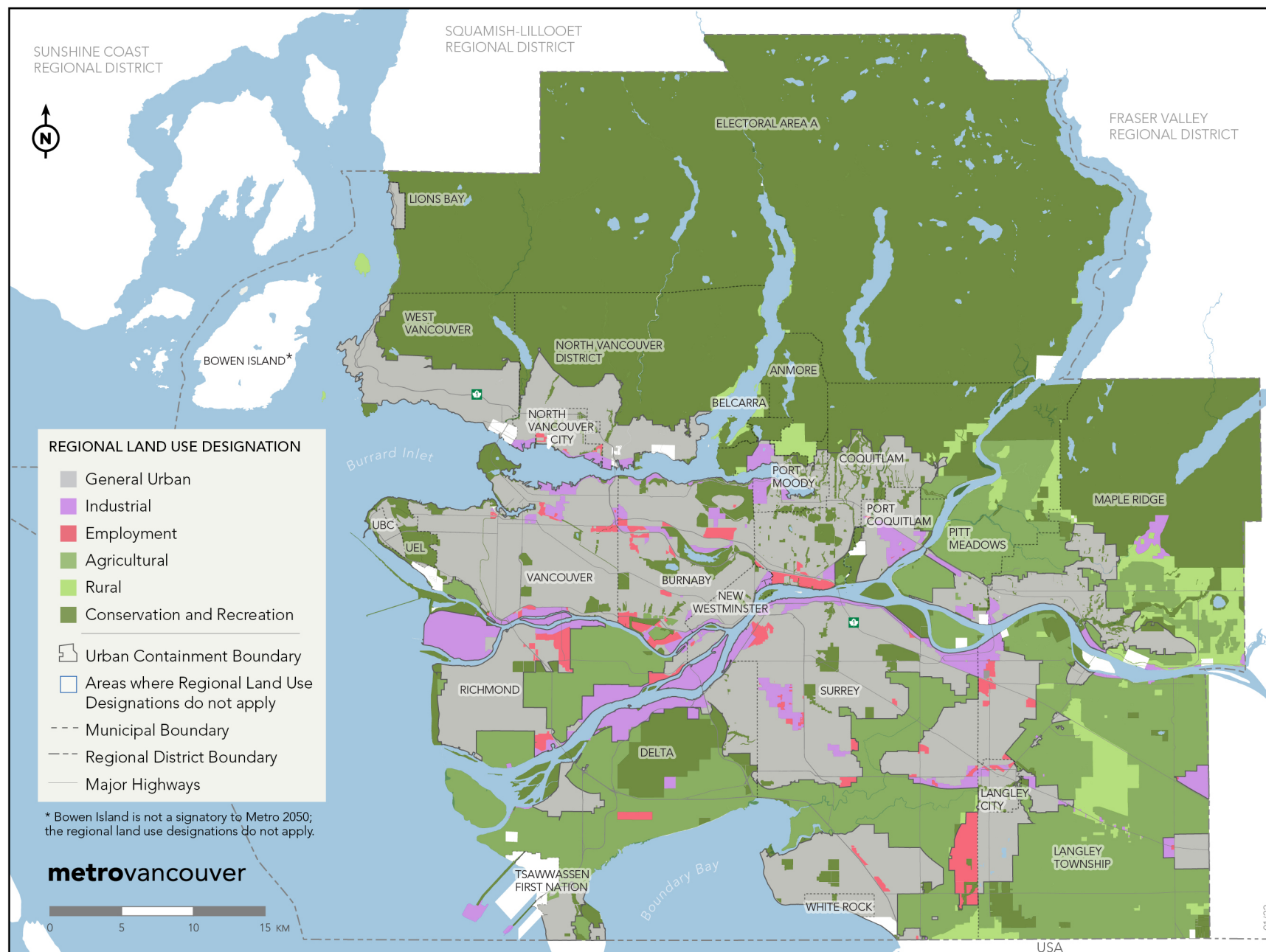
If the Village does proceed with submitting an application to amend the RGS, the Village would develop a proposed update to its RCS and Council would vote to send the amendment to Metro Vancouver for consideration. The Village would then submit an application to MV to change the SSA designation in the RGS.

The following is the Metro Vancouver process:



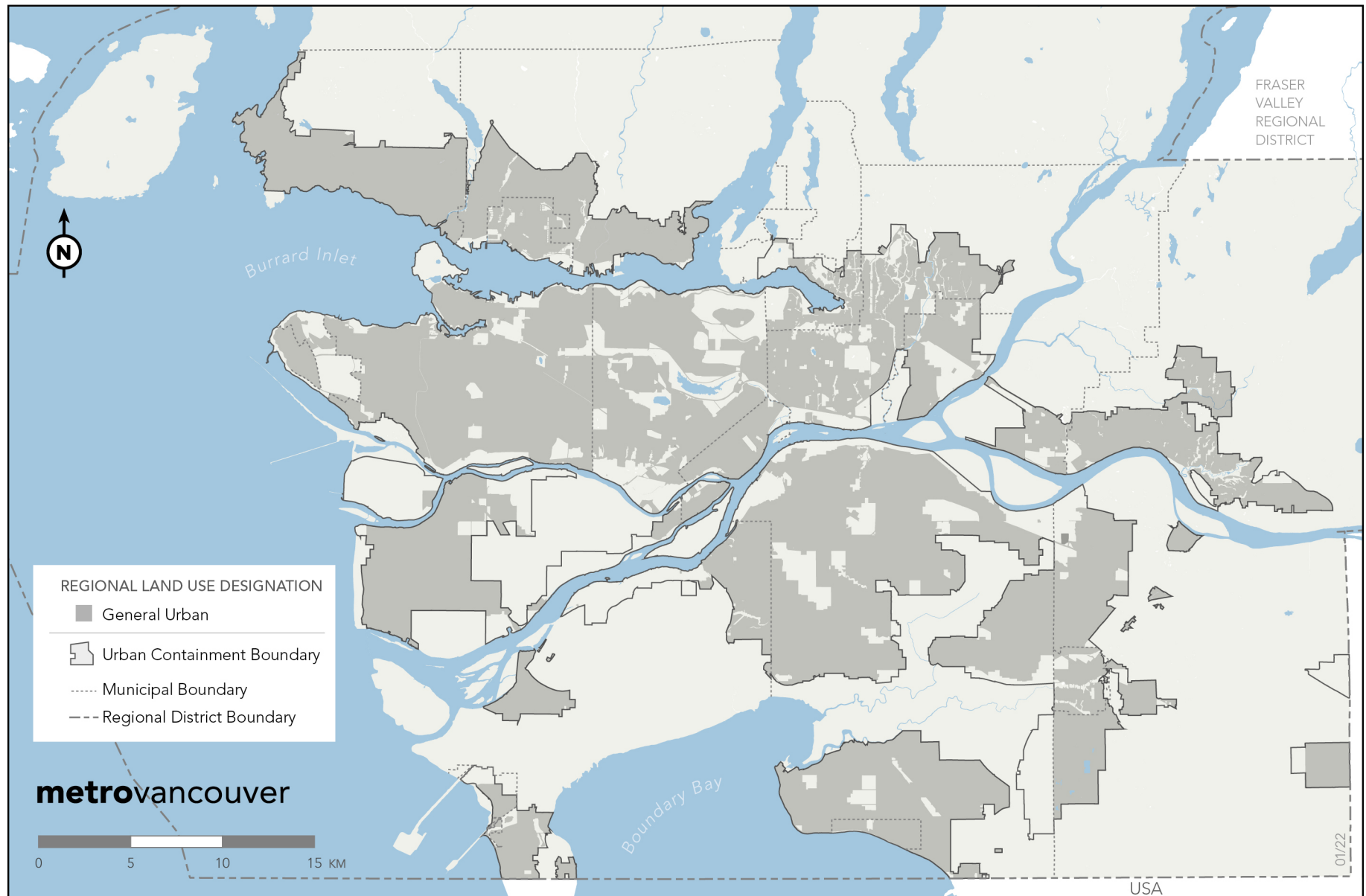


# Regional Land Use Designations



This map is a small scale representation of the Regional Land Use Designation Map that Metro Vancouver maintains as the basis for defining land-use designation boundaries. The official Regional Land Use Designation Map can be found at [metrovancover.org](http://metrovancover.org)

# Urban Containment Boundary and General Urban Lands







## 1.4 Legislative Process

Division 4 of Part 14 of the *Local Government Act* (LGA) outlines the process for adopting or amending an OCP. The process typically involves drafting the plan or amendment, consulting with the public and affected parties, and then adopting the plan or amendment by bylaw. The bylaw must be adopted by a majority of Council members.

Before adopting or amending an OCP, a local government must hold a Public Hearing to allow interested parties to make representations to the local government about matters contained in the proposed bylaw.

If a local government has established an Advisory Planning Commission, which the Village of Anmore currently has in place, the local government may refer the proposed OCP or amendment to the commission for its consideration. Council may also consider referral of a proposed OCP or amendment to committees that are advisory bodies to Council.

In some cases, the approval of the Minister of Municipal Affairs and Housing or a regional board is required before an OCP can be adopted or amended. This is typically when the plan or amendment affects land in the Agricultural Land Reserve or when the plan or amendment is inconsistent with the Regional Growth Strategy (RGS). The bylaw amendment proposed by the proponent would need to be referred to Metro Vancouver, as it would require an amendment to the RGS. An amendment to the RGS must be upheld by the member jurisdictions of Metro Vancouver. This vote can occur once a third reading of the OCP Bylaw Amendment is completed and upheld by the Village of Anmore's Council. In the case of the OCP amendment requested by the proponent, the RGS would require the amendment of the regional Urban Containment Boundary (UCB) in addition to the Regional Context Statement regarding the regional growth.

## 1.5 Official Community Plan

The OCP is a long-term strategy intended to guide decisions about land use, parks, environment, infrastructure, transportation, financial and social issues, and how to grow sustainably. It provides guidance, but not absolute certainty, about the future use of land and municipal services. The Village Council may amend the OCP as circumstances warrant.

The process of amending the OCP provides an opportunity to update the current policies and community values if they align with the proposed amendments. The amendment can act as a platform for creative dialogue on current community issues and thinking about the future.

The OCP must address:

- Location, amount, type, and density of residential development required to meet anticipated housing needs over a period.
- Location, amount, and type of present and proposed commercial, industrial, institutional, recreational, and public utility land uses.
- Restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development.
- Location and phasing of any major transportation network upgrade and utility systems upgrades, such as connection to a regional sewer/water system.
- Location and type of present and proposed public facilities, including schools and parks.
- Policies respecting affordable rental and special needs housing.
- Targets for the reduction of greenhouse gas emissions in the area covered by the OCP and policies and actions of the local government proposed towards achieving those targets.



## 1.6 Why amend an OCP

The rationale for an OCP amendment can vary, but it generally comes down to a few key reasons:

### Changing Circumstances

Communities evolve over time. Population growth, economic changes, environmental concerns, technological advancements and shifts in community values can all necessitate changes to the OCP. An amendment allows the plan to stay relevant and responsive to the community's current needs and aspirations.

### New Opportunities

Sometimes, new development opportunities arise that were not anticipated when the OCP was originally drafted. This could be a major new infrastructure project, a significant housing development, or an opportunity for economic development.

### Policy Alignment

OCPs need to align with regional, provincial and national policies and strategies. If these higher-level policies change, it may be necessary to amend the OCP to ensure consistency. This could include changes in environmental regulations, housing policies or transportation plans.

### Community Input

OCPs are meant to reflect the values and aspirations of the community. If community sentiment shifts significantly on a particular issue, it may be necessary to amend the OCP to reflect this.

In the case of the Anmore South OCP Amendment Application, the applicant's rationale for the amendment appears to be a combination of changing circumstances and new opportunities. The amendment seeks to guide the future development of Anmore South in a way that aligns with regional goals, protects the environment, and responds to the unique attributes and potential of the area. These qualities have been identified in the Special Study Area designation.



## 1.7 Current OCP in relation to Anmore South

The Anmore South lands are currently described in the Village's OCP under Policies IOLU-1 to IOLU-4. Policy IOLU-1 and IOLU-2 is in relation to David Avenue extension and the potential bridge crossing over Mossom Creek. It should be noted that the City of Port Moody dissolved the road right of way in relation to the David Avenue extension.

