REGULAR COUNCIL MEETING - AGENDA



Agenda for the Regular Council Meeting scheduled for Tuesday, September 12, 2023 at 7:00 p.m. in **Multipurpose Room at Anmore Elementary School, 30 Elementary Road,** Anmore, BC

NOTE: Members of the public not attending in person may view our Regular Council meeting by accessing the meeting via our YouTube channel. For those who are not attending in person, questions/comments under Item 3 Public Input, or Item 17 Public Question Period may be submitted up to 4:00pm on meeting days to rhonda.schell@anmore.com to be read by the Corporate Officer during the meeting.

https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view as=subscriber

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

1. Call to Order

2. Approval of the Agenda

Recommendation: **THAT** the Agenda be approved as circulated.

3. Public Input

*Note: To encourage civic engagement, Council welcomes your participation in the public portion of our meeting. We want to remind members of the public that matters raised here are for Council's consideration and should be constructively focused on agenda items only and not individuals. To ensure that we are providing a positive work environment in alignment with Council's Strategic Plan and the Village's Respectful Workplace Policy, we ask that Council is engaged in a manner that is respectful and productive. Please limit comments to two-minutes and save any questions for Question Period later in the meeting.

4. <u>Delegations</u>

None.

Page 6

5. Adoption of Minutes

(a) 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.

Page 8 (b) Minutes of the Regular Council Meeting held on July 18, 2023

Recommendation: THAT the Minutes of the Regular Council Meeting held on July18,

2023, be adopted, as circulated.

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

7. Consent Agenda

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

Recommendation: **THAT** the Consent agenda be adopted.

(a) Municipal Security Issuing Resolution

Recommendation: THAT Council approve borrowing from the Municipal Finance

Authority of British Columbia, as part of the Fall Borrowing Session, the sum of two million five hundred thousand dollars (\$2,500,000) as authorized through Anmore Community Hub Loan Authorization Bylaw No. 663-2022 and confirm that Metro Vancouver consented to our borrowing over a 25-year term on July 28th,2023 under Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023.

Page 16 (b) Local Government Climate Action Program Year 2 Survey Report

Recommendation: THAT the Anmore Local Government Climate Action Program

Year 2 Survey Report generated on July 24, 2023, be received for

information.

Page 37 (c) 2023 Next Generation 911 Funding – Approval Agreement & Terms and Conditions of Funding

Recommendation: **THAT** the correspondence dated August 3, 2023 from the Union of

BC Municipalities regarding the 2023 Next Generation 911 Funding –

Approval Agreement & Terms and Conditions, be received for

information.

Page 39 (d) Sasamat Volunteer Fire Department

Recommendation: THAT the correspondence dated July 28, 2023 from the Village of

Belcarra regarding the Sasamat Volunteer Fire Department, be

received for information.

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

9. <u>Legislative Reports</u>

Page 40 (a) Anmore Drinking Water Conservation Plan Bylaw Amendment

Report dated September 8, 2023 from the Manager of Corporate Services

Recommendation: THAT Council give first, second, and third readings to Anmore

Drinking Water Conservation Plan Amendment Bylaw No. 684-2023.

Page 71 (b) 2301 Sunnyside Road Zoning Amendment – Bylaw No. 685-2023

Report dated September 8, 2023 from the Manager of Development Services

Recommendation: THAT Council give first and second readings to Anmore Zoning

Amendment Bylaw No. 685-2023.; and

THAT staff be directed to set a date for a public hearing for Anmore

Zoning Amendment Bylaw No. 685-2023.

10. Unfinished Business

None.

11. New Business

Page 76 (a) Council Committee Terms of Reference

Report dated September 8, 2023 from the Manager of Corporate Services

Recommendation: **THAT** the Terms of References for the Community, Engagement,

Culture and Inclusion Committee, Environment Committee, Finance Committee, Parks and Recreation Committee and Public Safety Committee, as attached to the report dated September 8, 2023 from the Manager of Corporate Services entitled, Council Committee

Terms of Reference, be adopted.

Page 88 (b) Award of 2023 Capital Works

Report dated September 8, 2023 from the Chief Administrative Officer

Recommendation: THAT Council approve the award of the contract for the 2023 Capital

Works for a total contract price of \$1,953,273.00, including GST, to

Lafarge Canada Inc.; and,

THAT the Village enter into negotiations to remove a portion of scope for the Sunnyside Multi-Use Pathway to bring the works within the

allocated budget.

Page 93 (c) Public Alerting System

Report dated September 8, 2023 from the Manager of Corporate Services

Recommendation: THAT the Village subscribes to the Alertable public alerting system;

and,

THAT Public Alerting System Policy 74, attached as Appendix A,

be adopted.

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

13. Mayor's Report

14. Councillors Reports

15. <u>Chief Administrative Officer's Report</u>

16. Information Items

Page 100 (a) General Correspondence

- Letter dated July 15, 2023, from the Township of Spallumcheen regarding a Recycling Program for Antifreeze Containers and Used Oil Collection at the Armstrong Spallumcheen Diversion and Disposal Facility
- Metro Vancouver Board in brief for meetings held on July 28, 2023
- Letter dated July 31, 2023 from the Peace River Regional District regarding

BC Wildfire Service Fire Fighting Equipment

 Email dated August 17, 2023 from the BC Epilepsy Society regarding a Proclamation Request

17. Public Question Period

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

18. Adjournment

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:

Local Government Climate Action Program and Canada Community (a) **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:

- installation of Anmore Community Hub construction elements including glazing for the great room and servery at a cost of approximately \$50,000
- rough estimate of costs associated with electric vehicle charging stations and installation including civil work to create parking spaces and the need for usage guidelines
- grant funding usage guidelines and allocation of funds to eligible projects

5. **Adjournment**

It was MOVED and SECONDED:

	R084/23:	That the meeting be adjourned at 6:29 pm.	
			Carried Unanimously
Rhonda Schell		John McEwen	
Corporate Office	cer	Mayor	

REGULAR COUNCIL MEETING - MINUTES

Minutes 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



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

1. Call to Order

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

2. Approval of the Agenda

It was MOVFD and SECONDED:

R085/23: THAT the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

- Statement from the CAO regarding the OCP Amendment Application report from ISL Engineering, the OCP amendment process, misinformation that was published on social media, and where the public can find accurate information
- Seven written submissions were read regarding the icona OCP Amendment Application regarding:
 - a request for a referendum to determine community support for redesignation of the Anmore South lands from rural to urban
 - o opposition to the application
 - alignment with the Metro Vancouver Regional Growth Strategy (Metro 2050)

- concerns related to transportation, tree canopy, evacuation route, costs for increased emergency services, infrastructure, and Village staff, and environmental implications including natural habitat and local hatcheries
- Members of the public commented on the icona OCP Amendment Application regarding:
 - o commendation on the ISL Engineering report on the agenda
 - concerns regarding traffic and transportation, how this development would impact seniors aging in place in their current homes and emergency services response times
 - o that that public wants to hear Council discussions regarding the application
 - o commendation on the aspects of the application related to energy efficiency
 - o that certain road connections shown in the application would improve traffic
 - o that higher density would help to retain green space around wetlands
 - suggestion that the Village hire an independent community planner for review of this application

4. Delegations

(a) Friendly Forest Preschool Association

Ekaterina Perkins presented a summary of the Friendly Forest Preschool Association Anmore Community Grant Funding use. Ms. Perkins provided a PowerPoint presentation which is included as Attachment 1 and forms part of the original minutes.

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

Michael Geller & Ali Sarpoushan presented an update on the Pinnacle Ridge Hillside Landowners' intention to submit an application for an Official Community Plan Bylaw Amendment and their progress to date. Mr. Geller and Mr. Sarpoushan provided a PowerPoint presentation which is included as Attachment 2 and forms part of the original minutes.

5. Adoption of Minutes

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

It was MOVED and SECONDED:

R086/23: THAT the Minutes of the Regular Council Meeting held on June 27, 2023, be adopted, as circulated.

Carried Unanimously

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

It was MOVED and SECONDED:

R087/23: THAT adoption of the minutes of the Special Council Meeting

held on June 29, 2023, be deferred to the next Regular Council Meeting to allow for additional discussion points to be added.

Carried Unanimously

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

7. Consent Agenda

It was MOVED and SECONDED:

R088/23: THAT the Consent agenda be adopted.

(a) Land Use Designation Amendment to Metro 2050

Township of Langley – 23699 and 23737 Fraser Highway

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.

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

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.

(c) Anmore Fees and Charges Bylaw Amendment

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

Carried Unanimously

8. Items Removed from the Consent Agenda

None.

9. Legislative Reports

(a) Council Committee Recommendations

It was MOVED and SECONDED:

R089/23:

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.

Carried Unanimously

Discussion points included:

- Current committee membership
- Accessibility Committee meeting frequency requirements
- Administrative support before and during committee meetings

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

It was MOVED and SECONDED:

R090/23: 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.

Carried Councillor Richardson Opposed

Discussion points included:

- Uses of the truck and return on investment
- Benefits of brining roads versus the use of rock salts
- Total costs including taxes and rebates

(c) Anmore South - OCP Amendment Application

Mr. Chris Boit, Manager of Development Services, provided an overview of the staff report outlining the Official Community Plan (OCP) Amendment process, proposed amendments, impacts, public consultation, and next steps.

It was MOVED and SECONDED:

R091/23: 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.

Carried Unanimously

Discussion points included:

- Inclusion and use of a neighbourhood plan in an OCP
- Consultants who would complete necessary studies and reports
- Committee of the Whole to engage with the applicant
- Public engagement and consultation suggestions and timing
- Community sustainability of emergency services, water and services costs, property assessments, traffic, and environmental consideration
- Stakeholder engagement

10. <u>Unfinished Business</u>

None.

11. New Business

(a) FireSmart Community Funding & Supports Program

It was MOVED and SECONDED:

R092/23: 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.

Carried Unanimously

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

13. Mayor's Report

Mayor McEwen reported that:

- he was concerned with the future of RCMP costs
- the Village of Belcarra has sought legal advice on the letter that Council sent regarding the Sasamat Volunteer Fire Department Fire Hall in Anmore
- he attended the Colony Farm Regional Park renaming Ceremony on July 1, the new name is λέxətəm (pronounced tla-hut-um) Regional Park and Colony Farm Road has been renamed as λέxətəm Road
- he attended the Port Moody Golden Spike Days on July 1
- he attended the Port Coquitlam Community Foundation Croquet Tournament on July 6
- he is interested in hosting a charity event at the Anmore Community Hub in the future
- the Special Council Meeting held on June 29 was necessary due to constraints in the Anmore Community Hub building process and to provide direction to staff on the use of grant funding to install an electric vehicle charger and additional glazing, and prevent unnecessary costs incurred by the contractor due to delays
- he attended the official unveiling of the art installation on the Golden Ears Pump Station on July 17, the artwork was designed and created by Katzie First Nation artist Rain Pierre
- the \$2.5 million loan for the Anmore Community Hub was approved by the Metro Vancouver Finance Committee
- Fire Chief Sharpe has declared an Extreme Fire Danger rating and he encouraged residents to do their part to heed the Fire Chief's direction during this time in very dangerous dry conditions and to watch out for kids playing

14. Councillors Reports

Councillor Richardson encouraged all those interested in participating in committees to watch for advertising and to submit their applications.

15. Chief Administrative Officer's Report

Ms. Elrick reported that:

- Fire Chief Sharpe has elevated the fire rating to an Extreme Fire Rating which
 means that in addition to the Fire Ban, all high risk activity that produce sparks
 should be avoided without approval from Chief Sharpe and directed residents to
 the Village website for further directions
- Metro Vancouver has asked that we remind residents to comply with watering restrictions and encourage water conservation
- this is the last scheduled council meeting until fall and we will reconvene on September 12

16. Information Items

(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

Members of the public asked questions regarding:

- WiFi to be installed at Buntzen Lake for visitors to access reservations to reduce traffic issues from people who are turned away
- whether or not an OCP change for one parcel makes it easier for other parcels to change their OCP
- the use of community information boards to advertise Council Meetings
- a call out to recruit young residents that may be interested in volunteering for the Sasamat Volunteer Fire Department
- whether comments from staff procedurally fit in the Public Input section of the agenda
- the contracted Manager of Development Services presenting a report from ISL Engineering
- other icona developments
- the use of the word amend in the context of an OCP amendment

18. Adjournment

It was MOVED and SECO	NDED:
R093/23:	THAT the meeting be adjourned at 8:52 p.m.
	Carried Unanimously
	 John McEwen
Corporate Officer	Mayor



LGCAP Year 2 Survey

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<u>Introduction</u>

Reaching <u>net-zero emissions</u> and adapting to a changing climate will require a whole-of-society approach. The new Local Government Climate Action Program (the Program or LGCAP) aims to catalyze the efficient flow of financial resources, data and knowledge between Modern Treaty Nations, local governments, and the Provincial Government to allow for cost effective, impactful, locally implemented climate action. For more information about the Program you can refer to the <u>website</u> and <u>Program Guide</u>.

What is climate action?

For the purposes of this program, a climate initiative or action is one that reduces greenhouse gas (GHG) emissions and/or strengthens resilience to the impacts of climate change (adaptation). This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Information collected will:

- Highlight local government and Indigenous climate leadership;
- Profile action by including local government and Modern Treaty Nation emissions, resilience and climate action performance data in the annual <u>Climate Change</u> <u>Accountability Report;</u>
- Help inform policy development and monitor progress on achieving provincial and local climate objectives; and
- Support provincial efforts to better collaborate with and support communities to advance climate action.

The survey was informed by:

- Feedback from local governments, Modern Treaty Nations and ministerial partners;
- National and international GHG reporting protocols; and
- The <u>CDP</u> (global disclosure system).

<u>Instructions</u>

*Please do not provide any personal information (e.g. email, phone number) in the survey.

Survey: Word Version

A survey template (i.e. a Word version) is available on the <u>Local Government Climate Action Program webpage</u>. The template can be used to gather information from staff across departments. Then simply cut and paste into the online version where you'll be submitting the survey.

Survey: Online Version

SimpleSurvey allows multiple users to access your survey, though two people **cannot** enter information at the same time.

- For other users to contribute to your survey, simply share the unique link with your team members.
- Users must select "Save and continue later" when they are done updating the survey but not ready to submit.

Required fields are indicated with a red asterisk (*). You will not be able to submit the survey and attestation form without completing these fields.

• Some fields have formatting considerations (i.e. numbers only). You will not be able to submit the survey and attestation form until all required fields are completed properly. The red text error message will indicate what is needed.

Attestation Form

The attestation form is filled in after survey questions are completed. It is the second page of the SimpleSurvey submission.

- The attestation form is where the Chief Financial Officer, or equivalent position, attest to the following:
 - That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
 - That Local Government Climate Action Program funds held in reserve will be spent by March 31, 2025.
 - That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2023.

1. Reporting

- 1. Report on **at least one** project linked to objectives from the <u>CleanBC Roadmap to</u> <u>2030</u> and/or <u>Climate Preparedness and Adaptation Strategy</u>. If your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. Funding for the project(s) does **not** need to come from this program.
- 2. Attest that funds will be allocated to climate initiatives before submitting your survey.
- 3. For communities with populations of 15,000+, measuring and reporting local government or Nation's corporate emissions is required.
- Optional open-ended questions asking for one or more initiatives related to climate action may be highlighted in the LGCAP Year 2 Summary Report or other Program materials to acknowledge innovative local climate solutions.

2. Deadline to submit the survey & attestation form

 The deadline for submitting your survey and attestation form is 4 PM PDT on July 31, 2023.

3. Posting the survey & attestation form publicly

- The design / format of the form **can** be changed however all information from required questions must be included.
- Optional questions and answers can be omitted.
- The deadline to post the survey and attestation form publicly is September 30, 2023.

Download a copy for your records!

Once submitted, you can **download a copy of the completed survey** and attestation form (PDF, Excel, and Word options). If you close this window before the download link appears, please reach out for a copy of your submission.

Support

If the survey is accidentally submitted, a submitted survey needs to be revised, or if you have any questions, please reach out to us at <u>LGCAP@gov.bc.ca</u>. We will be happy to provide assistance.

Thank you!	
The LGCAP	Team

The Survey

Climate Action Planning

Climate Action Plans are strategic roadmaps that identify how an organization will reduce their greenhouse gas (GHG) emissions (mitigation), increase their resilience to the impacts of climate change (adaptation), or a combination of both.

To answer the following questions, consider staff that contribute to activities that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

*Question 1: How many staff in full time equivalents (FTEs) are dedicated to working on climate action?

For example: Can include staff in engineering, emergency management, sustainability, transportation, waste management, etc.

If a staff member is a climate action coordinator and works 100% on climate-related issues, add 1.0. If a staff member works approximately 25% (please estimate) on climate-related issues, add 0.25. Working on climate-related issues does not need to be written into the staff member's job description to be counted here.

|--|

*Question 2: Does your local government or Nation have a climate action plan or other guiding document(s)?

Yes

X No

- *If not, please select one or more options from the list.
 - X No, but we are currently undertaking one and it will be completed in the next two years.
 - No, we are not intending to undertake one due to lack of financial capacity.

	No, we are	e not intending to undertake one due to lack of expertise or technical capacity.
	uestion 3 nergency	: Has your local government or Nation declared a climate ?
\bigcirc	Yes	
X	No	
		: Please select the top 3 challenges impeding the advancement of ion in your community.
	Lack of jui	risdiction.
X	Lack of sta	aff capacity or expertise.
X	Lack of fin	ancial resources.
	Lack of da	ta or information.
	Lack of lo	cal political support.
	Lack of pr	ovincial or federal government support or collaboration.
X	Other.	Small local government

Corporate Greenhouse Gas Emissions

Measuring corporate emissions is a Program requirement for all communities with a 2020 population of 15,000 and above (<u>see population statistics here</u>). Corporate GHG emissions are those produced by the delivery of local government or Modern Treaty Nation "traditional services" including:

- Fire protection,
- Solid waste management,
- Recreational / cultural services,
- Road and traffic operations,
- Water and wastewater management, and
- Local government administration.

Please see the following resources for guidance:

- Scope Summary Document,
- Corporate Inventory Reporting Tool,
- Becoming Carbon Neutral Guidebook (Scope),

- Carbon Neutral Workbook (Scope),
- Contracted Services Emissions Guidance,
- Contracted Emissions Calculator,
- 2022 BC Best Practices Methodology for Quantifying GHG Emissions, and
- Emission Factors Catalogue.

	Question 5: For the 2022 calendar year, has your local government or Nation measured and reported associated corporate GHG emissions?	on
	○ Yes	
	× No	
	No, but for a past year. (Please enter most recent year completed: YYYY)	
*	If not, please select all that apply.	
	× No, due to lack of staff and technical capacity.	
	No, due to lack of financial resources.	
	No, due to lack of awareness regarding which GHG accounting tools are available.	
	No, corporate emissions are measured but not reported.	
	Measurement is in-progress.	
	Corporate inventory is not developed annually.	
	Optional: Please provide any further comments you wish to share on	
	corporate emissions measurement and reporting here (e.g. system or	
	approach used to measure corporate emissions).	
	A free SmartTool converter would be helpful in adding this as a side project to our already l	lir

Community-Wide Greenhouse Gas Emissions

B.C. Climate Action Charter signatories have committed to measuring and reporting their community-wide GHG emissions generated from all GHG sources (anthropogenic) within their community boundary.

The Community Energy and Emissions Inventory (CEEI) initiative provides a provincial framework for tracking and reporting energy and GHG emissions at a community-wide scale. It is published with a two-year lag, however, raw data can be requested by local governments that wish to measure and report their community-wide emissions for the buildings and solid waste sectors ahead of publication.

The Climate Action Secretariat (CAS) is aware that some local governments are developing their own community-wide GHG emissions inventories (separate from the provincial CEEI). A better understanding of community-wide emissions measurement across B.C. will help CAS as we upgrade CEEI.

	uestion 6: For the 2022 calendar year, have community-wide GHG nissions been measured for your local government or Nation?
	Yes
	In-progress
X	No
* If	not, please select all that apply from the list.
	No, community GHG emissions were not reported because the 2022 Provincial Community Energy and Emissions Inventory data has not been released.
	No, community GHG emissions were not reported because the 2022 Provincial Community Energy and Emissions Inventory does not report transportation data.
X	No, we do not measure and report community-wide emissions data due to lack of financial capacity.
X	No, we do not measure and report community-wide emissions data due to lack of staff and technical capacity.
	No, we do not measure and report community-wide emissions annually. (Please indicate most recent year completed: YYYY)

*If not, has your community or Nation measured and reported community-wide emissions in the past?

