

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, November 19, 2019 at 7:00 p.m. in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC



1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: That the Agenda be approved as circulated.

3. **Public Input**

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

4. **Delegations.**

None.

5. **Adoption of Minutes**

Page 5 (a) **Minutes of the Regular Council Meeting held on October 15, 2019**

Recommendation: That the Minutes of the Regular Council Meeting held on October 15, 2019 be adopted, as circulated.

6. **Business Arising from Minutes**

7. **Consent Agenda**

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

Recommendation: That the Consent agenda be adopted.

Page 9 (a) **Inter Municipal Ride-Hailing Business Licence**

Recommendation: THAT Council receive the communication from Township of Langley dated October 16, 2019, for information.

Page 11 (b) **Capital Bylaw No. 3 Amendment Bylaw No. 1.8 – 2019 (School Site Acquisition Charge Capital Bylaw Amendment)**

Recommendation: THAT Council receive the letter from School District 43 dated October 30, 2019, regarding Capital Bylaw No. 3 Amendment Bylaw No. 1.8 – 2019 (School Site Acquisition Charge Capital Bylaw Amendment), for information.

Page 18 **(c) Consent to Metro Vancouver Regional Parks Service Amendment Bylaw No. 1290**

Recommendation: THAT Council consent to the approval of the adoption of Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019 on behalf of the electors; and direct staff to notify the Metro Vancouver Regional District Board of its consent.

Page 26 **(d) Notification Regarding Update to Metro 2040**

Recommendation: THAT Council receive the letter from Metro Vancouver dated November 4, 2019, regarding notification regarding update to Metro 2040, for information.

Page 48 **(e) 2019 Invasive Plant Management on Village of Anmore Municipal Property by the Invasive Species Council of Metro Vancouver**

Recommendation: THAT Council receive the 2019 Invasive Plant Management final report for Village of Anmore, for information.

8. Items Removed from the Consent Agenda

9. Legislative Reports

Page 54 **(a) Infill Development Application – 231 Strong Road – Initial Readings**

Report dated November 7, 2019 from the Manager of Development Services is attached.

Page 86 **(b) Zoning Bylaw Update – Final Readings and Adoption**

Report dated November 7, 2019 from the Manager of Development Services is attached.

10. Unfinished Business

11. New BusinessPage 98 **(a) Burrard Commons – Development Application for the loco Lands**

Report dated November 15, 2019 from the Manager of Development Services is attached.

Page 107 **(b) Award of Detailed Design of Anmore Civic Building Contract**

Report dated November 15, 2019 from the Chief Administrative Officer is attached.

Page 110 **(c) Regulating Ride Hailing Service Providers in the Village of Anmore**

Report dated November 15, 2019 from the Manager of Development Services is attached.

Page 114 **(d) Noxious Weed**

Report dated November 15, 2019 from the Manager of Corporate Services is attached.

Page 126 **(e) 2020 Council Calendar and Council Appointments**

Report dated November 15, 2019 from the Manager of Corporate Services is attached.

Page 130 **(f) Pinnacle Ridge – Financial Sustainability Analysis**

Report dated November 15, 2019 from the Manager of Development Services is attached.

12. Recommendations of Committees.

At the September 12, 2019 Community Engagement, Culture, and Inclusion Committee meeting the following recommendation was made:

That the Committee recommend THAT Council direct staff to distribute a survey to be created by the Community Engagement Culture and Inclusion Committee to Village residents in order to gauge the overall success of Ma Murray Day event.

At the November 14, 2019 Community Engagement, Culture, and Inclusion Committee meeting the following recommendation was made:

That the Committee recommend THAT Council authorize the use of the Village Hall Council Chamber by Safe Care Home Support,

once per month for a 2 hour daytime period, for the purpose of holding a dementia friendly café and THAT Council waive the rental fee.

13. Mayor's Report

14. Councillors Reports

15. Chief Administrative Officer's Report

16. Information Items

(a) Committees, Commissions and Boards - Minutes

- Page 142 - Minutes of the Community Engagement, Culture, and Inclusion Committee held on September 12, 2019
- Page 144 - Minutes of the Sasamat Volunteer Fire Department Board of Trustees Meeting held on September 19, 2019
- Page 148 - Metro Vancouver Board in Brief for meetings held on October 4, 2019
- Page 158 - Minutes of the Public Hearing held on October 15, 2019
- Page 162 - Metro Vancouver Board in Brief for meetings held on November 1, 2019

(b) General Correspondence

- Page 177 - Communication from Metro Vancouver dated October 10, 2019 regarding Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments
- Page 185 - Communication from Metro Vancouver dated October 25, 2019 regarding Informing the Public About Regional Odour Management Resources
- Page 186 - Communication from Metro Vancouver dated October 25, 2019 regarding Consultation Materials Regarding Options to Regulate Air Emissions from Cannabis Production
- Page 187 - Communication from Ministry of Children and Family Development regarding November is Adoption Awareness Month

17. Public Question Period

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

18. Adjournment

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for Tuesday, October 15, 2019 immediately following the Public Hearing scheduled for 7:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Polly Krier
Councillor Tim Laidler
Councillor Paul Weverink

ABSENT

Councillor Kim Trowbridge

OTHERS PRESENT

Juli Halliwell, CAO
Karen Elrick, Manager of Corporate Services
Jason Smith, Manager of Development Services

1. Call to Order

Mayor McEwen called the meeting to order at 7:30 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R394 That the Agenda be approved as circulated.

Carried Unanimously

Mayor McEwen reported that he will be away for the scheduled November 5 Regular Council meeting and asked Council if there was a desire to cancel that meeting and hold the next Regular Council meeting on Tuesday, November 19.

It was MOVED and SECONDED:

R395 That the Regular Council meeting scheduled for Tuesday, November 5, 2019 be cancelled.

Carried Unanimously

3. Public Input

Krystal Ho, Anmore, regarding concerns related to the proposed Road Naming Policy Update.

4. Delegations.

None.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on October 1, 2019

It was MOVED and SECONDED:

R396 That the Minutes of the Regular Council Meeting held on October 1, 2019 be adopted, as circulated.

Carried Unanimously

6. Business Arising from Minutes

7. Consent Agenda

Item 7(b) was removed from the Consent Agenda, by Council.

It was MOVED and SECONDED:

R397 That the Consent agenda be adopted.

Carried Unanimously

(a) Waste Reduction Week 2019 – October 21 – 27, 2019

Recommendation: THAT Council receive the communication from Recycling Council of British Columbia dated August 21, 2019, for information; AND THAT Council proclaim October 21 - 27, 2019 in the Village of Anmore, as Waste Reduction Week.

(c) FortisBC Advanced Gas Meters Project - Municipalities

Recommendation: THAT Council receive the letter from FortisBC dated October 3, 2019, regarding FortisBC Advance Gas Meters project, for information.

8. Items Removed from the Consent Agenda

(b) The Greenest School in Canada – School District 43

Council expressed their support for this initiative.

It was MOVED and SECONDED:

R398 THAT Council receive the letter from School District 43 dated September 20, 2019, regarding 'The Greenest School in Canada', for information.

Carried Unanimously

9. Legislative Reports

(a) Building Bylaw Amendment 611-2019 (Highway Names) and Road Naming Policy Update

Ms. Karen Elrick, Manager of Corporate Services, provided an overview of the staff report and proposed bylaw amendment and policy update intended to clarify the role of Council and process related to road naming and renaming.

R399 It was MOVED and SECONDED:

- A. Grant first, second, and third readings to Building Bylaw Amendment Bylaw 611-2019; and
- B. Defer consideration of the updated Policy 29 – Road Naming Policy as attached to the report from the Manager of Corporate Services dated October 11, 2019 to the November 19, 2019 Regular Council Meeting.

Carried Unanimously

10. Unfinished Business

11. New Business

None.

12. Recommendations of Committees.

None.

13. Mayor's Report

Mayor McEwen reported that he attended the Canadian Parks Conference in Quebec City on behalf of Metro Vancouver last week.

14. Councillors Reports

None.

15. Chief Administrative Officer's Report

Ms. Halliwell reported that:

- The RFP for the detailed design for the Village Civic Centre has been extended to October 22 and approximately 14 firms attended the mandatory site visit
- Village staff will be participating in "The Great Shakeout" earthquake drill on October 17

16. Information Items

(a) Committees, Commissions and Boards - Minutes

- None

(b) General Correspondence

- Communication from Youth Parliament of BC dated September 12, 2019 regarding British Columbia Youth Parliament

17. Public Question Period

Stephane Mitchell, Anmore, regarding Community Amenity Contribution calculations

18. Adjournment

R400 It was MOVED and SECONDED:

 THAT the meeting was adjourned at 7:52p.m.

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor



File No. 0400-60

October 16, 2019

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



Dear Mayor McEwen:

RE: Inter Municipal Ride-Hailing Business Licence

I am writing to ask that the Village of Anmore support the development of an inter-municipal business licence for ride-hailing operators in Metro Vancouver and the Fraser Valley.

Since 2013, The Township of Langley has been a part of the Fraser Valley Intermunicipal program which was created in partnership with local governments, the Union of British Columbia Municipalities and the Province of British Columbia. This IMBL partnership has proven to streamline and simplify the licencing process, making it easier to do business in participating communities.

September 30, 2019 Township of Langley Council passed the following resolution:

MOTION

Moved by Mayor Froese

Seconded by Councillor Richter,

That staff be directed to provide a report regarding developing a ridesharing policy, appropriate regulations, and supportive business licensing frameworks, working with TransLink, Metro Vancouver, and other municipalities.

CARRIED

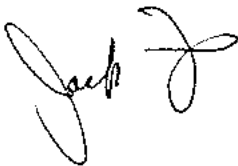
As you know, ride-hailing has a number of potential impacts at the local and regional level. For these reasons, a number of local governments in Metro Vancouver and elsewhere have expressed an interest in leveraging the authority that has been granted to them by the Province to enact some regulatory control over ride-hailing companies operating within their jurisdiction. However, experience from other jurisdictions indicates that inconsistency in local regulations, and an excessive cumulative regulatory and financial burden of multiple local licenses is often cited as a reason for state/provincial pre-emption of local authority. Coordination of local government licensing may avoid provincial pre-emption of our local authority and also allows for simpler compliance on the part of the Transportation Network Services (TNS) operators and is generally welcomed by TNS operators.