### Policy IOLU-3

"The Village supports the completion of a cost-recovered neighbourhood planning process, funded by the applicant, complete with extensive community engagement, through which the applicant and the Village will jointly explore appropriate uses and forms of development. Such a process should, ideally, include joint discussions with the City of Port Moody and include further technical analysis, which may include but not be limited to:

- The provisions of a traffic impact study(ies);
- Projections of the resulting new population;
- An assessment of the amenity needs generated as a result of the new population;
- An analysis of the potential job creation/employment impacts;
- A complete analysis of impacts upon Village finances resulting from development (revenues and expenditures as well as capital and operating considerations); and
- The preparation of environmental assessments. "

### Policy IOLU-4

"In consideration of the future, any development of the IOCO Lands\* should strive to achieve the highest levels of neighbour performance relating to: minimizing environmental impact, limiting energy requirements and related GHG footprint, reducing potable water and other resource consumption, minimizing surface runoff while maximizing at-source infiltration, maximizing waste diversion from the region's landfills, and the delivery of overall design excellence; all contributing positively to the existing character of the Village."

\* currently referred to as Anmore South

\*\* Green House Gas



## 1.8 Village of Anmore Strategic Plan 2022 – 2026



# 2022-2026 Council Strategic Plan

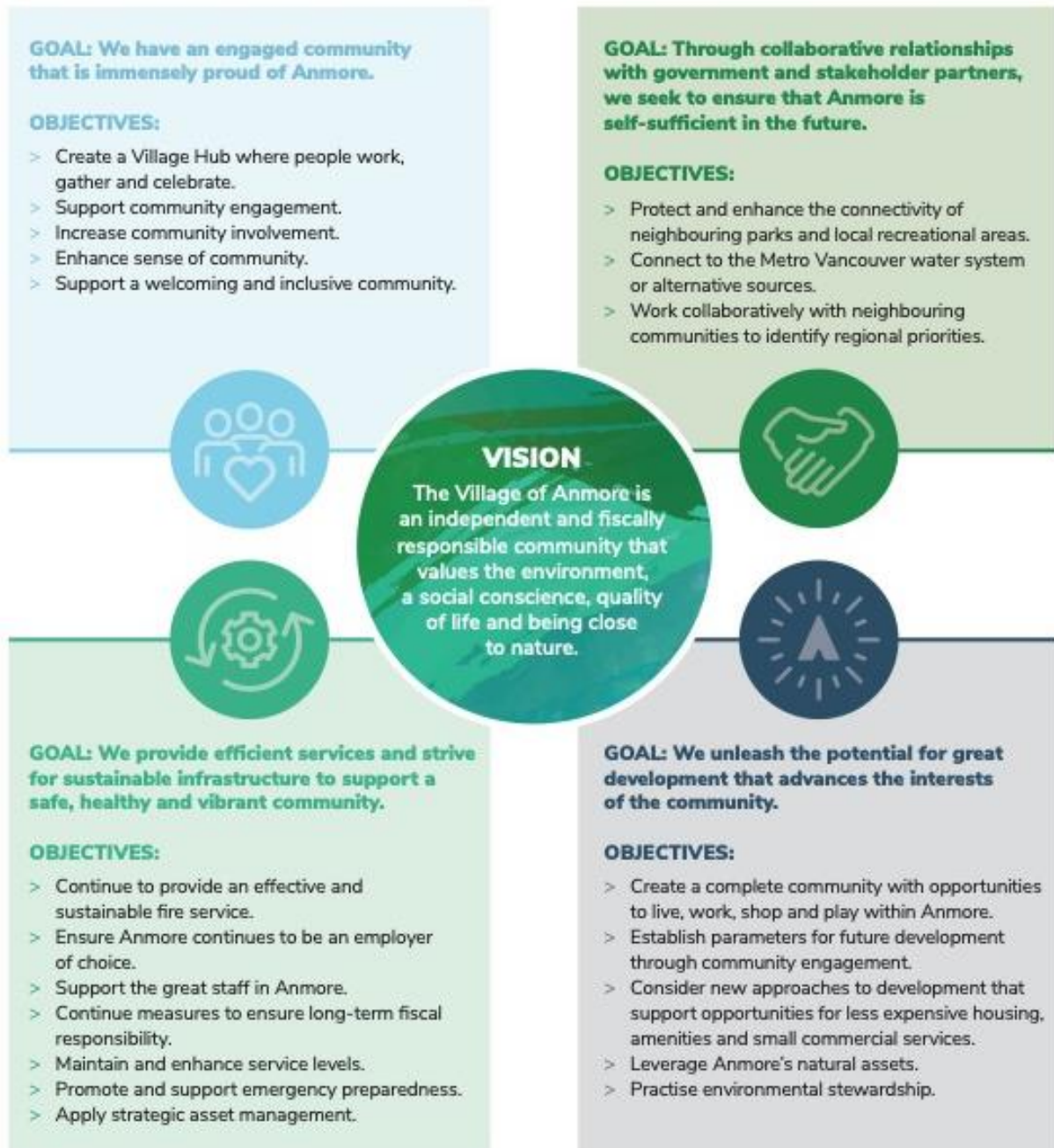


Figure 3 - Anmore's strategic plan



Development within Anmore could help to support the strategic goals of Council, provided there is careful consideration of the development and its impacts to the community. The following are possible areas that development could help achieve Council's strategic goals.

### **Creating a complete community**

Development can provide opportunities for residents to live, work, shop and play within Anmore. This could involve creating residential, commercial and recreational spaces that cater to the needs of the community.

### **Establishing parameters for future development through community engagement**

By involving the community in the planning and decision-making process, development can be guided in a way that aligns with the community's needs and desires.

### **Considering new approaches to development**

This could involve exploring opportunities for less expensive housing, amenities and small commercial services. Such development could make Anmore a less expensive place to live with more options to shop and work locally.

### **Leveraging Anmore's natural assets**

Development can be planned in a way that takes advantage of Anmore's natural beauty and resources, potentially attracting tourists and new residents.

### **Practicing environmental stewardship**

Thoughtful development can be carried out in a sustainable manner that minimizes environmental impact and preserves Anmore's natural assets for future generations.

### **Enhancing connectivity of parks and recreational areas**

Development can include the creation of paths and trails that connect different recreational areas, providing residents with more opportunities for outdoor activities.

### **Creating a community space**

Development can include the creation of additional areas where people can work, gather and celebrate, fostering a sense of community and belonging.

### **Providing efficient services and sustainable infrastructure**

Development can include the construction of new facilities and infrastructure that enhance service levels, promote emergency preparedness and support a safe, healthy and vibrant community.



## 1.9 OCP in relation to Rezoning

It's important to understand the difference between an OCP amendment and rezoning, as they are two distinct processes in land use planning:

An OCP is a high-level policy document that outlines the long-term vision for growth and development in a community. It includes policies on a wide range of topics, including land use, transportation, housing, parks and recreation, environment and infrastructure. An OCP amendment involves changing or adding to these policies or designations. For example, an area designated for single-family residential use in the OCP could be amended to allow for multi-family residential use.

Rezoning is a more specific process that changes the zoning designation of a particular parcel of land in the Zoning Bylaw. Zoning Bylaws regulate the detailed use of land, including the types of buildings that can be constructed, their size, height, location on the lot, parking requirements, etc. If the OCP allows for either single-family or multi-family development in an area, a parcel zoned for single-family houses could be rezoned to allow for multi-family residential buildings, and the zoning could dictate what type of multi-family building, maximum number of floors, etc.. Rezoning also requires a review process, including public consultation and a Public Hearing, and must be approved by Council.

An OCP amendment changes the high-level policy framework for development in a community, while rezoning changes the specific regulations that apply to a particular parcel of land. It's also important to note that if a proposed rezoning is not consistent with the OCP, the rezoning should be rejected/postponed by Council until the OCP is amended to align with the proposed rezoning.



## 2.0 Anmore Demographics

### 2.1 Anmore Population data

Anmore represents 0.1% of the regional population. As the regional population expands, primarily due to migration, even a minor proportion of this regional growth could have substantial implications for Anmore. Likewise, provincial or regional policy changes may prompt the Village to address local demand that is currently unmet.

Characteristic	Total Population	Population increase	Percentage increase
Population, 2011	2092		
Population, 2016	2210	118	5.60%
Population, 2021	2356	146	6.60%

Figure 4: Data extracted from the Federal Government census data.

The following table is a simple extrapolation of population growth within Anmore, using a growth rate of 5%. This growth rate assumes that the Village continues with the current zoning policy and housing strategies.

Characteristic	Total Population	Population increase	Percentage increase
Census data 2011	2092		
Census data 2016	2210	118	5.60%
Census data 2021	2356	146	6.60%
Estimated population 2026	2474	118	Assumed 5%
Estimated population 2031	2597	124	Assumed 5%
Estimated population 2036	2727	130	Assumed 5%
Estimated population 2041	2864	136	Assumed 5%
Estimated population 2046	3007	143	Assumed 5%
Estimated population 2051	3157	150	Assumed 5%

Using the Metro Vancouver time horizon of 2050, it is estimated that Anmore's population will increase by 800 naturally. This growth would likely come from population immigration and natural infill of properties.





## 2.2 Regional population growth

The Lower Mainland has experienced significant population growth over the past several decades. The region's economic opportunities, cultural diversity and high quality of life have attracted a large number of immigrants, both from other provinces within Canada and from around the world.

According to historical data, the Lower Mainland has consistently outpaced the national population growth rate in Canada. Cities like Vancouver, Surrey, Burnaby, Richmond and Coquitlam have been major contributors to this growth. The region's robust economy, job opportunities, educational institutions and amenities have been key factors driving population growth.

It's important to note that population growth within the Lower Mainland is not evenly distributed across all areas. Urban centers and areas with good transportation infrastructure tend to experience more significant growth compared to rural or less accessible regions. Housing availability, affordability and urban planning policies also play a role in shaping population growth patterns.

Area	Square Area (km <sup>2</sup> )	Approx. Population	Population density / km <sup>2</sup>
<b>Anmore</b>	<b>27.53</b>	<b>2,356</b>	<b>85.58</b>
Port Moody	25.90	36,786	1420
Pitt Meadows	86.51	20,399	236
Port Coquitlam	29.17	65,246	2237
Lions Bay	2.53	1,325	524
Belcarra	5.50	716	130
North Vancouver	160.80	92,390	575
Metro Vancouver	2,883	2,842,720	986.1

Figure 5: Sample of Municipalities in the lower mainland

The above table contains a selection of municipalities within Metro Vancouver. Anmore has the lowest density population in the Lower Mainland region. Note that the square areas within the table include all land mass, which includes crown land / watersheds where there is no development potential.

Anmore currently accounts for roughly 0.08% of the region's population and 0.95% of land mass.

### 2.2.1 Anmore's population demographic

Demographic	Population	% of Total
Under 14	345	14.7%
15 to 24	375	16.0%
25 to 34	225	9.6%
35 to 44	215	9.2%
45 to 54	420	17.9%
55 to 64	460	19.6%
Over 65	310	13.2%
<b>Total</b>	<b>2350</b>	

Anmore has an average age of 41.2 years and a median age of 45.6 years. Locals 55 to 64 years old represent the largest age group in Anmore (460 individuals), followed by those aged 45 to 54 (420 people).