2030	
Reduction	
(format: e.g., 40%)	
40	
Baseline Year	
(format: 2007)	
2007	
2040	
Reduction	
(format: e.g., 40%)	
60	
Baseline Year	
(format: 2007)	
2007	
2050	
Reduction	
(format: e.g., 40%)	
80	
Baseline Year	
(format: 2007)	
2007	

 $^{\cup}$ Yes

x No

*Question 8: The Province has also committed to introducing a target of net-
zero emissions by 2050. Does your local government or Nation have a net-
zero or carbon-neutral emissions target?
 Yes: Net-zero (Net-zero refers to a jurisdiction achieving a balance between greenhouse gas emissions produced and removed from the atmosphere (e.g. planting trees or using carbon capture technologies))
 Yes: Carbon neutral (Carbon neutral refers to a jurisdiction achieving a state of no net carbon dioxide emissions being released into the atmosphere (e.g. Reducing emissions as far as practical and purchasing offsets or other similar mechanisms))
× No
*Question 9: If data was provided by the Province, which three supporting indicators would be most valuable to your local government or Nation to advance climate action?
Housing type: Private dwellings by structural type
Floor area: Average floor area by building category and era
× Residential density: Population and dwelling units per "net" land area
Commute by mode: Employed labour force by mode of commute
× Greenspace: Land area that is parks and protected greenspace
☐ Walk score: Proximity to services
× Proximity to transit: Persons, dwelling units and employment within walking distance of a "quality" transit stop/line
Other
Optional: Please provide any further comments you wish to share on
community-wide emissions measurement and reporting here.

<u>Provincial Policy Alignment - Mitigation</u>

The CleanBC Roadmap to 2030 is B.C's plan to meet provincial emissions reduction targets to be 40% below 2007 levels for 2030 and set on course to reach net-zero emissions by 2050.

One requirement of this Program is that you must **report on a minimum of one project** linked to objectives from the <u>CleanBC Roadmap to 2030</u> and/or <u>Climate Preparedness and Adaptation Strategy</u> (CPAS). Funding does **not** need to come from this program. For questions 10-12, if your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. That said, please select all that apply.

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress or completed in the 2022 calendar year related to
the buildings sector .
The <u>buildings and communities</u> <u>sectoral target</u> for the province is 59% to 64% emissions reductions by 2030.
Zero-carbon new construction (please enter date in pop-up textbox below)
Highest efficiency standards for new space and water heating equipment
Topping up Provincial energy efficiency programs
× Step Code adoption
Zero Carbon Step Code
Zero-carbon heating requirement
Net zero buildings commitments
Efficiency upgrades to public buildings
Demand-side management
Not applicable
Other

Optional: Please highlight a community project(s) that was in-progress or completed in the 2022 calendar year related to **buildings**.

	uestion 11: Please indicate all climate initiatives your local government or ation had in-progress or completed in the 2022 calendar year related to
th	ne transportation sector.
Th	e transportation <u>sectoral target</u> for the province is 27% to 32% emissions reductions by 2030.
	Demand-side management to reduce distance travelled (single-occupancy vehicle commute reduction programs, parking disincentives)
X	Improving or expanding public transportation
	Mode shift targets in Official Community Plan, Regional Growth Strategy or other guiding document
	Established personal transportation target goals, and measures to reach them, in annual reports – must include target goals for vehicle kilometre reduction, mode share for active transportation and zero-emission vehicles – and report on progress
	Established commercial transportation target goals, and measures to reach them, in annual reports – must include target goals for vehicle kilometre reduction, mode share for energy efficient commercial transportation and zero-emission vehicles – report on progress
	Implemented zero-emission vehicle first procurement policy for all local government on and off-road vehicles purchases.
	Implemented a zero-emission vehicle preference or requirement for contracted work from a service provider
	Bylaws updated to prioritize energy efficient transportation hierarchy (i.e. pedestrians first)
	Revising existing bylaws or implementing new ones to support active transportation
	Active transportation planning
X	Active transportation infrastructure investments
	Electric vehicle charging studies/planning
	Established electric vehicle charging ready bylaws
	Electric vehicle charging infrastructure investments
	Streamlined hydrogen fuelling station permitting process

Required new and/or existing gasoline and card lock fuel stations to include zero-emission vehicle infrastructure development
Required green roads certification for any new or significantly modified existing roads
☐ Not applicable
Other
Optional: Please highlight a community project(s) that was in-progress or
completed in the 2022 calendar year related to transportation .
*Question 12: Please indicate all climate initiatives your local government or
Nation had in-progress or completed in the 2022 calendar year related to
community-wide action.
Complete, compact communities
X Organics diversion
Circular economy or zero waste strategy
× Sustainable procurement policy
Energy emission plans
Renewable energy investments (e.g. district energy, waste heat recovery, biomass)
Green/blue carbon sequestration
Compliance carbon offset projects
Voluntary carbon offset projects
Bylaws updated to allow at least three units in all single-family zones
Other
☐ Not applicable

Optional: Please highlight a community project(s) that was in-progress or completed in the 2022 calendar year related to **community-wide action**.

Provincial Policy Alignment - Resilience and Adaptation

The goal of climate adaptation is to reduce risk and vulnerability associated with climate change impacts. To manage climate impacts, local governments and Nations are integrating adaptation principles into decisions and everyday activities. One requirement of this program is to report on projects linked to one or more objectives from the CleanBC Roadmap and/or the CPAS.

One requirement of this Program is that you must report on **at least one or more** project(s) linked to one or more objectives from the <u>CleanBC Roadmap to</u>
2030 and/or <u>Climate Preparedness and Adaptation Strategy</u> (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

*	Question 13: Please indicate all initiatives your local government or Nation completed or had in-progress in the 2022 calendar year to adapt to and build resilience to climate impacts.
	 Undertaking or completing a risk assessment or <u>Hazard Risk Vulnerability Assessment</u> (HRVA)
	Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.
	Collaboration with other communities on resilience planning/initiatives
	Hydro climatological data collection
	× Monitoring climate risks (floods, wildfire, etc.)
	Public engagement on climate risks and actions
	Providing training (adaptation and mitigation skills)
	 Creation of policy/procedures to affect change (putting climate considerations into decision-making processes)
	Creating data systems to support climate action
	Utilizing natural assets/nature-based solutions
	× Developing emergency/hazard response plans

Not applicable					
Other					
Optional: Please hi were completed o increase resilience	r in-progr		•		
*Question 14: Has a undertaken for you			•	imilar assessm	ient been
○ Yes					
× No					
*If not, please selec	t one or n	nore options	from the lis	t.	
No, but we are curr	ently undert	aking one and it	will be compl	ete in the next tw	o years.
× No, we are not inte	nding to und	dertake due to la	ck of financial	capacity.	
× No, we are not inte	nding to und	dertake due to la	ck of staff and	technical capacit	y.
No, we are waiting assessment.	for direction	from the Provin	cial Governme	nt before underta	aking an
*Question 15: What jurisdiction and who community?					-
For each selection, plea	ase then indi	cate if the timefr	ame of their e	xpected impact is	short,
medium, long or not a (short [current/by 2025		2026-2050]; long	[beyond 2050	0])	
Extreme heat and h	eat stress	Long			
Extreme cold, snow	and ice	Long			
Water shortages	Long	,			

	Wildfire Long
	Overland flooding
	Coastal flooding, storm surge events and/or other coastal hazards
	Wind, rain, and other storm events Long
	Ecological impacts (examples of ecological impacts include biodiversity loss and erosion)
	Cultural impacts (examples of cultural impacts include threats to identities, languages, and livelihoods)
	Human health impacts
	Not applicable/no hazards
	Not sure
	Other
	uestion 16: What information do you need to know to be able to plan
	fectively for the future of your community, with respect to the impacts
	entified in Question 15? Please select one or more of what you consider e most valuable types of information for planning.
	Local observations and/or Indigenous knowledge
	Localized climate modelling and projected scenarios
X	Assessment of potential community impacts
Х	Assessment of community vulnerabilities
X	Risk assessment of hazards
	Mapping of climate change impacts and hazards
	Demographic information
X	Projected development

Adaptation planning information

Question 18: Of the hazards identified in Question 15, please specify the associated adaptation measures completed or in-progress in the 2022 calendar year, if any.

If entering a hazard under "Other", please also write the hazard in the "Adaption measure" textbox.

Extreme heat and heat stress
Adaptation measure
Extreme cold, snow and ice
Adaptation measure
Water shortages
Adaptation measure
Wildfire
Adaptation measure
Evacuation Plan
Overland flooding
Adaptation measure
Coastal flooding, storm surge events and/or other coastal hazards
Adaptation measure
Wind, rain, and other storm events
Adaptation measure
Ecological impacts
Adaptation measure
Human health impacts
Adaptation measure
Cultural imports
Cultural impacts
Cultural impacts Adaptation measure

Other
Adaptation measure
<u>Equity</u>
Taking an equity-informed approach to climate action is about enhancing climate resilience for everyone in B.C., regardless of where and how they live and requires a just approach that integrates equity considerations into climate planning and adaptation responses.
*Question 19: How does your community ensure equitable access to and distribution of climate action opportunities and benefits? Please select all that apply.
By collecting and analyzing disaggregated and/or spatial data on the impacts of climate policy and change.
By engaging with equity seeking groups/frontline communities most impacted by climate policy and change.
By designing and implementing climate actions that remove barriers to participation in planning and programs faced by equity seeking groups/frontline communities most impacted by climate change.
X There are no specific measures in place to ensure equitable access to and distribution of opportunities and benefits.
Not sure how to integrate equity into our climate action work.
Not sure if equity is being integrated into our climate action work.
Optional: Please highlight a climate initiative completed or in-progress in the 2022 calendar year that promotes equity and inclusion.

LGCAP Year 1 Funding

The Program must be able to demonstrate the impact this funding has on greenhouse gas emissions reductions and resilience and adaptation in B.C. To substantiate the Program, we

must develop a baseline understanding of where local governments and Nations are at with respect to climate action and track progress over time.

Please do your best to specify how much of your LGCAP funds was invested for each initiative undertaken without double counting.

*Question 20: What did/will your local government or Nation spend its LGCAP funding on for year one of the Program (2022)? Please select all that apply and indicate the total dollar value associated with each initiative (including funding from all sources).

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.
Staffing
Climate study
Energy study
Asset management
Risk and vulnerability assessment
Emergency response planning
Uulnerability and risk reduction strategy
Climate finance planning
Climate engagement
Resilient infrastructure
Green infrastructure
Natural assets evaluation and accounting
Buildings initiatives
☐ Transportation initiatives
Community-wide initiatives
× Put in reserve for future project 59082
Corporate emissions inventory measurement and reporting

Leveraging funds from other sources/ grant stacking	
Other	
Reserve funding - How will funds be allocated?	
Please indicate the project(s) funds have been allocated to.	
No decision has been made.	
Optional: Please highlight the initiative(s) your local government or Na LGCAP year one funding will support.	ation's
Postponed for future projects	
*Question 21: How much additional funding for climate action were you to invest by leveraging your LGCAP funds? This could include matching grants as well as private investment.	
Format: no dollar sign and up to two decimal places	
Format: no dollar sign and up to two decimal places	
0	
*Question 22: Please estimate the total investment in climate mitigation local government or Nation made in 2022, including from sources bey	ond hange auses
*Question 22: Please estimate the total investment in climate mitigation local government or Nation made in 2022, including from sources bey your LGCAP funds. For guidance, this includes (but is not limited to): integrating climate comitigation (i.e. GHG reduction) measures into policies, strategies and planning; improving education, raising awareness of climate change can and solutions, and increasing human and institutional capacity with rest to climate change mitigation.	ond hange auses

Question 23: If estimated and available, what are the expected emissions reductions from these investments? Format: in tonnes CO2e 0 *Question 24: Please estimate the total investment in climate adaptation and resilience your local government or Nation made in 2022, including from sources beyond your LGCAP funds. For guidance, this includes all actions that strengthen resilience and the ability to adapt to climate-induced impacts. Examples include (but are not limited to): addressing climate-related hazards; integrating adaptation measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate adaptation, and impact reduction and early warning systems. Format: no dollar sign and two decimal places If no estimate is possible, please provide 0 as an answer. 0 *Question 25: Does your community or Nation use a formal framework to apply a <u>climate lens</u> on infrastructure planning and decision-making? This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework. Yes

x No



August 3, 2023

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

Reference: AP8151

Re: 2023 Next Generation 911 Funding – Approval Agreement & Terms and Conditions of Funding

Dear Mayor McEwen and Council,

I am pleased to inform you that a grant in the amount of \$45,000 has been approved for the Village of Anmore under the Next Generation 911 funding program that is being administered by the Union of BC Municipalities (UBCM).

This funding is to support local preparedness for the implementation of Next Generation 911. Funding is being provided on an allocation-basis and 50% of the approved amount will be issued when the signed copy of this agreement is returned to UBCM. The balance of the grant will be available when UBCM has received and approved the required final report and financial summary.

The Ministry of Citizens' Services has provided funding for this program and the general Terms & Conditions are attached. In addition, and in order to satisfy the terms of the contribution agreement, the following requirements must be met in order to be eligible for grant payment:

- (1) This approval agreement is required to be signed by the CAO or designate and returned to UBCM within 30 days of the date of this letter;
- (2) The funding is to be used solely for the purpose of local preparedness for the implementation of Next Generation 911;
- (3) All expenditures must meet eligibility and funding requirements as defined in the *Program & Application Guide* (refer to Sections 3 and 4) and are limited to the eligible activities identified in the Section 1 of Table 1 in the guide;
- (4) All project activities must be completed within three years and no later than August 7, 2026;
- (5) The final report is required to be submitted to UBCM within 30 days of project end date and no later than September 11, 2026;

The Next Generation 911 program is funded by the Province of BC

(6) Any unused funds must be returned to UBCM within 30 days following the project end date;

Please note that descriptive information regarding eligible recipients will be posted on the UBCM and/or provincial government websites, or shared through provincial governments news releases or events, and all interim, progress and/or final report materials may be made available to the provincial government.

If you have any questions, please contact lgps@ubcm.ca. Sincerely,

Danyta Welch

Manager, Local Government Program Services

cc. Karen Elrick, CAO

Reference: AP8151

Approval Agreement (to be	igned by the CAO or designate)
	thorized designate of the Village of Anmore, have read s & Conditions and the requirements for funding under program.
Signature	 Date

Please return an electronic copy of this signed Approval Agreement Attention of the Program Administrator to lgps@ubcm.ca



VILLAGE OF BELCARRA

"Between Forest and Sea"

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8 TELEPHONE 604-937-4100 FAX 604-939-5034 belcarra@belcarra.ca • www.belcarra.ca



July 28, 2023

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

Via email: john.mcewen@anmore.com

Re: Sasamat Volunteer Fire Department

Dear Mayor McEwen:

On behalf of Council, thank you for your letter of June 23, 2023. We echo your support for the Sasamat Volunteer Fire Department and the invaluable service provided to both Belcarra and Anmore for fire protection in our communities.

Belcarra Council has discussed this matter and notes that the SVFD is a regional service of Metro Vancouver; it is not a municipal service of either Anmore or Belcarra. The amended Supplementary Letters Patent for the SVFD clearly state that the governance model for the regional service is through the appointment of 3 Council members by each Village as well as the appointment of an independent member by Metro Vancouver, to the Board of Trustees. The Board is the decision-making body and Belcarra Council is respectful of that responsibility.

In the current legislative context, the administration of the Sasamat Volunteer Fire Department Service is solely within the jurisdiction of the Board of Trustees. Decisions as to the replacement of fire halls are to be made by the Board of Trustees. In that regard, Belcarra is bound by the decisions of the Board of Trustees, as is Anmore, with the costs of the replacement of the fire halls to be apportioned between Belcarra and Anmore in accordance with the amended Supplementary Letters Patent for the Service.

Belcarra is prepared to discuss changes to the governance model and financial rules for the Sasamat Volunteer Fire Department Service with Anmore. We look forward to hearing from you in this regard.

Sincerely,

Jamie Ross

Mayor

cc: Belcarra Council Anmore Council

SVFD Board of Trustees, Metro Vancouver



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: September 8, 2023 File No. 3900-30

Submitted by: Rhonda Schell, Manager of Corporate Services

Subject: Anmore Drinking Water Conservation Plan Bylaw Amendment

Purpose / Introduction

To present Council with an amending bylaw for the Anmore Drinking Water Conservation Plan Bylaw No. 579-2018.

Recommended Option

That Council give first, second and third readings to Anmore Drinking Water Conservation Plan Amendment Bylaw No. 684-2023.

Background

On May 8, 2018, Anmore Council adopted Anmore Drinking Water Conservation Plan Bylaw No. 579-2018 (Consolidated) (Attachment 1) to align with the Metro Vancouver Drinking Water Management Plan. In October 2021, the Greater Vancouver Water District (GVWD) Board approved revisions to the Drinking Water Conservation Plan (DWCP). The Anmore Drinking Water Conservation Plan Amendment Bylaw No. 672-2022, was subsequently adopted on May 17, 2022.

Discussion

Bylaw 672-2022 updated the restrictions imposed at Stage 1 in the Water Conservation Plan. However, it is appropriate for the Village of Anmore to update our municipal bylaw to reflect all of the revisions that were made in 2021. The changes are presented in Anmore Drinking Water Conservation Amendment Bylaw No. 684-2023 (Attachment 2).

Financial Implications

The Village provides Bylaw Enforcement of watering restrictions as and when we have resourcing available. There is no contemplated change to current budget allowances for enforcement as a result of the proposed amending bylaw.

Report/Recommendation to Council

Anmore Drinking Water Conservation Plan Bylaw Amendment September 8, 2023

Communications / Civic Engagement

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

Council Strategic Plan Objectives

To practice environmental stewardship and to provide responsive, efficient, transparent, and engaged service.

Attachments

- 1. Anmore Drinking Water Conservation Bylaw No. 579-2018 (Consolidated)
- 2. Anmore Drinking Water Conservation Amendment Bylaw No. 684-2023

Prepared by:	
Brell	
Rhonda Schell	
Manager of Corporate Services	
Reviewed for Form and Content / Approved for Subn	nission to Council:
Chief Administrative Officer's Comment/Concurrence	XELUL
-	Chief Administrative Officer

This is a consolidated copy of the following bylaws. Provided for CONVENIENCE only.

1) Anmore Drinking Water Conservation Plan Bylaw No. 672-2022

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

VILLAGE OF ANMORE

BYLAW NO. 579-2018

A bylaw to regulate the consumption of water in accordance with the Metro Vancouver Drinking Water Conservation Plan

WHEREAS, pursuant to section 8 of the *Community Charter*, S.B.C. 2003, c26, as amended, Council has the authority to enact bylaws that regulate, prohibit and impose requirements in relation to a municipal service;

AND WHEREAS, the Village has established and maintains a water distribution system, under Anmore Works and Services Bylaw No. 242-1998, as amended, in recognition of the need to provide an effective method of water conservation within the Village and has agreed to cooperate with the Greater Vancouver Water District to regulate the use of water supplied by the water distribution system;

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

1. CITATION

This bylaw may be cited for all purposes as "Anmore Drinking Water Conservation Plan Bylaw No. 579-2018".

2. DEFINITIONS AND INTERPRETATION

In this bylaw,

Aesthetic cleaning means the use of water for cleaning when it is not for a health or safety reason.

Aesthetic Water Feature means a fountain, pond, or other water feature that primarily serves an aesthetic purpose. It does not include ponds that contain fish.

Automatic Shut-off Device means a device attached to a water hose that is springloaded and shuts off the supply of water automatically unless hand pressure is applied to allow the supply of water.

Automatic Watering means applying water using an automated water delivery system that required only minimal human intervention of supervision and typically employs mechanical, electronic, or other components and devices, including but not limited to timers, sensors, computers or mechanical appliances.

Board means the Administration Board of the Greater Vancouver Water District.

Commissioner means the Commissioner of the Greater Vancouver Water District.

Commercial Cleaning Operation means a company, partnership, or person that offers commercial cleaning services, including pressure washing, window cleaning, and other similar building cleaning services, to the public for a fee.

Drip Irrigation means an irrigation system that delivers water directly to the root zone of the plant at a low flow rate through individual emission points (emitters) using droplets of water and excludes sprinkler irrigation systems, micro-spray systems, misting systems, and soaker hoses.

Edible Plant means a plant grown for the purpose of human consumption.

European Chafer Beetle means an invasive insect pest whose larvae feed on the roots of grasses, causing serious damage to lawns. The Chafer Beetle larvae can be treated naturally using nematodes, which typically requires a moist lawn for a period of 2 to 3 weeks from the day of application.

Flushing Water Main means discharging water from a water main for routine maintenance such as water quality management and measurement of firefighting flow capacity.

Governments/Schools/Parks includes property used and occupied for local government, provincial, or federal uses including road rights of way, and school, college, and university uses.

GVWD means the Greater Vancouver Water District.

GVWD Commissioner mean the person that the Administration Board of the GVWD appoints as its GVWD Commissioner.

Impermeable Surface means a material added to the surface of the ground, or on the exterior of a building or structure that is impermeable to water, including but not limited to glass, wood, concrete, asphalt, paving stones, and other similar materials.