There is now an emerging consensus from municipal staff in Metro Vancouver that local government licensing of ride-hailing companies should be coordinated, and that an inter-municipal business license (IMBL) is the best option to ensure a coordinated approach. **[Footnote: An inter-municipal business license (IMBL) is an add-on to a base business license that allows mobile businesses (e.g. contractors and caterers) to operate across participating communities. The partnership is formed through a bylaw enacted by each participating community. As examples, there are four existing IMBLs in place in Metro Vancouver for specific industries: Metro West (Richmond, Burnaby, Surrey, Vancouver, Delta, New West) and the Fraser Valley (Township of Langley, Abbotsford, Chilliwack, Delta, Hope, Kent, City of Langley, Maple Ridge, Mission, Pitt Meadows, Surrey) for trades and contractors; Tri-Cities (Coq, POCO, POMO) for all mobile services (with exclusions); North Shore (DWV, DNV, CNV) for mobile trades.]**

Over the past two months, a working group of TransLink and interested local government staff have met regularly to research key policy considerations to include in possible IMBL for TNS operators. This research was presented to the Mayors' Council on September 20. In response, the Mayors' Council asked TransLink to develop options and next steps for the creation of an IMBL for TNS companies for consideration at a subsequent meeting.

Your local government's support for an IMBL will send a signal to the public, the province, TNS operators and the Mayors' Council that a coordinated local approach to TNS licensing should be developed and brought back to local decision-makers for consideration. There is some urgency to this request given TNS operators will begin service shortly. Please contact Andrew McCurran, Director of Strategic Planning and Policy, at 778-375-7643 or Andrew.McCurran@TransLink.ca if you would like more background on its work on IMBL's to date, and if your local government supports this initiative.

Sincerely,



Jack Froese
MAYOR

copy: Ramin Seifi, General Manager, Community Development & Engineering, Township of Langley
Mike Buda, Executive Director, Mayors' Council on Regional Transportation, TransLink
Andrew McCurran, Director of Strategic Planning and Policy, TransLink, Mayor Braun, Mayor Hurley, Mayor Popove, Mayor Harvie, Mayor Stewart, Mayor Morden, Mayor Alexis, Mayor Little, Mayor Booth, Mayor van den Broek, Mayor Cote, Mayor Buchanan, Mayor Dingwall, Mayor West, Mayor Vagramov, Mayor Brodie, Mayor McCallum, Chief Bryce Williams, Mayor Stewart, Mayor McEwen, Mayor Belenkie, Mayor McLaughlin, Mayor Walker, Mayor Ander



550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-937-6758

Learning for a Lifetime

October 30, 2019

VIA EMAIL

Mr. Peter Steblin, City Manager
City of Coquitlam
managersoffice@coquitlam.ca

Ms. Juli Halliwell, Chief Administrative Officer
Village of Anmore
juli.halliwell@anmore.com

Ms. Kristen Dixon, Chief Administrative Officer
City of Port Coquitlam
dixonk@portcoquitlam.ca

Ms. Lorna Dysart, Chief Administrative Officer
Village of Belcarra
ldysart@belcarra.ca

Mr. Tim Savoie, City Manager
City of Port Moody
tsavoie@portmoody.ca

Dear Chief Administrative Officers and City Managers:


**Re: Capital Bylaw No. 3, Amendment Bylaw No. 1.8 – 2019
(School Site Acquisition Charge Capital Bylaw Amendment)**

Please be advised that on October 29, 2019 the Board of Education adopted Capital Plan Bylaw No. 3, Amendment Bylaw No. 1.8 – 2019, which sets school site acquisition charge rates for School District No. 43 (Coquitlam). All municipalities within the district are required to begin collecting the charge based on the new rate as of December 28, 2019.

For your reference, a bulletin outlining the amendment to the school site acquisition charge is provided for you to distribute to the public. A copy of the Capital Bylaw adopted by the Board of Education is also included for your reference.

Should you have any questions on the above, please contact me or Kimberley Wakil, Manager of Financial Services, at 604-939-9201.

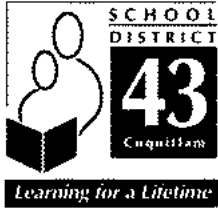
Yours truly,
SCHOOL DISTRICT NO. 43 (COQUITLAM)



Chris Nicolls
Secretary-Treasurer/CFO

Attach: SSAC Bulletin; Bylaw No. 1.8-2019.

cc: Nita Mikl, Assistant Secretary-Treasurer
Ivano Cecchini, Executive Director-Facilities and Planning Services
Kimberley Wakil, Manager, Financial Services



SCHOOL DISTRICT NO. 43 (COQUITLAM)

BULLETIN

NOTICE OF PENDING AMENDMENT TO SCHOOL SITE ACQUISITION CHARGES

Background

Part 26, Division 10.1, Sections 937.2 to 937.91 of the *Local Government Act* requires school districts and local governments work together in planning for new schools, and in administering school site acquisition charges to fund the purchase of new school sites. The intent of the legislation is to assist school districts in acquiring school sites based on approved capital plans.

The School Site Acquisition Charge rates are set by the bylaw, which came into effect on November 1, 2004 (Bylaw No.1-2004). On October 29, 2019, the Coquitlam School District No. 43 amended the set rate for the school site acquisition charge to reflect an increase in market land costs to the five year capital plan of proposed sites (Amendment Bylaw No. 1.8-2019). The revised School Site Acquisition Charge rates are set by the amendment bylaw and will come into effect on December 28, 2019.

The School Site Acquisition Charges applies to all new residential development applications at either subdivision stage, for single family/duplex lots, or at Building Permit stage, for multiple family residential developments or for residential component of mixed-use developments. School Site Acquisition Charges will be collected by the City of Coquitlam, City of Port Coquitlam, City of Port Moody, Village of Belcarra and Village of Anmore pursuant to the *Local Government Act*.

Implementation and Grace Period:

The *Local Government Act* provides a grace period, following the adoption of the bylaw to allow pending applications to receive in-stream status. The implementation date for Municipalities to begin their collection of School Site Acquisition Charges from new applications based on the new rate will be December 28, 2019. Any submission of complete subdivision or building permit applications received in good order by the Municipality before December 28, 2019 (the implementation date) will have until December 28, 2020 (12 months grace) to register or receive final subdivision approval or building permit issuance based on the old rate.

Please note that, if the Building Permit is for a project that is proceeding in conjunction with a Rezoning application, Development Permit application, and/or Development Variance Permit application, the Rezoning by-law must be granted final reading and/or the respective permits must be issued by Council, before the building permit may be issued.

School site Acquisition Charge Rates

The amount of School Site Acquisition Charges payable with respect to a project is based on the density of the residential development and is calculated on a per unit basis. The charges are to be levied for the prescribed 'units per gross hectare' categories pursuant to BC Regulation 17/00. The old rate and new rate are illustrated below:

Prescribed Category of Eligible Development	Old Rate (per unit)	New Rate (per unit)
Low Density (<21 units / gross ha.)	\$654	\$1,000
Medium Low (21-50 units / gross ha.)	\$588	\$900
Medium (51 –125 units / gross ha.)	\$523	\$800
Medium High (126-200 units / gross ha.)	\$457	\$700
High Density (>200 units / gross ha.)	\$392	\$600

Collection of Charges:

Commencing December 28, 2019 all applications, which are subject to the charge, must pay the new rate for the school site acquisition charge prior to a Municipality granting a final subdivision approval or issuing a building permit, authorizing construction.

The Local Government Act requires that the SSAC must be collected as follows:

- (a) At the same time as the development cost charge is paid;
- (b) If no development cost charge is payable, at the time of approval of subdivision if subdivision is required in respect to eligible development;
- (c) If neither (a) nor (b) applies, at the time that a building permit is issued in respect to eligible development.

Payment

After the proposed implementation date, December 28, 2019, a school site acquisition charge where required must be paid prior to the Municipality granting final subdivision approval which will create one or more new residential parcels or a building permit authorizing construction which would result in more than 3 residential units on an existing parcel.

Applicants required to pay School Site Acquisition Charges may, in full or in part, provide land in lieu of School Site Acquisition Charges provided that the School District No.43, the Municipality and the applicant agree on the provision of the land.

Exemptions

Although all new residential developments are subject to the School Site Acquisition Charge, there are some residentially oriented projects, such as hotels, not for profit housing, hospitals and community care facilities that qualify for exemption from the charge. Also, pursuant to the Local Government Act a building permit may be issued on an existing parcel with no school site acquisition charge payment required where after construction, alteration or extension, the parcel will contain 3 or fewer self-contained dwelling units.

A list of exemptions to the school site acquisition charge, pursuant to the Act and BC School Site Acquisition Charge Regulations is attached as an appendix to this bulletin.

- Appendix -

EXEMPTIONS FROM SCHOOL SITE ACQUISITION CHARGES

The following categories of eligible development are exempt from school site acquisition charges under Section 937.3 (1) of the *Local Government Act* and *BC School Site Acquisition Charge Regulations 17/00*:

- a) Hospitals as defined in Section 1 of the *Hospital Act*;
- b) Private hospitals or hospitals as defined in Section 5 (1) of the *Hospital Act*;
- c) A hospital under paragraphs (c) to (e) of the definition of “hospital” in Section 1 of the *Hospital Insurance Act*.
- d) Bunkhouses or camp buildings;
- e) Hotels as defined in the *Residential Tenancy Act*;
- f) Community care facilities as defined in the *Community Care Facilities and Assisted Living Act*;
- g) Non-profit housing, including facilities owned or operated by:
 - i. a non-profit society incorporated under the *Society Act*;
 - ii. a municipality or a regional district;
 - iii. a college designated under the *College and Institute Act*;
 - iv. a university or institute named in the *University Act*, *Royal Roads University Act*, *Institute of Technology Act*, *Technical University of British Columbia Act* or *University of Northern British Columbia Act*;
 - v. a school board or a francophone education authority under the *School Act*; or
 - vi. an authority under the *Independent School Act*;
- h) a property for which financial assistance has been provided under the *Human Resource Facility Act* for non-profit housing;
- i) housing for elderly citizens for which a grant or other assistance has been given under Section 8.1 of the *Ministry of Lands, Parks and Housing Act*;
- j) not-for-profit rental housing in respect of which a development cost charge has been waived or reduced under Section 933 (12) of the *Local Government Act*;
- k) a non-profit housing cooperative under the *Cooperative Association Act*;
- l) a private mental hospital as defined in Section 1 of the *Mental Health Act*.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 43 (COQUITLAM)

CAPITAL BYLAW NO. 3, AMENDMENT BYLAW NO. 1.8- 2019
(School Site Acquisition Charge Capital Bylaw Amendment)

A BYLAW BY THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 43 (COQUITLAM) (hereinafter called the "Board") to amend Capital Bylaw No. 1.7 – 2017, School Site Acquisition Charge Capital Bylaw, adopted on October 3, 2017. The School Site Acquisition Charge Capital Bylaw No. 3 sets the school site acquisition charges for the prescribed categories of eligible development pursuant to Part 26, Division 10.1, Sections 937.2 to 937.91 of the *Local Government Act* and British Columbia School Site Acquisition Charge Regulation 17/00.