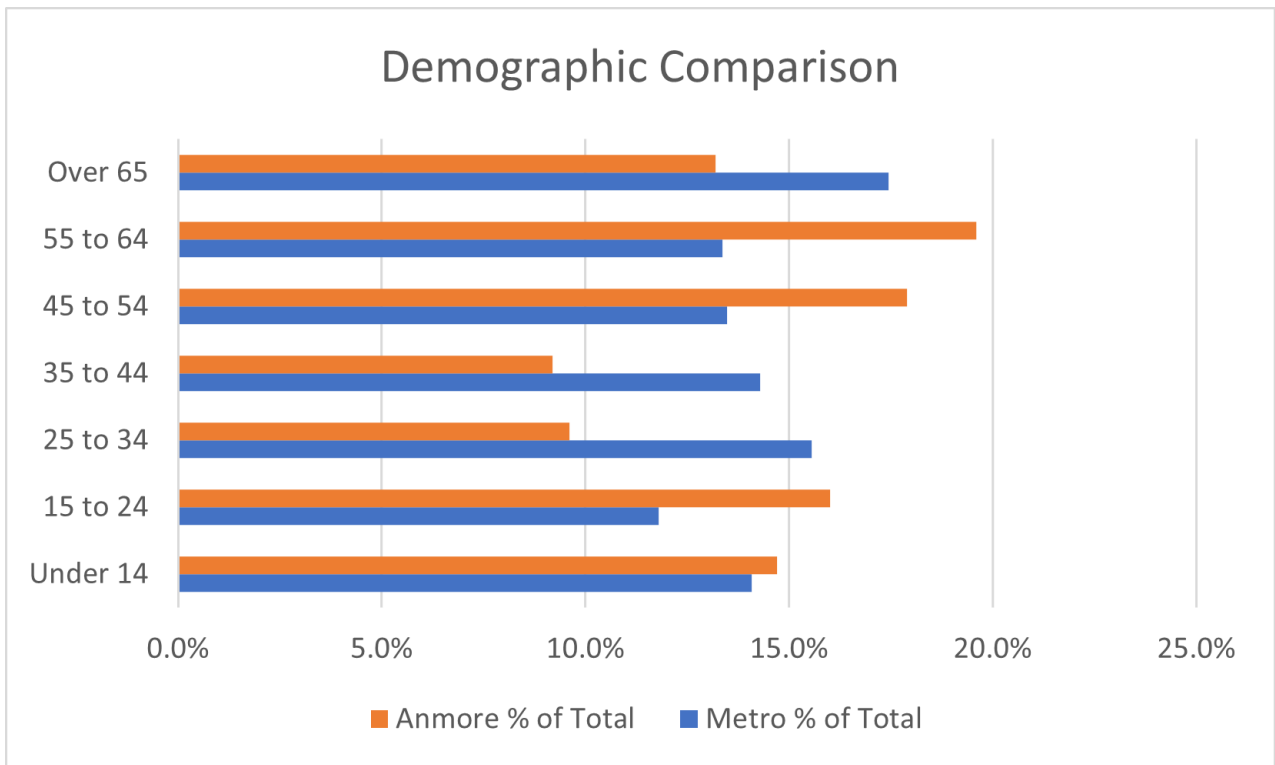


## 2.3 Metro Vancouver's population demographic

Demographic	Population	% of Total
Under 14	372,045	14.1%
15 to 24	311,670	11.8%
25 to 34	411,305	15.6%
35 to 44	377,515	14.3%
45 to 54	356,170	13.5%
55 to 64	353,340	13.4%
Over 65	460,795	17.4%
Total	2,642,840	

Metro Vancouver has an average age of 41.7 and a median age of 40.8 years. Locals Over 65 years old represent the largest age group, followed by those aged 25 to 34.

## 2.4 Age Comparison



It is interesting to note that the average age of Anmore residents is lower by 0.5 years than that of Metro Vancouver, but the dynamic swaps significantly when reviewing the median age of the populations, where Anmore is 4.8 years higher than the lower mainland. This narrative is likely explained by a couple of anecdotal observations. Firstly, the average cost of housing in Anmore, is higher than that of the Metro Vancouver average, meaning the average household income needs to increase to match this offset. Typically, average household income increases with age, until retirement age.



Secondly, the large properties within Anmore require significant upkeep from a cost and maintenance perspective. Once retirement age is reached, it becomes harder for residents to maintain properties, this typically leads to downsizing of properties. In Anmore there is limited housing stock that allows for downsizing, which results in the over-65 population migrating from Anmore.

## 2.5 Anmore Economics

The economics of Anmore are influenced by its secluded location, small population and limited infrastructure. This context constrains its ability to contribute significantly to the larger regional economy. However, Anmore supports the general strategies of the Regional Growth Strategy (RGS) that protect employment lands for economic activity, identifying areas of commercial, industrial and institutional lands.

Opportunities for employment in Anmore are limited due to its residential context. However, policies are in place to grow employment within the village, including potential commercial opportunities in the Anmore Community Hub Institutional designation and within the Anmore South Special Study Area (SSA), as well as support for home-based businesses. There are no plans to increase employment-generating lands beyond these potential commercial opportunities.

Anmore also plays a peripheral role in the regional economy as a municipality experiencing modest growth and development, resulting in a low but fairly constant level of new home construction.

## 2.6 Policing Costs

A consideration for development in Anmore is that if population exceeds 5,000 residents, this growth triggers an increase in policing costs. As a small community, Anmore benefits from a significant cost sharing agreement with higher levels of government, where residents pay a sliding scale of costs for policing, resulting in lower costs when compared to larger municipalities. Municipalities with populations from 5,000 to 14,999 pay 70 percent of the cost base described in the policing agreements. The federal government pays the remaining 30 percent.

The requirements for policing within British Columbia are governed by the Police Act.

## 2.7 Housing stock

Housing stock in Anmore is predominantly owner occupied single detached dwellings and this housing type represents a much higher overall percentage in Anmore than other Metro Vancouver and British Columbia areas. Home values are historically high in comparison to the Metro Vancouver median, and as a result based on income, there are few renters in Anmore and there are limited opportunities for migration from the rest of Metro Vancouver area, as people in lower income brackets cannot afford to buy property in Anmore. For further context and detailed analysis, a comprehensive housing needs assessment was completed on behalf of the Village of Anmore by RWPAS and Focus Consulting in 2021.



## 3.0 Proposed Amendments

### 3.1 Proponent's rationale for amending the OCP

The following section contains content and headings from the proponent's amendment submittal, and we have sought to capture the language and tone used within the application, including what the proponents perceives to be the benefits of the amendment. Therefore, the content in this section reflects the positive tone from the application. It is important to note that this is not an endorsement by ISL of the submittal – it is just a general summary of the application.

#### Growth and Development

The amendment identifies an opportunity for growth and development within the Anmore South area. It recognizes Anmore South as a designated SSA with the potential to accommodate change while protecting the existing semi-rural character of Anmore.. The proposed amendment would provide a framework and policies for a phased development that would be completed over a 25-year span, offering a range of housing forms, with the eventual build-out consisting of:

- 3,100 – 3,500 homes composed of:
  - Ground-orientated detached single-family homes and duplexes;
  - Multi-family townhomes and/or mid-rise apartments; and
  - Mixed use which provides for apartments above ground level retail and office space.
- Community Centre
- Neighbourhood Parks
- Greenways and Trails
- Neighbourhood Commercial and Mixed-Use

#### Diversifying the Tax Base

The amendment seeks to increase and diversify the municipal tax base in Anmore. By creating a scale and mixture of uses in Anmore South, including residential, commercial and community facilities, the amendment aims to provide sustainable revenue for the Village.



Figure 6 - Rendering within icona's amendment document



## Economic Impacts

The amendment considers the employment impact from the proposed commercial and public amenities, as well as the impact of the expanded range of housing choices to support the ability of current residents to stay in Anmore.

Anmore South is estimated to have a local employment impact of 580 jobs. This includes jobs based in Anmore South at commercial areas, community facilities, plus home-based employment in the new housing units, as well as growth in local government and schools in the rest of Anmore to accommodate additional population and development.

In addition to the ongoing contributions from a fully built-out Anmore South, the analysis identifies significant employment generated by project construction. Using preliminary construction cost estimates the direct construction employment associated with the project is an estimated 2,800 person-years.

## Meeting Regional Growth Objectives

The amendment aligns with regional growth objectives and strategies by proposing to accommodate growth in a way that contributes to regional goals while meeting Anmore's unique characteristics. The proponent asserts that by focusing growth within the SSA the proposed development will contribute to Anmore addressing the regional growth challenges.



Figure 7 - Rendering within icona's amendment document

## Creating a Vibrant and Sustainable Community

The amendment seeks to create a vibrant, sustainable and livable community within Anmore South. It proposes the establishment of a mixed-use Village with shops, services and a community centre. The plan also emphasizes environmental stewardship, leveraging Anmore's natural assets, and practicing sustainable development approaches. The aim is to create a community that offers opportunities for living, working, shopping and recreational activities within Anmore.





## Engaging the Community

icona has completed several rounds of public engagement that began in the summer of 2021. icona embarked on an engagement process designed to give Anmore residents multiple opportunities to provide input, ask questions and contribute in ways that were convenient and meaningful.

Through these consultations, icona directly engaged more than 500 Anmore residents. To date, icona has connected with more than 31% of Anmore residents.

These outreach activities included:

- Q&A sessions to gather input from specific neighbourhoods and answer questions about the consultation process and timelines.
- A series of six interactive co-design workshops, led by the award-winning Co-Design Group, in which residents worked with a professional Community consultation artist to visualize the possibilities for Anmore South in a series of sketches.
- A community vision showcase at Anmore Elementary school in which residents viewed the co-designs created by their neighbours and provided additional ideas and feedback. The showcase attracted and collected input from 150+ attendees.

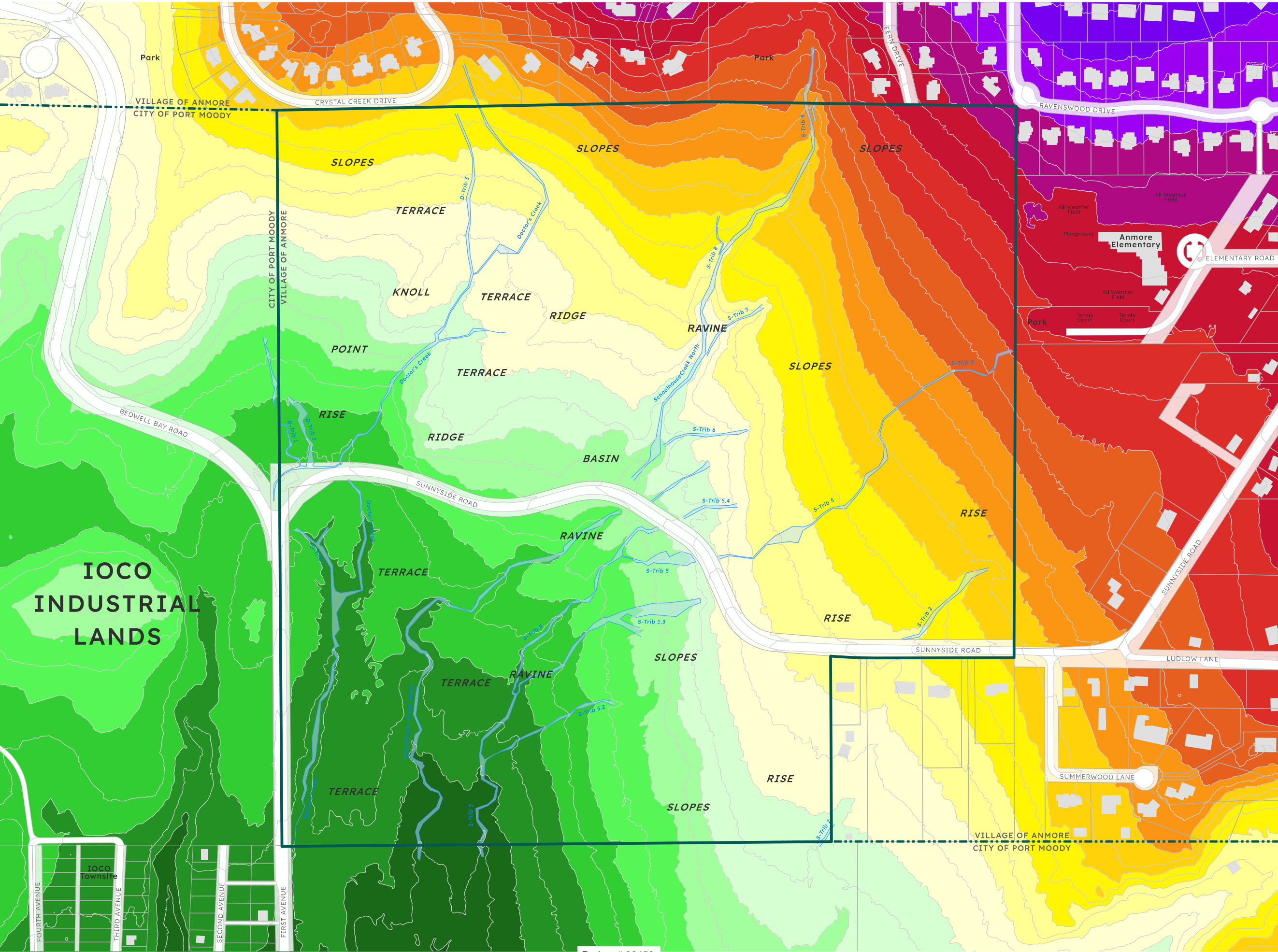
### Note

Should Council wish to proceed with an amendment process, we recommend that a comprehensive Village-led consultation plan be developed to ensure meaningful engagement with the community. This plan can be developed prior to the first reading of the OCP Amendment Bylaw

## Official Community Plan Amendment

This section provides the OCP amending language and policies. The amendment proposes Anmore South as a distinct master-planned neighbourhood within the Village of Anmore, accommodating community growth of approximately 3,300 new homes. The plan includes a phased build-out of approximately 25 years, a vibrant neighbourhood heart including local grocery, shops and services, a community center and market square, and a compact village-scaled neighbourhood while preserving the overall existing semi-rural character of Anmore.