Lawn means a cultivated area surrounding or adjacent to a building that is covered by grass, turf, or a ground cover plant such as clover, including areas such as boulevards, parks, and school yards.

Manual Watering means applying water using a device or tool that is manually held or operated by a human being, without automatic watering.

New Lawn means a lawn that is newly established either by seeding or the laying of new sod or turf.

Non-Residential includes properties used for a use other than a residential use, includes commercial, industrial, and institutional uses, and property used for mixed residential and non-residential uses, but excludes governments/schools/parks.

Odd-Numbered Civic Address Or Even-Numbered Civic Address means the numerical street address of a property, and in the case of multi-unit commercial or residential complex such as townhouses, condominiums or other strata-titled properties, means the numerical portion of the street address that is assigned to the entire complex, and not the individual unit number.

Over-Seeded means the application of grass seed on existing turf and may also include associated processes such as aeration, weeding, dethatching and fertilization, for the purpose of mitigating against grass thinning.

Permit means a permit as issued under Part 5.

Person does not include a municipality, a regional district, the provincial government, or any other body appointed or created under an enactment of British Columbia or Canada.

Public Announcement means one or more notifications or public service announcements in any combination of two or more of the following:

- (a) a radio broadcast from a station that broadcasts to the Village; or
- (b) the Village's website located at the web address of <u>www.anmore.com</u>; or
- (c)—a newspaper or other publication intended for general circulation, including one that is distributed without charge to the reader, that contains news and advertising, and is distributed within the Village at least once per week; or
 - a Village public notice place.
- (d) a mail drop circular, distributed to households by unaddressed mail.

Restriction Stage means Stage 1 Restrictions, Stage 2 Restrictions, Stage 3 Restrictions, or Stage 4 Restrictions.

Service includes, but is not restricted to, both the supply of water delivered in any manner to any person, company or corporation and all pipes, taps, valves, connections and facilities used for the purpose of such supply of water.

Stage 1 Restrictions means the restrictions on water use described in Schedule A.

Stage 2 Restrictions means the restrictions on water use described in sections 2.1 and 2.2 of Schedule A.

Stage 3 Restrictions means the restrictions on water use described in sections 3.1 and 3.2 of Schedule A.

Stage 4 Restrictions means the restrictions on water use described in sections 4.1 and 4.2 of Schedule A.

Village means the municipality of the Village of Anmore; **Village** also means an employee who has been granted authority under the Anmore Officer Designation and Delegation of Authority Bylaw to issue permits on behalf of the municipality.

Water used as a noun means water supplied directly or indirectly by Greater Vancouver Water District, the City of Port Moody, or the Village of Anmore, whether or not mixed with rain water, gray water or recycled water.

Water used as a verb, and **Watering**, means the application or distribution of water (used as a noun) to lands or plants, but does not include the method known as 'drip irrigation'.

Water Restriction Announcement means a Stage 1 Announcement, Stage 2 Announcement, a Stage 3 Announcement or a Stage 4 Announcement.

- 2.1 The Schedules to this bylaw are integral parts of this bylaw.
- 2.2 The Manager of Development Services may delegate some or all of his/her powers and duties under this bylaw.

3. DECLARATION AND ANNOUNCEMENT OF RESTRICTION STAGES

- 3.1 (a) The Commissioner may declare, in writing to the Village, that the Greater Vancouver Water District has activated a Restriction Stage.
 - (b) If the Commissioner makes a declaration under subsection (a), the Restriction Stage described in the declaration comes into force in the Village seventy-two hours after the Commissioner or the Village makes a public announcement of the declaration.
 - (c) When a Restriction Stage comes into force under this section, a Restriction Stage that had been in force, if any, ceases to be in force.

3.2 Stage 1 Restrictions come into force on May 1st each year, without prior declaration of the Commissioner or announcement under section 3.3.

If no Restriction Stage is in force on May 1st of any year, Stage 1 Restrictions come into force on that date without prior declaration of the GVWD Commissioner or announcement under section 3.3.

- 3.3 (a) If the Commissioner declares that the Greater Vancouver Water District has activated Stage 1 Restrictions, a public announcement by the Village or the Commissioner is sufficient for the purposes of paragraph 3.1(b) if it contains substantially the information set out in Schedule A.
 - (b) If the Commissioner declares that the Greater Vancouver Water District has activated Stage 2 Restrictions, a public announcement by the Village or the Commissioner is sufficient for the purposes of paragraph 3.1(b) if it contains substantially the information set out in Schedule A.
 - (c) If the Commissioner declares that the Greater Vancouver Water District has activated Stage 3 Restrictions, a public announcement by the Village or the Commissioner is sufficient for the purposes of paragraph 3.1(b) if it contains substantially the information set out in Schedule A.
 - (d) If the Commissioner declares that the Greater Vancouver Water District has activated Stage 4 Restrictions, a public announcement by the Village or the Commissioner is sufficient for the purposes of paragraph 3.1(b) if it contains substantially the information set out in Schedule A.
- 3.4 (a) Stage 1 Restrictions will remain in force until October 15 of each year, unless declared otherwise by the Commissioner.
 - (b) The Commissioner may make one or more declarations under this section.

4. FIRE CHIEF AUTHORITY

In any area within the Village where the fire hazard rating has been set at "extreme" for a minimum of three consecutive days, the Sasamat Volunteer Fire Department may issue a public announcement on behalf of the Village to identify some or all areas within the Village as areas where the lawn sprinkling and garden watering regulations otherwise imposed under this bylaw will be suspended for the period specified in the notice; thereby allowing property owners and occupants to take the measures as specified by the Fire Chief in the public announcement to reduce the fire hazard to their property by watering their lawns and gardens. Authority is extended to the Fire Chief in accordance with Anmore Fire Prevention Bylaw No. 281-2000.

5. PERMITS

- 5.1 A person who has installed a new lawn, either by placing sod or turf or by seeding, or who has installed new landscaping on a substantial part of the outdoor portion of a premises may apply to the Village for a permit authorizing the person to water the new lawn and new landscaping when Stage 1 Restrictions or Stage 2 Restrictions are in force, at times specified in the permit, at the premises described in the permit, during the currency of the permit. A permit does not exempt the holder from Stage 3 Restrictions or Stage 4 Restrictions.
- 5.2 The Village, upon being satisfied that an applicant qualifies under section 5.1, shall issue a permit to the applicant using a form similar to the form set out in Schedule B, upon receipt of payment of a fee prescribed in the Anmore Fees and Charges Bylaw.
- 5.3 A permit issued under section 5.2 shall be affixed to a post facing the street serving the premises, beside the principal driveway from the street to the premises.
- 5.4 A permit issued under section 5.2 shall expire and be of no force or effect 21 days after the date of its issue, unless the person has been issued an extension under section 5.5.
- 5.5 Before or after the expiration of a permit issued under section 5.2 a person may apply for one extension of the permit on the same terms and conditions as may be imposed under section 5.2. Such an extension shall end on or before 42 days from the date of the issue of the permit under section 5.2.
- 5.6 A person who has treated a lawn by applying nematodes that requires additional watering outside of the allowable sprinkling restrictions may apply to the *Manager of Development Services Village* for a permit authorizing the person to water the affected area when Stage 1 Restrictions or Stage 2 Restrictions are in force, at times specified in the permit, at the premises described in the permit, during the currency of the permit. A permit does not exempt the holder from Stage 3 Restrictions or Stage 4 Restrictions.
- 5.7 The Village, upon being satisfied that an applicant qualifies under section 5.6, shall issue a permit to the applicant similar in appearance to the form set out in Schedule C.
- 5.8 A permit issued under section 5.6 shall be affixed to a post facing the street serving the premises, beside the principal driveway from the street to the premises.
- 5.9 A permit issued under section 5.6 shall expire and be of no force or effect 14 days after the date of its issue.

6. OFFENCES AND PENALTIES

- 6.1 Any Person who violates or contravenes any of the provisions of this bylaw, or suffers or allows to be done any act or thing that violates or contravenes this bylaw, commits an offence.
- 6.2 A prosecution under this bylaw may be commenced by:
 - (a) proceedings under Division 3 of Part 8 of the Community Charter; or
 - (b) prosecution of the offence in accordance with the Offence Act.
- 6.3 If a prosecution is commenced pursuant to section 6.2(a), upon conviction the offender shall be liable to a fine of:
 - (a) \$100 if the offence is committed when Stage 1 Restrictions are in force;
 - (b) \$200 if the offence is committed when Stage 2 Restrictions are in force;
 - (c) \$300 if the offence is committed when Stage 3 Restrictions are in force;
 - (d) \$400 if the offence is committed when Stage 4 Restrictions are in force;
- 6.4 Subject to section 6.5, if a prosecution is commenced pursuant to section 6.2(b), upon conviction the offender shall be liable to pay a fine:
 - (c) for a first conviction for an offence, of not more than \$10,000 and not less than \$3,000; and
 - (b) for a second or subsequent conviction for an offence, of not more than \$10,000 and not less than \$5,000 for each offence.
- 6.5 Where a prosecution is commenced against a commercial entity pursuant to section 6.2(b) for an offence committed while Stage 4 restrictions are in effect, upon conviction that person shall be liable to pay a fine of not less than \$5,000.
- 6.6 Section 6.4(b) applies whether or not a second or subsequent conviction is for conduct that preceded the conduct that is the subject matter of the prosecution then before the court.
- 6.7 If an offence under this bylaw continues for more than one day, separate fines each not exceeding the maximum fine for that offence may be imposed for each day or part thereof in respect of which the offence occurs or continues.
- In a prosecution under this bylaw the onus of establishing an exemption under subsections 1.2, 2.2, or 3.2 of Schedule A lies on the person claiming the exemption.

REPEAL

Adoption of this bylaw will repeal "Anmore Water Shortage Response Plan Bylaw No. 550-2016" in its entirety.

READ a first time the	1st	day of May, 2018
READ a second time the	1st	day of May, 2018
READ a third time the	1st	day of May, 2018
ADOPTED the	8th	day of May, 2018

"John McEwen"

MAYOR

"C. Baird"

CORPORATE OFFICER

SCHEDULE A RESTRICTION STAGES

GENERAL RESTRICTIONS FOR ALL STAGES (1 THROUGH 4)

- 1) All hoses must have an automatic shut-off device.
- 2) Water must not unnecessarily run off on impermeable surfaces such as driveways, curbs, pathways, or gutters when watering lawns and plants.
- 3) Artificial playing turf and outdoor tracks must not be watered except for a health or safety reason.
- 4) Hoses and taps must not run unnecessarily.
- 5) Irrigation systems must not be faulty, leaking, or misdirected.

STAGE 1 WATER RESTRICTIONS (BYLAW NO. 672-2022)

Stage 1 comes into effect automatically each year - on May 1 until October 15 - to prevent drinking water wastage and ensure water users employ efficient and effective watering practices.

User	Water Use	Restriction
	Watering lawns	Even-numbered civic addresses on Saturdays and odd-
		numbered civic addresses on Sundays:
		 Automatic watering – from 5 am to 7 am
		 Manual watering – from 6 am to 9 am
بِ	Watering new lawns or lawns	Outside restricted lawn watering times if in compliance
₽	being treated for the European	with a Village permit
RESIDENTIAL	Chafer Beetle	
	Watering trees, shrubs, and	On any day from 5 am to 9 am if using a sprinkler
2	flowers, excluding edible	On any day at any time if using a handheld hose, soaker
	plants	hose, water container, or drip irrigation
User	Water Use	Restriction

	\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	
	Watering lawns	Even-numbered civic addresses on Mondays and odd-
	(mixed-use buildings e.g.	numbered addresses Tuesdays:
با	residential and commercial	 Automatic watering – from 4 am to 6 am
¥	should follow Non-residential	Manual watering – from 6 am to 9 am
	watering times)	
SID	Watering new lawns or lawns	Outside restricted lawn watering times if in compliance
Ä	being treated for European	with a Village permit
NON-RESIDENTIAL	Chafer Beetle	
Ž	Watering trees, shrubs, and	On any day from 4 am to 9 am if using a sprinkler
	flowers excluding edible	On any day at any time if using a handheld hose, soaker
	plants	hose, water container, or drip irrigation
User	Water Use	Restriction
	Watering lawns and grass	Even-numbered civic addresses on Mondays and odd-
	boulevards	numbered addresses Tuesdays:
		 Automatic watering – from 4 am to 6 am
		 Manual watering – from 6 am to 9 am
	Watering new lawns or lawns	Outside restricted lawn watering times if in compliance
\$	being treated for the European	with a Village permit
GOVERNMENTS/ SCHOOLS/PARKS	Chafer Beetle	
S/P	Watering trees, shrubs, and	On any day from 4 am to 9 am if using a sprinkler
0 F	flowers excluding edible	On any day at any time if using a handheld hose, soaker
유	plants	hose, water container, or drip irrigation
, SC	Watering soil-based playing	On any day from 7 pm to 9 am, except if:
TS/	fields	- Watering newly over-seeded fields if in compliance with
H		a local government permit
Z		- Operating under an approved Village water management
\ KE		plan
09	Watering sand-based playing	On any day from 7 pm to 9 am, except if:
	fields	- Watering newly over-seeded fields if in compliance with
		a Village permit
		- Operating under an approved Village water management
		plan
	Flushing water mains	Prohibited

STAGE 2 WATER RESTRICTIONS

Stage 2 restrictions conserve drinking water to ensure the existing supply will last until the return of seasonal rainfall or until the water shortage situation is over. These restrictions are designed to conserve enough drinking water to avoid or delay moving to Stage 3 as long as possible.

User	Water Use	Restriction
	Watering lawns	Even-numbered civic addresses: on Wednesdays from 4
		am to 9 am
		Odd-numbered civic addresses: on Thursdays from 4 am to
		9 am
	Watering new lawns or lawns	Outside restricted lawn watering times if in compliance
	being treated for the European	with a City permit
₫	Chafer Beetle	
RESIDENTIAL	Watering trees, shrubs, and	On any day from 4 am to 9 am if using a sprinkler
9	flowers excluding edible	On any day at any time if using a handheld hose, soaker
RES	plants	hose, water container, or drip irrigation
_	Washing impermeable	Prohibited except if:
	surfaces	– For a health or safety reason
		- Preparing a surface for painting or similar treatment
		- Aesthetic cleaning by a commercial cleaning operation
	Topping up or filling aesthetic	Prohibited
	water features	
User	Water Use	Restriction
	Watering lawns	Even-numbered civic addresses: on Mondays from 1 am to
	(mixed-use buildings e.g.	6 am
	residential and commercial	Odd-numbered civic addresses: on Tuesdays from 1 am to
	should follow Non-residential	6 am
₹	watering times)	
N-RESIDENTIAL	Watering new lawns or lawns	Outside restricted lawn watering times if in compliance
<u> </u>	being treated for European	with a City permit
RES	Chafer Beetle	
*	Watering trees, shrubs, and	On any day from 1 am to 9 am if using a sprinkler
9₹	flowers excluding edible	On any day at any time if using a handheld hose, soaker
	plants	hose, water container, or drip irrigation
	147	Fairney and the continue of th
	Watering golf courses	Fairways watering anytime on any one day in a 7-day
	Watering golf courses	period, except if operating under an approved City water

	Machine in property	Dealists of assess tife
	Washing impermeable	Prohibited except if:
	surfaces	– For a health or safety reason
		- Preparing a surface for painting or similar treatment
		- Aesthetic cleaning by a commercial cleaning operation
	Topping up or filling aesthetic	Prohibited Prohibited
	water features	
User	Water Use	Restriction
	Watering lawns and grass	Even-numbered civic addresses: on Mondays from 1 am to
	boulevards	6 am
		Odd-numbered civic addresses: on Tuesdays from 1 am to
		6 am
	Watering new lawns or lawns	Outside restricted lawn watering times if in compliance
	being treated for the European	with a City permit
	Chafer Beetle	
	Watering trees, shrubs, and	On any day from 1 am to 9 am if using a sprinkler
\$	flowers excluding edible	On any day at any time if using a handheld hose, soaker
AR AR	plants	hose, water container, or drip irrigation
1 /S	Watering soil-based playing	No more than 4 days in a 7-day period from 7 pm to 9 am,
GOVERNMENTS/ SCHOOLS/PARKS	fields	
} 	Hetas	except if:
35		- Watering newly over-seeded fields if in compliance with
1 S 1		a City permit
H H		Operating under an approved City water management
 ₹		plan
H.	Watering sand-based playing	On any day from 7 pm to 9 am, except if:
₫	fields	- Watering newly over-seeded fields if in compliance with
Ψ		a City permit
		- Operating under an approved City water management
		plan
	Flushing water mains	Prohibited
	Operating water play parks	Prohibited except water play parks with user-activated
	and pools	switches
	Topping up or filling aesthetic	Prohibited Prohibited
	water features	
	1 1	

STAGE 2 WATER RESTRICTIONS

Stage 2 restrictions conserve drinking water to ensure the existing supply will last until the return of seasonal rainfall or until the water shortage situation is over. These restrictions are designed to conserve enough drinking water to avoid or delay moving to Stage 3 as long as possible.

User	Water Use	Restriction
	Watering lawns	Prohibited
	Watering new lawns or lawns	Village permits issued in Stage 1 remain in effect
	being treated for the European	until permit expires
	Chafer Beetle	No new permits issued or renewed
_	Watering trees, shrubs, and	On any day from 5 am to 9 am if using a sprinkler
TIA	flowers excluding edible	On any day at any time if using a handheld hose, soaker
RESIDENTIAL	plants	hose, water container, or drip irrigation
SID	Washing impermeable	Prohibited except if:
器	surfaces	- For a health or safety reason
		- Preparing a surface for painting or similar treatment
		- Aesthetic cleaning by a commercial cleaning operation
	Topping up or filling aesthetic	Prohibited
	water features	
User	Water Use	Restriction
	Watering lawns	Prohibited
	(mixed-use buildings e.g.	
	residential and commercial	
	should follow Non-residential	
	watering times)	
	Watering new lawns or lawns	Village permits issued in Stage 1 remain in effect until
	being treated for European	permit expires
AL	Chafer Beetle	No new permits issued or renewed
Ę	Watering trees, shrubs, and	On any day from 4 am to 9 am if using a sprinkler
DEI	flowers excluding edible	On any day at any time if using a handheld hose, soaker
RESIDENTIAL	plants	hose, water container, or drip irrigation
	Watering golf courses	Fairways watering anytime on any one day in a 7-day
-NON		period, except if operating under an approved Village water
		management plan
	Washing impermeable	Prohibited except if:
	surfaces	- For a health or safety reason
		- Preparing a surface for painting or similar treatment
		- Aesthetic cleaning by a commercial cleaning operation
	Topping up or filling aesthetic	Prohibited
	water features	
User	Water Use	Restriction
GOVE	Watering lawns and grass	Prohibited
G S N	boulevards	

Watering new lawns or lawns	Village permits issued in Stage 1 remain in effect
being treated for the European	
	until permit expires
Chafer Beetle	No new permits issued or renewed
Watering trees, shrubs, and	On any day from 4 am to 9 am if using a sprinkler
flowers excluding edible	On any day at any time if using a handheld hose, soaker
plants	hose, water container, or drip irrigation
Watering soil-based playing	No more than 4 days in a 7-day period from 7 pm to 9 am,
fields	except if:
	- Watering newly over-seeded fields if in compliance with
	a Village permit
	- Operating under an approved Village water management
	plan
Watering sand-based playing	On any day from 7 pm to 9 am, except if:
fields	- Watering newly over-seeded fields if in compliance with
	a Village permit
	- Operating under an approved Village water management
	plan
Flushing water mains	Prohibited
Operating water play parks	Prohibited except water play parks with user-activated
and pools	switches
Topping up or filling aesthetic	Prohibited

STAGE 3 WATER RESTRICTIONS

Stage 3 restrictions respond to serious drought conditions, or other water shortage, and achieve further reductions in drinking water use by implementing a lawn watering ban and additional stricter measures.