WHEREAS, School District No. 43 (Coquitlam) is an eligible school district pursuant to Part 26, Division 10.1, Sections 937.2 to 937.91 of the *Local Government Act* for which the Board has indicated an eligible school site requirement in its approved capital plan beginning in 2003;

AND WHEREAS, the Board has consulted with stakeholders and local governments and passed the 2019 Eligible School Site Proposal, incorporated in the school district's 2020-2024 Five Year Capital Plan submission to the Ministry of Education;

AND WHEREAS, the Board approved the 2019 Eligible School site Proposal which indicates an increase in serviced land cost of eligible school sites from its original estimate in 2003;

AND WHEREAS, the Eligible School Site Proposal included in the 2020-2024 Five Year Capital Plan for School District No. 43 (Coquitlam) was submitted to the Ministry of Education by the Board of Education;

AND WHEREAS, the Board is required to amend its School Site Acquisition Charge Capital Bylaw within 60 days of the Minister's acceptance of the Board's Capital Plan;

NOW THEREFORE, the Board of Education for School District No. 43 (Coquitlam) in open meeting assembled, ENACTS AS FOLLOWS:

- I. "Eligible Development" means
 - a) a subdivision of land in School District No.43 (Coquitlam), or
 - b) any new construction, alteration or extension of a building in School District No.43 (Coquitlam) that increases the number of self-contained dwelling units on a parcel.
2. "School Site Acquisition Charge" is a charge collected by local government, for each new residential parcel to be created by subdivision and for new multiple family residential units to be constructed on an existing parcel, for the purpose of providing funds to assist school boards to pay the capital costs of meeting eligible school site requirements pursuant to Part 26, Division 10.1, Sections 937.2 to 937.91 of the *Local Government Act* and British Columbia School Site Acquisition Charge regulations.

3. Pursuant to Part 26, Division 10.1 of the *local government act*, the Board establishes the charges applicable to the prescribed categories of eligible development for the school district in accordance with the following formula:

$$SSAC = [(A \times B) / C] \times D$$

Where

SSAC = the school site acquisition charge applicable to each prescribed category of eligible development;

A = \$150,888,740 (cost attributable to eligible development units);

B = 35% (set by Provincial regulation);

C = 33,414 (Eligible development units projected for the 2019 capital plan submission); and

D = a factor set by Provincial Regulation for the prescribed categories of eligible development.

4. The charges applicable to the categories of eligible development as prescribed by British Columbia Regulation 17/00 for the school district are set in the table below:

Prescribed Category of Eligible Development (BC Regulation 17/00)	D=(Factor set by BC Regulation 17/00)	School Site Acquisition Charge (per unit) SSAC =[(A x B) / C] x D
Low Density (less than 21 units / gross ha.)	1.25	\$1,000
Medium Low (21-50 units / gross ha)	1.125	\$900
Medium (51 -125 units / gross ha)	1.0	\$800
Medium High (126-200 units / gross ha)	0.875	\$700
High Density (greater than 200 units / gross ha)	0.75	\$600

5. The school site acquisition charge amendment does not come into effect until 60 days after the adoption day of this bylaw. The implementation date for the collection of charges will be December 28, 2019.
6. Any subdivision or building permit application accepted by local government prior to December 28, 2019 will be subject to the lower rate which existed prior to amendment of this bylaw provided a completion of the application, with final approval of subdivision or a building permit authorizing construction, is received prior to December 28, 2019.

7. A school site acquisition charge is not payable if any of the following applies:


- (a) The eligible development is within a category that is exempt from school site acquisition charges pursuant to BC School Site Acquisition Charge Regulations;
- (b) A school site acquisition charge has previously been paid for the same eligible development unless, as a result of further subdivision or issuance of a building permit more eligible development units are authorized or will be created on a parcel;
- (c) Where a building permit is issued on an existing parcel, which after construction, alteration or extension, the parcel will contain three or fewer self-contained dwelling units.

8. This Bylaw shall be cited for all purposes as the "School District No.43 (Coquitlam) Capital Bylaw No.3, Amendment Bylaw No. 1.8-2019 (Re: School Site Acquisition Charge Capital Bylaw Amendment)".

READ A FIRST TIME THE 29 DAY OF October, 2019

READ A SECOND TIME THE 29 DAY OF October, 2019

READ A THIRD TIME, PASSED AND ADOPTED THE 29 DAY OF October, 2019



Chair of the Board



Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original of School District No. 43 (Coquitlam) Capital Bylaw No. 3, Amendment Bylaw No. 1.8-2019, adopted by the Board the 29 day of October, 2019



Secretary-Treasurer

NOV 04 2019

Juli Halliwell, Chief Administrative Officer
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9
VIA EMAIL: juli.halliwell@anmore.com

Dear Ms. Halliwell:

Re: Consent to Metro Vancouver Regional Parks Service Amendment Bylaw No. 1290

At its November 1, 2019 regular meeting, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) gave three readings to *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019*; directed staff to seek consent of at least 2/3 of the participants to amend the service area to add an extraterritorial area to the regional park function, and following that, forward the Bylaw to the Inspector of Municipalities for approval.

Section 346 of the *Local Government Act* applies to municipal participating area approval and therefore a council may give participating area approval by consenting on behalf of the electors to the adoption of the Bylaw.

I respectfully ask that this matter be included on Council agenda. A sample resolution is set out below for your convenience:

"The Council of _____ consents to the approval of the adoption of *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019* on behalf of the electors; and directs staff to notify the Metro Vancouver Regional District Board of its consent."

Please provide a response in the form of a Council resolution to my attention by Friday, December 6, 2019.

33388006

If you have any questions with respect to the proposed bylaw amendment, please contact me by email at Chris.Plagnol@metrovancover.org or by phone at 604-432-6338.

Sincerely,



Chris Plagnol
Corporate Officer

CP/KH/mp

cc: Ravi Chhina, General Manager, Parks and Housing
Mike Redpath, Director, Regional Parks, Parks and Housing

Encl: Report dated October 22, 2019, titled "Regional Parks Service Amendment Bylaw No. 1290"
(Doc# 33135580)

To: MVRD Board of Directors

From: Carol Mason, Chief Administrative Officer
Chris Plagnol, Corporate Officer

Date: October 22, 2019 Meeting Date: November 1, 2019

Subject: **Regional Parks Service Amendment Bylaw No. 1290**

RECOMMENDATION

That the MVRD Board:

- a) give first, second and third reading to *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019*; and
- b) direct staff to seek consent of at least 2/3 of the participants to amend the service area to add an extraterritorial area to the regional park function, and following that, forward the *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019* to the Inspector of Municipalities for approval.

PURPOSE

To consider first, second and third reading of the *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019* that will initiate the inclusion of an extraterritorial area for a portion of Aldergrove Park located in the City of Abbotsford, and to direct staff to seek consent of at least 2/3 of the participants in the regional parks function in relation to the amendment.

BACKGROUND

The Province of British Columbia is expected to enact a Regulation to specifically authorize Metro Vancouver Regional District to establish and operate the regional parks service outside its boundaries for the portion of Aldergrove Park located in the City of Abbotsford. In anticipation of that Regulation and to facilitate the process in a timely fashion, it is advisable to amend the Regional Parks Service Bylaw to include this extraterritorial area in the defined boundaries of the parks service area.

This report brings forward the proposed bylaw amendment for the Board's consideration.

ABBOTSFORD PARTICIPATION IN REGIONAL PARKS

The City of Abbotsford was a long-standing participant in the MVRD Regional Parks function, but after a parks service review, discussions were initiated between Metro Vancouver and the City of Abbotsford that examined the boundaries of the service area and explored consideration of the potential withdrawal of the City of Abbotsford from the MVRD regional parks function. In 2018 the City withdrew from the parks service.

Parkland Transfer to Abbotsford

As part of the agreement for the City of Abbotsford to withdraw from the MVRD regional parks service, in May 2018, Metro Vancouver transferred all interests in parkland within the boundaries of the City of Abbotsford to the City of Abbotsford, including the Aldergrove Regional Park. However, since that regional park straddles the border of the Township of Langley and the City of Abbotsford, it was agreed that a single local government to own and operate it. Given the majority of visitors to the Aldergrove Regional Park originate from Metro Vancouver, Metro Vancouver agreed that it was the appropriate jurisdiction to continue to own and operate this park.

Extraterritorial Area – Aldergrove Regional Park East

This ownership model posed a problem because the portion of Aldergrove Regional Park located in Abbotsford was outside the boundaries of the Metro Vancouver Regional District. Section 333(4) of the *Local Government Act* requires that a service provided outside of regional district boundaries must be identified as a separate participating area for the service “as if it were located in the regional district”. Given the unique history and circumstances associated with Aldergrove Regional Park, Metro Vancouver requested a remedy from the Province to authorize an exemption to the statutory requirement.

The Province proposed a Regulation to the *Local Government Act* that would provide the requested exemption, as described below.

MVRD ALDERGROVE REGIONAL PARK REGULATION

Staff have been advised that the Province is preparing a new Regulation that will make an exception to section 333(4) of the *Local Government Act*, and authorize Metro Vancouver Regional District to establish and operate the portion of Aldergrove Regional Park in Abbotsford as an “extraterritorial area”. This extraterritorial area must be included in the defined boundaries of the parks service area, as set out in the Regional Parks Service Bylaw.