Figure 2  
LANDFORM ANALYSIS



LEGEND MAY 2023

- Site Boundary 61.14 ha / 151.08 ac
- Municipality Boundary
- Property Line
- Surveyed Watercourse
- Existing Structures

- 180m - 190m
- 170m - 180m
- 160m - 170m
- 150m - 160m
- 140m - 150m
- 130m - 140m
- 120m - 130m
- 110m - 120m
- 100m - 110m
- 90m - 100m
- 80m - 90m
- 70m - 80m
- 60m - 70m
- 50m - 60m
- 40m - 50m
- 30m - 40m
- 20m - 30m
- 10m - 20m

Figure 5  
CONSERVATION +  
RECREATION  
FRAMEWORK

LEGEND MAY 2023

- Site Boundary 61.14 ha | 151.08 ac
- Municipality Boundary
- Property Line
- Surveyed Watercourse
- Sunnyside Road Ditch
- Culverted Stream
- Existing Structures

CONSERVATION FRAMEWORK	
6%	Neighbourhood Park 3.78 ha   9.34 ac
41%	Protected Natural Area + Greenways 24.94 ha   61.63 ac

NEIGHBOURHOOD DEVELOPMENT	
37%	Development Lands 22.44 ha   55.45 ac
16%	Road ROW 9.98 ha   24.66 ac
100%	61.14 ha   151.08 ac

- Village Greenway | 4m Multi Use Path
- Community Pathway | 3m Multi-Use Path
- Sunnyside Off-Street Crossing
- Potential Stream Crossing
- Trailhead
- Community Park
- Neighbourhood Park
- Community Centre
- Mixed-Use Village
- Elementray School
- Recreation Field House

Note: The proposed areas are conceptual and will be refined through detailed design.

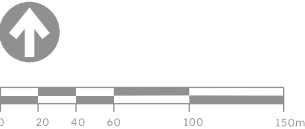




Figure 6  
NEIGHBOURHOOD  
STRUCTURE PLAN

LEGEND MAY 2023

- Site Boundary 61.14 ha / 151.08 ac
- Municipality Boundary
- Property Line
- Surveyed Watercourse
- Sunnyside Road Ditch
- Culverted Stream
- Existing Structures
- Development Lands
- Conservation Framework
- Street Network

NEIGHBOURHOOD LEVELS

- Upper Level
- Middle Level
- Lower Level

Note: The proposed areas are conceptual and will be refined through detailed design.

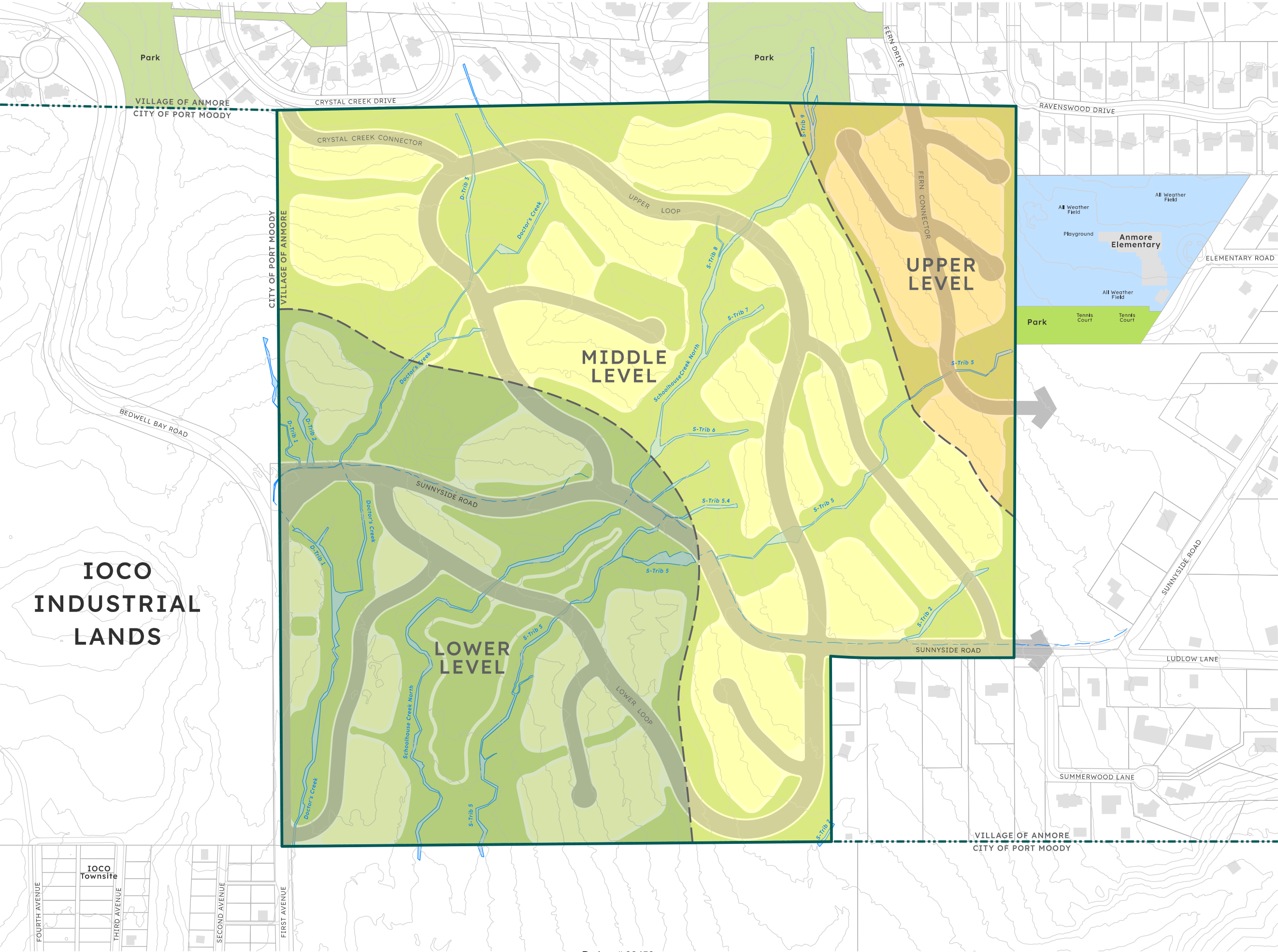




Figure 7  
PARKS + TRAILS PLAN

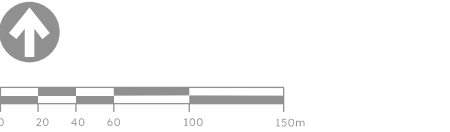
LEGEND MAY 2023

- Site Boundary 61.14 ha / 151.08 ac
- Municipality Boundary
- Property Line
- Surveyed Watercourse
- Sunnyside Road Ditch
- Culverted Stream
- Existing Structures
- Development Areas
- Neighbourhood Park
- Protected Natural Area + Greenways
- Road ROW
- 5-10 Minute Walking Radius | 400 m

- TRAIL NETWORK**
- Village Greenway | 4m Multi Use Path
  - Community Pathway | 3m Multi-Use Path
  - Public Sidewalk | 1.5m
  - Sunnyside Off-Street Crossing
  - Potential Stream Crossing
  - Trailhead

- COMMUNITY AMENITIES**
- Community Park
  - Neighbourhood Park
  - Community Centre
  - Mixed-Use Village
  - Elementary School
  - Recreation Field House

Note: The proposed areas are conceptual and will be refined through detailed design.



IOCO  
INDUSTRIAL  
LANDS

Figure 9  
STREET NETWORK PLAN



LEGEND MAY 2023

- Site Boundary 61.14 ha / 151.08 ac
- Municipality Boundary
- Property Line
- Surveyed Watercourse
- Sunnyside Road Ditch
- Culverted Stream
- Existing Structures
- Development Areas
- Neighbourhood Park
- Protected Natural Areas + Greenways

- STREET NETWORK**
- Major Road Network | 20m ROW
  - Collector Street | 20m ROW
  - Local Street | 15.4m ROW
  - Community Gateway

- COMMUNITY AMENITIES**
- Community Park
  - Neighbourhood Park
  - Community Centre
  - Mixed-Use Village
  - Elementary School

Note: The proposed areas are conceptual and will be refined through detailed design.

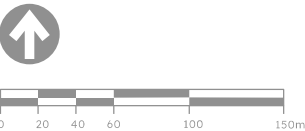




Figure 11  
LAND USE PLAN



LEGEND MAY 2023

- Site Boundary 61.14 ha | 151.08 ac
- Municipality Boundary
- Property Line
- Surveyed Watercourse
- Sunnyside Road Ditch
- Culverted Stream
- Existing Structures

LAND USE	
5%	Ground Oriented 3.20 ha   7.91 ac
28%	Multi-Family 17.13 ha   42.33 ac
3%	Mixed Use 1.67 ha   4.13 ac
1%	Civic   Community Centre 0.44 ha   1.09 ac
6%	Neighbourhood Park 3.78 ha   9.34 ac
41%	Protected Natural Area + Greenways 24.94 ha   61.63 ac
16%	Road ROW 9.98 ha   24.66 ac
100%	61.14 ha   151.08 ac

Note: The proposed areas are conceptual and will be refined through detailed design.





### 3.2 Proposed OCP amending policies

The policies proposed by icona would replace those that currently exist in relation to Anmore South (IOLU-1 to IOLU-4)



Figure 8 - Rendering within icona's amendment document

#### 3.2.1 Policy AS-1 | Neighbourhood Plan

Anmore South will be developed according to a Neighbourhood Plan to be prepared following a Terms of Reference approved by the Village of Anmore including extensive community engagement.

##### AS-1 Comments

A Neighbourhood Plan is a document that outlines a vision and specific policies for the development and improvement of a neighbourhood or community. It is typically created through a collaborative process involving Council, Village staff, and consultation with the public, the proponents and their professionals. It is recommended that a Neighbourhood Plan is included within the OCP amendment process as it provides significant context to the policy statements. See section 3.3 for further context.

#### 3.2.2 Policy AS-2 | Residential

Anmore South residential land-use designations and zoning will provide for a diversity of housing forms to accommodate a range of lifestyles, life-stages and incomes.

##### AS-2 Comments

The Village's existing residential designations are currently written in terms of single-family housing developments, and they lack subcategories based on density, such as low-density residential, medium-density residential and high-density residential. As part of the OCP amendment process, new designations would need to be developed, defined and identified within a Neighbourhood Plan.





### 3.2.3 Policy AS-3 | Commercial + Mixed Use

Anmore South commercial and mixed-use land use designations and zoning will accommodate a range of employment and/or commercial activity applied in locations to support a variety of employment activities and more intensive forms of commercial development.

#### AS-3 Comments

The Village's existing commercial land use policies are fairly broad and they reference Anmore South as an area for commercial use (CLU-5). AS-3 is consistent with this policy, but it should be expanded to identify zones and types of designation that are appropriate in the Anmore South lands.

### 3.2.4 Policy AS-4 | Parks

Anmore South will provide the public with accessible parks and gathering places, natural areas, streetscapes, and recreational and community facilities that enhance village vibrancy and livability.

#### AS-4 Comments

The Village's existing parks and trails land use policies are robust and provide a significant context for trail system requirements and open space requirements. However, they provide little context to recreational and community facilities. Therefore, AS-4 should be expanded upon to provide context on what the Village's expectation are surrounding these types of facilities.



Figure 9 -- Rendering within Icona's amendment document

### 3.2.5 Policy AS-5 | Civic Amenities

Anmore South will provide destination civic amenities for the Village including a community centre that includes a large flexihall, multipurpose spaces, and fitness facility.



### AS-5 Comments

Policy INLU-3 provides guidance to civic amenities; however, it appears to be directed towards a community hub facility. As this facility is currently under construction within Anmore's institutional zone, AS-5 should be reviewed to ensure it meets the Village's expectations.

#### 3.2.6 Policy AS-6 | Environmental

A minimum of 40% of the forested area will be preserved through dedication to the Village. The protection of forested lands will include opportunities for environmental enhancement – including fish and riparian habitat improvements.

### AS-6 Comments

The Village has a significant existing OCP policies in relation to the environmental stewardship. AS-6 is in line with these current policies.

#### 3.2.7 Policy AS-7 | Streets

Anmore South will provide an active transportation network of multi-modal streets and multi-use paths to encourage walking and cycling while reducing reliance on private vehicle trips.

### AS-7 Comments

The Village's transportation policies have several references to active transportation and network creation/connectivity. AS-7 is in line with the Village's current policies

#### 3.2.8 Policy AS-8 | Transportation

Prepare a detailed Transportation Study for the Burrard Inlet North Shore and encourage establishment of a Transportation Working Group including municipalities, First Nations, provincial government, Vancouver Port Authority, transit authorities and landowners to collaboratively review and address transportation needs on a regular and ongoing basis.