User	Water Use	Restriction
	Watering lawns	Prohibited
	Watering new lawns or lawns	City permits issued in Stages 1 or 2 remain in effect until
	being treated for the European	permit expires
4	Chafer Beetle	No new permits issued or renewed
l ∯	Watering trees, shrubs, and	Prohibited if using a sprinkler or soaker hose
<u> </u>	flowers excluding edible	On any day at any time if using a handheld hose, water
RESIDENTIAL	plants	container, or drip irrigation
d	Washing impermeable	Prohibited except if:
	surfaces	– For a health or safety reason
		- Preparing a surface for painting or similar treatment by a
		commercial cleaning operation

	Topping up or filling aesthetic	Prohibited
	water features Topping up or filling pools and hot tubs	Prohibited Prohibited
	Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, license
		plates, and boat engines for safety
User	Water Use	Restriction
	Watering lawns (mixed-use buildings e.g. residential and commercial	Prohibited
	should follow Non-residential watering times)	
	Watering new lawns or lawns being treated for European Chafer Beetle	City permits issued in Stages 1 or 2 remain in effect until permit expires No new permits issued or renewed
	Watering trees, shrubs, and	Prohibited if using a sprinkler or soaker hose
	flowers excluding edible	On any day at any time if using a handheld hose, water
	plants	container, or drip irrigation
	Watering golf courses	Fairways watering prohibited except if operating under an
		approved City water management plan
#	Washing impermeable	Prohibited except if:
 	surfaces	– For a health or safety reason
ESIDE		- Preparing a surface for painting or similar treatment by a commercial cleaning operation
NON-RESIDENTIAL	Topping up or filling aesthetic water features	Prohibited
-	Topping up or filling pools and	Prohibited except for pools and hot tubs with a permit to
	hot tubs	operate in accordance with health authorities having
		jurisdiction over pool and hot tub regulation
	Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, licence
		plates, and boat engines for safety
	Commercial vehicle washing	Prohibited except if:
		- A facility that installed an automatic vehicle wash system
		before November 1, 2017, is operating on a basic wash and
		rinse cycle only
		- A facility that installed an automatic vehicle wash system
		after November 1, 2017, is operating using a water
		recycling system that achieves a minimum 60% water
		recovery rate over the full wash cycle

		A hand wash and self-service facility, is operating using
		high-pressure wands or brushes that achieve a maximum
		flow rate of 11.4 litres per minute
		now rate of 11.4 daes per minate
User	Water Use	Restriction
	Watering lawns and grass boulevards	Prohibited
PARKS	Watering new lawns or lawns being treated for the European Chafer Beetle	City permits issued in Stages 1 or 2 remain in effect until permit expires No new permits issued or renewed
	Watering trees, shrubs, and	Prohibited if using a sprinkler or soaker hose
	flowers excluding edible	On any day at any time if using a handheld hose, soaker hose, water container, or drip irrigation
	Watering soil-based playing fields	No more than 3 days in a 7-day period from 7 pm to 9 am, except if: - Watering newly over-seeded fields if in compliance with a City permit
5700 1		—Operating under an approved City water management plan
GOVERNMENTS/SCHOOLS/PARKS	Watering sand-based playing fields	No more than 5 days in a 7-day period from 7 pm to 9 am, except if: - Watering newly over-seeded fields if in compliance with
OVERNA		a City permit - Operating under an approved City water management plan
Ф	Flushing water mains	Prohibited
	Operating water play parks and pools	Prohibited except water play parks with user-activated switches
	Topping up or filling aesthetic water features	Prohibited Prohibited
	Topping up or filling pools and hot tubs	Prohibited except for pools and hot tubs with a permit to operate in accordance with health authorities having jurisdiction over pool and hot tub regulation
	Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, licence plates, and boat engines for safety

STAGE 3 WATER RESTRICTIONS

Stage 3 restrictions respond to serious drought conditions, or other water shortage, and achieve further reductions in drinking water use by implementing a lawn watering ban and additional stricter measures.

User	Water Use	Restriction
	Watering lawns	Prohibited
	Watering new lawns or lawns	All Village issued permits are invalidated
	being treated for the European	No new permits issued or renewed
	Chafer Beetle	
	Watering trees, shrubs, and	Prohibited if using a sprinkler or soaker hose
	flowers excluding edible	On any day at any time if using a handheld hose, water
Į,	plants	container, or drip irrigation
RESIDENTIAL	Washing impermeable	Prohibited except if:
OEN	surfaces	- For a health or safety reason
IIS:		- Preparing a surface for painting or similar treatment by a
R		commercial cleaning operation
	Topping up or filling aesthetic	Prohibited
	water features	
	Topping up or filling pools and	Prohibited
	hot tubs	
	Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, license
		plates, and boat engines for safety
User	Water Use	Restriction
	Watering lawns	Prohibited
	(mixed-use buildings e.g.	
	residential and commercial	
	should follow Non-residential	
	watering times)	
	Watering new lawns or lawns	All Village issued permits are invalidated
	being treated for European	No new permits issued or renewed
	Chafer Beetle	
IAI.	Watering trees, shrubs, and	Prohibited if using a sprinkler or soaker hose
LNE	flowers excluding edible	On any day at any time if using a handheld hose, water
NON-RESIDENTIAL	plants	container, or drip irrigation
RES	Watering golf courses	Fairways watering prohibited except if operating under an
-NC		approved Village water management plan
N	Washing impermeable	Prohibited except if:
	surfaces	- For a health or safety reason
		- Preparing a surface for painting or similar treatment by a
		commercial cleaning operation
	Topping up or filling aesthetic	Prohibited
	water features	
	Topping up or filling pools and	Prohibited except for pools and hot tubs with a permit to
	hot tubs	operate in accordance with health authorities having
		jurisdiction over pool and hot tub regulation

	Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, licence plates, and boat engines for safety
	Commercial vehicle washing	Prohibited except if:
	Commercial vernete washing	- A facility that installed an automatic vehicle wash system
		before November 1, 2017, is operating on a basic wash and
		rinse cycle only
		- A facility that installed an automatic vehicle wash system
		after November 1, 2017, is operating using a water
		recycling system that achieves a minimum 60% water
		recovery rate over the full wash cycle
		A hand wash and self-service facility, is operating using
		high-pressure wands or brushes that achieve a maximum
		flow rate of 11.4 litres per minute
User	Water Use	Restriction
	Watering lawns and grass boulevards	Prohibited
	Watering new lawns or lawns	City permits issued in Stages 1 or 2 remain in effect until
	being treated for the European	permit expires
(0	Chafer Beetle	No new permits issued or renewed
X X	Watering trees, shrubs, and	Prohibited if using a sprinkler or soaker hose
PΑ	flowers excluding edible	On any day at any time if using a handheld hose, soaker
/570	plants	hose, water container, or drip irrigation
GOVERNMENTS/ SCHOOLS/PARKS	Watering soil-based playing fields	No more than 3 days in a 7-day period from 7 pm to 9 am, except if:
5/5		- Watering newly over-seeded fields if in compliance with
N N		a City permit
IME		- Operating under an approved City water management
ERN		plan
0	Watering sand-based playing	No more than 5 days in a 7-day period from 7 pm to 9 am,
6	fields	except if:
		- Watering newly over-seeded fields if in compliance with
		a City permit
		- Operating under an approved City water management
		plan

STAGE 4 WATER RESTRICTIONS

Stage 4 is an emergency stage that limits both indoor and outdoor water uses as much as possible to ensure an adequate supply of drinking water for human consumption, use in

firefighting and to protect the quality of drinking water within the water system for public health.

Stage 4 is activated based on the rare occurrence of a significant emergency, such as an earthquake, flood, wild land and interface fire, severe weather, or a prolonged regional power outage that causes significant impacts to the water system infrastructure (e.g. damage to major water transmission lines, pump stations, or treatment plants).

In addition to the following outdoor water restrictions, Metro Vancouver could request that industrial water users implement voluntary reductions or reschedule production processes that consume large amounts of water until Stage 4 is deactivated.

User	Water Use	Restriction
	Watering lawns	Prohibited
	Watering new lawns or lawns	All City Village permits issued for lawn watering are
	being treated for the European	invalidated
	Chafer Beetle	
	Watering trees, shrubs, and	Prohibited
بِ	flowers excluding edible	
RESIDENTIAL	plants	
) EN	Topping up or filling aesthetic	Prohibited
	water features	
盗	Topping up or filling pools and	Prohibited
	hot tubs	
	Washing impermeable	Prohibited except if ordered by a regulatory authority
	surfaces	having jurisdiction for a health or safety reason
	Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, license
		plates, and boat engines for safety
User	Water Use	Restriction
	Watering lawns	Prohibited
	(mixed-use buildings e.g.	
<u> </u>	residential and commercial	
≰	should follow Non-residential	
N.	watering times)	
SIC:	Watering new lawns or lawns	All City Village permits issued for lawn watering are
#	being treated for European	invalidated
NON-RESIDENTIAL	Chafer Beetle	
Z	Watering trees, shrubs, and	Prohibited
	flowers excluding edible	
	plants	
	•	60

	Watering golf courses	Prohibited
	Washing impermeable	Prohibited except if ordered by a regulatory authority
	surfaces	having jurisdiction for a health or safety reason
	Topping up or filling aesthetic	Prohibited
	water features	
	Topping up or filling pools and	Prohibited
	hot tubs	
	Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, licence
		plates, and boat engines for safety
	Commercial vehicle washing	Prohibited
User	Water Use	Restriction
	Watering lawns and grass	Prohibited
	boulevards	
	Watering new lawns or lawns	All City Village permits issued for lawn watering are
	being treated for the European	invalidated
	Chafer Beetle	
KS KS	Watering trees, shrubs, and	Prohibited
AR	flowers excluding edible	
S/F	plants	
100	Watering soil-based playing	Prohibited
용	fields	
)S /	Watering sand-based playing	Prohibited
ST	fields	
VERNMENTS/ SCHOOLS/PARKS	Flushing water mains	Prohibited
N N	Operating water play parks	Prohibited
	and pools	
Ö	Topping up or filling aesthetic	Prohibited
	water features	
	Topping up or filling pools and	Prohibited
	hot tubs	
	Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, licence
		plates, and boat engines for safety

SCHEDULE B SAMPLE TEMPORARY EXEMPTION PERMIT – NEW LAWN OR LANDSCAPING

THIS PROPERTY IS TEMPORARILY EXEMPT FROM CURRENT WATER RESTRICTIONS FOR NEW LAWN OR LANDSCAPING

In compliance with Anmore Drinking Water Conservation Plan Bylaw No. 579-2018

HOURS OF IRRIGATION WITH PERMIT 4:00 A.M. TO 9:00 A.M. DAILY

PROPERTY OWNER	
PROPERTY	
ADDRESS	
EXPIRY DATE	
PERMIT NUMBER	L2018-
APPROVED BY	

FOR FURTHER INFORMATION PLEASE PHONE VILLAGE STAFF AT 604-469-9877

This permit MUST BE DISPLAYED in the front yard next to the principal driveway

This permit does not exempt the holder from Stage 3 or Stage 4 Restrictions

SCHEDULE C SAMPLE TEMPORARY EXEMPTION PERMIT – NEMATODE TREATMENT

THIS PROPERTY IS TEMPORARILY EXEMPT FROM CURRENT WATER RESTRICTIONS FOR NEMATODE APPLICATION

In compliance with Anmore Drinking Water Conservation Plan Bylaw No. 579-2018

HOURS OF IRRIGATION WITH PERMIT 4:00 A.M. TO 9:00 A.M. DAILY

PROPERTY OWNER	
PROPERTY	
ADDRESS	
EXPIRY DATE	
PERMIT NUMBER	N2018-
APPROVED BY	

FOR FURTHER INFORMATION PLEASE PHONE VILLAGE STAFF AT 604-469-9877

This permit MUST BE DISPLAYED in the front yard next to the principal driveway This permit does not exempt the holder from Stage 3 or Stage 4 Restrictions

VILLAGE OF ANMORE

BYLAW NO. 684-2023

A bylaw to amend Anmore Drinking Water Conservation Plan Bylaw No. 579-2018

WHEREAS pursuant to section 8 of the Community Charter, S.B.C. 2003, c26, as amended, Council has the authority to enact bylaws that regulate, prohibit and impose requirements in relation to a municipal service;

AND WHEREAS the Village has established and maintains a water distribution system, under Anmore Subdivision and Development Control Bylaw No. 633-2020, as amended, in recognition of the need to provide an effective method of water conservation within the Village and has agreed to cooperate with the Greater Vancouver Water District to regulate the use of water supplied by the water distribution system;

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 Drinking Water Conservation Plan Amendment Bylaw No. 684-2023".
- 2. That Anmore Drinking Water Conservation Plan Bylaw No. 579-2018 be amended as follows:
 - (a) Under Section 2: Definitions and Interpretations, add the following:

Aesthetic cleaning means the use of water for cleaning when it is not for a health or safety reason.

Aesthetic Water Feature means a fountain, pond, or other water feature that primarily serves an aesthetic purpose. It does not include ponds that contain fish.

Automatic Watering means applying water using an automated water delivery system that required only minimal human intervention of supervision and typically employs mechanical, electronic, or other components and devices, including but not limited to timers, sensors, computers or mechanical appliances.

Board means the Administration Board of the Greater Vancouver Water District.

Commercial Cleaning Operation means a company, partnership, or person that offers commercial cleaning services, including pressure washing, window cleaning, and other similar building cleaning services, to the public for a fee.

Edible Plant means a plant grown for the purpose of human consumption.

European Chafer Beetle means an invasive insect pest whose larvae feed on the roots of grasses, causing serious damage to lawns. The Chafer Beetle larvae can be treated naturally using nematodes, which typically requires a moist lawn for a period of 2 to 3 weeks from the day of application.

Flushing Water Main means discharging water from a water main for routine maintenance such as water quality management and measurement of firefighting flow capacity.

Governments/Schools/Parks includes property used and occupied for local government, provincial, or federal uses including road rights of way, and school, college, and university uses.

GVWD means the Greater Vancouver Water District.

GVWD Commissioner mean the person that the Administration Board of the GVWD appoints as its GVWD Commissioner.

Impermeable Surface means a material added to the surface of the ground, or on the exterior of a building or structure that is impermeable to water, including but not limited to glass, wood, concrete, asphalt, paving stones, and other similar materials.

Lawn means a cultivated area surrounding or adjacent to a building that is covered by grass, turf, or a ground cover plant such as clover, including areas such as boulevards, parks, and school yards.

Manual Watering means applying water using a device or tool that is manually held or operated by a human being, without automatic watering.

New Lawn means a lawn that is newly established either by seeding or the laying of new sod or turf.

Non-Residential includes properties used for a use other than a residential use, includes commercial, industrial, and institutional uses, and property used for mixed residential and non-residential uses, but excludes governments/schools/parks.

Odd-Numbered Civic Address Or Even-Numbered Civic Address means the numerical street address of a property, and in the case of multi-unit commercial or residential complex such as townhouses, condominiums or other strata-titled properties, means the numerical portion of the street address that is assigned to the entire complex, and not the individual unit number.

Over-Seeded means the application of grass seed on existing turf and may also include associated processes such as aeration, weeding, dethatching and fertilization, for the purpose of mitigating against grass thinning.

- (b) Under Section 2: Definitions and Interpretations, Public Announcement, delete the following in its entirety:
 - (c) a newspaper or other publication intended for general circulation, including one that is distributed without charge to the reader, that contains news and advertising, and is distributed within the Village at least once per week;

And replace it with:

- (c) a Village public notice place.
- (c) Under Section 2: Definitions and Interpretations, Stage 2 Restrictions, delete "sections 2.1 and 2.2 of".
- (d) Under Section 2: Definitions and Interpretations, Stage 3 Restrictions, delete "sections 3.1 and 3.2 of".
- (e) Under Section 2: Definitions and Interpretations, Stage 4 Restrictions, delete "sections 4.1 and 4.2 of".
- (f) Delete Section 2.2 in it's entirety.
- (g) Delete section 3.2 in it's entirety and replace it with:

If no Restriction Stage is in force on May 1st of any year, Stage 1 Restrictions come into force on that date without prior declaration of the GVWD Commissioner or announcement under section 3.3.

- (h) Under Section 5.6 remove "Manager of Development Services" and replace it with "Village"
- (i) Delete section "Stage 2 Water Restrictions" of Schedule "A" in its entirety and replace it with the following:

STAGE 2 WATER RESTRICTIONS

Stage 2 restrictions conserve drinking water to ensure the existing supply will last until the return of seasonal rainfall or until the water shortage situation is over. These restrictions are designed to conserve enough drinking water to avoid or delay moving to Stage 3 as long as possible.

User	Water Use	Restriction
ĕ	Watering lawns	Prohibited
	Watering new lawns or lawns	Village permits issued in Stage 1 remain in effect
RESIDI	being treated for the European	until permit expires
RE	Chafer Beetle	No new permits issued or renewed

	Watering trees, shrubs, and	On any day from 5 am to 9 am if using a sprinkler
	flowers excluding edible	On any day at any time if using a handheld hose, soaker
	plants	hose, water container, or drip irrigation
	Washing impermeable	Prohibited except if:
	surfaces	- For a health or safety reason
		- Preparing a surface for painting or similar treatment
		- Aesthetic cleaning by a commercial cleaning operation
	Topping up or filling aesthetic	Prohibited
	water features	
User	Water Use	Restriction
	Watering lawns	Prohibited
	(mixed-use buildings e.g.	
	residential and commercial	
	should follow Non-residential	
	watering times)	
	Watering new lawns or lawns	Village permits issued in Stage 1 remain in effect until
	being treated for European	permit expires
۲	Chafer Beetle	No new permits issued or renewed
NON-RESIDENTIAL	Watering trees, shrubs, and	On any day from 4 am to 9 am if using a sprinkler
)E)	flowers excluding edible	On any day at any time if using a handheld hose, soaker
IIS:	plants	hose, water container, or drip irrigation
 	Watering golf courses	Fairways watering anytime on any one day in a 7-day
Q	33	period, except if operating under an approved Village water
_		management plan
	Washing impermeable	Prohibited except if:
	surfaces	- For a health or safety reason
		- Preparing a surface for painting or similar treatment
		- Aesthetic cleaning by a commercial cleaning operation
	Topping up or filling aesthetic	Prohibited
	water features	T Total Steed
User	Water Use	Restriction
	Watering lawns and grass	Prohibited
	boulevards	Trombiced
GOVERNMENTS/ SCHOOLS/PARKS	Watering new lawns or lawns	Village permits issued in Stage 1 remain in effect
1EN PAI	being treated for the European	until permit expires
GOVERNMENTS, SCHOOLS/PARKS	Chafer Beetle	
ÆR 00		No new permits issued or renewed
[S F	Watering trees, shrubs, and	On any day from 4 am to 9 am if using a sprinkler
ی ق	flowers excluding edible	On any day at any time if using a handheld hose, soaker
	plants	hose, water container, or drip irrigation

Watering soil-based playing	No more than 4 days in a 7-day period from 7 pm to 9 am,
fields	except if:
	- Watering newly over-seeded fields if in compliance with
	a Village permit
	- Operating under an approved Village water management
	plan
Watering sand-based playing	On any day from 7 pm to 9 am, except if:
fields	- Watering newly over-seeded fields if in compliance with
	a Village permit
	- Operating under an approved Village water management
	plan
Flushing water mains	Prohibited
Operating water play parks	Prohibited except water play parks with user-activated
and pools	switches
Topping up or filling aesthetic	Prohibited
water features	

(j) Delete section "Stage 3 Water Restrictions" of Schedule "A" in its entirety and replace it with the following:

STAGE 3 WATER RESTRICTIONS

Stage 3 restrictions respond to serious drought conditions, or other water shortage, and achieve further reductions in drinking water use by implementing a lawn watering ban and additional stricter measures.

User	Water Use	Restriction
	Watering lawns	Prohibited
	Watering new lawns or lawns	All Village issued permits are invalidated
	being treated for the European	No new permits issued or renewed
	Chafer Beetle	
با	Watering trees, shrubs, and	Prohibited if using a sprinkler or soaker hose
₹	flowers excluding edible	On any day at any time if using a handheld hose, water
RESIDENTIAL	plants	container, or drip irrigation
	Washing impermeable	Prohibited except if:
2	surfaces	- For a health or safety reason
		- Preparing a surface for painting or similar treatment by a
		commercial cleaning operation
	Topping up or filling aesthetic	Prohibited
	water features	

Topping up or filling pools and hot tubs	Prohibited
Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, license plates, and boat engines for safety
Water Use	Restriction
Watering lawns (mixed-use buildings e.g. residential and commercial should follow Non-residential watering times)	Prohibited All Village issued permits are invalidated
being treated for European Chafer Beetle	No new permits issued or renewed
Watering trees, shrubs, and flowers excluding edible plants	Prohibited if using a sprinkler or soaker hose On any day at any time if using a handheld hose, water container, or drip irrigation
Watering golf courses	Fairways watering prohibited except if operating under an approved Village water management plan
Washing impermeable surfaces	Prohibited except if: - For a health or safety reason - Preparing a surface for painting or similar treatment by a commercial cleaning operation
Topping up or filling aesthetic water features	Prohibited
Topping up or filling pools and hot tubs	Prohibited except for pools and hot tubs with a permit to operate in accordance with health authorities having jurisdiction over pool and hot tub regulation
Washing vehicles and boats	Prohibited except to clean windows, lights, mirrors, licence plates, and boat engines for safety
Commercial vehicle washing	Prohibited except if: - A facility that installed an automatic vehicle wash system before November 1, 2017, is operating on a basic wash and rinse cycle only - A facility that installed an automatic vehicle wash system after November 1, 2017, is operating using a water recycling system that achieves a minimum 60% water recovery rate over the full wash cycle A hand wash and self-service facility, is operating using high-pressure wands or brushes that achieve a maximum flow rate of 11.4 litres per minute
	hot tubs Washing vehicles and boats Water Use Watering lawns (mixed-use buildings e.g. residential and commercial should follow Non-residential watering times) Watering new lawns or lawns being treated for European Chafer Beetle Watering trees, shrubs, and flowers excluding edible plants Watering golf courses Washing impermeable surfaces Topping up or filling aesthetic water features Topping up or filling pools and hot tubs Washing vehicles and boats

User	Water Use	Restriction
	Watering lawns and grass	Prohibited
	boulevards	
	Watering new lawns or lawns	City permits issued in Stages 1 or 2 remain in effect until
	being treated for the European	permit expires
(0	Chafer Beetle	No new permits issued or renewed
X X	Watering trees, shrubs, and	Prohibited if using a sprinkler or soaker hose
ľΡΑ	flowers excluding edible	On any day at any time if using a handheld hose, soaker
GOVERNMENTS/ SCHOOLS/PARKS	plants	hose, water container, or drip irrigation
9	Watering soil-based playing	No more than 3 days in a 7-day period from 7 pm to 9 am,
SCF	fields	except if:
S/		- Watering newly over-seeded fields if in compliance with
		a City permit
Σ		- Operating under an approved City water management
ĒŖ		plan
0	Watering sand-based playing	No more than 5 days in a 7-day period from 7 pm to 9 am,
9	fields	except if:
		- Watering newly over-seeded fields if in compliance with
		a City permit
		- Operating under an approved City water management
		plan

(k) Delete all instances of "City" in section "Stage 4 Water Restrictions" of Schedule "A" and replace it with "Village".