Land Transfer to Metro Vancouver

In anticipation of the provincial Regulation, the MVRD Board, at its meeting held May 24, 2019, approved the *Abbotsford Disposition of Eastern Portion of Aldergrove Park Land Agreement* between the Metro Vancouver Regional District and the City of Abbotsford for the sale and transfer of the eastern portion of the Aldergrove Regional Park lands within the municipal boundary of Abbotsford back to Metro Vancouver Regional District.

Once the conditions in this agreement are satisfied - a Regulation is in place allowing Metro Vancouver to own and operate the eastern portion of Aldergrove Regional Park without requiring the City of Abbotsford to be a member of the MVRD for regional park purposes - Metro Vancouver will be returned ownership and will continue operation of both the western and eastern portions of the Aldergrove Regional Park, with the eastern portion being an ‘extraterritorial area’.

MVRD REGIONAL PARKS AMENDING BYLAW

The adoption of a bylaw to amend the *Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005* (proposed in this report) is required to bring effect to the aforementioned Regulation. The required amendment to the Regional Parks Service Bylaw is to include the extraterritorial area in the defined boundaries of the parks service area.

In addition, two minor housekeeping amendments are proposed: two section references to the *Local Government Act* that appear in the Amending Bylaw were outdated, and have been updated to reflect the current numbering in the Act.

The Amending Bylaw is before the Board for first, second and third reading. Once third reading is given, the Amending Bylaw will be circulated to all service area participants to obtain their consent to the adoption of the Bylaw. Two-thirds consent of participants is required before the Amending Bylaw can be considered for adoption by the Board. Once consent is obtained, the Amending Bylaw will be forwarded to the Inspector of Municipalities for approval. If approved by the Inspector, the Amending Bylaw will be presented to the Board for consideration of final adoption.

ALTERNATIVES

1. That the MVRD Board:
 - a) give first, second and third reading to *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019*; and
 - b) direct staff to seek consent of at least 2/3 of the participants to amend the service area to add an extraterritorial area to the regional park function, and following that, forward the *Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019* to the Inspector of Municipalities for approval.

2. That the MVRD Board receive for information the report dated October 22, 2019, titled "Regional Parks Service Amendment Bylaw No. 1290", and provide alternate direction.

FINANCIAL IMPLICATIONS

If the Board approves alternative one, there will be no additional financial impacts as staff previously anticipated approval of the provincial regulation when preparing the 2020 budget. Under an existing agreement between the MVRD and the City of Abbotsford that has been in place while awaiting Provincial regulatory approval, Metro Vancouver Regional Parks has operated and maintained both the Langley (West) and Abbotsford (East) portions of Aldergrove Regional Park. The operating costs for Aldergrove Park East are included in the 5-year financial plan.

SUMMARY / CONCLUSION

The Province of British Columbia is expected to enact a Regulation to authorize Metro Vancouver Regional District to operate the regional parks service outside its boundaries for the portion of Aldergrove Park located in the City of Abbotsford, without the City being a participant in the parks service. To bring effect to that Regulation, the *Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005* must be amended to include this extraterritorial area in the defined boundaries of the parks service area. This report brings forward the associated Amending Bylaw for consideration by the Board. Staff recommend Alternative One.

Attachments

1. Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019

33135580

**METRO VANCOUVER REGIONAL DISTRICT
 BYLAW NO. 1290, 2019
 A Bylaw to Amend Greater Vancouver Regional District
 Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005**

WHEREAS:

- A. By Division V of Letters Patent issued January 13, 1972, as amended by further Supplementary Letters Patent, Metro Vancouver Regional District (formerly Greater Vancouver Regional District) was granted the function of operating regional parks (the “**Regional Parks Service**”), and the participating areas for the Regional Parks Service were deemed to include not only Metro Vancouver Regional District member municipalities, but also member municipalities of the former Vancouver-Fraser Park District;
- B. On July 25, 2005, the Board of Directors of the Metro Vancouver Regional District adopted “Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005”, a bylaw to convert the Regional Parks Service and to amend the participating areas;
- C. On April 27, 2018, the Board of Directors of the Metro Vancouver Regional District adopted “Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1260, 2018”, a bylaw to amend the participating areas to remove the City of Abbotsford as a municipal participating area for the Regional Parks Service;
- D. The Board of Directors of the Metro Vancouver Regional District has obtained approval from the Province of British Columbia to establish and operate the regional parks service in an extraterritorial area comprising that portion of Aldergrove Regional Park located within the boundaries of the City of Abbotsford;
- E. The Board of Directors of the Metro Vancouver Regional District wishes to amend “Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005”;

NOW THEREFORE the Board of the Metro Vancouver Regional District enacts as follows:

- 1. The “Greater Vancouver Regional District Regional Parks Service Conversion and Amendment Bylaw No. 1024, 2005” (the “**Bylaw**”) is hereby amended as follows:
 - a) In the preamble of the Bylaw, add new paragraphs G and H respectively, at the end of this section, as follows:
 - “G. On April 27, 2018, the Board of Directors of the Metro Vancouver Regional District adopted “Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1260, 2018”, a bylaw to amend the participating areas to remove the City of Abbotsford as a municipal participating area for the Regional Parks Service;

- H. Consent from at least two-thirds of the Service participants to add an extraterritorial area comprising that portion of Aldergrove Regional Park located within the boundaries of the City of Abbotsford was received;”
- b) In section 4 of the Bylaw, titled “Service Area”, delete and replace the section in its entirety with the following:
 - “4. The service area for the Service consists of:
 - (a) all that land within the boundaries of the Participating Areas; and
 - (b) all that land in the eastern portion of Aldergrove Regional Park, identified as Extraterritorial Area, as shown on the map in Schedule A, hereto affixed and forming part of the Bylaw.”
- c) In section 5 of the Bylaw, titled “Cost Recovery”, sub section (b), delete the words “Division 4.3” and replace them with the words “Part 11, Division 3”.
- d) In section 6 of the Bylaw, titled “Cost Apportionment,” delete the words “section 804(2)(a)” and replace them with “section 380(2)(a)”.

2. This bylaw may be cited as “Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019”.

Read a first time this _____ day of _____, _____.

Read a second time this _____ day of _____, _____.

Read a third time this _____ day of _____, _____.

Approved by the <Inspector of Municipalities this _____ day of _____, _____.

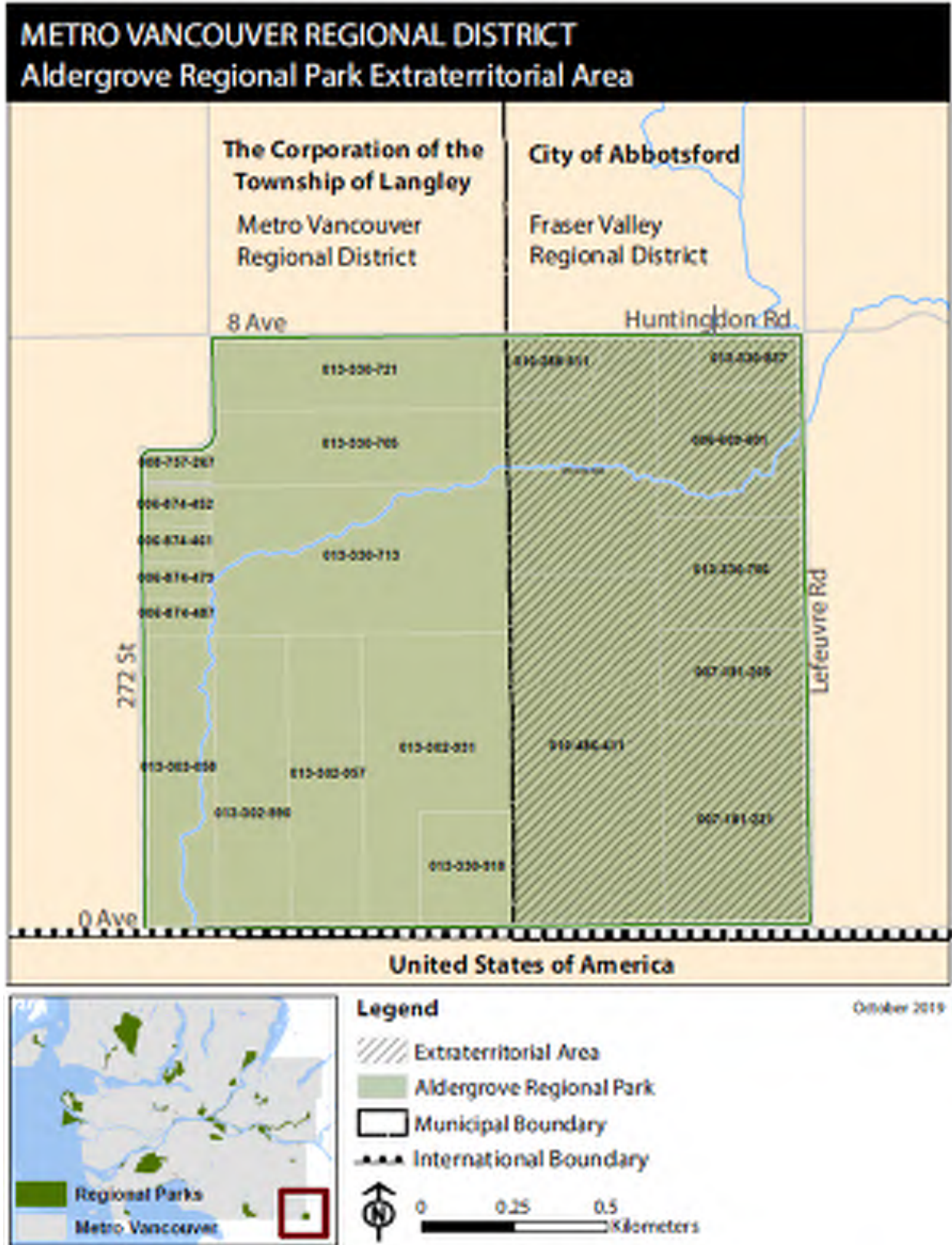
Passed and finally adopted this _____ day of _____, _____.