### AS-8 Comments

The proposed policy is vague and does not provide much context as to what it intends to achieve. Transportation networks are crucial in enabling mobility and accessibility within a region as they support economic development by facilitating the movement of people and goods, attracting investment and reducing transportation costs. The Village is linked to the regional network via East Road, Sunnyside Road and First Avenue, all of which are part of the Major Road Network (MRN), which is governed by Translink. Translink is the regional transportation authority responsible for planning, operating and maintaining the transportation network; therefore, the Village should be in consultation with Translink as a the lead authority to discuss the impacts to the regional network.

#### 3.2.9 Policy AS-9 | Servicing

Anmore South will be connected to regional drinking water and sanitary services. Regional sanitary service will be limited to the Anmore South neighbourhood to preserve the semi-rural density and character of existing Anmore.

### AS-9 Comment

Anmore's existing policies do not reference connection to regional water network; however, the Village is currently provided drinking water via the City of Port Moody, which is receives its water from Metro



Vancouver. Therefore, by proxy, the Village is connected to a regional water network. However, it may be advantageous to connect directly to the regional service provider.

Anmore's Liquid Waste Collection and Disposal policy MS-7 states the Village will not develop a municipal-wide sewer system; therefore, AS-9 is in contravention of the existing policy. MS-7 would have to be amended to bring AS-9 into line with it.

### **3.2.10 Policy AS-10 | Sustainability**

Anmore South will strive to achieve the highest levels of neighbourhood performance relating to: minimizing environmental impact; limiting energy requirements and related GHG footprint; reducing potable water and other resource consumption; minimizing surface runoff while maximizing at-source infiltration; maximizing waste diversion from the region's landfills; and the delivery of overall design excellence, all contributing positively to the existing character of the Village.

#### **AS-10 Comment**

AS-10 policy aligns with the Village's greenhouse gas emission reduction strategy and policies.

### **3.2.11 Policy AS-11 | Culture**

Prioritize the preservation of cultural heritage and the celebration of community identity, through the inclusion of public art and performance spaces, while also incorporating regional architecture, native materials and sustainable design practices to reflect the values of the Village of Anmore

#### **AS-11 Comment**

AS-11 policy aligns with the Village's Heritage, Arts and Culture policies (S-9 to S-11)

## **3.3 Neighbourhood plan**

The policies provided by the proponent are written as general guidance to the OCP, and they do not provide much clarity on how and when the development will be constructed with phasing, land use, housing types, transportation uses and amenity requirements.

A Neighbourhood Plan is a localized planning document that outlines a vision, goals and specific policies for the development and improvement of a particular neighbourhood. It provides a detailed framework for guiding land use, transportation, infrastructure, housing, parks and other aspects of neighbourhood development. A Neighbourhood Plan should focus on addressing the unique characteristics, needs and aspirations of the specific neighbourhood. It serves as a tool to shape the physical and social fabric of the neighbourhood, enhance its livability, and foster a sense of identity and community ownership in the planning and decision-making processes.

A Neighbourhood Plan usually contains the follow components:

#### **Introduction and Context**

The plan begins with an introduction that provides background information about the neighbourhood, its history, demographics and current conditions. It also describes the purpose and goals of the plan.

#### **Vision Statement**

The statement(s) should articulate the desired future of the neighbourhood. It outlines a long-term vision and sets broad goals for the neighbourhood's development and improvement. The vision statement reflects the aspirations and priorities of the community.



## Land Use

The plan includes a land use and zoning component that defines how different areas of the neighbourhood should be used. It identifies land use categories such as residential, commercial, industrial and open space. Zoning regulations and guidelines may also be included to ensure that future development aligns with the desired character and function of the neighbourhood. It's important to note that this section is still high level in its language and should not be interpreted as a rezoning of the land.

## Housing

This section addresses housing needs and strategies for the neighbourhood. It may include policies to encourage a diverse range of housing types, affordable housing provisions, design standards and measures to protect and enhance existing housing stock.

## Transportation and Mobility

This component focuses on transportation infrastructure, connectivity and accessibility within the neighbourhood. It may address issues such as public transit, pedestrian and bicycle networks, parking, traffic management, and the integration of transportation systems with land use planning.

## Parks, Open Space, Amenities

The plan identifies opportunities for creating and improving parks, open spaces, and recreational facilities within the neighbourhood. It may include proposals for new parks, greenways, trails, and strategies to enhance the quality and accessibility of existing public spaces.

## Infrastructure and Utilities

This section addresses the neighbourhood's infrastructure needs, including water supply, sewage, stormwater management, energy systems and other utilities. It may outline strategies for improving and expanding infrastructure to support the community's growth and development.

## Economic Development

The plan may include strategies to promote economic vitality and support local businesses within the neighbourhood. It may identify areas for commercial or mixed-use development, provide guidelines for small business support and explore opportunities for job creation.

## Historic and Cultural Preservation

If the neighbourhood has significant historical or cultural resources, the plan may include provisions to preserve and protect these assets. It may outline strategies for adaptive reuse of historic buildings, design guidelines for new development in historic areas and programs to promote cultural heritage.

## Implementation and Action Plan

The plan concludes with an implementation strategy that outlines specific actions, responsibilities, and timelines for achieving the goals and objectives set forth in the plan. It may identify funding sources, regulatory changes, and community engagement strategies necessary to implement the plan effectively.





### 3.3.1 Anmore South Neighbourhood Plan

There are different ways in which a Neighbourhood Plan can be implemented within a municipality. In some cases, a neighbourhood plan becomes an integral part of an OCP Bylaw amendment, meaning it must be read in conjunction with the amendment and it would become a formal part of the OCP Bylaw when the OCP amendment is adopted. In other circumstances, a Neighbourhood Plan can be developed separately from the OCP amendment bylaw and can be adopted by Council following the adoption of the OCP Bylaw amendment.

If Council were to consider a first reading of the Anmore South OCP Bylaw amendment, ISL recommends that the Neighbourhood Plan be developed in conjunction with the OCP Bylaw, and that it becomes an integral component of the OCP Bylaw as the document will contain significant information and requirements as part of any future development applications on the land. It also provides safeguards as to what can be developed in that geographical area.

## 4.0 Impact Assessment

The proposed OCP amendment for Anmore South will have an impact on the Village of Anmore and its residents. During the OCP amendment review process, it will be important to understand the impacts on the community. To achieve this, the Village should conduct analysis in several areas to determine the benefits and drawbacks. The following is a list of analysis that could be conducted to better understand the impacts of the OCP amendment and Neighbourhood Plan:

1. Land use patterns and zoning regulations
2. Housing affordability and diversity
3. Transportation and infrastructure
4. Environmental sustainability and conservation
5. Economic development and employment opportunities
6. Wildfire/fire impact strategies
7. Impacts on emergency services
8. Amenity analysis
9. Asset management analysis
10. Social equity and inclusivity including marginalized persons
11. Opportunities for aging in place and accessibility

Typically, the proponent is required to submit all of the relevant reports and support analysis completed by experts in each field of study. The reports are vetted via independent subject matter experts and comments are provided for further clarification. In a larger municipality, the reports would be examined by the relevant departments and a staff member would coordinate the comments and analysis. However, as Anmore's development department is limited in resources, the analysis will be conducted by ISL Engineering and their relevant experts. The cost of the analysis should be passed onto the proponent via a cost-sharing agreement.



## 5.0 Public Communication and Consultation

Community engagement during an OCP amendment is a legal requirement as per the LGA. Communication and consultation are important in the democratic process as this ensures residents and other interested/affected parties have an opportunity to participate in the planning process and have their voices heard. It promotes transparency, inclusivity and accountability, allowing the community to actively contribute to decisions that will shape their future.

A well-run public engagement process will foster trust between Council, staff and the community. When residents feel that their voices are heard and their input is valued, it helps build confidence in the planning process. Engaging the public in OCP amendments demonstrates a commitment to participatory decision-making and promotes a sense of ownership among residents. A byproduct of public engagement can be gaining access to a broader range of ideas, feedback, and concerns. Engaging the community enhances the quality of the plan by considering diverse perspectives, identifying potential issues and opportunities, and addressing community-specific needs. Public engagement helps planners to craft more effective policies, strategies and land use designations that reflect the aspirations, values and priorities of the community.

Another important element of the public engagement is that it provides an opportunity to educate the community about planning principles, processes and the OCP's significance. It promotes awareness and understanding of the impacts and benefits of different planning decisions. Through engagement activities, residents can learn about the challenges, trade-offs and complexities of the development, leading to a more informed and engaged community.

Overall, public engagement in OCP amendments is essential for promoting democracy, harnessing local knowledge, improving plan quality, building trust, fostering collaboration and increasing community awareness and ownership. By involving the public, we can develop more responsive and inclusive OCP that reflect the aspirations and values of the community and contribute to the long-term well-being of the municipality.

### 5.1 How much engagement?

The extent of public engagement during an OCP amendment can vary depending on the specific context, local regulations, and the nature of the proposed changes. However, it is generally recommended to conduct meaningful and inclusive engagement to ensure broad community involvement and to address diverse perspectives. Given the importance of Anmore South and its potential impact to the community, it is recommended that significant independent (not conducted by the proponent) public engagement is conducted. If Council wishes to proceed with a first draft of the amendment to the OCP Bylaw, staff should put together a community engagement strategy that is presented to council for their input and subsequent approval.

The following are some key considerations in a community engagement strategy:

**Early Engagement:** Engage the public early in the OCP amendment process to allow for meaningful input and collaboration from the beginning. This provides an opportunity to shape the direction and priorities of the amendment, ensuring that community concerns and aspirations are integrated into the planning process.

**Multiple Notification and Engagement Methods:** Employ a variety of methods to notify the community about the opportunities to participate and apply multiple methods and tools for different segments of the community to share input and feedback. This can include public meetings,



workshops, focus groups, online surveys, open houses, and targeted outreach to specific interest groups or demographics. Utilize both in-person and digital platforms to maximize accessibility and participation.

**Information Sharing:** Provide clear and accessible information about the proposed OCP Bylaw amendment, its purpose and potential impacts. Make available relevant documents, maps, and summaries to help the public understand the proposed changes and make informed contributions. Use plain language and visuals to communicate complex planning concepts effectively.

**Two-Way Communication:** Create opportunities for dialogue and discussion between decision-makers and the public. Encourage questions, comments and suggestions from community members and respond to their input in a timely and transparent manner. Actively seek feedback on specific aspects of the proposed OCP amendment and allow for constructive conversations.

**Targeted Engagement:** Identify specific affected audiences, such as residents, community organizations and indigenous communities, and tailor engagement strategies to their needs and interests. Recognize the importance of engaging marginalized or underrepresented groups and employ inclusive approaches to ensure their voices are heard.

**Iterative Engagement:** Seek ongoing engagement throughout the OCP amendment process, providing opportunities for feedback at different stages. Share progress updates, draft policy documents and refinements to proposals to enable continued community involvement and ensure that input is considered throughout the decision-making process.

**Evaluation and Documentation:** Evaluate the effectiveness of the engagement activities and document the input received, concerns raised, and decisions made. Provide a summary report of the engagement process and how community input influenced the OCP amendment. Communicate the outcomes and rationale for decisions to maintain transparency and accountability.

**Public Hearing:** It is legal requirement to hold a formal Public Hearing when considering an OCP Bylaw amendment/adoption. The Public Hearing must be conduct as per the requirements in Division 3 – Public Hearings on Planning and Land use Bylaws of the Local Government Act. The Public Hearing must be held after the first reading of the bylaw and before the third reading. After the Public Hearing, a Council has the authority to adopt or defeat a bylaw, without further notice or hearing.



## 6.0 Implementation Strategy

The applicant has provided an OCP amendment application that contains significant amounts of information that will require analysis and commentary from staff and the supporting team. The following is a general breakdown of how to proceed with the OCP amendment process.

### Identify the Need for a Bylaw:

Council provides direction to staff to draft the bylaw amendment.

### Drafting the Bylaw:

The Development Department drafts a proposed bylaw with the policy language for the amendment, that considers the amendment application and the workshop held by Council.

### Internal Review and Approval:

The draft bylaw undergoes an internal review process. This involves consultation with different departments, legal counsel, and other interested/affected parties to ensure that the bylaw aligns with legal requirements, existing policies, and community goals.

### Council Consideration:

The bylaw is presented to the Council for consideration. The Council members review the bylaw, discuss its provisions, and may propose amendments or revisions.

### First Reading:

The Council conducts the first reading of the bylaw during a Council meeting. The purpose of the first reading is to introduce the bylaw to the Council and make it publicly known that Council is considering an amendment to the OCP.