READ a first time the
READ a second time the
READ a third time the
ADOPTED the

MAYOR
CORPORATE OFFICER



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: September 8, 2023 File No. 3900-30

Submitted by: C. Boit, P.Eng, Manager of Development Services

Subject: 2301 Sunnyside Rd - Zoning Amendment – Bylaw No 685-2023

Purpose / Introduction

The purpose of this report is to provide Council the opportunity to give first and second reading to the Anmore Zoning Bylaw Amendment Bylaw No 685-2023 (Attachment 1) and direct staff to set a date for a public hearing for the proposed infill property

Recommended Option

THAT Council give first, and second reading to Anmore Zoning Amendment Bylaw 685-2023; and

That Staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 685-2023.

Background

In July of 2018, the Village of Anmore adopted an Official Community Plan (OCP) amendment to enable infill development, OCP Policy RLU -16. The OCP amendment was accompanied by an Infill Development Policy that provided further direction and clarity as to what the Village's expectations were.

A zone entitled Infill Development – INF was established for infill developments.

Report/Recommendation to Council

2301 Sunnyside Rd - Zoning Amendment – Bylaw No 685-2023 September 8, 2023

Discussion

The proposed property is 4046m² (1 acre) parcel of land and within an RS-1 zone. The proponent wishes to rezone and subdivide their property into 2 parcels under the Village's Infill policy 61. The policy permits 2 units per acre and the proposed development would meet that criteria.

The following is a review for eligibility as per the OCP and Infill Policy requirements:

- 1. Not have been created through a previous comprehensive development plan or subdivided in the past 5 years
 - a. This Parcel of land has not been subject to a CD rezoning or subdivided in the past 5 years
- 2. The Parcel must be between 0.98 Ac to 2.04 acres
 - a. The Parcel is 1.0 acres.
- 3. Does the proposed parcel of land have an appropriate graded area?
 - a. The existing land has adequate area for development
- 4. Is there a requirement to extend or expand Municipal infrastructure?
 - a. The parcel of land fronts existing road right ways that contains all required infrastructure
- 5. Does the property have at least 50 m of frontage on a public highway?
 - a. The property has approximately 67.5m of road frontage onto Sunnyside Road

The proposed parcel of land meets the requirements as described in Infill Policy – 61.

Advisory Planning Commission

This application could be referred to the APC committee. However, this application is consistent with the requirements of the Infill Policy. For context, APC recently reviewed similar infill applications and were supportive of the applications and the Bylaw Amendment as presented

It would be staff's recommendation to not pass this rezoning application to the APC for comment,

Report/Recommendation to Council

2301 Sunnyside Rd - Zoning Amendment – Bylaw No 685-2023 September 8, 2023

Zoning Amendment

The proposed Zoning Bylaw Amendment (**Attachment 1**) is attached and there are no modifications recommend to this zone, other than amending the maps and schedule A of the Bylaw to include this parcel of land.

Financial Implications

A target community amenity contribution of \$150,000 will be negotiated in good faith with the proponent

Options

1. THAT Council give first, and second reading to Anmore Zoning Amendment Bylaw 685-2023; and,

THAT Council direct staff to set a date for the public hearing for the Anmore Zoning Amendment Bylaw 685-2023. (recommended)

OR

2. THAT Council grant first, and second reading to Anmore Zoning Amendment Bylaw 685-2023 and refer Anmore Zoning Amendment Bylaw 685-2023 to the Advisory Planning Commission for review and comment, and THAT Council direct staff to set a date for the public hearing should the Advisory Planning Commission suggest no further changes to Anmore Zoning Amendment Bylaw 685-2023.

OR

3. That Council advise staff of any further changes they would like made to Anmore Zoning Amendment Bylaw 685-2023

OR

4. That Council not proceed with the infill rezoning.

Report/Recommendation to Council

2301 Sunnyside Rd - Zoning Amendment – Bylaw No 685-2023 September 8, 2023

Attachments

1. Anmore Zoning Bylaw Amendment 685-2023

Prepared by:	
about.	
Chris Boit, P.Eng	
Manager of Development Services	
Reviewed for Form and Content / Approved for Submi	ssion to Council:
Chief Administrative Officer's Comment/Concurrence	KELUL
	Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 685-2023

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

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

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

- 1) That this bylaw may be cited for all purposes as "Village of Anmore Zoning Amendment Bylaw No. 685-2023".
- 2) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule 'A' Zoning Map be amended to change the zoning for the following parcels from Residential 1 RS1 to INFILL DEVELOPMENT INF

2301 SUNNYSIDE ROAD ANMORE PID: 018-734-600

READ a first time the

	day or
READ a second time the	day of
PUBLIC HEARING HELD the	day of
READ a third time the	day of,
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day of

MANAGER OF CORPORATE SERVICES



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: September 8, 2023 File Number: 0540-01

Submitted by: Rhonda Schell, Manager of Corporate Services

Subject: Council Committee Terms of Reference

Purpose / Introduction

To present Council with updated Terms of References for Council Committees.

Recommendation

THAT the Terms of References for the Community, Engagement, Culture and Inclusion Committee, Environment Committee, Finance Committee, Parks and Recreation Committee and Public Safety Committee, as attached to the report dated September 8, 2023 from the Manager of Corporate Services entitled, Council Committee Terms of Reference, be adopted.

Background

At the July 18, 2023 Regular Council Meeting, staff was directed to updated the Terms of References for Council Committees.

Discussion

Staff has updated the Terms of References 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; 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; and for the Finance Committee to change the frequency of meetings to quarterly, or at the call of the Chair.

Options

Recommendation: THAT the Terms of References for the Community, Engagement, Culture and

Inclusion Committee, Environment Committee, Finance Committee, Parks and

Recreation Committee and Public Safety Committee, as attached to the report dated September 8, 2023 from the Manager of Corporate Services

entitled, Council Committee Terms of Reference, be adopted.

OR THAT staff bring back more information.

OR THAT only ____ Terms of Reference be adopted.

Report/Recommendation to Council

Council Committee Terms of Reference September 8, 2023

Financial Implications

None.

Communications / Civic Engagement

Committee recruitment is currently taking place through public advertising on the Village website, newsletter, and social media.

Council Strategic Plan Objectives

Maintain and enhance service levels.

Support a welcoming and inclusive community.

Support community engagement and increase community engagement.

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

Practise environmental stewardship.

Attachments:

- 1. Draft Community, Engagement, Culture and Inclusion Committee Terms of Reference
- 2. Draft Environment Committee Terms of Reference
- 3. Draft Finance Committee Terms of Reference
- 4. Draft Parks and Recreation Committee Terms of Reference
- 5. Draft Public Safety Committee Terms of Reference

Prepared by:	
Equal	
Rhonda Schell	
Manager of Corporate Services	
Reviewed for Form and Content / Approved for Submis	ssion to Council:
Chief Administrative Officer's Comment/Concurrence	KELUL
	Chief Administrative Officer



COMMUNITY ENGAGEMENT, CULTURE AND INCLUSION COMMITTEE TERMS OF REFERENCE

Purpose

To provide Council with advice and recommendations on issues related to community engagement, accessibility, and inclusiveness, as outlined below, and as aligned with the Corporate Strategic Plan.

Mandate

The Committee will provide advice and recommendations, on the request of Council, in the following areas.

- The development or enhancement of age-friendly policies, services, and programs;
- The development, and subsequent reviews, of an accessibility plan as defined in the Accessible British Columbia Act;
- Development of a mechanism for public feedback on accessibility;
- The enhancement of interest and participation at Anmore's public meetings and community events;
- The protection or enhancement of Anmore's heritage;
- Any other matters referred by Council; and
- Other areas identified by the Committee for approval by Council.

Decisions of the Committee are advisory and are not binding on the Village. Comments or decisions of the Committee must be in a form of a recommendation, and will be referred to Council for consideration after the respective Committee minutes have been adopted, unless otherwise directed by the Chief Administrative Officer. Where Committee members are not in favour of a recommendation, dissenting comments must be noted in the Committee minutes.

Membership

One (1) Council member will be Chair, as appointed by the Mayor. The Committee will consist of up to a maximum of six (6) volunteer members as appointed by Council. Per Section 9 of the Accessible British Columbia Act, members of the Committee should reflect the diversity of persons with disabilities in BC. The committee will be comprised of at least four (4) persons with disabilities or individuals who support persons with disabilities or represent organizations that support persons with disabilities, at least one (1) Indigenous community member, and one (1) community member at large. Membership is open to all residents and non-resident property owners of Anmore. The membership term is in effect for two (2) years commencing April 1 of each odd numbered year. The Mayor is an ex-officio of the Committee and when present may constitute a quorum.

Committee Support

When requested by Council or the Committee Chair, Staff or their representative will attend a Committee meeting to provide technical support. Administrative support is provided by Staff.

Meetings

At its first meeting, the Committee will endorse the recommended meeting schedule provided by Staff. The Committee will meet quarterly, or at the call of the Chair.

This Committee is not authorized to hold a meeting In-Camera.

Agendas and Minutes

Meeting agendas, minutes, and other related meeting documents will be distributed to the Committee by Staff in accordance with Anmore Procedure Bylaw regulations.

Governance

All Anmore Committees are governed in accordance with the applicable provisions of the *Local Government Act, Community Charter,* Anmore Procedure Bylaw, and Anmore Code of Conduct.



ENVIRONMENT COMMITTEE TERMS OF REFERENCE

Purpose

To provide Council with advice and recommendations on issues relative to environmental issues, as outlined below, and as aligned with the Corporate Strategic Plan.

Mandate

The Committee will provide advice and recommendations, on the request of Council, in the following areas.

- The preservation and enhancement of Anmore's environment;
- The environmental impacts of potential or actual outcome of land development;
- Consideration of existing or proposed bylaws and policies related to the protection and enhancement of the environment;
- Any other matters referred by Council; and
- Other areas identified by the Committee for approval by Council.

Decisions of the Committee are advisory and are not binding on the Village. Comments or decisions of the Committee must be in a form of a recommendation, and will be referred to Council for consideration after the respective Committee minutes have been adopted, unless otherwise directed by the Chief Administrative Officer. Where Committee members are not in favour of a recommendation, dissenting comments must be noted in the Committee minutes.

Membership

One (1) Council member will be Chair, as appointed by the Mayor. The Committee will consist of up to a maximum of six (6) volunteer members as appointed by Council. Membership is open to all residents and non-resident property owners of Anmore. The membership term is in effect for two (2) years commencing April 1 of each odd numbered year.

Committee Support

When requested by Council or the Committee Chair, Staff or their representative will attend a Committee meeting to provide technical support. Administrative support is provided by Staff.

Meetings

At its first meeting, the Committee will endorse the recommended meeting schedule provided by Staff. The Committee will meet quarterly, or at the call of the Chair.

This Committee is not authorized to hold a meeting In-Camera.

Agendas and Minutes

Meeting agendas, minutes, and other related meeting documents will be distributed to the Committee by Staff in accordance with Anmore Procedure Bylaw regulations.

Governance

All Anmore Committees are governed in accordance with the applicable provisions of the Local Government Act, Community Charter, Anmore Procedure Bylaw, and Anmore Code of Conduct.



FINANCE COMMITTEE TERMS OF REFERENCE

Purpose

To provide Council with advice and recommendations on issues relative to financial issues, as outlined below, and as aligned with the Corporate Strategic Plan.

Mandate

The Committee will provide advice and recommendations to Council pertaining to Anmore's fiscal responsibilities with respect to:

- Operational and capital budgets, and amendments;
- Interim and annual financial information;
- Funding requests;
- External and internal audit reports;
- Any other matters referred by Council; and
- Other areas identified by the Committee for approval by Council.

Decisions of the Committee are advisory and are not binding on the Village. Comments or decisions of the Committee must be in a form of a recommendation, and will be referred to Council for consideration after the respective Committee minutes have been adopted, unless otherwise directed by the Chief Administrative Officer. Where Committee members are not in favour of a recommendation, dissenting comments must be noted in the Committee minutes.

Membership

The Committee will consist of all (5) Council members, and two (2) volunteer members as appointed by Council. The Mayor will act as Chair. Volunteer membership is open to all residents and non-resident property owners of Anmore. The membership term is in effect for two (2) years commencing April 1 of each odd numbered year.

Committee Support

When requested by Council or the Committee Chair, Staff or their representative will attend a Committee meeting to provide technical support. Administrative support is provided by Staff.

Meetings

At its first meeting, the Committee will endorse the recommended meeting schedule provided by Staff. The Committee will meet quarterly, or at the call of the Chair.

This Committee is authorized to hold a meeting In-Camera, at the discretion of the Chair.

Agendas and Minutes

Meeting agendas, minutes, and other related meeting documents will be distributed to the Committee by Staff in accordance with Anmore Procedure Bylaw regulations.

Governance

All Anmore Committees are governed in accordance with the applicable provisions of the *Local Government Act, Community Charter,* Anmore Procedure Bylaw, and Anmore Code of Conduct.



PARKS AND RECREATION COMMITTEE TERMS OF REFERENCE

Purpose

To provide Council with advice and recommendations on issues relative to parks, trails and recreation opportunities in Anmore, as outlined below and as aligned with the Corporate Strategic Plan.

Mandate

The Committee will provide advice and recommendations, on the request of Council, in the following areas.

- Protection and enhancement of dedicated park lands;
- Protection and enhancement of the trail network and its designated trails;
- Enhancement of sport and recreation opportunities;
- Consideration of existing or proposed bylaws and policies related to parks and recreation;
- Any other matters referred by Council; and
- Other areas identified by the Committee for approval by Council.

Decisions of the Committee are advisory and are not binding on the Village. Comments or decisions of the Committee must be in a form of a recommendation, and will be referred to Council for consideration after the respective Committee minutes have been adopted, unless otherwise directed by the Chief Administrative Officer. Where Committee members are not in favour of a recommendation, dissenting comments must be noted in the Committee minutes.

Membership

One (1) Council member will be Chair, as appointed by the Mayor. The Committee will consist of up to a maximum of six (6) volunteer members as appointed by Council. Membership is open to all residents and non-resident property owners of Anmore. The membership term is in effect for two (2) years commencing April 1 of each odd numbered year.

Committee Support

When requested by Council or the Committee Chair, Staff or their representative will attend a Committee meeting to provide technical support. Administrative support is provided by Staff.

Meetings

At its first meeting, the Committee will endorse the recommended meeting schedule provided by Staff. The Committee will meet quarterly, or at the call of the Chair.

This Committee is not authorized to hold a meeting In-Camera.

Agendas and Minutes

Meeting agendas, minutes, and other related meeting documents will be distributed to the Committee by Staff in accordance with Anmore Procedure Bylaw regulations.

Governance

All Anmore Committees are governed in accordance with the applicable provisions of the *Local Government Act, Community Charter,* Anmore Procedure Bylaw, and Anmore Code of Conduct.



PUBLIC SAFETY COMMITTEE TERMS OF REFERENCE

Purpose

To provide Council with advice and recommendations on issues relative to the safety and security of the public in Anmore, as outlined below and as aligned with the Corporate Strategic Plan.

Mandate

The Committee will provide advice and recommendations, on the request of Council, in the following areas.

- Consideration of existing or proposed bylaws and policies related to the enhancement of community safety;
- Policing priorities in Anmore;
- Fire and rescue priorities in Anmore;
- Protection of wildlife and enhancement of community awareness regarding human and wildlife interactions;
- Any other matters referred by Council; and
- Other areas identified by the Committee for approval by Council.

Decisions of the Committee are advisory and are not binding on the Village. Comments or decisions of the Committee must be in a form of a recommendation, and will be referred to Council for consideration after the respective Committee minutes have been adopted, unless otherwise directed by the Chief Administrative Officer. Where Committee members are not in favour of a recommendation, dissenting comments must be noted in the Committee minutes.

Membership

One (1) Council member will be Chair, as appointed by the Mayor. The Committee will consist of up to a maximum of six (6) volunteer members as appointed by Council. Membership is open to all residents and non-resident property owners of Anmore. The membership term is in effect for two (2) years commencing April 1 of each odd numbered year.

Committee Support

When requested by Council or the Committee Chair, Staff or their representative will attend a Committee meeting to provide technical support. Administrative support is provided by Staff.

Meetings

At its first meeting, the Committee will endorse the recommended meeting schedule provided by Staff. The Committee will meet quarterly, or at the call of the Chair.

This Committee is not authorized to hold a meeting In-Camera.

Agendas and Minutes

Meeting agendas, minutes, and other related meeting documents will be distributed to the Committee by Staff in accordance with Anmore Procedure Bylaw regulations.

Governance

All Anmore Committees are governed in accordance with the applicable provisions of the *Local Government Act, Community Charter,* Anmore Procedure Bylaw, and Anmore Code of Conduct.



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: September 8, 2023 File No. 1220-20

Submitted by: Karen Elrick, Chief Administrative Officer

Subject: Award of 2023 Capital Works

Purpose / Introduction

To obtain Council approval to award the contract for the 2023 Capital Works tender to Lafarge Canada Inc.

Recommended Options

THAT Council approve the award of the contract for the 2023 Capital Works for a total contract price of \$1,953,273.00, including GST, to Lafarge Canada Inc.; and,

THAT the Village enter into negotiations to remove a portion of scope for the Sunnyside Multi-Use Pathway to bring the works within the allocated budget.

Background

In July 2023, the Village issued a tender for the capital projects approved as part of the 2023-2027 5-Year Financial Plan, as follows:

Project	Budget
Sunnyside Road Multi-Use Pathway (MUP)	\$714,286.00
Ludlow Lane	110,000
Bedwell Bay Road Rehabilitation	300,000
Total	\$1,124,286

At the closing time of August 22, 2023 at 2:00 pm, five tenders were received.

Report/Recommendation to Council

Award of 2023 Capital Works September 8, 2023

Discussion

The tenders were opened by Village staff and sent to ISL Engineering for review of tenders and recommendation for award. The table below outlines the bid prices received:

Bidder	Tender Price (incl. GST)
Lafarge Canada Inc.	\$1,953,273.00
Key-West Asphalt Ltd.	\$2,030,842.48
All Roads Construction Ltd.	\$2,189,027.40
Jack CEWE Construction Ltd.	\$2,291,616.60
Mainland Construction	\$2,346,790.43
Materials ULC.	

ISL Engineering provided the attached tender summary (**Attachment 1**) and confirmed that thetenders have been checked for correct values and are in compliance. **Attachment 1** outlines the recommended projects to be awarded as part of the 2023 capital works program.

Due to budget constraints, and future opportunities to leverage grants for the Sunnyside MUP, staff recommend that the overall scope of the MUP work be reduced to bring the project to within the allocated budgets. This would result in approximately 50% on the MUP being completed this year.

Staff recommends reallocation of \$30k from the Bedwell Bay Road rehabilitation to Ludlow Lane rehabilitation. This will leave sufficient funds to complete both projects.

To achieve the required level of spending, the construction contract can be amended via a change order once the contract is awarded.

Please refer to ISL Engineering's recommendation letter (Attachment 2).

The recommendation is for the works to be awarded to the lowest bid, Lafarge Canada Inc.

Options

1. THAT Council approve the award of the contract for the 2023 Capital Works for a total contract price of \$1,953,273.00, including GST, to Lafarge Canada Inc.; and,

THAT the Village enter into negotiations to remove a portion of scope for the Sunnyside Multi-Use Pathway to bring the works within the allocated budget.