Sav Dhaliwal, Chair

Chris Plagnol, Corporate Officer

Schedule A

Aldergrove Regional Park Extraterritorial Area to be Added to Regional Parks Service



NOV 04 2019

Mayor John McEwen and Council
Village of Anmore
2697 Sunnyside Road RR1
Anmore, BC V3H 5G9



Dear Mayor McEwen and Council:

Re: Notification Regarding Update to Metro 2040

At its October 4, 2019 regular meeting, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) adopted the following resolutions:

That the MVRD Board:

- a) approve the updated Metro 2050 Engagement Plan as outlined in the report dated August 15, 2019, titled "Metro 2050 Engagement Plan";*
- b) in alignment with the requirements of Subsection 434(3) of the Local Government Act, direct staff to include a Regional Public Hearing as part of the engagement process for Metro 2050;*
- c) as per Subsection 433(4) of the Local Government Act, notify affected local governments and the Minister of Municipal Affairs and Housing of the initiated update to Metro 2040; and*
- d) direct staff to offer each member jurisdiction the opportunity to co-host a public information meeting on Metro 2050 aligned with respective Council presentations.*

Metro Vancouver 2040: Shaping our Future (Metro 2040), the regional growth strategy, is the region's collective vision for how growth will be managed to support the creation of complete, connected and resilient communities; protect important lands; and support the efficient provision of urban infrastructure like transit and utilities. Since its adoption in 2011, *Metro 2040* has been a strong and effective tool for managing growth in the region.

Metro Vancouver is updating the regional growth strategy building on its strengths to: extend the time horizon to the year 2050; integrate with *Transport 2050*, TransLink's new Regional Transportation Strategy; consider emerging external forces, such as climate change; and improve upon specific policy areas. Metro Vancouver is committed to working in close collaboration with its member jurisdictions, TransLink, the Province, adjacent regional districts, and other regional agencies throughout the update to *Metro 2040*. The updated strategy, which is targeted for completion in 2022, will be called *Metro 2050*.

32936465

By way of this letter, Metro Vancouver is providing formal notification of this update to all affected local governments and agencies per Subsection 433(4) of the *Local Government Act*. A brief summary of the *Metro 2050* development process as well as key elements of planned engagement with member jurisdictions are provided in the report and engagement plan enclosed.

The approval of the *Metro 2050* engagement plan, sets the stage for conversations about the future of growth management in the region between Metro Vancouver, member jurisdictions and other levels of government and regional agencies. There will be many opportunities for you to help shape the region's shared vision and the directions we pursue together to support a growing and livable region.

Metro Vancouver staff would be pleased to present at one of your upcoming Council or Board meetings to provide an overview of the scope of *Metro 2050* and discuss the opportunities for engagement. If this is of interest, we would ask that your Planning Director or equivalent contact Heather McNeil, Director, Regional Planning and Electoral Area Services by phone at 604-436-6813 or by email at Heather.McNeil@metrovancover.org.

The Metro Vancouver Board values input from all affected local governments and agencies throughout the update to the regional growth strategy. More information on the process and additional details on the scale and scope of the update can be found at www.metrovancover.org/metro2050.

Yours sincerely,



Sav Dhaliwal
Chair, Metro Vancouver Board

SD/NC/js

cc: Jason Smith, Manager, Development Services, Village of Anmore

Encl: Report dated August 15, 2019, titled "*Metro 2050* Engagement Plan" (Doc# 31245904)

32936465



To: Regional Planning Committee

From: Sean Tynan, Acting Senior Planner, Regional Planning
Lucy Duso, Policy Coordinator, External Relations

Date: August 15, 2019

Meeting Date: September 13, 2019

Subject: **Metro 2050 Engagement Plan**

RECOMMENDATION

That the MVRD Board:

- a) approve the updated *Metro 2050 Engagement Plan* as outlined in the report dated August 15, 2019, titled "*Metro 2050 Engagement Plan*";
- b) in alignment with the requirements of Subsection 434(3) of the *Local Government Act*, direct staff to include a Regional Public Hearing as part of the engagement process for *Metro 2050*;
- c) as per Subsection 433(4) of the *Local Government Act*, notify affected local governments and the Minister of Municipal Affairs and Housing of the initiated update to *Metro 2040*; and
- d) direct staff to offer each member jurisdiction the opportunity to co-host a public information meeting on *Metro 2050* aligned with respective Council presentations.

PURPOSE

The purpose of this report is to seek MVRD Board approval of the updated *Metro 2050 Engagement Plan*, to seek MVRD Board direction on the inclusion of a Regional Public Hearing in the engagement process, and to address a *Local Government Act* requirement to notify affected local governments of the process to update *Metro 2040*.

BACKGROUND

At its meeting of April 5, 2019 the MVRD Board adopted the following resolutions:

That the MVRD Board:

- a) *initiate a comprehensive update to Metro Vancouver 2040: Shaping our Future;*
- b) *direct staff to prepare a Stakeholder Engagement Plan for the update to Metro Vancouver 2040: Shaping our Future for Board consideration; and*
- c) *authorize staff to partner with TransLink in its May to September 2019 'Vision and Values' public engagement process for the future of the region.*

On July 26, 2019, a report titled *Metro 2050 Engagement Plan* dated June 14, 2019 was provided to the MVRD Board. The report sought to respond to resolutions b) and c) above by providing the *Metro 2050 Engagement Plan* for Board consideration. At its July 26 meeting, the MVRD Board passed the following resolutions:

That the MVRD Board refer to staff the following Amendment to the Main Motion to report back on the feasibility and implications of including more than one Regional Public Hearing:

"That the MVRD Board amend the Main Motion, in part b), by replacing the phrase "include a Regional Public Hearing", with the phrase "include three Regional Public Hearings with at least one located South of the Fraser"

Consider all three recommendations a) through c) in light of the discussion at the Board, including requests to clarify and potentially expand public engagement.

This report is intended to address the July 26, 2019 MVRD Board resolutions and associated comments by providing additional opportunities for public input through the *Metro 2050* Engagement Plan and by identifying the feasibility and implications of additional Regional Public Hearings as part of the *Metro 2050* process.

METRO 2050 ENGAGEMENT PLAN

Scope of Metro 2050

The comprehensive update to *Metro 2040* will build on its strengths, extend the strategy's time horizon to the year 2050, integrate with the update to the Regional Transportation Strategy, improve current policy actions and address policy gaps.

Through implementation of the regional growth strategy, significant effort has gone into assessing performance, progress made, and implementation successes and challenges with the strategy's policies. Over 2019, Metro Vancouver is completing several policy reviews, each intended to take stock of *Metro 2040*'s policy framework, identify gaps and policy options in response, and help shape the development of *Metro 2050*. These Policy Reviews include: Urban Centres and Frequent Transit Development Areas, Agriculture, Environment, Industrial and Mixed Employment Lands, Climate Change, Housing, Transportation, and Complete Communities.

Two additional policy areas have been identified as significant gaps in *Metro 2040*: climate action and equity. Staff will explore climate action and equity as lenses through which to view all regional growth strategy policies. In addition, the *Long-Range Growth and Transportation Scenarios*, completed in May 2019, provide an opportunity to test the resilience of *Metro 2040* policies to multiple futures. These scenarios also begin to address uncertainties such as global economic shifts and the impacts of technology and automation on population growth, employment and other areas. Other areas identified for updates were noted in the March 28, 2019 report to the Regional Planning Committee titled "Towards *Metro 2050*: Updating Metro Vancouver 2040: Shaping our Future" (see Reference 1).

Staff also intend to update the *Metro 2040* vision statement and include guiding principles in the update. This content will in part be informed through the joint engagement process with TransLink, which focuses on public input on 'vision and values' to inform planning for the future of the region.

While the update is comprehensive, the intent is to refine *Metro 2040* rather than to create a new regional growth strategy. Staff anticipate few changes to the overall goals and strategies of *Metro 2040*.

Timeline and Phasing of Metro 2050

It will require approximately three years to develop Metro 2050. A description of phases and timing are included in the table below.

Phase 1: Review & New Ideas	Phase 2: Plan Development	Phase 3: Approvals
Q2 2019 to Q2 2020	Q3 2020 to Q2 2021	Q3 2021 to Q3 2022
Review Metro 2040 to identify opportunities for improvement, develop an updated vision statement, and create guiding principles.	Refine and add detail to recommended policies and write draft Metro 2050 content.	Communicate, refine, and seek approvals for Metro 2050.

Requirements for Engagement

Updating Metro 2040 requires a Type 1 Major Amendment, requiring acceptance from all affected local governments and triggering consultation requirements identified through Sections 434 and 450 of the Local Government Act. Section 434 specifies:

- (1) During the development of a regional growth strategy,
 - (a) the proposing board must provide opportunity for consultation with persons, organizations and authorities that the board considers will be affected by the regional growth strategy, and
 - (b) the board and the affected local governments must make all reasonable efforts to reach agreement on a proposed regional growth strategy.

- (2) For the purposes of subsection (1) (a), as soon as practicable after the initiation of a regional growth strategy, the board must adopt a consultation plan that, in the opinion of the board, provides opportunities for early and ongoing consultation with, at a minimum, the following:
 - (a) its citizens;
 - (b) affected local governments;
 - (c) first nations;
 - (d) boards of education, greater boards and improvement district boards;
 - (e) the Provincial and federal governments and their agencies.

- (3) In adopting a consultation plan under subsection (2), the board must consider whether the plan should include the holding of a public hearing to provide an opportunity for persons, organizations and authorities to make their views known before the regional growth strategy is submitted for acceptance under section 436 [acceptance by affected local governments].

In addition, Section 450 of the Act includes a requirement to establish an intergovernmental advisory committee.

The *Metro 2050* Engagement Plan describes a range of engagement opportunities for the audiences identified in the *Local Government Act*, and includes timing and methods for engagement with each. It also meets the requirement to establish an intergovernmental advisory committee and includes a Regional Public Hearing to provide a formal opportunity for input from the broader public.

The *Metro 2050* Engagement Plan also meets the requirements of Metro Vancouver's *Public Engagement Policy* in addition to the requirements of the *Local Government Act*.

Requirement for Notification to Affected Local Governments

Under Subsection 433(4) of the *Local Government Act*, as part of initiating a process to amend a regional growth strategy, the MVRD Board is required to give written notice to affected local governments and to the Minister of Municipal Affairs and Housing.

RESPONSE TO BOARD DIRECTION TO EXPLORE ADDITIONAL PUBLIC ENGAGEMENT OPPORTUNITIES

At its July 26, 2019 meeting, the MVRD Board directed staff to report back on the feasibility of holding three Regional Public Hearings with at least one hearing to be held south of the Fraser River.