### Council/Proponent Public Workshop

Council conducts a public workshop with the proponent to ask questions and seek clarity on the proposed amendment and provide feedback on the amendment. This feedback should be incorporated into the draft bylaw to be introduced for Council's consideration. This step could also occur prior to first reading if Council wished to engage with the proponent prior to review the bylaw.

### Consultation and Public Input

The introduction of the bylaw (first reading) will help to provide the context on the proposed amendment in order to inform the consultation process. The consultation period should provide opportunities for public review, feedback and comments. While a Public Hearing is the only legislative requirement, public input can be sought through public meetings, open houses, written submissions, online surveys, or other engagement methods. Affected/interested organizations such as the School District, Sasamat Volunteer Fire department, Translink etc. would also be consulted during this period.

### Revisions and Refinements:

Based on the feedback received during the consultation phase, the draft bylaw may be revised and refined to address concerns, incorporate suggestions, and ensure it reflects community interests as much as possible. Council may consider second reading of the bylaw, which includes discussion in principle on the content of the bylaw and incorporates any changes.

**Public Hearing (before third reading):**

Prior to third reading, a Public Hearing is held, which provides an opportunity for affected parties to provide their views and make representations to Council regarding the proposed bylaw amendment. Once Council has directed staff to hold a Public Hearing, notice of the Public Hearing is issued, as legislated, through various means. The Council listens to the public's input during the hearing.

**Third Reading:**

Following the Public Hearing, Council may consider third reading of the bylaw amendment, which is final discussion including any changes.

**Metro Vancouver Adoption**

Once the bylaw amendment reaches the third reading, it can be referred to the Metro Vancouver Regional Board for adoption. The application will be considered by the Board for approval. During this process the Board could request additional information for consideration. The amendment will be voted upon for adoption. If the amendment is approved by the Metro Vancouver Regional Board, the bylaw can proceed for adoption by Anmore's Council

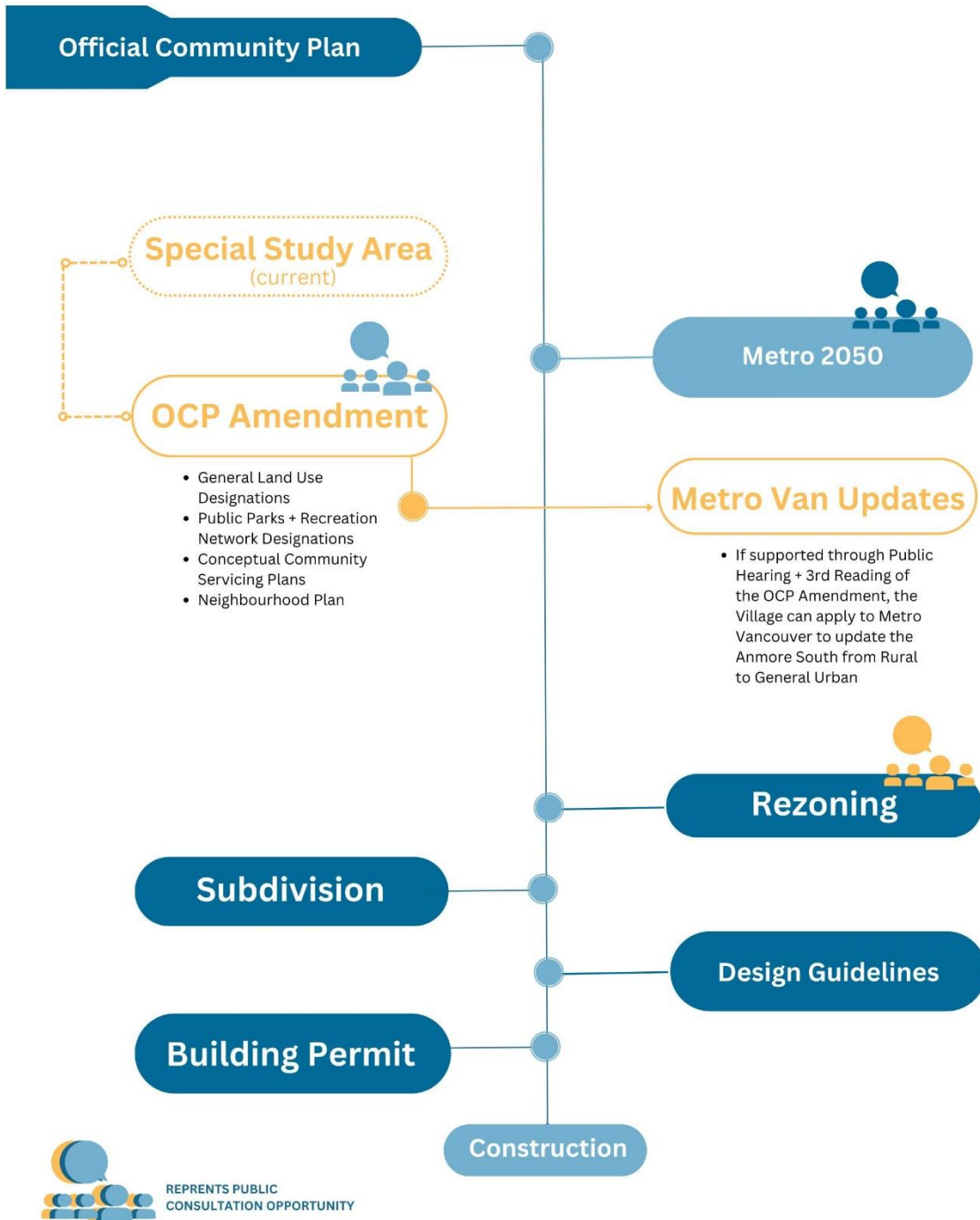
**Adoption:**

Once the amendment is approved by Metro Vancouver Regional Board, and if all other requirements are met with respect to legal instruments and conditions imposed on the proponent, Council may consider adoption of the bylaw amendment. Once adopted, the bylaw becomes legally enforceable.

Refer to the next page for an info graphic to depict the next steps



**ISL** Planning Process



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**From:** Kellett, Leslie <Leslie.Kellett@princegeorge.ca>  
**Sent:** June 28, 2023 2:47 PM  
**Subject:** City of Prince George Resolution Submission to 2023 UBCM Convention  
**Attachments:** City of Prince George Resolution - Reimbursing Local Governments for Medical Services Provided by Local Government Fire and.pdf

Good afternoon, Mayor and Council,

At the June 26, 2023 regular council meeting, City of Prince George Council approved submitting a resolution to the 2023 UBCM Convention regarding "Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Services" and further resolved to share this resolution with UBCM member municipalities.

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We appreciate your consideration to support this resolution at the 2023 UBCM Convention.

Sincerely,



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**LESLIE KELLETT**

Deputy Corporate Officer

5<sup>th</sup> Floor, 1100 Patricia Blvd., Prince George, B.C. V2L 3V9

p: 250.561.7655 | f: 250.561.0183

[leslie.kellett@princegeorge.ca](mailto:leslie.kellett@princegeorge.ca)

[www.princegeorge.ca](http://www.princegeorge.ca)

**Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Service**

*WHEREAS communities across British Columbia are facing a significant increase in calls to respond to emergency medical incidents;*

*AND WHEREAS local governments provide for their fire departments to support prehospital patient care in their community by providing emergency medical services that assist the Provincial Government's BC Ambulance Service;*

*AND WHEREAS the costs associated with supporting prehospital care by local government fire departments has increased significantly in relation to response hours and increased use of first aid and other medical supplies and that such costs are funded solely through local government property taxation;*

*THEREFORE BE IT RESOLVED that the Provincial Government develop a funding model to compensate local governments who provide emergency medical services through their fire and rescue services fulfilling the responsibility of the provincial government with consideration given to community population and the fire department's authorized level of emergency medical response.*



**For Metro Vancouver meetings on Friday, June 30, 2023**

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

[media@metrovancover.org](mailto:media@metrovancover.org).

**Metro Vancouver Regional District**

**E1.1 Regional Parks 2022 Annual Report**

**RECEIVED**

In 2022, Regional Parks continued efforts to expand park facilities to accommodate visitation growth and make access to regional parks more equitable. There were 14.3 million visits to regional parks and greenways in 2022, with records set at three locations. Staff completed the update of the *Regional Parks Plan*, which offers a strategic vision of a resilient network of regional parks and greenways that provides important climate, health and other benefits to visitors and regional residents.

In 2022, 39,389 people were able to take part in 525 programs, events and outreach activities and 4,655 volunteers and park partners contributed 15,398 hours to stewardship, education activities, and interpretive programs and events. Over 21 hectares of land was added to the regional parks system while staff advanced numerous planning, design, and asset management initiatives.

The Board received the report for information.

**E1.2 Regional Park at Cape Roger Curtis - Park Planning, Municipal Rezoning, and OCP Amendment Update**

**RECEIVED**

The purchase of 24 parcels of land to establish a new regional park at Cape Roger Curtis on Bowen Island has been finalized. Metro Vancouver is taking steps to secure and maintain the land while the park planning, municipal rezoning, and Official Community Plan (OCP) amendment processes proceed.

Regional Parks staff are working closely with Bowen Island Municipality through the rezoning and OCP amendment process. Additional submittals, requested by the municipality, will be provided in early June for municipal advisory committee referrals and public engagement in advance of an anticipated second reading in September 2023.

The Board received the report for information.

**E2.1 Air Quality Advisory Program and Preparedness for 2023**

**RECEIVED**

Metro Vancouver issues air quality advisories to help protect public health during periods of degraded air quality. The air quality advisory program covers the entire Lower Fraser Valley airshed, including Metro Vancouver and parts of the Fraser Valley Regional District, when air quality is degraded or is expected to become degraded. Metro Vancouver works closely with health authorities, and other partners each year to update messaging and public outreach materials with actions people can take to reduce their exposure to air contaminants.

New this year, ongoing air quality status updates will be posted on Metro Vancouver’s website to increase awareness of the potential for an air quality advisory or as conditions change during an advisory. Wildfire smoke advisories in six of the last eight summers and elevated ground-level ozone due to extreme heat waves emphasize how climate change is presenting new challenges for air quality management. On May 15, 2023, the region experienced its earliest ground-level ozone advisory since the advisory program began 30 years ago.

The Board received the report for information.

## **E2.2 Manager’s Report**

**APPROVED**

At its June 8, 2023 meeting, the Climate Action Committee considered the Manager’s Report, which contained information on the BC Electric Bike Rebate Program, which started on June 1, 2023 and which provides a rebate on eligible new e-bike purchases for income-qualified BC residents. Rebates range from \$350 to \$1,400 based on a person’s income. Over 12,000 applications for rebates were received in the first day, and a waitlist was created to allow provincial staff to process applications properly and in order. The rebate program is one of many provincial active transportation funding initiatives; they have funded over 300 projects totalling more than \$40 million in grants since 2014.

The committee discussed the importance of e-bikes in terms of increasing mobility and in providing a lower-cost e-transportation option, particularly for lower income residents. There was a desire to see the program expanded, as well as ensure the infrastructure for active transportation is in place as e-bikes become even more popular.

The Board resolved to write a letter to the Minister of Transportation and Infrastructure requesting an expansion to the E-bike Rebate Program and enhanced, stable funding for safe active transportation infrastructure networks.

## **E3.1 Development Approval Process Review: Policy Implications**

**APPROVED**

At its June 9, 2023 meeting, the Regional Planning Committee considered a report titled Development Approval Process Review: Policy Implications.

The Small Scale Multi-Unit Housing Initiative is one of the outcomes of the Province’s Development Approval Process Review, and aims to explore legislative changes to encourage gentle density and enable more infill and “missing middle” housing supply by allowing up to four units to be built on lots in areas traditionally zoned for single-family detached homes. While the provision of middle-income housing, infill, and intensification in general is positive and aligned with *Metro 2050* policies that encourage housing choice and diversity, there are some concerns over the possible unintended consequences that may result. The report summarizes recommendations compiled based on comments relating to *Metro 2050* policy directions and discussions with member jurisdictions.

In response to the report and the anticipated provincial legislation, committee members discussed their desire to communicate to the Province the uniqueness of each local government in BC, and the

importance of ensuring that the legislation builds in appropriate flexibility, such that it can be successfully implemented in varied local contexts.

The Board endorsed the comments as set out in the report, and directed staff to forward comments to the Ministry of Housing staff for consideration when drafting the pending legislative changes for the Small Scale Multi-Unit Housing Initiative. The Board also added an additional comment that local governments with significant undeveloped land designated as General Urban in *Metro 2050* be excluded from the provincial Small Scale Multi-Unit Housing Initiative.