Report/Recommendation to Council

Award of 2023 Capital Works September 8, 2023

OR

2. That Council specify particular projects to award as part of the 2023 capital works contract.

OR

3. That Council decline to award the 2023 capital works contract and re-tender it at a future date due to budget overages.

Financial Implications

Reallocation of budgets to bring projects with the overall capital expenditure allowance.

Communications / Civic Engagement

Schedules for construction, once determined, will be communicated to affected residents and made available on the Village's website and social media platforms.

Council Strategic Plan Objectives

The completion of the 2023 Capital Works aligns with Council's Strategic Objective to maintain and enhance service levels.

Attachments

- 1. Tender Summary Document
- 2. Letter of Recommendation for Award from ISL Engineering, dated August 28th, 2023

Prepared by:
XECUL
Karen Elrick
Chief Administrative Officer

11 b Attachment 1

Form of Tender - Appendix 1 Village of Anmore 2023 Capital Works T23-02

MISCELLANEOUS ROADWORKS

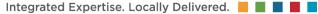
SCHEDULE OF QUANTITIES AND PRICES

(See paragraph 5.3.1 of the Instructions to Tender - Part II)

(All prices and Quotations including the Contract Price shall include all Taxes)

TENDER SUMMARY SHEET

	I LINDLIN GOIMMAN I GITLLI								
		MAINLAND CONSTRUCTION MATERIALS ULC	JACK CEWE CONSTRUCTION LTD.	ALL ROADS CONSTRUCTION LTD.	к	(EY-WEST ASPHALT (333) LTD.	LAFARGE CANADA INC.	F	ENGINEER'S ESTIMATE
1.0	SUNNYSIDE MUP	\$ 1,891,730.00	\$ 1,774,733.00	\$ 1,687,924.00	\$	1,501,339.07	\$ 1,527,722.00	\$	1,259,290.00
2.0	LUDLOW LANE ROAD REHABILITATION	\$ 134,286.00	\$ 152,813.00	\$ 143,353.50	\$	177,325.04	\$ 133,135.00	\$	103,225.00
3.0	BEDWELL BAY RD. ROAD REHABILITATION	\$ 209,022.50	\$ 254,946.00	\$ 253,510.50	\$	255,471.59	\$ 199,403.00	\$	221,050.00
	TENDER PRICE	\$ 2,235,038.50	\$ 2,182,492.00	\$ 2,084,788.00	\$	1,934,135.70	\$ 1,860,260.00	\$	1,583,565.00
	GST @ 5%	\$ 111,751.93	\$ 109,124.60	\$ 104,239.40	\$	96,706.78	\$ 93,013.00	\$	79,178.25
	TENDER PRICE plus GST	\$ 2.346.790.43	\$ 2.291.616.60	\$ 2.189.027.40	\$	2.030.842.48	\$ 1.953.273.00	\$	1.662.743.25





201-3999 Henning Drive, Burnaby, BC V5C 6P9, T: 604.629.2696 F: 604.629.2698

August 28, 2023

Our Reference: 33531

Village of Anmore

100 Buntzen Creek Road Anmore, BC V3H 4Z2

Submitted via email: karen.elrick@anmore.com

Attention: Karen Elrick, Chief Administrative Officer

Dear K.Elrick:

Reference: 2023 Capital Works – T23-02

As you are aware, tenders closed for the above contract on August 22, 2023 at 2:00 p.m. Five completed tenders were received and reviewed by ISL for accuracy (detailed summary attached). The tender values appear as below:

Contractors:	Tender price (inclusive of GST)
Lafarge Canada Inc.	\$1,953,273.00
Key-West Asphalt (333) Ltd.	\$2,030,842.48
All Roads Construction Ltd.	\$2,189,027.40
Jack Cewe Construction Ltd.	\$2,291,616.60
Mainland Construction Materials ULC	\$2,346,790.43

All the tenders and the values have been checked and are correct arithmetically for the amounts shown above. Some tenders had minor discrepancies but these errors did not affect the ranking of the tenderers.

The above tenders are in compliance with the Village of Anmore's Instructions to Tenderers. Based on the above, we recommend awarding the contract to the low bidder, which in this case is Lafarge Canada Inc., for the amount of \$1,953,273.00, inclusive of GST.

Should you have any concerns or require additional clarification in this regard, please call.

Sincerely,

Matt Gibson, P.Eng., Contract Administrator

MDG/pdr Attachment



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: September 8, 2023 File No. 7130-03

Submitted by: Rhonda Schell, Manager of Corporate Services

Subject: Public Alerting System

Purpose / Introduction

To obtain authorization for the subscription to a public alerting system and adopt a policy to guide the permitted use, roles, and requirements of issuing alerts.

Recommended Option

THAT the Village subscribes to the Alertable public alerting system; and,

THAT Public Alerting System Policy 74, attached as Appendix A, be adopted.

Background

The Village currently relies on our website, resident notification email newsletter, and social media channels to broadcast information about service interruptions and local alerts such as Fire Danger Ratings. To enhance our ability to notify residents (and visitors to the community) of actions to take in the event of an emergency, council approved the cost to subscribe to a public notification system in the 5-Year Financial Plan.

Discussion

Increasingly, local governments in British Columbia have transitioned to using technology to notify the public of emergencies. Emergency alerts are being delivered via smartphone apps, social media, SMS, and landlines. While this does not completely replace door-to-door notification during events that require evacuations, it can drastically speed up the notification process.

Alert Ready is Canada's national warning system and is used by federal, provincial, and territorial governments. Local governments in BC do not generally have access to this platform which is primarily used for tsunamis, Amber Alerts, and police incidents.

Report/Recommendation to Council

Public Alerting System September 8, 2023

A notification software commonly used by local governments in our region is Alertable. This system is used by the City of Vancouver, Metro Vancouver, North Shore Emergency Management, City of Burnaby, City of Port Coquitlam, City of Surrey, City of Whiterock, a number of municipalities in the Fraser Valley Regional District and many other local governments (over 1,300 in Canada). Alertable is a Canadian company and the software is hosted in Canada. It complies with all Canadian and British Columbia data residency, security, and privacy standards.

Alertable has two levels of notifications: Advisory Alerts and Critical Alerts. Critical alerts are issued for extremely severe events that may require immediate action. Advisory Alerts are issued so the public is aware and can prepare for an event. In addition, critical alerts may come to app users as a push notification that overrides the 'silent mode' setting on a cell phone or other device, depending on the settings selected by each user. There are 18 ways the public can choose to receive notifications, including Email, SMS, phone call, Alertable App, social media, computer, home smart speakers, and digital signage. The app is capable of broadcasting to all channels simultaneously. The software can send community wide notifications using geofencing or can specify subscribers in a particular area receive an alert by geo-targeting (street, neighbourhood, etc.).

Other Options

- 1. Not subscribe to a public alert system. (No resolution necessary)
- 2. THAT staff report back to Council with more information on ______.

Financial Implications

The cost to implement the software is within the existing capital projects budget. The base cost for an annual subscription to Alertable is approximately \$3,600 per year, including provision for additional discretionary messaging created by the subscriber, in this case the Village (\$75 for 2500 messages and .04 thereafter). There are no end user fees to subscribers.

Communications / Civic Engagement

The public alert system will be widely advertised through the website, social media, newsletters, posters, and mail-drop.

Report/Recommendation to Council

Public Alerting System September 8, 2023

Council Strategic Plan Objectives

Promote and support emergency preparedness.

Attachments:

Appendix A: Public Alerting System Policy 74

Prepared by:	
Shell	
Rhonda Schell	
Manager of Corporate Services	
Reviewed for Form and Content / Approved for Subm	nission to Council:
Chief Administrative Officer's Comment/Concurrence	
	XECUL
	Chief Administrative Officer



COUNCIL POLICY

Policy	PUBLIC ALERTING SYSTEM	Policy No. 74
Effective Date		Approved by
Date Amended		Resolution No.
Date Established		

PURPOSE

This policy establishes principles to guide staff when accessing, maintaining, and operating the public alerting system and the permitted use, roles and requirements for issuing alerts.

SCOPE

This policy applies to staff responsible for authorizing and administering the Village's public alerting system.

DEFINITIONS

"Advisory Alert" An alert is classified as an advisory if it is in response to an emergency that is not immediately life-threatening but that is still important to be aware of as it may pose a risk to health or property, may support prompt preventative actions, and could potentially escalate to a critical alert if the situation worsens.

"Alert" Either a critical alert or advisory alert, which is intended to bring public awareness to a current or imminent situation.

"Alert Administrator" Pre-identified personnel who are approved to use the Public Alerting System to issue an alert when requested by an alert authorizer.

"Alerting Authority" An agency or organization with the designated authority to alert and warn the public when there is an impending natural or human-made disaster or threat. In British Columbia, the alerting authority is generally the local authority. However, for some disasters or threats, such as those related to extreme weather or infectious diseases, the alerting authority may be another agency (e.g. Environment and Climate Change Canada, Fraser Health).

"Alert Authorizer" Pre-identified personnel who are approved to request that an Alert Administrator send a public alert on their department or agency's behalf.

"Critical Alert" An alert is classified as *critical* if it is in response to an emergency that requires urgent action, is extremely severe (i.e. threatening to peoples' lives), and there is a high certainty that it will occur. When a *critical alert* is issued, people in the affected area need to be prepared to take immediate action for life safety or protection of property.

"Emergency" A present or imminent event or circumstance that is caused by accident, fire, explosion, technical failure, or the forces of nature, and requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property.

"Public Alerting System" A computer operating system that can be used to rapidly warn the public of imminent or unfolding hazards to life.

"Responsible Department" The department responsible for emergency preparedness.

"System Administrator" The staff person in the Responsible Department who has administrator access to the Public Alerting System or is approved to request configuration/changes from the system vendor.

POSITIONS

"Alert Authorizers" Mayor, Deputy Mayor, Chief Administrative Officer, Corporate Officer, Emergency Coordinator, EOC Director, and EOC Information Officer.

"Alert Administrators" Communications Coordinator, Executive Assistant, and Emergency Coordinator, EOC Director, and EOC Information Officer.

PERMITTED USE

- 1. The public alerting system will be used to issue Critical Alerts for emergencies where the Village is the Alerting Authority and requires information to be rapidly communicated to the public. The following criteria must be met for a *Critical Alert* to be issued:
 - a. **Urgent:** responsive action should be taken immediately or soon;
 - b. **Severe:** the event poses an extraordinary or significant threat to life or property;
 - c. Certain: the event is likely, has been observed, or is escalating; and
 - d. Local: the event is occurring in or will affect parts of the Village of Anmore.

2. The Public Alerting System may be used to issue Advisory Alerts for emergency situations that do not meet the criteria for a Critical Alert.

ALERT AUTHORIZERS AND ALERT ADMINISTRATORS

- 1. Alert Authorizers and Alert Administrators must be approved through this policy.
- 2. The Chief Administrative Officer or designate will review and confirm the Alert Authorizers and Alert Administrators annually.
- 3. The Responsible Department will ensure that Alert Authorizers have received appropriate training.
- 4. Alert Authorizers and Alert Administrators must acknowledge in writing that they have read and understood this policy.
- 5. A list of approved Alert Authorizers and Alert Administrators will be maintained by the Responsible Department.

SYSTEM ACCESS

- 1. The System Administrator will only provide system login credentials to Alert Administrators once they have been approved by the Chief Administrative Officer or designate.
- 2. The System Administrator and Alert Administrators must adhere to the third-party Public Alerting System's user agreement, terms, and conditions.
- 3. Alert Administrators are permitted to access the Public Alerting System only for the purposes of training and issuing Alerts in accordance with this policy.
- 4. System passwords must follow the Village's network password complexity guidance.
- 5. System Administrators and Alert Administrators will be removed from having system access upon leaving the organization or a position change at the Village that does not include involvement with public alerting.

ISSUING ALERTS

- 1. Alert Authorizers will identify and prioritize response actions to address the Emergency and will determine when a situation requires an Alert to be sent.
- 2. Alert Authorizers will only request a public Alert in accordance with this policy and the third-party Public Alerting System's user agreement, terms, and conditions.

- 3. An Alert Administrator will only issue an Alert when requested by an Alert Authorizer.
- 4. The identity of an Alert Authorizer must be validated and documented by the Alert Administrator prior to issuing an Alert using the Public Alerting System.
- 5. Alert Authorizers and Administrators must document in writing decisions and actions taken in relation to issuing an Alert.

VIOLATIONS

Any violation of the policy may result in disciplinary action up to and including termination.

Related Bylaws and Policies

1. Policy No. 70 Communications and Community Engagement

THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

4144 Spallumcheen Way, Spallumcheen, BC V0E 1B6
Phone: 250-546-3013 • Fax: 250-546-8878 • Toll Free: 1-866-546-3013
Email: mail@spallumcheentwp.bc.ca • Website: www.spallumcheentwp.bc.ca



July 15, 2023

File: 0380-30-03

Regional District of North Okanagan 9848 Aberdeen Road Coldstream, BC V1B 2K9 Ministry of Environment & Climate Change PO Box 9047 Stn Prov Gov Victoria, BC V8W 9E2 Recycle BC 405-221 West Esplanade North Vancouver, BC V7M 3J3

Re: Recycling Program for Antifreeze Containers and Used Oil Collection at the Armstrong Spallumcheen Diversion and Disposal Facility

At the Monday, May 1, 2023 Township of Spallumcheen Regular Council Meeting, the following resolution was passed:

"...THAT the Township of Spallumcheen Council recommend a letter be sent to the Regional District of North Okanagan (RDNO), Ministry of Environment and Climate Change, and Recycle BC to support plastic, such as antifreeze containers, and used oil collection/recycle depot at the Armstrong Spallumcheen landfill/transfer station located at 4399 Powerhouse Road, noting that the program should be at no cost due to the environmental fee already being paid at the time of product purchase;

AND THAT the Township of Spallumcheen Council direct staff to carbon-copy the letter to the BC member municipalities and to the Union of British Columbia Municipalities (UBCM) to gain support of Municipal and RDNO landfill/transfer station sites."

The Township Council believes that keeping these types of containers and contaminants out of our landfills is essential to maintaining healthy lands and aquifers.

Thank you for your attention to this matter. If you have any questions in this regard, please contact the undersigned.

Respectfully,

Cindy Webb Corporate Officer

CW/mw

cc: Member Municipalities

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604-432-6200

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For Metro Vancouver meetings on Friday, July 28, 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@metrovancouver.org.

Metro Vancouver Regional District

E1.1 Contribution Funding Request – Derby Reach Brae Island Parks Association

APPROVED

The 2023-2027 Metro Vancouver Regional Parks five-year financial plan includes annual allocations for six park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect, and enhance regional parks, while advocating for greater public connection to nature.

The Board approved a contribution agreement with the Derby Reach Brae Island Parks Association for a three-year term in the aggregate amount of \$45,000 (\$15,000 in 2024, \$15,000 in 2025, and \$15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026. The funding supports the association's capacity to provide community benefit to Metro Vancouver through the Regional Parks volunteer programs and services.

E1.2 Contribution Funding Request - Minnekhada Park Association

APPROVED

The 2023-2027 Metro Vancouver Regional Parks five-year financial plan includes annual allocations for six park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect, and enhance regional parks, while advocating for greater public connection to nature.

The Board approved the contribution agreement with the Minnekhada Park Association for a three-year term in the aggregate amount of \$45,000 (\$15,000 in 2024, \$15,000 in 2025, and \$15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026. The funding supports the association's capacity to provide community benefit to Metro Vancouver through the Regional Parks volunteer programs and services.

E1.3 Contribution Funding Request – Burnaby Lake Park Association

APPROVED

The 2023-2027 Metro Vancouver Regional Parks five-year financial plan includes annual allocations for six park associations active in regional parks. Funding is used to support opportunities for citizens to help preserve, protect, and enhance regional parks, while advocating for greater public connection to nature.

The Board approved a contribution agreement with the Burnaby Lake Park Association for a three-year term in the aggregate amount of \$36,000 (\$6,000 in 2024, \$15,000 in 2025 and \$15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026. The funding supports the association's capacity to provide community benefit to Metro Vancouver through the Regional Parks volunteer programs and services.

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E1.4 Contribution Funding Request – Colony Farm Park Association

APPROVED

The 2023-2027 Metro Vancouver Regional Parks five-year financial plan includes annual allocations for six park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect, and enhance regional parks, while advocating for greater public connection to nature.

The Board approved a contribution agreement with the Colony Farm Park Association for a three-year term in the aggregate amount of \$45,000 (\$15,000 in 2024, \$15,000 in 2025, and \$15,000 in 2026), commencing January 1, 2024, and ending December 31, 2026. This funding supports the association's capacity to provide community benefit to Metro Vancouver through the Regional Parks volunteer programs and services.

E1.5 Regional Park at Cape Roger Curtis – Park Planning and Municipal Update

RECEIVED

The purchase of 24 parcels of land at Cape Roger Curtis on Bowen Island has been finalized. Regional Park staff continue to work through the Bowen Island Municipality (BIM) rezoning and Official Community Plan (OCP) amendment process required to allow for supervised overnight tent camping in the park.

Additional submittals, requested by the municipality, were provided in June. A preliminary park concept was developed to communicate key values and the basic arrangement of protected areas and park activities on the landscape.

BIM council met on June 14, 2023 to discuss conditional requirements for rezoning and OCP amendment approval. It is expected that BIM council will receive the additional submittals, along with a draft list of conditional requirements for rezoning and OCP amendment approval, at the July 10 council meeting and refer it to municipal advisory committees and public engagement at that time, in advance of an anticipated second reading in September 2023.

The Board received the report for information.

E2.1 Annual Regional Greenhouse Gas Emissions for On-Road Transportation and Buildings

RECEIVED

Metro Vancouver is preparing annual GHG emissions inventories for the region and for its member jurisdictions to track progress towards emission reduction targets. This report presents annual inventories for the two largest sources of GHG emissions in the region: on-road transportation and buildings.

Regional GHG emissions from on-road transportation were 6.3 million tonnes CO_2e in 2022, which is relatively unchanged from 2010. Despite significant increases in both vehicle population (29 per cent increase) and distance travelled (25 per cent increase), regional GHG emissions have held steady, due to improvements in vehicle fuel efficiency and increasing uptake in zero-emission technology. GHG emissions from buildings increased from 2010 to 2022, although emissions have been relatively constant from 2019 to 2022.

Important indicators such as increasing numbers of zero-emission vehicles and heat pump incentives, together with regional and other government initiatives, are expected to result in future GHG emission

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reductions. As annual GHG inventories are completed, results will be available through a publicly accessible platform.

The Board received the report for information.

E2.2 Changes in Provincial Legislation Needed to Address Gas Utilities in British Columbia APPROVED

Richmond city council has sent letters to the Province, asking the Government of British Columbia to reform the BC Utilities Commission (BCUC) and to enact legislation to regulate greenhouse gas emissions from gas utilities in British Columbia. Richmond city council has requested that Metro Vancouver send similar letters to the Province in support of these issues.

The Board resolved to send letters to the Premier, the Minister of Municipal Affairs, the Minister of Environment and Climate Change Strategy, and the Minister of Energy, Mines and Low Carbon Innovation, in response to Richmond city council's request for support, asking the Government of British Columbia to reform the British Columbia Utilities Commission in the context of a changing climate and urgently enact legislation that regulates greenhouse gas emissions from gas utilities, in alignment with the strategies and actions in the *Climate 2050* Energy Roadmap; and to request meetings between Metro Vancouver staff and the appropriate provincial ministries to discuss the issues raised in the letters.

E2.3 Phase 2 Engagement Summary and Next Steps for Managing Emissions from APPROVED Cannabis Production and Processing

Volatile organic compound (VOC) emissions from cannabis production are air contaminants that can contribute to the formation of harmful ground-level ozone. These VOCs are also odorous. Hotter, drier summers, due to climate change, are expected to increase concentrations of ground-level ozone in urban areas. In May 2019 and July 2021, the Board directed staff to undertake two phases of engagement on proposed approaches for managing emissions from cannabis production and processing. Feedback from residents and municipal staff indicated strong support for enhanced management of emissions from cannabis production and processing, while cannabis producers and the agricultural sector expressed significant concerns about the anticipated cost of compliance, emission estimates, and perceived risk of regulatory expansion into other agricultural operations.

Metro Vancouver engaged with staff from the ministries of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and the Solicitor General. Different ministry mandates and priorities have led to challenges with moving this work forward, despite being aligned on our mutual interests in public health, environmental protection, regional economic prosperity, and public safety. Metro Vancouver and the Ministry of Agriculture and Food conducted separate emission estimates that led to different conclusions about projected VOC emission levels and impacts from cannabis production. Closer collaboration with the Province on refined emission projections could inform the development of a mutually agreeable, coordinated emission management approach, which is needed to ensure that our future actions advance our mutual interests.

The Board resolved to send a letter to the ministers of Agriculture and Food, Environment and Climate Change Strategy, and Public Safety and the Solicitor General requesting collaboration with Metro Vancouver on developing a concerted approach for managing emissions from cannabis production and

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processing in the Metro Vancouver region in a manner that protects public health and regional economic prosperity.