Multiple Public Hearings

Staff have explored the feasibility of holding more than one Regional Public Hearing and have identified the following:

- The regional growth strategy bylaw adoption process can only include one Regional Public Hearing.
- It is feasible to adjourn a Regional Public Hearing and reconvene in a separate location on a different date. Five such sessions were held in 2010 as part of the public hearing for *Metro 2040*.
- A Regional Public Hearing requires quorum from the MVRD Board for each session. However, the MVRD Board can pass a resolution to lower quorum for a Regional Public Hearing. This could address potential scheduling challenges as well as reduce the costs associated with the Regional Public Hearing.
- In addition to reducing quorum, the MVRD Board can pass a resolution to delegate the responsibility to attend the Regional Public Hearing to a limited number of MVRD Board Directors.
- The Regional Public Hearing must occur after a complete draft of proposed changes to the regional growth strategy has been developed. This is anticipated to occur in Spring 2021.
- The timing of the Regional Public Hearing may not be ideal for receiving input as it occurs late in the planning process, when the regional growth strategy amendment has already been drafted. The Engagement Plan therefore includes other engagement opportunities for the public earlier in the process.

Additional Public Engagement Opportunities

In July 2019, the Board directed staff to explore additional public engagement opportunities. Staff have updated the *Metro 2050 Engagement Plan* with the following public input opportunities all of which occur earlier in the planning process and would take place in 2020/ early 2021.

- **Metro 2050 Community Dialogues:** Staff propose to increase the number of public meetings in Phase 1, with at least one to be held south of the Fraser River. These meetings, titled “*Metro 2050 Community Dialogues*”, will be coordinated through the established Metro Vancouver Sustainability Breakfast Program. Additional public meetings can be considered for Phase 2 based on the level of public interest.

These dialogues would be run by staff, and provide an opportunity for elected officials from each sub-region to attend and participate.

- **Online Open Houses:** An additional online meeting is proposed for Phase 2 in early 2021. This is an opportunity for any interested Metro Vancouver resident to learn about and provide input into *Metro 2050* in a webinar format, one that has proven successful in previous engagement processes. Promotion of the webinar increases awareness of *Metro 2050*, and should also drive interest in the online feedback forms. These online open houses would be run by staff, with results reported to the Regional Planning Committee and Board.
- **Co-Hosted Public Information Meetings in Member Jurisdiction City Halls:** Metro Vancouver will invite each member jurisdiction to co-host a public information meeting (open house format) coinciding with the *Metro 2050* Council presentations or workshops offered to each member jurisdiction Council. This presents an opportunity for member jurisdictions to provide local context to participants and align with other local engagement activities, such as an Official Community Plan update. If the municipality co-hosts and helps to advertise the meeting, it is more likely that members of the public will attend. The timing of these meetings would coincide with the referral of the draft of *Metro 2050*, updated regional growth strategy for comment, anticipated for early 2021.

Staff would represent Metro Vancouver at these information meetings, and elected officials would be welcome, but not required, to attend.

Engagement on Equity in Regional Growth Management

The Equity in Regional Growth Management Study is an initiative to explore how dimensions of equity intersect with regional growth management. Through a combination of research and engagement opportunities, the project is intended to identify equity considerations that are important and meaningful to Metro Vancouver residents. Engagement on the project will seek input from a diversity of equity-seeking groups as well as organizations representing equity-seeking populations. Staff intend to apply learnings from this initiative to *Metro 2050*.

ALTERNATIVES

1. That the MVRD Board:
 - a) approve the updated *Metro 2050 Engagement Plan* as outlined in the report dated August 15, 2019, titled "*Metro 2050 Engagement Plan*";
 - b) in alignment with the requirements of Subsection 434(3) of the *Local Government Act*, direct staff to include a Regional Public Hearing as part of the engagement process for *Metro 2050*;
 - c) as per Subsection 433(4) of the *Local Government Act*, notify affected local governments and the Minister of Municipal Affairs and Housing of the initiated update to *Metro 2040*; and
 - d) direct staff to offer each member jurisdiction the opportunity to co-host a public information meeting on *Metro 2050* aligned with respective Council presentations.

2. That the MVRD Board:
 - a) approve the updated *Metro 2050 Engagement Plan* as outlined in the report dated August 15, 2019, titled "*Metro 2050 Engagement Plan*";
 - b) in alignment with the requirements of Subsection 434(3) of the *Local Government Act*, direct staff to include a Regional Public Hearing as part of the engagement process for *Metro 2050* and provide direction that the Regional Public Hearing should be reconvened in three locations with at least one location south of the Fraser River;
 - c) as per Subsection 433(4) of the *Local Government Act*, notify affected local governments and the Minister of Municipal Affairs and Housing of the initiated update to *Metro 2040*; and
 - d) direct staff to offer each municipality the opportunity to co-host a public information meeting on *Metro 2050* aligned with respective Council presentations.

3. That the MVRD Board:
 - a) as per Subsection 433(4) of the *Local Government Act*, notify affected local governments and the Minister of Municipal Affairs and Housing of the initiated update to *Metro 2040*; and
 - b) provide alternate direction to staff regarding the *Metro 2050 Engagement Plan*.

FINANCIAL IMPLICATIONS

If the MVRD Board chooses Alternative 1, most financial implications are in the form of Metro Vancouver staff time, with substantive work to be undertaken by staff from Regional Planning and External Relations.

In 2019, the engagement activities identified in the *Metro 2050 Engagement Plan* can be accommodated within the Board-approved 2019 Regional Planning budget.

In 2020, staff anticipate that the engagement activities will cost approximately \$40,000, including venue rental and catering, advertising, communications materials. This includes an estimate of \$15,000 for five Community Dialogues.

In 2021, the cost associated with public engagement may vary substantially based on the number of public meetings and the format of the Regional Public Hearing. The public information meetings would need to be added into the five-year financial plan for 2021 Regional Planning budget, and will cost in the range of \$3,000 to \$6,000 per meeting depending on venue rental, newspaper advertising costs, and anticipated scale. The cost of a single Regional Public Hearing is in the range of \$45,000 to

\$60,000, including MVRD Board remuneration, catering, advertising and other associated costs. The total costs will need to be confirmed through the 2021 budget.

If the MVRD Board chooses Alternative 2, there would be a cost of approximately \$40,000 for 2020 as identified in Alternative 1. In addition, there would be a cost of between \$110,000 and \$160,000 associated with three sessions of the Regional Public Hearing that would need to be considered in the 2021 budget. As with Alternative 1, the 2021 budget would also need to include any public information meetings with a potential cost between \$3,000 and \$10,000 per meeting depending on venue rental, newspaper advertising, and anticipated scale.

Under Alternative 3, staff would need to identify financial implications associated with additional direction from the MVRD Board.

Under both Alternative 1 and Alternative 2, the cost of the Regional Public Hearing could be higher or lower depending on the length of the public hearing and size of quorum.

SUMMARY / CONCLUSION

The comprehensive update to *Metro 2040* will build on its strengths, extending the strategy's time horizon to the year 2050, integrating with *Transport 2050*, and strengthening current policies to address policy gaps.

Pursuant to Section 434 of the *Local Government Act*, the MVRD Board is required to adopt a consultation plan that provides early and ongoing opportunities for engagement. Section 434 also defines several audiences that must be included in the process and requires the MVRD Board to consider whether holding a Regional Public Hearing will or will not be incorporated into the engagement process. These requirements are complemented by Subsection 433(4) which also requires the MVRD Board to give written notice to affected local governments and to the Minister of Municipal Affairs and Housing as part of initiating a major amendment to the regional growth strategy.

The *Metro 2050* Engagement Plan provides opportunities for plan signatories, non-signatory stakeholders, First Nations and the public to provide input into the comprehensive update to *Metro 2040*. The engagement plan is intended to meet the requirements of the *Local Government Act* and to align with Metro Vancouver's *Public Engagement Policy*.

Based on comments provided by the MVRD Board to consider additional opportunities for public input, several updates were made to the *Metro 2050* Engagement Plan. These include: additional sub-regional public meetings (*Metro 2050* Community Dialogues), an additional online opportunity for input (Online Open House), and providing an opportunity for each member jurisdiction to co-host a public information meeting on *Metro 2050*.

In addition, the Equity in Regional Growth Management project is intended to provide opportunities for organizations representing, or working for, more vulnerable populations to identify and define equity considerations that are important and meaningful to Metro Vancouver residents. This work will directly influence the development of *Metro 2050*.

As the Metro 2050 Engagement Plan provides early and meaningful opportunities for the public to provide input into *Metro 2050*, staff recommend Alternative 1.

Attachment

Metro 2050 Engagement Plan dated August 15, 2019. (Doc # 31520013)

References

1. *Towards Metro 2050: Updating Metro Vancouver 2040: Shaping our Future* dated March 28, 2019
(See agenda item E2.4)
2. *Local Government Act [RSBC 1996] Chapter 323 (Part 13)*

31245904

Metro 2050 Engagement Plan

Executive Summary

Metro Vancouver and its member jurisdictions have had a regional growth strategy since the 1990s. The current regional growth strategy, *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, was adopted in July 2011.

Metro 2040 is the region's collective vision for how anticipated growth will be managed to support the creation of complete, connected and resilient communities, protect important lands and support the efficient provision of urban infrastructure like transit and utilities.

Metro Vancouver is updating *Metro 2040*, with a focus on building on its strengths. The update is being undertaken to consider new drivers of change, integrate with the new Regional Transportation Strategy being prepared by TransLink, and ensure policy improvements. The updated regional growth strategy will be referred to as *Metro 2050*.

Metro Vancouver is committed to working in close collaboration with member jurisdictions, TransLink, the Province, adjacent regional districts, and other regional agencies throughout the update to *Metro 2040*. Metro Vancouver is also committed to providing the public with meaningful and early opportunities to engage on *Metro 2050* in a variety of accessible formats, leveraging web-based platforms and in-house engagement expertise. A summary of *Metro 2050* engagement activities is provided in Appendix A. Legislative requirements for engagement are provided in Appendix B.

Through the collaborative process of updating the regional growth strategy, Metro Vancouver hopes to achieve:

- a renewed commitment to the regional vision and how that vision integrates with municipal planning;
- better integration between land use and transportation planning;
- better preparation for future uncertainties; and
- a series of more robust and updated policies to achieve the regional vision.

Objective: Why Update *Metro 2040*?