### E3.2 Metro 2050 Implementation Guideline - Regional Context Statements

APPROVED

*Metro 2050*, the update to the regional growth strategy, was adopted by the MVRD Board on February 24, 2023. Section 446 of the Local Government Act stipulates that member jurisdictions must prepare and submit a Regional Context Statement within two years of the adoption of a regional growth strategy. In an effort to support the interpretation and implementation of *Metro 2050*, staff have updated the Implementation Guideline - Regional Context Statements with input from member jurisdiction planning staff.

The main changes in the updated implementation guideline are:

- shortening the document to focus on the RCS approval process
- including a Submission Requirements section for reference
- improve formatting to improve document readability
- creating a separate Regional Context Statement template for reference

The Board endorsed the implementation guideline as presented.

### E4.1 2022 Statement of Financial Information

APPROVED

The Statement of Financial Information Report (SOFI), is produced annually as required under the provincial *Financial Information Act*, and consists of series of statements and schedules, three of which are an integral part of the 2022 annual audited financial statements which were approved by the Board on April 28, 2023. These schedules include payments of remuneration and expenses for elected officials and employees, and payments to suppliers for goods and services. The Board's approval of the SOFI schedules completes the 2022 financial reporting requirements.

The 2022 remuneration for elected officials was \$1.45 million, 5.7 per cent higher than the previous year, due to inflationary increases of 3.2 per cent, a 1.4 per cent increase in attendance at meetings, and international engagement starting up again. Expenses for elected officials and employees were \$3.1 million, up 31.8 per cent compared to prior year, as travel and training activities returned to pre-COVID levels. Total remuneration for employees in 2022 was \$194.5 million, 4.9 per cent higher than 2021. Contributing to this were increases for step and performance progression per collective agreements and policy as well as resource levels supporting the capital program.

The Board approved the Statement of Financial Information for the year ended December 31, 2022.

**E5.1 Update on Metro Vancouver Engagement with the Love Food Hate Waste Canada Campaign for 2022-2023**

**RECEIVED**

As part of its commitment to waste prevention, Metro Vancouver launched a regional Love Food Hate Waste (LFHW) campaign in 2015 to prevent household food waste. Building on the success of the regional campaign, Metro Vancouver launched the initiative across Canada through the National Zero Waste Council (NZWC) in 2018.

As Canada's leading resource to prevent household food waste, LFHW Canada takes a collaborative, cross-sector approach — offering simple, actionable tips to help Canadians make their food go further and waste less. National and local activations work together to enable citizens to hear consistent messaging through a variety of outreach, communication, and media efforts, driving behaviour change over the long-term.

Metro Vancouver is one of eight partners in this national bilingual campaign. As a partner, Metro Vancouver receives creative materials for regional activations, and benefits from national media buys, access to influencers, and press outreach. The regional campaign performed strongly in 2022 and early 2023 with over four million total impressions, a reach of over one million people, and nearly 8,000 social media engagements. The national campaign garnered nearly 18 million impressions.

The Board received the report for information.

**G1.1 Metro 2050 Type 3 Proposed Amendment – City of Surrey (Fraser Heights)**

**APPROVED**

The City of Surrey requested a Type 3 Amendment to *Metro 2050* for a 10.2-hectare site located at 11420 157A Street in the Fraser Heights area. The request is to re-designate the site from Industrial to General Urban to accommodate a residential development of 38 single-detached lots on the subject site.

The proposed amendment has been considered in relation to *Metro 2050's* goals, strategies, and policies. Staff has concluded that, on balance, the proposed amendment is supportable.

The Board initiated the *Metro 2050* amendment process for the City of Surrey's request, gave first, second, and third readings to *Bylaw No. 1366, 2023*; and directed staff to notify affected local governments per section 6.4.2 of *Metro 2050*.

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

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

**Mayors Committee – June 7, 2023**

Delegations:

### **3.1 Erin Seeley, Chief Executive Officer, YWCA**

Subject: Equity Kickstart Guide for Cities

#### **Climate Action Committee – June 8, 2023**

Information Items:

#### **5.2 2023 Update on Regional District Sustainability Innovation Fund Projects**

This report provides an update on 24 projects that were approved for funding in 2019 through to 2022 under the MVRD Sustainability Innovation Fund. The projects cover a wide variety of sustainability and climate action topics, including: climate engagement and literacy; advanced air quality monitoring; buildings decarbonization and resilience; ecosystem protection; and innovations in climate policy. Of the 24 projects, four have been recently completed, one has been discontinued (primarily due to the impact of COVID-19), and the rest are in progress.

#### **Indigenous Relations Committee – June 8, 2023**

Information Items:

#### **5.1 First Nations' Lands**

This information report conveys a summary presentation on the different categories of First Nations' lands including reserves, additions to reserve, treaty lands, and additions to treaty lands. Staff will provide the presentation to the Indigenous Relations Committee at its meeting on June 8, 2023.

#### **5.2 2023 Regional Gathering Update**

This report provides details about the 2023 Regional Gathering, co-hosted by Metro Vancouver and scəwəθən məsteyəxʷ (Tsawwassen First Nation). It was held on June 16 at the scəwəθən məsteyəxʷ Longhouse. The Regional Gathering provided a valuable opportunity for leaders from the 10 local First Nations and elected officials on the Metro Vancouver Board and Indigenous Relations Committee to meet and discuss issues of mutual interest in a convivial and relaxed atmosphere. This event featured a scəwəθən məsteyəxʷ welcome and opening prayer, buffet breakfast, opening remarks from scəwəθən məsteyəxʷ and Metro Vancouver representatives, a facilitated discussion, a networking lunch, a First Nation cultural performance, closing remarks and prayer. The event expenditures (exclusive of honoraria) are estimated to be approximately \$40,000.

#### **5.3 Quarterly Update Report on Reconciliation Activities**

This report provides a summary of reconciliation events and activities undertaken by Metro Vancouver over the past three months of 2023 as well as information on upcoming events and activities over the next three months. Forty activities have either taken place or been identified for this reporting period, including 11 training sessions and 28 meetings or events intended to strengthen relationships with local First Nations. The report also highlights that, over the next quarter, there are eight planned training sessions on various topics for staff as well as 18 other meetings or relationship-building activities scheduled with First Nations. To this point in 2023, Metro Vancouver has already undertaken, scheduled or identified a total of 91 reconciliation-related activities. This number will continue to increase as the rest

of the year unfolds. By comparison, the total number of reconciliation-related activities undertaken in 2022 was just over 100.

#### 5.4 Updates on Archaeology and the BC Heritage Conservation Act

The Archaeology Branch of the Ministry of Forests launched the *Heritage Conservation Act* Transformation Project in 2021. The main objective of this initiative is to align the *Heritage Conservation Act* (HCA) with the United Nations Declaration on the Rights of Indigenous Peoples, in accordance with the *BC Declaration on the Rights of Indigenous Peoples Act* (DRIPA). This is anticipated to be one of the first significant legislative changes in BC under DRIPA.

Although the target for enactment was originally set for 2024, an updated draft of the *Heritage Conservation Act* is not anticipated for several years. In the meantime, the Archaeology Branch is making incremental changes to its permitting process, regulations, and policies. Notable changes underway include measures to reduce archaeology permit application review timeframes, reducing the number of statutory decisions required, and developing new permit application templates. It is likely there will be effects for Metro Vancouver once the new HCA is enacted; however, it is too early to anticipate what concrete changes will ultimately result from the HCA Transformation Project.

#### Regional Planning Committee – June 9, 2023

Delegation Summaries:

##### 3.1 Christopher Lumsden, Planner, and Ron Gill, Area Planning – North, City of Surrey

Subject: *Metro 2050* Type 3 Proposed Amendment – City of Surrey (Fraser Heights)

Information Items:

#### 5.2 Metro Vancouver Agriculture Portfolio Update

This report provides a review of Metro Vancouver’s role in regional agricultural planning focusing on the key projects and initiatives identified in the Regional Planning Committee’s 2023 Work Plan. The report also highlights how Metro Vancouver intersects with the agricultural sector by providing resources and opportunities for sharing information pertaining to the region’s food system across all member jurisdictions. Agriculture policy at Metro Vancouver is guided and supported by many policy documents, but particularly by *Metro 2050* and the Regional Food System Strategy. Additional direction for Metro Vancouver’s agricultural portfolio is also provided through Issue Area 4 of the *Clean Air Plan* and the draft *Climate 2050 Agriculture Roadmap*. These documents support maintaining a healthy, resilient local food system including the continued protection of agricultural land for agricultural purposes, reducing agriculture-sector GHG emissions, supporting healthy soils, and conserving ecosystem services.

#### Regional Culture Committee – June 21, 2023

Information Items:

##### 5.1 Metro Vancouver 2023 Regional Cultural Grants: Adjudication Process

Metro Vancouver’s annual regional cultural project grants, funded by the Cultural Grants Reserve, support region-serving arts and culture projects. Staff has undertaken an initial review of all received applications and will present shortlisted applications for adjudication by the committee at its July 19, 2023 meeting.

The committee will provide a recommendation on the grant award for each successful proponent to a cap of \$10,000 per project and a total distribution of \$300,000. The committee's recommended allocations will be presented to the July 28, 2023 MVRD Board meeting for final approval.

## Greater Vancouver Water District

### **E1.1 Award of Tender No. 23-100 Capilano Raw Water Pump Station and Westburnco Pump Station Temporary Backup Power**

**APPROVED**

To ensure the continuous supply of drinking water in the event that Coquitlam Main No. 2 or No. 3 is damaged during the construction of Coquitlam Main No. 4 and at the same time a power outage occurs at the Capilano Raw Water Pump Station and/or Westburnco Pump Station, temporary backup power at these two pump station sites is required to allow the Seymour-Capilano source to back-feed the eastern portion of Metro Vancouver's transmission system.

The Board approved award of Tender No. 23-100 Capilano Raw Water Pump Station and Westburnco Pump Station Temporary Back Up Power, in the amount of up to \$10,899,738 (exclusive of taxes) to North America Construction (1993) Ltd., for a term of three years, subject to final review by the Commissioner.

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

The Board received an information item from a standing committee.

### **Water Committee – June 14, 2023**

Information Items:

#### **5.1 Non-Potable Water Project**

Using onsite water sources to supply non-potable end uses, at the building level, presents an opportunity to use water resources more sustainably and prioritize drinking water for essential uses. To support regional water conservation, the Non-Potable Water Project, funded by the Water Sustainability Innovation Fund, aims to promote water reuse and rainwater harvesting systems (non-potable water systems) by identifying and addressing barriers to the adoption of these systems.

Guiding documents were developed for stakeholders within building and water industries to support overcoming barriers associated with non-potable water systems:

- Guidebook – leads stakeholders from planning to operation of building-scale non-potable water systems
- Companion document – provides technical design and performance monitoring guidance
- Key findings document – outlines recommendations to address identified barriers to non-potable water system uptake

After publishing these documents, engagement with stakeholders will continue in order to secure an appropriate group or agency to own and action the key findings document. This project, aimed at

promoting non-potable water use, supports goals and objectives in both the *Drinking Water Management Plan* and *Integrated Liquid Waste and Resource Management Plan*.

## 5.2 2022 GVWD Dam Safety Program Annual Update

The GVWD owns and operates seven dams that are regulated by the Ministry of Forests – Dam Safety Branch, five of which are regional drinking water supply dams and two of which store water for ecological and recreational purposes. The GVWD Dam Safety Program is compliant with the requirements outlined in the provincial *Dam Safety Regulation* (BC Reg. 11/2021) for the water supply dams, as required for all dam owners in British Columbia. There were no significant concerns identified from the 2022 routine surveillance, monitoring, or formal dam inspections

## 5.3 Capilano Main No. 4 Repairs and Upcoming Replacement Project

Metro Vancouver’s Capilano Main No. 4 is an aging water main that supplies approximately one-third of the region under normal operating conditions. A 1.4-kilometre section of Capilano Main No. 4 runs through Stanley Park and was installed in 1932. Recent leak history, including a leak discovered on May 10, 2023, has highlighted the importance of the construction of the Stanley Park Water Supply Tunnel, which will replace this section of Capilano Main No. 4 and provide additional capacity and seismic resiliency.

## 5.4 Water Supply Tunnel Updates

Over the next 30 years, one million people will join the region’s nearly 2.8 million residents and Metro Vancouver’s long-term plans ensure there will be enough water for future generations by promoting conservation, improving transmission, and expanding supply. Metro Vancouver has a total of six major water supply tunnels in various stages of design and construction which are being managed and delivered by the Project Delivery department. These high-risk, high-value, complex tunnel projects are critical components of the water transmission system and are being designed and constructed to withstand a major earthquake, to protect against scour and other marine activities, and to meet projected future drinking water demands in the region.