E3.1 Greater Vancouver Regional Fund – Application for Scope Change to Previously APPROVED Approved Project

TransLink submits applications annually to the Greater Vancouver Regional Fund (GVRF) to support the ongoing expansion and modernization of the region's transit system. The applications are considered and awarded by the Board based on the consideration of a staff analysis of the criteria set out in the GVRF Application Guide. TransLink has requested that the Board consider an amendment to the previously approved GVRF application from January 2021 to add eight additional elevators at a cost of approximately \$3.8 million at the following SkyTrain facilities:

- Royal Oak, Gateway, Operations & Maintenance Centre (Edmonds)
- Surrey Central
- King George
- Scott Road
- Burrard

The Board approved the proposed scope change to TransLink's January 29, 2021 application as set out in the report.

E3.2 Greater Vancouver Regional Fund – 2022 Annual Report

RECEIVED

TransLink has submitted its annual report containing budget and schedule information on active projects funded with federal gas tax funds through the Greater Vancouver Regional Fund as of December 31, 2022. Although TransLink has historically delivered the majority of its projects on or ahead of schedule, 22 of 29 active projects are currently experiencing delays exceeding three months due to supply chain shortages, uncertainties in ridership recovery following COVID-19, and interdependencies between projects. \$11.9 million remains available for project funding.

The Board received the report for information.

E3.3 Greater Vancouver Regional Fund – Program Overview and Renewal Process

APPROVED

Metro Vancouver administers the Greater Vancouver Regional Fund (GVRF) program, which has delivered approximately \$1.97 billion in federal infrastructure funding to TransLink for the expansion and modernization of transit infrastructure since its inception in 2005. The 10-year federal funding agreement that enables the GVRF is set to expire in March 2024 and is expected be replaced by a new agreement. To inform the new federal agreement and a possible associated renewed Metro Vancouver program, the Board will need to make key decisions about the pooling and strategic allocation of future federal funds in the coming months before the current agreement expires.

This report provides an overview of how the GVRF program works and outlines some key considerations for a renewed program. Staff recommend that a workshop be held with the Board in September, with the

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objective of exploring options and receiving direction to assist in finalizing the terms of the renewed program by the end of 2023.

The Board directed staff to organize a Board workshop in September 2023 to review options for the renewal of the Greater Vancouver Regional Fund program.

E3.4 Sasamat Fire Protection Service - Communication Upgrades

APPROVED

Radio communications are essential infrastructure for the Sasamat Fire Protection Service. The Belcarra Fire Hall requires a new antenna along with a non-penetrating roof mount. In addition, Ladder Truck #7 and Tender #2 require new antennas. Finally, there are ancillary items relating to communications that also require attention. Funds are not set aside in the 2023 budget to address these matters. The SVFD Board of Trustees supports the use of reserve funds up to \$30,000 to facilitate the purchase of the new communications.

The Board approved the release of up to \$30,000 from the Sasamat Fire Protection Service Communications Capital Equipment Reserve Fund to be used for communication upgrades at Belcarra and Anmore fire halls.

E4.1 Water Tech Cluster Initiative Update

RECEIVED

Beginning in early 2022, the Invest Vancouver Water Tech Cluster Initiative was launched to strengthen the water technology sector and innovation ecosystem in the Metro Vancouver region. In partnership with Foresight Canada, this initiative is comprised of three phases: a research phase; targeted support for water technology ventures; and events to enhance the cluster. The initial phase involved conducting research to gain a better understanding of the strengths and gaps in Metro Vancouver's water tech sector. Subsequently, Foresight Canada focused on building the water cluster at the company level through acceleration activities. Lastly, events were organized with stakeholders to focus on the development of the water tech cluster at the regional level. The initiative has successfully enriched the region's understanding of water tech sector and mapped potential pathways to enhance collaboration. Going forward, Invest Vancouver will build upon this by continuing to promote the water tech sector and its ventures, supporting clustering to build a stronger regional ecosystem, and also working to attract increased foreign direct investment with high quality employment opportunities.

The Board received the report for information.

E4.2 Investment Attraction Update – Second Quarter 2023

RECEIVED

The key performance indicators related to the strategic investment function are:

- the value of new investment facilitated and retained in the region (\$ millions)
- number of jobs associated with investment facilitated and/or retained
- the number of leads identified

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percentage of leads identified within Invest Vancouver's seven priority industry clusters

Invest Vancouver has seen significant growth in the number of leads during Q2 2023 with an addition of 54 prospects to the pipeline. This is a 426 per cent increase over Q1. As of June 30, the current pipeline of prospective investors is 75 companies representing 1,693 jobs and \$2.47 billion in investment potential. The Invest Vancouver team started the year with 10 companies with a stated interest in investing in the region. These leads were generated in 2022 and are still active. In Q1 the team added 13 additional interested/prospective companies to bring the Q1 pipeline total to 23 prospects.

Q2 saw momentum with respect to strategic investment activity and results as Invest Vancouver continues to develop its outreach by participating in a variety of events both locally and globally to generate leads. Further, Invest Vancouver is addressing increased interest in the region through a notable uptick in foreign delegations and inbound enquiries since Q1.

The Board received the report for information.

E4.3 Invest Vancouver Communications Update

RECEIVED

Invest Vancouver continues to grow its reach through various communications channels and initiatives. As approved by the Board through the 2023 budget process, one of Invest Vancouver's organizational performance targets for 2023 is 10,000 unique visits to the Invest Vancouver website, and we are currently tracking to meet this goal. Between January 1 and May 31, 2023, 4,200 unique users visited the site a total of 6,700 times (a 13 per cent increase and nine per cent increase compared to the previous period), and Invest Vancouver's posts were viewed over 48,000 times on social media (29 per cent increase).

Initiatives included increased video content, a quarterly newsletter, and work supporting the launch of the April 2023 life sciences report. In 2023, Invest Vancouver is further refining digital content, assets, and overall strategy across platforms, including with a specific focus on growing reach in foreign markets in alignment with the events-based foreign direct investment strategy. This includes creating content and optimizing investvancouver.ca and social media posts for both a global and local audience.

The Board received the report for information.

E5.1 Invest Vancouver Overview and Update

RECEIVED

Invest Vancouver, a service of Metro Vancouver, is the region's economic development leadership service. This service continues to promote the advantages and opportunities of the Metro Vancouver region globally to advance strategic investment and economic development. This report provides background information on recent activities and accomplishments, including key performance indicators such as the number of new investments facilitated and retained in the region, as well as the number of leads identified.

Invest Vancouver has seen significant growth in the number of leads during Q2 2023 with an addition of 54 prospects to the pipeline. This is a 426 per cent increase over Q1. As of June 30, the current pipeline of prospective investors is 75 companies representing 1,693 jobs and \$2.47 billion in investment potential. In

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compliment to the investment pipeline, global promotion activities have also seen substantial growth, with a social media reach increasing by 29 per cent (48,000 impressions) and website page views increasing by nine per cent (6,700) between January 1 and May 31, 2023 to comparison to the previous period. In addition, Invest Vancouver has completed nine strategic partnerships to date, surpassing the total number of partnerships achieved in 2022.

The Board received the report for information.

E5.2 2022-2026 Board Strategic Plan

APPROVED

The *Board Strategic Plan* is the guiding document for the Metro Vancouver Board of Directors for their four-year mandate. The Board Strategic Planning Session held in March 2023 was an opportunity for the Board to provide guidance on common themes and key drivers to inform the development of the 2022-2026 Board Strategic Plan.

Building from the 2019-2022 plan, and responding to the current regional and global context, the feedback from Board Directors was to develop a strategic plan centred around five key strategic priorities:

- Financial Sustainability and Regional Affordability
- Climate Action
- Resilient Services and Infrastructure
- Reconciliation
- Affordable Housing

The Board approved the 2022-2026 Board Strategic Plan as presented.

E5.3 Due Diligence Improvements for Major Projects

RECEIVED

Responding to capacity needs due to population growth and meeting regulatory requirements have led to a dramatic increase in the scope of Metro Vancouver's capital program, and in the scale and complexity of capital projects. In light of these challenges, Metro Vancouver has undertaken extensive continuous improvement measures to enhance the management and delivery of projects, particularly those of the highest value, risk, and consequence.

Significant measures taken since 2020 include the establishment of a Project Delivery Department as a centre of project delivery expertise for the organization, and the development of a restructured Procurement and Real Estate Services Department, as well as implementation of enhanced project management and permitting processes.

The Board received the report for information.

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G1.1 MFA Fall 2023 Borrowing for the Village of Anmore – MVRD Security Issuing Bylaw APPROVED No. 1367, 2023

Metro Vancouver serves as a borrowing conduit between member municipalities and the Municipal Finance Authority of British Columbia (MFA). As set out in the *Community Charter*, MVRD must adopt a security issuing bylaw in order for a member municipality to proceed with long-term borrowing from the MFA. The Village of Anmore requested long-term borrowing of \$2,500,000 to finance the construction of the Anmore Community Hub. The Village of Anmore's total estimated annual debt servicing costs for existing and new proposed debt combined is approximately \$165,830 which is roughly 13.8 per cent of their liability servicing limit of \$1,203,442. The Village of Anmore has met the regulatory requirements and has the legislative authority to undertake the planned borrowing.

The Board gave consent to Village of Anmore's request, then gave first, second, and third readings to a security issuing bylaw to authorize the entering into an agreement for financing between the MVRD and MFA, then passed and finally adopted MVRD District Security Issuing Bylaw No. 1367, 2023 and forwarded it to the Inspector of Municipalities for a Certificate of Approval.

G2.1 Regional Growth Strategy Amendment Bylaw No. 1364 – Gloucester Industrial Park, Township of Langley

APPROVED

In April 2023, the Board initiated a Type 3 Amendment to *Metro 2050*, the regional growth strategy, and gave first, second, and third readings to a regional growth strategy amendment bylaw to re-designate a site in the Township of Langley from agricultural to industrial and move the Urban Containment Boundary to allow for 14.59 hectares of land, at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street, to be added to the Gloucester Industrial Park.

As required by the *Local Government Act* and *Metro 2050*, Metro Vancouver notified affected local governments and agencies of the proposed amendment. Eight responses were received from affected local governments and agencies, plus responses from $\dot{q}^w \alpha : \dot{n} \dot{\lambda} = \dot{n}$ (Kwantlen First Nation) and the Greater Langley Chamber of Commerce.

The Board received for information the comments from the affected local governments and agencies as presented, adopted MVRD Regional Growth Strategy Amendment Bylaw No. 1364, 2023; and accepted the Township of Langley's amended, and corresponding, Regional Context Statement regarding the change in regional land use designation.

G2.2 COVID-19 Vaccination Policy, Governance Group

RESCINDED

The COVID-19 Vaccination Policy, Governance Group was adopted on January 28, requiring all Board and Committee members as well as the CAO to provide proof of vaccination before attending any Metro Vancouver workplace, event, or Board- or committee-related activity.

The Board rescinded the policy.

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G2.3 Public Engagement on Development Cost Charges

APPROVED

Per Board policy *GV-018 Public Engagement*, the Board of Directors is responsible for authorizing engagement processes. Proposed changes to GVS&DD, GVWD, and MVRD Development Cost Charges have the potential to impact the public and stakeholders. The input received through this process will inform the budget process in October 2023.

The Board directed staff to consult with member jurisdictions, the Urban Development Institute and other parties on proposed updates to Development Cost Charges as recommended.

I 1 Committee Information Items and Delegation Summaries

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

Regional Parks Committee – July 5, 2023

Delegations:

3.1 Ellen Hayakawa

Subject: Regional Park at Cape Roger Curtis - Park Planning and Municipal Update

Information Items:

5.5 Draft 2024 – 2028 Regional Parks Capital Plan

The draft 2024 – 2028 Regional Parks Capital Plan has been prepared following direction received at the April 19, 2023 Metro Vancouver Board Budget Workshop and continues to maintain levels of customer service for people visiting regional parks. As part of Metro Vancouver's focus on enhancing transparency and governance of the capital plan, this report allows for the Regional Parks Committee to provide comments on the draft capital plan, which will then be incorporated into the Regional Parks Financial Plan and included in the fall budget presentations to the Regional Parks Committee and MVRD Board. The estimated 2024 capital cash flow is \$32 million with a total estimated spend of \$171.7 million over the five years. Adjustments to the 2024 – 2028 Capital Plan are due to updated timing of investment on projects to reflect project progress, planning, and permitting requirements, and ongoing advanced design for park initiatives and greenway development.

Climate Action Committee – July 6, 2023

Information Items:

5.4 2023 Update on Water Sustainability Innovation Fund Projects

This report provides an update on 16 projects approved for funding between 2018 and 2022 under the Water Sustainability Innovation Fund. The project topics range from assessing contaminants of emerging concern, microplastics and disinfection byproducts, to water supply monitoring and information

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management, grey water reuse, earthquake early warning systems, and digitizing and updating existing hydrological and hydraulic analytical processes.

George Massey Crossing Task Force – July 6, 2023

Information Items:

5.1 Fraser River Tunnel Project Environmental Assessment Process Update

The Fraser River Tunnel Project is proposing to replace the existing George Massey Tunnel on Highway 99 with a new, eight-lane immersed tube tunnel. The project is undergoing an environmental assessment by the BC Environmental Assessment Office and is currently in the readiness decision phase of the review process. Metro Vancouver staff are participating in the environmental assessment review. TI Corp is anticipating that a readiness decision will be reached on the project in summer 2023 and the project may then proceed to the process planning stage. TI Corp is expecting to complete the environmental assessment certificate process before fall 2025.

5.2 Fraser River Tunnel Project Procurement Process Update

The Ministry of Transportation and Infrastructure has issued a request for qualifications for the Fraser River Tunnel Project. The new crossing will be an eight-lane immersed tube tunnel with three general-purpose travel lanes and one dedicated transit lane in each direction. The new tunnel will have bike and pedestrian crossings to support active transportation options in the region. A progressive design build with target price procurement model has been selected for the project. Responses to the request for qualifications are due by September 14, 2023. Following the request for qualifications, the Province will issue a request for proposals for a design-early works agreement from a shortlist of qualified teams to select a single proponent to move forward in the procurement process. The request for proposals for the design-early works agreement is scheduled for award in spring 2024. Award of a separate design-build request for proposals is scheduled for 2025. The estimated cost of the George Massey Crossing immersed tube tunnel is approximately \$4.15 billion and is projected to be completed in 2030.

Finance Committee – July 13, 2023

Information Items:

5.6 Metro Vancouver Quarterly Financial Report – June 30, 2023

The June 30, 2023 guarterly financial report presented in this report is the second guarterly financial report for fiscal 2023. The 2023 second quarter results indicates that the year-to-date operating variance to budget is currently at \$39.3 million. Overall revenues are two per cent higher than budget, whereas expenditures lower than budget, 92 per of the year-to-date at cent Key factors contributing to lower than expected expenditures include staff vacancies, deferred operating projects, and seasonality of expenditures. Capital spending is 41.4 per cent of the prorated budget; however, it is expected that projects in the construction phase will increase in activity throughout the summer and into the remainder of the year. Investment returns are averaging 4.05 per cent. Cash flow projections and accounts receivable collections are on target and remain positive in both the likely and pessimistic scenarios.

Invest Vancouver Management Board – July 14, 2023

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Information Items:

5.1 Economic Reconciliation Update

Invest Vancouver continues to pursue economic reconciliation efforts as one of its priorities outlined in the Invest Vancouver 2023 Annual Plan. The proposed approach to economic reconciliation reflects a long-term commitment to a shared journey of learning and relationship-building.

Proposed actions include acknowledging past and present injustices that impact community well-being and economic outcomes, engaging in dialogue to develop shared visions and values, and identifying opportunities for collaboration and partnership. Invest Vancouver, as part of Metro Vancouver, seeks to collaborate with Indigenous Peoples in the region to identify and advance economic development opportunities in alignment with shared vision and values, ultimately supporting actualization of Indigenous prosperity. This report was deferred at the April 21, 2023 Invest Vancouver Management Board meeting due to lack of time to thoroughly engage with the content. Since then this report has been updated to include reference to the United Nations Declaration on the Rights of Indigenous Peoples and supporting federal and provincial frameworks for reconciliation.

Greater Vancouver Water District

E1.1 Award of Phase B Detailed Design Consulting Engineering Services from Request for APPROVED Proposal No. 20-287 Coquitlam Main No. 4 Tunnel – Preliminary Design, Detailed Design and Construction Consulting Engineering Services

Coquitlam Main No. 4 Tunnel Section is a key component of the Coquitlam Water Supply Projects to expand the Coquitlam supply system, which will both address a current shortfall in transmission capacity and meet the growing demand for drinking water in the region. The Board awarded Phase A Preliminary Design Consulting Engineering Services for the Coquitlam Main No. 4 Tunnel Section to Hatch Limited in 2021. Preliminary design is anticipated to be complete in summer 2023. As stipulated in Request for Proposal No. 20-287, award of Phase B Detailed Design Consulting Engineering Services was to be negotiated upon successful completion of Phase A services.

The Board approved the award of Phase B, Detailed Design Consulting Engineering Services, for an amount up to \$13,671,153 (exclusive of taxes) to the Phase A consultant, Hatch Limited, for Request for Proposal No. 20-287 Coquitlam Main No. 4 Tunnel – Preliminary Design, Detailed Design and Construction Consulting Engineering Services, subject to final review by the Commissioner.

E1.2 Award of Tender No. 22-178 – Construction Services for Douglas Road Main No. 2 APPROVED (South Open Cut Section)

The Douglas Road Main No. 2 South Open Cut Section project consists of approximately 1,100 metres of 1,500-millimetre-diameter welded steel water main and a large underground valve chamber located in Burnaby. The new main is the last section that is required to replace the existing Douglas Road Main No. 1 between North Burnaby and New Westminster that was built in the 1940s.

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The Board approved the award of Tender No. 22-178 for Construction Services for Douglas Road Main No. 2 – South Open Cut Section; in the amount of up to \$20,626,875 (exclusive of taxes) to Sandpiper Contracting LLP, subject to final review by the Commissioner.

E1.3 Guide to Metro Vancouver Utility Capital Projects for Member Jurisdictions and Impact Mitigation Framework

RECEIVED

Metro Vancouver currently mitigates and compensates member jurisdictions for the impact of projects taking place within their jurisdiction through various means, which are generally negotiated on a case-by-case basis. Mitigation and compensation for member jurisdictions may take the form of changes to a design resulting in higher project costs, addition of community amenities, upgrades to member's infrastructure, provision of resources to our members to handle increased workload resulting from our projects, as well as payment of fees for various permits, lost revenue, letters of credit, and other charges.

Metro Vancouver staff continue to work with member jurisdictions to review practices with a goal to create a predictable, consistent, and equitable approach to mitigating and compensating member jurisdictions for the impacts to their community during construction of region-serving infrastructure. This report provided an update on this work, including publishing the Guide to Metro Vancouver Utility Capital Projects for Member Jurisdictions.

The Board received the report for information.

G1.1 Water Conservation Update

RECEIVED

The Commissioner provided a verbal update regarding water conservation.

G1.2 Public Engagement on Development Cost Charges

APPROVED

Per Board policy *GV-018 Public Engagement*, the Board of Directors is responsible for authorizing engagement processes. Proposed changes to GVS&DD, GVWD and MVRD Development Cost Charges have the potential to impact the public and stakeholders. The input received through this process will inform the budget process in October 2023.

The Board directed staff to consult with member jurisdictions, the Urban Development Institute and other parties on proposed updates to Development Cost Charges as recommended.

I 1 Committee Information Items and Delegation Summaries

The Board received an information item from a standing committee.

Water Committee - July 12, 2023

Information Items:

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5.1 Draft Water 2024 – 2028 Capital Plan

The draft 2024 – 2028 Water Capital Plan has been prepared based on direction received at the April 19, 2023 Metro Vancouver Board Budget Workshop and continues to maintain the customer service levels for water customers. As part of Metro Vancouver's focus on enhancing transparency and governance of the capital plan, this report allows the Water Committee to provide comments on the draft 2024 – 2028 Water Capital Plan, which will then be incorporated into the Water Capital Plan and included in the fall budget presentations to the Water Committee and GVWD Board.

The estimated 2024 Capital Cash Flow is \$432.9 million with a total estimated spend of \$3 billion over the five years (2024 – 2028). With respect to the common four years compared to the prior cycle's capital plan, the estimated spend has decreased by \$198.8 million, or 8.7 per cent, primarily due to project deferrals to ensure projects are deliverable within internal and market capacity. Project deferral savings are offset by cost escalations.