Metro 2040 is the region's collective vision for how anticipated growth will be managed to support the creation of complete, connected and resilient communities, protect important lands and support the efficient provision of urban infrastructure like transit and utilities. Updating *Metro 2040* requires close collaboration with member jurisdictions, the public, First Nations and others. The *Metro 2050* Engagement Plan describes the approach Metro Vancouver will take to provide the opportunity for consultation with persons, organizations and authorities considered to be affected by the regional growth strategy. The consultation will meet the engagement requirements of a Type 1 Major Amendment in accordance with *Metro 2040* as well as the provisions of Sections 434 and 450 of the *Local Government Act*, and will align with the Metro Vancouver Board's *Public Engagement policy*.

In addition to providing a proactive and transparent approach to consultation, this plan provides a structure to track feedback that can inform decisions on updates to the regional growth strategy. The consultation process will contribute to building support with signatories, strengthening relationships with other governments, and reaffirming the purpose of the regional growth strategy and benefits of regional planning.

Timing

The Metro Vancouver Board initiated the process for a comprehensive update to *Metro 2040* in April 2019 and directed staff to prepare an Engagement Plan. Some early consultation is occurring through the summer of 2019 through a shared public process undertaken with TransLink to inform *Transport 2050* and *Metro 2050*. In addition, staff have initiated discussions with stakeholders, largely member jurisdictions, on specific policies within *Metro 2040* through a series of Policy Reviews.

The update to *Metro 2040* will be called *Metro 2050*. The approach to engagement aligns with the three phases of *Metro 2050* development outlined in the table below. The table also includes 'pre-consultation' activities to reflect the Policy Review and visioning work already underway.

It is anticipated that the bylaw updating *Metro 2040* will be adopted in mid-2022. Each phase of development will last approximately one year. Phase 1 is intended to include broad engagement to review currently policies, identify new ideas for actions, and to develop an updated vision statement and guiding principles. Phase 2 includes approximately one year for drafting *Metro 2050* and circulating for formal comment from municipal councils as well as additional public engagement opportunities, with anticipated completion in mid-2021. Phase 3 provides approximately one year for approvals (acceptance) from plan signatories.

Metro 2050 Development and Engagement Timeline

	Pre-consultation 2018 – Q2 2019	Phase 1: Review & New Ideas Q2 2019-Q2 2020	Phase 2: Plan Development Q3 2020 to Q2 2021	Phase 3: Approvals Q3 2021 to Q3 2022
Project Phase	Early consultation in anticipation of an update to <i>Metro 2040</i>	Review <i>Metro 2040</i> to identify opportunities for improvement, develop an updated vision and guiding principles.	Refine and add detail to recommended policies and write draft <i>Metro 2050</i> content.	Communicate, refine, and conduct approvals for <i>Metro 2050</i> .
Engagement	Ongoing discussion with stakeholders regarding the application and effectiveness of the regional policies in <i>Metro 2040</i>	Consultation activities differ with different audiences. Technical and municipal staff are engaged at a policy-specific level, and regional agencies and governments on the fuller strategy.	Engagement largely with signatories through reviewing and incorporating feedback and writing content. Refer <i>Metro 2050</i> for formal comment from affected local governments.	Engagement largely with elected councils, public hearing and MVRD Committees and Board.

Audiences

Section 434 of the *Local Government Act* specifies that the Metro Vancouver Board must adopt a consultation plan that provides early and ongoing opportunities for consultation with: citizens; affected local governments; First Nations; Boards of Education, Greater Boards and Improvement District Boards; and, the Provincial and Federal Governments and their agencies. The Province may specify which Ministries and agencies are to be consulted. These requirements complement Metro Vancouver's Board's *Public Engagement Policy*, ensuring public involvement in decision making where Board decisions may impact their lives. For the update to *Metro 2040*, Table 1 identifies audiences for engagement in alignment with the *Local Government Act* requirements.

Table 1. Metro 2050 Engagement Audiences

Metro 2050 Engagement Audience	Description
Metro 2040 Signatories and Metro Vancouver Boards and Committees	<p>Signatories: Member jurisdictions, Fraser Valley and Squamish-Lillooet Regional Districts, and the South Coast British Columbia Transportation Authority (TransLink)</p> <p>Metro Vancouver Boards and Committees including the Regional Planning Committee and MVRD Board; Staff advisory committees including the Regional Planning Advisory Committee and its subcommittees and the Regional Administrators Advisory Committee; Metro Vancouver Departments through policy development including Parks, Housing, Air Quality and Climate Change, Liquid Waste, and Water Services.</p> <p>The Province of BC (Ministry of Municipal Affairs and Housing, Ministry of Transportation and Infrastructure, Ministry of Jobs, Technology and Trade, to be confirmed by the Province.)</p> <p>* Bowen Island and Electoral Area A (specifically UEL/ UBC) are member jurisdictions but are not plan signatories.</p>
Non-signatory regional interests	<p>Interested or Affected Regional Agencies: Agricultural Land Commission, Vancouver Fraser Port Authority, School Districts, BC Housing, Health Authorities, Vancouver International Airport Authority, etc.</p> <p>Subject matter experts: Such as academics, researchers, and non-government organizations.</p>
First Nations	First Nations with an identified interest in any lands located in Metro Vancouver as per the BC Government’s First Nations Consultative Areas Data Base including local First Nations without in-region territories.
General Public	General Public including Metro Vancouver residents, community groups, businesses, and media organizations.

Scope of the Engagement Plan

The *Metro 2050* Engagement Plan describes broad inter-governmental and community-level engagement activities, including those required by the *Local Government Act*. It does not include details on the specifics of the engagement that will be required for each *Metro 2040* Policy Review (e.g. Agriculture Policy Review, Environment Policy Review) as these reviews will come forward to the Regional Planning Committee and Metro Vancouver Board independently. A list of the Policy Reviews is found item 5.5 in the Regional Planning Committee Agenda for April 5, 2019.

Consultation Approach by Audience

The *Local Government Act* requires establishment and identified membership for an Intergovernmental Advisory Committee (IAC) to advise on the update, and facilitate coordination of relevant regional and Provincial regulations. Relevant sections of the *Local Government Act*, including the required membership of the IAC, are included in Appendix B. Metro Vancouver will use the Regional Planning Advisory Committee, including both member jurisdictions and associate members, as the foundation for the IAC, and will add additional representatives, including those identified by the Province to meet the legislated membership requirements.

In addition to the role of the IAC, the Regional Planning Committee and Metro Vancouver Board will guide the development of *Metro 2050*. Where possible, Metro Vancouver will leverage other existing committees of staff and elected officials for engagement.

Section 434 of the *Local Government Act* states that the relevant Regional District Board must consider whether the engagement plan will include a public hearing before the regional growth strategy is submitted for acceptance. The hearing would need to occur before third reading of *Metro 2050*.

Table 2 lists the proposed engagement by audience.

Table 2. *Metro 2050* Engagement Approaches by Audience

Audience	Engagement Approaches
<i>Metro 2040</i> Signatories and Metro Vancouver Boards and Committees	
Member Jurisdictions (20 municipalities and one Treaty First Nation)	<ul style="list-style-type: none"> • Notification letter as per LGA • Inviting staff to meetings, events and forums through Policy Reviews • Regional Planning Advisory Committee / Intergovernmental Advisory Committee • Regional Transportation Advisory Committee • Regional Administrators Advisory Committee • Potential inclusion on Council of Councils agenda(s) • Presentations / workshops with member jurisdiction Councils • Formal referral of <i>Metro 2050</i> to signatory member jurisdictions for comment and for acceptance • Option to co-host Public Meeting with each member jurisdiction
Fraser Valley Regional District and Squamish-Lillooet Regional District	<ul style="list-style-type: none"> • Notification letter as per LGA • Inviting staff to meetings, events and forums through Policy Reviews • Regional Planning Advisory Committee / Intergovernmental Advisory Committee • Presentations / workshops with Boards • Formal referral of <i>Metro 2050</i> to Boards for comment and for acceptance

<p>South Coast British Columbia Transportation Authority (TransLink)</p>	<ul style="list-style-type: none"> • Notification letter as per LGA • Targeted meetings, events and forums through Policy Reviews and <i>Metro 2040</i> implementation • Regional Planning Advisory Committee / Intergovernmental Advisory Committee • Joint / coordinated approach to <i>Transport 2050</i> development with Metro Vancouver participation in all levels of project governance • Formal referral of <i>Metro 2050</i> comment and for acceptance
<p>Metro Vancouver Boards and Committees</p>	<ul style="list-style-type: none"> • Regional Planning Committee • MVRD Board (for plan adoption) • GVS&DD and GVWD (for information) • Industrial Lands Strategy Task Force, Housing Committee, Parks Committee and Climate Action Committee (for information) • Meetings and Workshops • Board Strategic Plan will be used to inform <i>Metro 2050</i>
<p>Metro Vancouver staff</p>	<ul style="list-style-type: none"> • Targeted meetings, events and forums through Policy Reviews and <i>Metro 2040</i> implementation • Corporate Planning Committee • Additional meetings or workshops as required for
<p>Province of British Columbia</p>	<ul style="list-style-type: none"> • Targeted meetings, events and forums through Policy Reviews and <i>Metro 2040</i> implementation • Regional Planning Advisory Committee / Intergovernmental Advisory Committee • Potential for a cross-departmental meeting in Victoria • Correspondence and referrals as per LGA
<p>First Nations</p>	
<p>First Nation governments as per the BC Government's First Nations Consultative Areas Data Base</p>	<ul style="list-style-type: none"> • Offer to meet individually with each First Nation to seek input on <i>Metro 2050</i> • Utilize existing meetings between Metro Vancouver and First Nations to provide updates and discuss regional growth strategy issues of interest • Consider using Community to Community events as a forum for input • Correspondence and referral of <i>Metro 2050</i> for comment