Once complete, these projects will significantly contribute to Metro Vancouver’s goals to ensure that the transmission components of the drinking water system are expanded and strengthened to allow the continued supply of safe, clean drinking water to the region’s residents and businesses.

# Greater Vancouver Sewage and Drainage District

## E1.1 Change Order to the Contract Resulting from RFP No. 19-007: Northwest Langley Wastewater Treatment Plant – Design and Construction Engineering Services

APPROVED

At its June 2, 2023 meeting, the Board approved the Northwest Langley Wastewater Treatment Plant (NLWWTP) Expansion Project advancing to detailed design (Stage Gate 2). The plant’s design is being revised to incorporate value engineering opportunities identified in a comprehensive cost and design review and accommodate accelerated population growth in northeast Surrey.

A proposed change order in the amount of up to \$20,655,821 will allow CH2M Hill Canada Ltd. To complete the detailed design work, incorporating the construction cost saving measures and the Stage 1



plant capacity increase from 230,000 to 280,000 service population. This change order will increase the total contract value to \$65,981,187. The requested change order is below the program management consultant's internal estimate for the work and can be accommodated within the current approved budget for the Northwest Langley Wastewater Treatment Plant Program.

The Board approved a change order in the amount of up to \$20,655,821 (exclusive of taxes) to CH2M Hill Canada Ltd., subject to final review by the Commissioner.

### **E1.2 Amendment to Central Aggregates Biosolids Management Contract Resulting from SRFOI 21-018** **APPROVED**

The *Liquid Waste Management Plan* requires Metro Vancouver to beneficially use biosolids. Metro Vancouver biosolids have been beneficially used by Lafarge Canada Inc. at their Central Aggregates gravel pit to reclaim exhausted gravel extraction areas for agricultural use. Lafarge submitted a proposal to amend their existing contract under Standing Request for Expressions of Interest No. 21-018: Biosolids Management. The amendment would increase the volume of Metro Vancouver biosolids that could be managed on the site by increasing the area to be reclaimed and extending the contract until 2026. Lafarge has demonstrated successful management of biosolids for Metro Vancouver at the site and proposed a reasonable price.

The Board approved an amendment to the contract with Lafarge Canada Inc. in the amount of up to \$4,097,000 (exclusive of taxes) for biosolids management at the Central Aggregates gravel pit, subject to final review by the Commissioner.

### **E1.3 Integrated Liquid Waste and Resource Management Plan: Biennial Report for 2021-2022** **APPROVED**

In accordance with the 2011 *Integrated Liquid Waste and Resource Management Plan* (ILWRMP), Metro Vancouver must submit a biennial report by July 1, 2023 to the Ministry of Environment and Climate Change Strategy outlining progress by Metro Vancouver and its member jurisdictions in implementing ILWRMP actions through 2021 and 2022. Board approval is requested to submit the attached biennial report by the required deadlines to the Ministry, followed by an opportunity to receive comments on the report. The biennial report outlines significant progress in regional liquid waste management over the preceding two years along with continuing challenges, especially during wet weather.

Review and update of the ILWRMP is currently underway, and approval of a more streamlined and targeted progress reporting approach will be requested for the next plan. The next plan will be modernized, with more impactful actions that better serve regional needs

The Board directed staff to submit the Biennial Report to the Ministry of Environment and Climate Change Strategy, in accordance with the requirements of the liquid waste management plan, and to arrange for the Liquid Waste Committee to receive public comments on the Biennial Report at its September 13, 2023 meeting.

### **E2.1 Extension of Recycling and Waste Centres Operations and Maintenance Services Contracts**

**APPROVED**

At its June 15, 2023 meeting, the Zero Waste Committee considered a report titled Extension of Recycling and Waste Centres Operations and Maintenance Services Contracts.

The committee endorsed the recommendations presented in the report and directed staff to provide additional information to the Board, regarding the proposed one-time price adjustments for recycling centre operations.

The Board approved an amendment in the amount of \$61,481,000 for a two-year extension from January 1, 2024 to December 31, 2025 to the existing Contract 16-071 with Halton Recycling Ltd. (doing business as Emterra Environmental) for operation and maintenance of the North Shore, North Surrey, and United Boulevard recycling and waste centres; and approved an amendment in the amount of \$7,553,000 for a two-year extension from January 1, 2024 to December 31, 2025 to the existing Contract 16-114 with GFL Environmental Inc. for operation and maintenance of the Maple Ridge and Langley recycling and waste centres, both subject to final review by the Commissioner.

### **E3.1 North Shore Wastewater Treatment Plant Program – Program Overview and Background**

**RECEIVED**

The Board received report with background information on the North Shore Wastewater Treatment Plant Program.

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

The Board received information items from standing committees.

### **Zero Waste Committee – June 15, 2023**

Information Items:

### **5.2 Illegal Dumping Update and Gypsum Management in Metro Vancouver**

Member jurisdictions and Metro Vancouver provide programs and education to help reduce illegal dumping in the region. Illegal dumping incidents were similar in 2022 compared to 2021 and down from 2020. In 2022, 42,154 illegal dumping incidents were tracked (including 940 incidents of abandoned gypsum), compared to 42,450 incidents in 2021 and 47,050 incidents in 2020. Illegal dumping clean-up costs are generally stable, with municipal costs of approximately \$3.4 million in 2022. Municipalities spend an additional \$2.5 million per year on bulky item pick-up programs.

Mattresses continue to be one of the most common illegally dumped materials/materials picked up in bulky item pick-up programs. Metro Vancouver has advocated for many years to include mattresses in provincial extended producer responsibility programs. The Province announced in 2021 that mattresses will be integrated into the extended producer responsibility program, along with some other materials, by 2025.

### **5.3 Waste-to-Energy Facility 2022 Financial Update**

The Waste-to-Energy Facility continues to be an environmentally sound and cost-effective disposal option. In 2022 it processed 233,052 tonnes of municipal solid waste at an overall at a net unit cost of \$74.59 per tonne for operation and maintenance. The facility's net cost per tonne of waste processed increased in 2022 compared to 2021, primarily due to increased consumable costs (e.g., chemicals and natural gas), ash management costs, and lower throughput tonnage. Waste-to-Energy Facility unit costs are comparable to the cost of managing waste at the Vancouver Landfill and roughly half the cost of managing waste through Metro Vancouver's contingency disposal contracts. Waste-to-Energy Facility costs are funded through garbage tipping fees paid by all solid waste system users.

### **5.4 2023 Regional Clothing Waste Reduction Campaign Results**

Now in its fifth year, Metro Vancouver's "Think Thrice About Your Clothes" behaviour change campaign performed strongly in terms of engagement and the number of Metro Vancouver residents reached. The campaign's goal is to increase diversion of textiles from the waste stream by raising awareness of the textile waste problem and empowering residents to take action. While clothing donation and recycling options were encouraged, the campaign has put additional emphasis on reduction and reuse options. Several new traditional media placements were added this year to expand campaign reach to younger audiences, with the inclusion of on-air host endorsements with Virgin Radio, SkyTrain platform posters, and digital screens located within eight post-secondary campuses across Metro Vancouver. The campaign achieved over 43.7 million impressions between digital and traditional media tactics, an increase of over 12 million impressions from the previous year.

# CITY OF SURREY

OFFICE OF THE MAYOR

July 4, 2023

Mayor and Council  
Anmore (Village)  
2697 Sunnyside Road,  
Anmore, BC, V3H 5G9

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

Dear Mayor and Council,

It is important for local governments to know the impact of the Surrey Police Transition on your city, town or regional district, should it go ahead.

As you may know, Surrey Council voted to keep the RCMP as the police of jurisdiction (POJ). We communicated our decision to the Solicitor General (SG) who, continued to “recommend” that the city stay with the transition to the Surrey Police Service (SPS), but asked that the City choose between two options,

- 1) To continue the transition to the SPS with no evaluation of the SPS model.
- 2) To stay with the RCMP as the POJ with conditions.

The Premier, the SG and the Ministry’s report recognize that it is the role of municipalities to choose their policing model. The SGs’ authority under the Act is a safety net if the “adequate and effective” policing standard is not met. It does not grant the SG the authority to impose hundreds of millions of dollars’ worth of costs into the municipal budget on a political whim.

I am writing to you today for two reasons.

**Firstly**, is to express my deep concern for the statements made by the provincial government and the Solicitor General suggesting that should Surrey remain with the RCMP would create a public safety crisis; this is not truthful.

In fact, the ministry’s own report states *“It is not based on a failure by police to deliver adequate and effective policing nor a failure in public safety. Quite the opposite is true, front-line officers in the SPS and the RCMP are working hard to serve those who reside in and visit Surrey”*. It went on to say *“This Director’s Report is not a comparative assessment of the two police models. It is also not intended to provide a comprehensive assessment of the impacts of continuing with the current police transition to the SPS.”*

This interference should have significant concern to local government if the SG establishes a precedent of indiscriminately imposing massive costs onto municipal government with no rationale other than vaguely referencing public safety concerns.



Adequate and effective policing is in place in our city and our province, and for the Premier and the Solicitor General to infer there is a public safety crisis is not supported by data.

The central fear articulated by the premier and SG is the sudden dissolution of the SPS may lead to a walk out. The SPS Board has provided assurances that the SPS officers will remain on duty. Because the SPS Board reports to the province (not the city), they will take its instructions from the Ministry of the Solicitor General and Public Safety. One simple mandate letter from the province would remove the only concern for this public safety threat.

On the other hand, approving the SPS would create massive pressure on policing in the province, which would not exist if we remained with the RCMP. The only police training facility in the province, the JIBC, was past its capacity to meet the needs of municipal policing in BC even before the SPS was established. It is also important to recognize that police officer training at the JIBC has been under scrutiny. In order to properly address the police training needs in British Columbia would require expanding the JIBC. To date, the provincial budget has not addressed this expensive and time-consuming need. Waiting years for the JIBC training to fill the SPS cadet requirement will not only cost Surrey millions in time delays, but it will also impact other municipal police forces who cannot get seats at the JIBC.

Therefore, the only other route to full capacity for the SPS is hiring experienced police officers from your communities as they have done to date.

If the SG were to impose the SPS on Surrey, I would strongly recommend you communicate directly to the SG that you expect him to impose the same "public safety" restrictions on the SPS hiring from LMD communities as he has placed on the RCMP.

**Secondly**, and perhaps more important to local governments, is the financial and human resource impact that continuing with the Surrey Police Transition will have on every city, town, transit police and regional district in the province.

The SG's plan to move forward with the SPS will cost you financially if you are currently an RCMP jurisdiction. As RCMP divisional administrative costs are shared costs among all RCMP jurisdictions, so far it is estimated that because of the size of the Surrey detachment, your policing costs will increase by up to 7%.

If you are served by a municipal police force, it is important to know that the provincially appointed Surrey Police Board signed the richest collective agreement in Canada. This agreement will likely impact all future municipal police board negotiations.

The Surrey RCMP requires approx. 170 officers to return to full complement. Over 80 SPS officers have expressed interest in making this move according to the Officer in Charge. Further, the RCMP has stated that they can and will accommodate the human resource needs, not only to Surrey, but throughout the region, with the new recruiting and experienced officer programs.

In contrast, the Surrey Police Service (SPS) requires over 400 additional officers beyond those hired to date, to get to full strength. Although the province recognized the scope of the Surrey police transition from the beginning, they did not increase the funding to the Justice Institute of British Columbia (JIBC) in order to accommodate the officer training needed. The reality is that, just as the SPS has done to date, the vast majority of the SPS hires will come by recruiting from the RCMP, TransLink and other municipal forces throughout the province.



**In closing,**

My concern is the duplicity of the provincial government on this matter. The Ministry report and SG explicitly stated that we had two choices - to remain with the RCMP or the SPS - and conditions to meet with either option.

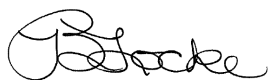
Based on the facts we examined, we chose the RCMP - with a more significant majority of council than we had originally - and we have committed to meeting the binding conditions.

The SGs' response is to move the goalposts and claim the need to review the plan and potentially overturn the council decision. I have offered to work with the province to ensure the requirements are met, and the province refuses to acknowledge the offer.

As local government leaders, we need to stand up for our authority under the Police Act. Like with your municipality, Surrey Council knows our community best. We cannot allow a "manufactured crisis" to drive a significant and costly public safety decision that will impact generations to come.

Please do not hesitate to contact me if you have any questions, I look forward to hearing from you.

Sincerely,



Brenda Locke  
Mayor