5.5 GVWD Capital Program Expenditure Update to April 30, 2023

The capital expenditure reporting process as approved by the Board provides for regular status reports on capital expenditures three times per year. This report includes both the overall capital program for the water utility with a multi-year view of capital projects, and the actual capital spending for the fiscal year to April 30, 2023 in comparison to the prorated annual capital cash flow. In 2023, the annual capital expenditures for GVWD are \$58.2 million to date compared to a prorated annual capital cash flow of \$133.3 million. Forecasted expenditures for the current water utility capital program remain within the approved budgets through to completion.

Greater Vancouver Sewage and Drainage District

E1.1 Guide to Metro Vancouver Utility Capital Projects for Member Jurisdictions and Impact Mitigation Framework

RECEIVED

Metro Vancouver currently mitigates and compensates member jurisdictions for the impact of projects taking place within their jurisdiction through various means, which are generally negotiated on a case-by-case basis. Mitigation and compensation for member jurisdictions may take the form of changes to a design resulting in higher project costs, addition of community amenities, upgrades to member's infrastructure, provision of resources to our members to handle increased workload resulting from our projects, as well as payment of fees for various permits, lost revenue, letters of credit, and other charges.

Metro Vancouver staff continue to work with member jurisdictions to review practices with a goal to create a predictable, consistent, and equitable approach to mitigating and compensating member jurisdictions for the impacts to their community during construction of region-serving infrastructure. This report provides an update on this work, including publishing the Guide to Metro Vancouver Utility Capital Projects for Member Jurisdictions.

The Board received the report for information.

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E1.1 Phase 2 Design Build Consulting Services for the Lions Gate Secondary Wastewater APPROVED Treatment Plant - Change Order to AECOM Contract PC14-0408

As a result of extensive deficiencies in the prior contractor's design and construction works, Phase 2 of the North Shore Wastewater Treatment Plant will require extensive effort for AECOM, the new contractor.

Phase 2 activities include completion of the detailed design, provision of support for the procurement of owner-supplied equipment, providing design and comprehensive construction support over an extended construction duration, leading the wastewater commissioning process, condensing the design duration and implementing design optimization opportunities for the project.

The Board approved Phase 2 Design Consulting Services for the Lions Gate Secondary Wastewater Treatment Plant of AECOM Contract PC-0408 through a change order in the amount of \$113,000,000, for a total contract value of \$153,000,000 (exclusive of taxes), subject to final review by the Commissioner.

E1.3 Award of RFP No. 23-121 Technical Services for the North Shore Wastewater APPROVED Treatment Plant Project

To support Metro Vancouver's due diligence and oversight of the work to complete the North Shore Wastewater Treatment Plant Project, the Board issued *RFP No. 23-121* on April 14, 2023 to secure an Owner's Engineer.

The Board approved award a contract for the North Shore Wastewater Treatment Plant Project, in the amount of \$25,000,000 (exclusive of taxes) to Stantec Consulting Ltd., subject to final review by the Commissioner.

G1.1 Greater Vancouver Sewerage and Drainage District Sewer Use Amendment Bylaw APPROVED No. 366, 2023

Metro Vancouver routinely reviews and updates bylaws to ensure accuracy, clarity, and enforceability.

Revisions to the sewer use bylaw include changes to definitions, wording, and terminology improvements to existing clauses and new provisions that improve interpretation, enforceability, and administration of the bylaw. The scope of the revisions does not constitute policy or material changes and thus do not require engagement with stakeholders.

The Board gave first, second, and third readings to GVS&DD Sewer Use Amendment Bylaw No. 366, 2023; then passed and finally adopted said bylaw.

G1.2 Greater Vancouver Sewerage and Drainage District Hospital Pollution Prevention APPROVED Amendment Bylaw No. 367, 2023

This bylaw amendment includes terminology and consistency improvements to address operational and enforceability issues, and to improve accuracy and clarity. No policy or material revisions were made, and thus no engagement with stakeholders is required.

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The Board gave first, second, and third reading to GVS&DD Hospital Pollution Prevention Amendment Bylaw No. 367, 2023 then passed and finally adopted said bylaw.

G1.2 Public Engagement on Development Cost Charges

APPROVED

Per Board policy *GV-018 Public Engagement*, the Board of Directors is responsible for authorizing engagement processes. Proposed changes to GVS&DD, GVWD and MVRD Development Cost Charges have the potential to impact the public and stakeholders. The input received through this process will inform the budget process in October 2023.

The Board directed staff to consult with member jurisdictions, the Urban Development Institute and other parties on proposed updates to Development Cost Charges as recommended.

I 1 Committee Information Items and Delegation Summaries

The Board received information items from standing committees.

Zero Waste Committee – July 13, 2023

Delegations:

3.1 Lori Bryant, Waste Management Association of BC (WMABC)

Subject: Smart Waste Program

Information Items:

5.1 Draft Solid Waste Services 2024 – 2028 Capital Plan

The draft 2024 – 2028 Solid Waste Services Capital Plan has been prepared following direction received at the April 19, 2023 Metro Vancouver Board Budget Workshop and continues to maintain the Solid Waste customer level of service objectives. As part of Metro Vancouver's focus on enhancing transparency and governance of the capital plan, this report allows the Zero Waste Committee to provide comments on the draft capital plan, which will then be incorporated into the Solid Waste Services Capital Plan and included in the fall budget presentations to the Zero Waste Committee and the Board. Capital program expenditures are funded through debt charges in the annual operating budget. Solid Waste Services closely monitors waste flows as tipping fees are the primary revenue source for the solid waste system.

The estimated 2024 capital cash flow is \$44.1 million with a total estimated spend of \$314.7 million over the five years. With respect to the common four years compared to the prior cycle's capital plan, the estimated spend has increased by \$36.6 million. This is offset by 2023 projects re-budgeted in later years, so the overall 2023 – 2027 plan is increasing by \$15.5 million. Increases in recycling and waste centre and waste-to-energy facility costs are offset by projects moved out of the capital plan window. The first year of costs for Phase 2 of the district energy system, connecting to Burnaby's district energy utility, is included in 2028 of the capital plan. Increases in the expected scale of the district energy project will result in an increased GHG reduction, from an estimated 45,000 tonnes CO₂e to 70,000 tonnes CO₂e annually, equivalent to removing 15,000 vehicles from the road in perpetuity.

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5.2 Solid Waste Services Capital Program Expenditure Update as of April 30, 2023

The capital expenditure reporting process, as approved by the Board, provides for status reports on capital expenditures three times per year. This is the first report for 2023, which includes both the overall capital program for the solid waste utility with a multi-year view of capital projects and the actual capital spending for the fiscal year to April 30, 2023, in comparison to the annual capital cash flow. As of April 30, 2023, the capital expenditures for Solid Waste Services are \$1.3 million compared to a prorated annual Capital Cash Flow of \$14.3 million. The underspend is primarily due to the timing of the pre-construction phases of Waste-to-Energy Facility and recycling and waste centre projects. Projects underway are expected to be completed within approved budgets.

5.3 Solid Waste Management Plan: Vision and Guiding Principles Engagement Initial Feedback

In spring 2023, Metro Vancouver launched engagement on the vision and guiding principles for an updated solid waste management plan. Metro Vancouver has reached out to First Nations, member jurisdictions, adjacent regional districts, and advisory committees. A range of feedback has been received on values, interests, and priorities to be considered. Themes heard so far include accountability, climate resilience, convenience, environmental stewardship, and promoting a circular economy through increased reuse and repair. Feedback received will contribute to the development of the vision and guiding principles for the updated solid waste management plan. Following a public engagement period later this year, staff will report back with a full engagement summary report, a draft vision statement, and guiding principles for consideration.

5.4 Draft Tipping Fee Bylaw Updates

Metro Vancouver has a North America-leading recycling rate and continues to strive towards zero waste, greenhouse gas emission reduction, and a circular economy. This success is in large part due to a robust solid waste policy and regulatory framework that encourages waste reduction and recycling, guided by the solid waste management plan. Key components of that framework include the generator levy and disposal bans on recyclable materials, which are implemented through the *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017*, as amended (*Tipping Fee Bylaw*). The generator levy encourages the use of Metro Vancouver and City of Vancouver solid waste facilities (regional solid waste facilities) where recyclable materials are banned from disposal, and ensures all garbage generators contribute to funding the cost of the regional solid waste system. The generator levy is included in the garbage tipping fee charged at regional solid waste facilities; however, if garbage is delivered to other facilities, haulers must pay the per-tonne generator levy directly to Metro Vancouver. Draft updates to the *Tipping Fee Bylaw* streamline definitions, strengthen records management requirements, and promote generator levy compliance. Metro Vancouver will engage with the solid waste and recycling industry and others on the draft updates, and engagement feedback will be communicated to the Zero Waste Committee and Board along with any proposed updates to the *Tipping Fee Bylaw*.

5.5 Smart Waste Program

Metro Vancouver is initiating a smart waste program that involves the use of location-based electronic devices to observe the movement of garbage around the region. Gathering and analyzing data on the movement of garbage helps inform waste management trends and assists in solid waste system planning. The information will also help confirm compliance with the generator levy provisions of the *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017*, as amended. Similar programs have been implemented by other organizations to understand the

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movement of waste both within Canada and internationally. Environmental, health and safety, and privacy impact assessments were conducted as part of planning for implementation of the smart waste program. Those analyses confirmed the use of the devices has the lowest environmental impact of observation methodologies reviewed, creates negligible health and safety risks, and does not involve collection of any personal information.

5.6 2022 Disposal Ban Program Update

The disposal ban program is a key tool for Metro Vancouver to encourage waste reduction and recycling. Under the program, garbage loads are visually inspected for banned materials and surcharges are applied if banned materials are present. Approximately 24 per cent of the garbage loads received at Metro Vancouver and City of Vancouver solid waste facilities were inspected in 2022, and of those loads approximately 12 per cent contained banned materials and 1.8 per cent received surcharge notices. Inspectors were able to work with customers and provide alternative recycling options to prevent more than 20,000 loads containing banned materials from being disposed as garbage. Electronic waste, corrugated cardboard, and food waste were the top three banned materials identified.

Metro Vancouver has contracted with a consultant to review the disposal ban program with the goal of identifying any opportunities for improvement. Results of the review and subsequent engagement feedback on any improvement opportunities will be brought back to the Zero Waste Committee.

Liquid Waste Committee - July 19, 2023

Information Items:

5.1 Draft Liquid Waste 2024 – 2028 Capital Plan

The draft 2024 – 2028 Liquid Waste Capital Plan has been prepared based on direction received at the April 19, 2023 Metro Vancouver Board Budget Workshop and continues to meet the goals of the Liquid Waste Customer Level of Service Objectives. As part of Metro Vancouver's focus on enhancing transparency and governance of the capital plan, this report allows the Liquid Waste Committee to provide comment on the draft capital plan, which will then be incorporated into the Liquid Waste Financial Plan and included in the fall budget presentations to the committees and the Boards.

The estimated 2024 Capital Cash Flow is \$736.6 million with a total estimated spend of \$5.4 billion over the five years (2024 – 2028). With respect to the common four years compared to the prior cycle's capital plan, the estimated spend has decreased by \$486.1 million, or 12 per cent primarily due to project schedule changes.

5.2 Liquid Waste Services Capital Program Expenditure Update as at April 30, 2023

The capital expenditure reporting process as approved by the GVS&DD Board provides for status reports on capital expenditures three times per year. This is the first report for 2023 which includes the overall capital program for Liquid Waste Services with a multi-year view of capital projects, and the actual capital spending for the fiscal year to April 30, 2023 in comparison to the annual capital cash flow. As of April 30, 2023, the capital expenditures for Liquid Waste Services are \$69.1 million, compared to a prorated annual capital cash flow of \$227.3 million. This shortfall is primarily due to invoicing and project delays and the timing of some construction work for the latter portions of the year. Forecasted expenditures for the

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current Liquid Waste Services capital program generally remain within the annual capital cash flow planned for 2023.

Metro Vancouver Housing Corporation

E1.1 BC Rental Protection Fund – Metro Vancouver Housing Pre-Qualification

APPROVED

In January 2023, the Government of British Columbia announced the Rental Protection Fund, a \$500 million program to assist non-profit organizations with acquiring purpose-built rental buildings to preserve existing affordable rental housing, and protect tenants by preventing rental unit loss as a result of speculation. Metro Vancouver Housing may be able to leverage this fund to acquire rental buildings to add to its portfolio, in particular by exploring the acquisition of buildings adjacent to existing Metro Vancouver Housing sites, which could open up opportunities for future expansion. The fund may also provide a means of advancing Metro Vancouver Housing's regional equity objectives by enabling the acquisition of buildings in municipalities that are currently underserved by Metro Vancouver Housing. While details about the program are still limited, staff anticipate that pre-qualification for the Rental Protection Fund will open in summer 2023.

The Board directed staff to submit an application for pre-qualification to the BC Rental Protection Fund program, and support exploration of potential options for future consideration under the program.

E1.2 Decarbonization Plan – Meeting Metro Vancouver Housing's 10-Year Plan Targets

RECEIVED

The *Metro Vancouver Housing 10-Year Plan* includes a GHG emissions reduction target of 45 per cent by 2030 (against 2010 levels). Since 2010, energy and GHG emission reduction projects implemented have resulted in a 12 per cent absolute reduction up to 2022. Through the integration of the Asset Management Program, Energy Management Program, and Capital Investment Methodology, a Decarbonization Plan has been developed to ensure Metro Vancouver Housing continues to reduce GHG emissions and remain on track to meeting the 10-Year Plan targets as well as Metro Vancouver's regional climate targets in *Climate 2050*.

MVH's Decarbonization Plan currently shows a 42 per cent reduction in GHGs; however, Metro Vancouver Housing expects to exceed the 45 per cent reduction target in the *10-Year Plan* with additional funding and grants.

The Board received the report for information.

I 1 Committee Information Items and Delegation Summaries

The Board received information items from standing committees.

Housing Committee – July 7, 2023

Information Items:

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5.3 Draft Metro Vancouver Housing 2024 – 2028 Capital Development and Capital Maintenance Plans

The draft 2024 – 2028 Metro Vancouver Housing Capital Development and Capital Maintenance Plans have been prepared following direction received at the April 19, 2023 Metro Vancouver Board Budget Workshop and continues to be guided by key objectives of *the Metro Vancouver Housing 10-Year Plan*. As part of Metro Vancouver's commitment to transparency and governance of the capital plan, this report allows for the Housing Committee to provide comments on the draft capital plan, which will then be incorporated into the Housing Financial Plan and included in the fall budget presentations to the Housing Committee and MVHC Board. The draft 2024 capital development cash flow is \$108.2 million with a total estimated spend of \$550.3 million over the next five years. The draft *2024 – 2028 Capital Maintenance Plan* proposes a budget of \$35.2 million for 2024 and a total of \$108.2 million over the five-year budget cycle. As MVH has begun planning for Tranche 2 of expansion, the budget five-year cycle-over-cycle development plan has increased by \$163.3 million (42.2 per cent). To ensure assets are kept within the targeted facility condition, capital maintenance has been front loaded, and the five-year cycle-over-cycle capital maintenance plan has increased by \$20.1 million (22.8 per cent) from the corresponding years in the prior year capital plans.



UBCM Member local Governments

VIA Email

Re: BC Wildfire Service Fire Fighting Equipment

Dear Mayor and Council / Board of Directors

At its June 29, 2023, Regular Meeting, the Peace River Regional District Chair and Directors endorsed the following resolution and resolved that it be forwarded to the UBCM members for consideration of support:

WHEREAS, the province of British Columbia is prone to wildfires, which pose significant threats to public safety, communities, property, and the environment, and where climate change has contributed to an increase in the frequency, intensity, and severity of wildfires, thereby placing an unprecedented strain on available firefighting equipment;

AND WHEREAS, the Provincial Government has the responsibility to ensure that the BC Wildfire Service has adequate resources, including equipment, to effectively respond to and manage wildfires to safeguard lives, protect infrastructure, and preserve the natural environment, and where the effectiveness and efficiency of the BC Wildfire Service's operations in the containment of wildfires heavily depend on the availability of adequate equipment and resources:

THEREFORE BE IT RESOLVED that the Provincial Government take immediate action to ensure that BC Wildfire is provided with all available firefighting equipment, including Coulson Aviation's Next Gen fire suppression equipment, and any other available Canadian company with aviation firefighting equipment, to combat wildfires during increased demand during peak wildfire seasons;

AND BE IT FURTHER RESOLVED that the Provincial Government explore partnerships with federal agencies, neighboring provinces, and available contractors to enhance equipment sharing and mutual aid agreements, ensuring a more robust response to wildfires and promoting regional collaboration in firefighting efforts.

Yours truly,

Leonard Hiebert
Leonard Hiebert
Chair

Background information on this resolution is enclosed for reference.

diverse. vast. abundant.



BACKGROUND INFORMATION:

Wildfires pose a significant threat to public safety, communities, infrastructure, and wildlife. In British Columbia, wildfires have increased in frequency and severity in recent years. The efficient and effective management of wildfires requires access to a well-equipped and adequately resourced firefighting force, allowing BC Wildfire to respond rapidly to suppress and contain wildfires and sustain firefighting efforts during prolonged operations, minimizing their destructive impact. Inadequate access to firefighting equipment can lead to delayed response times, compromising firefighting efforts, and increased risk to human life and property. Therefore, the Province must ensure that BC Wildfire can access all available firefighting equipment.

REPLY TO: Peace River Regional District at prrd.dc@prrd.bc.ca

From: Sonia Ali <sonia@bcepilepsy.com> Sent: Thursday, August 17, 2023 10:03 AM

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

Subject: Request for Proclamation from the Village of Anmore

To Whom It May Concern,

As you may already be aware, epilepsy is one of the most common neurological conditions, however, it currently has the least recognition in society.

My name is Deirdre Syms, and I am the Executive Director of the BC Epilepsy Society, which is a provincially incorporated non-profit organization and a federally registered charitable organization. We support the over 50,000 people living with epilepsy in BC and their families, friends and loved ones and work to raise awareness of epilepsy in the communities in which we live.

We are excited to let you know that International PURPLE DAY® for Epilepsy Awareness is coming up and will be taking place on March 26th, 2024. International PURPLE DAY® for Epilepsy Awareness is a time when people in countries around the world take part in events and activities to raise much-needed awareness of epilepsy.

We would like to request a Proclamation from the Mayor and Council designating March 26th, 2024, as International PURPLE DAY® for Epilepsy Awareness in the Village of Anmore. Included with this email correspondence is a document outlining our draft Proclamation.

Through your participation in International PURPLE DAY® for Epilepsy Awareness on March 26th, 2024, you will not only be able to show people living with epilepsy that they are not alone but will also get people talking about epilepsy in an effort to raise awareness of epilepsy in the community.

We look forward to working with you on International PURPLE DAY® for Epilepsy Awareness on March 26th, 2024, and in the future. Please feel free to contact me via email at deirdre@bcepilepsy.com or via telephone at 1-788-533-0790 should you have any questions or require any additional information.

Sincerely,
Deirdre Syms
Executive Director
BC Epilepsy Society

--

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

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

Phone: 236-334-7087

Email: sonia@bcepilepsy.com
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Social Media:

Instagram: BCEpilepsySociety
Facebook: BCEpilepsySociety

Twitter: **BCEpilepsy**

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

From: Kaelan D'Sena < <u>kaeland@lifesaving.bc.ca</u>>

Sent: Friday, July 7, 2023 2:03 PM

Cc: Lenea Grace < leneag@lifesaving.bc.ca>

Subject: Proclamation Request - National Drowning Prevention Week

Hello,

Canada faces a major problem – and a preventable one: Almost 500 people die every year from drowning. With summer upon us and more people ocking to our beautiful lakes, rivers, and coastlines, it is essential that we prioritize water safety. On behalf of the BC & Yukon Branch of the Lifesaving Society, I am writing to ask that you proclaim July 16 – 22, 2023 as NATIONAL DROWNING PREVENTION WEEK in British Columbia. Please see a proclamation template attached.

The Lifesaving Society is a national, charitable organization working to prevent drowning and reduce water-related injury through our training programs, Water Smart® public education, drowning research and aquatic safety standards. The Lifesaving Society certies Canada's National Lifeguards and is the leading provider of swim lessons in the country.

National Drowning Prevention Week is one of the Society's leading public education initiatives, with events taking place across the country to focus media and community attention on the drowning problem and drowning prevention. During this week, the Society urges individuals to:

- Supervise children in and around the water.
- Refrain from drinking alcoholic beverages while participating in aquatic activities.
- Wear a personal otation device (PFD) or lifejacket when boating.

If every Canadian followed these steps, we could greatly reduce Canada's drowning rate. A proclamation from your o ce would give greater exposure to our lifesaving e orts to residents of British Columbia and Yukon. I hope you will consider our request.

If you have any questions, please contact Lenea Grace, Executive Director, Lifesaving Society BC & Yukon Branch at leneag@lifesaving.bc.ca or 604-299-5450.

Thank you for your support.

Kindly,

Kaelan D'Sena

Communications

Lifesaving Society - BC & Yukon Branch 604.299.5450 ext. 103 | @LifesavingBCYK lifesaving.bc.ca