Non-signatory Stakeholders	
Federal Government (especially Natural Resources Canada and CMHC)	<ul style="list-style-type: none"> • Targeted meetings, events and forums through Policy Reviews and <i>Metro 2040</i> implementation • Regional Planning Advisory Committee / Intergovernmental Advisory Committee • Correspondence and referrals as needed
Non-signatory but affected local governments (Bowen Island, Electoral Area A, specifically UEL/ UBC)	<ul style="list-style-type: none"> • Targeted meetings, events and forums through Policy Reviews and <i>Metro 2040</i> implementation • Regional Planning Advisory Committee / Intergovernmental Advisory Committee • Correspondence and referrals as per LGA
Regional interests and organizations including: Agricultural Land Commission, Vancouver Coastal Health, Fraser Health, Port of Vancouver, YVR, BC Housing,	<ul style="list-style-type: none"> • Targeted meetings, events and forums through Policy Reviews and <i>Metro 2040</i> implementation • Regional Planning Advisory Committee Associates meetings (for Associate members) • Additional meetings or workshops as required for policy development / review
School Districts	<ul style="list-style-type: none"> • Correspondence and referrals as per LGA
Other subject matter experts (e.g. Planning professionals, (consultants, academics, NGOs)	<ul style="list-style-type: none"> • Targeted engagement through key informant interviews and Policy Reviews • Offer for presentations and workshops with post-secondary institutions with a planning program / interest

General Public	
Residents, businesses, community organizations, media	<ul style="list-style-type: none"> • Public input to inform updating the regional vision statement and adding guiding principles through an online public survey on the vision and values of residents for the future of the region in partnership with TransLink • Web-based information and feedback form • Social media to promote feedback options • <i>Metro 2050</i> Online Open Houses (webinar format) in Phase 1 and 2. • <i>Metro 2050</i> Community Dialogue Series (typically five locations across the region, including one south of the Fraser). • Optional Public Information Meetings co-hosted by member jurisdictions at city halls in coordination with Council presentations. • Presentations and meetings in response to requests • Content in Metro Vancouver email newsletters • A Regional Public Hearing

Opportunities for Public Input on *Metro 2050*

There are opportunities for the public to provide input in each phase of the *Metro 2050* process. Early engagement is prioritized because later in the process, especially once *Metro 2050* has been referred to signatories for comment, it becomes more challenging to incorporate public input. Staff will therefore seek to encourage feedback in the earlier phases of development as there is greater opportunity to incorporate new ideas early in the process.

Public feedback is encouraged through the online feedback form at any time during the process. Staff will also ensure that organizations representing a range of demographics across this region, including marginalized communities, are invited to engagement activities and encouraged to provide comment. Public engagement activities are described by phase below.

Phase 1 includes opportunity for new policy ideas to be considered (through the comment form) as well as an opportunity for the public to help shape an updated regional vision and principles (through the joint TransLink survey). During this phase the public can provide input online, through the survey on the vision and values (open to fall 2019), several *Metro 2050* Community Dialogue events (locations across the region, including south of the Fraser River), and through an Online Open House (webinar).

In 2020, there is the potential to engage stakeholders about the topic of equity in regional growth management policy. This dialogue would support the *Metro 2050* process to determine if an equity lens or content can be incorporated into the regional growth strategy. Details will be brought to the Metro Vancouver Board for consideration in advance of undertaking this work.

Phase 2 includes the opportunity to comment on draft policy ideas through an online comment card and a second Online Open House. If there is significant public interest in the Phase 1 *Metro 2050* Community Dialogue events, an additional dialogue series can be considered for Phase 2. Metro Vancouver will offer member jurisdictions the option to co-host a Public Information Meeting in conjunction with presentations at Council meetings during the formal referral for comment stage of the planning process. In accordance with the *Local Government Act*, one Regional Public Hearing will be offered at the end of Phase 2; this is an opportunity for the public to provide feedback to the Metro Vancouver Board on *Metro 2050*.

Phase 3 will focus on keeping the public informed about the *Metro 2050* process. Updates will be made through the website, social media, and the Regional Planning E-Bulletin typically published quarterly. The public can continue to provide input through the online feedback form, through municipal council meetings as part of *Metro 2050* acceptance, or as a delegation to the Regional Planning Committee or Metro Vancouver Board.

Leveraging Complementary Engagement Opportunities for *Metro 2050*

In addition to the partnership with TransLink, *Metro 2050* will leverage other recent or ongoing engagement processes and surveys. These complementary engagement processes include:

- Engagement on Metro Vancouver's *Climate 2050* "roadmap" development and the *Clean Air Plan*;
- Engagement with industry and related sectors through the Regional Industrial Lands Strategy; and
- Recent surveys including the two Shaping our Communities Engagement Initiative Surveys.

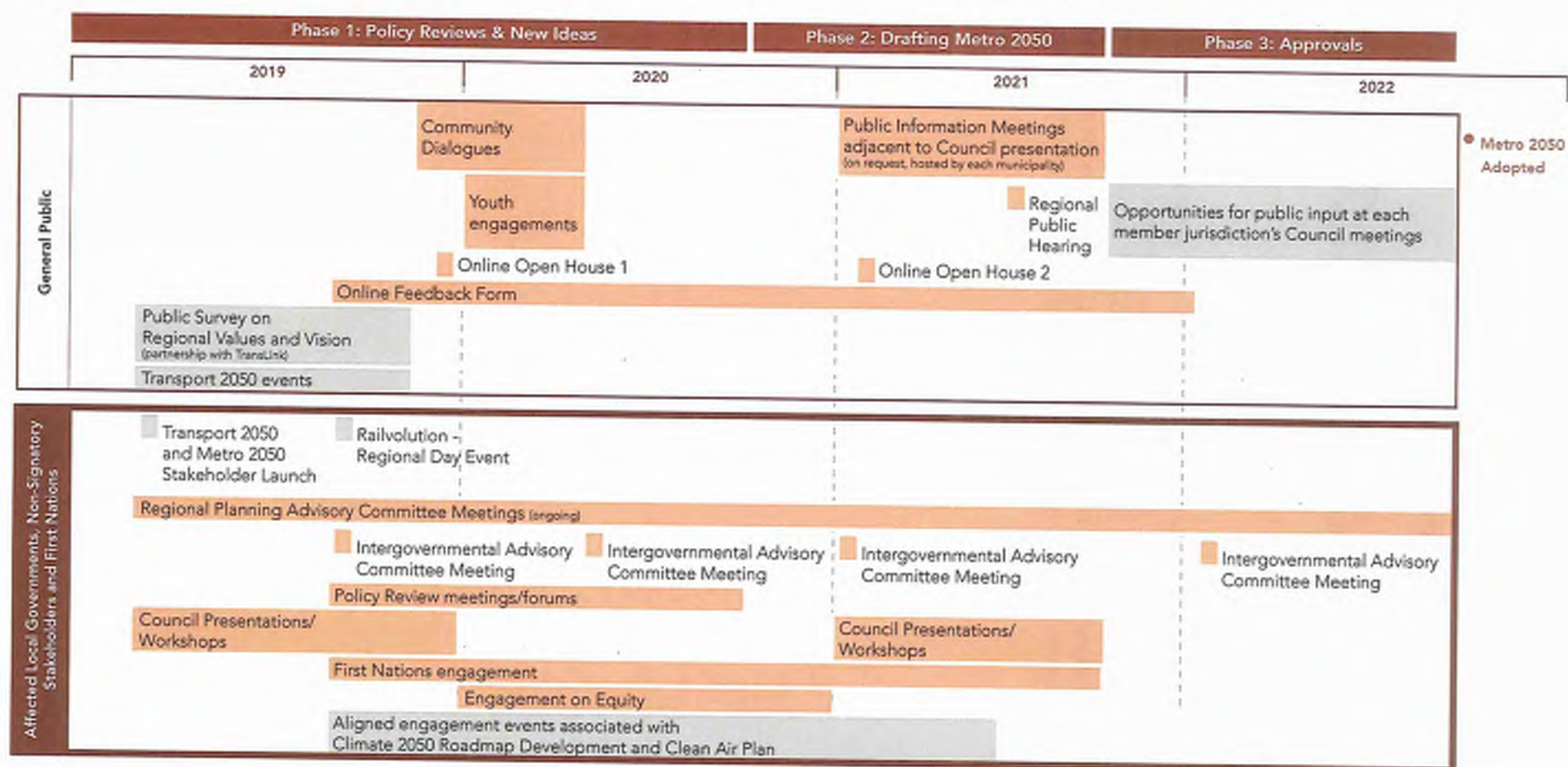
***Metro 2050* Engagement Notification**

To formally initiate the engagement process, written notification will be provided on behalf of the Metro Vancouver Board to all affected local governments. Notification letters will be sent in parallel to First Nations.

Reporting and Evaluation

The Intergovernmental Advisory Committee, Committees and Metro Vancouver Board will receive updates on engagement throughout the *Metro 2050* development process. In addition to these updates, feedback gathered in this engagement process will be summarized and shared to the Intergovernmental Advisory Committee, Regional Planning Committee and Metro Vancouver Board in the form of an Engagement Summary Report at the conclusion of the *Metro 2050* process.

Metro 2050 Engagement Timeline*



- Metro 2050 event
- Other processes and events providing input into Metro 2050

* The development of Metro 2050 will be informed by other recent engagement activities led by Metro Vancouver, such as engagement with industry on the Regional Industrial Lands Strategy (ongoing) and the Shaping our Communities Public Surveys (2016-2017).

Appendix B: Local Government Act Requirements for Consultation

Based on a review of the *Local Government Act*, a major amendment to *Metro 2040* triggers the same consultation requirements as a new regional growth strategy. The requirements are outlined in Sections 434 and 450 of the *Local Government Act*. These sections outline requirements for consultation during the development of a regional growth strategy and for establishing an intergovernmental advisory committee. Excerpts are included below.

Consultation during development of regional growth strategy

434 (1) During the development of a regional growth strategy,

- a) the proposing board must provide opportunity for consultation with persons, organizations and authorities that the board considers will be affected by the regional growth strategy, and*
- b) the board and the affected local governments must make all reasonable efforts to reach agreement on a proposed regional growth strategy.*

(2) For the purposes of subsection (1) (a), as soon as practicable after the initiation of a regional growth strategy, the board must adopt a consultation plan that, in the opinion of the board, provides opportunities for early and ongoing consultation with, at a minimum, the following:

- a) its citizens;*
- b) affected local governments;*
- c) first nations;*
- d) boards of education, greater boards and improvement district boards;*
- e) the Provincial and federal governments and their agencies.*

(3) In adopting a consultation plan under subsection (2), the board must consider whether the plan should include the holding of a public hearing to provide an opportunity for persons, organizations and authorities to make their views known before the regional growth strategy is submitted for acceptance under section 436 [acceptance by affected local governments].

(3.1) The minister may make regulations respecting the procedure to be used for hearings under subsection (3).

(4) A failure to comply with a consultation plan under subsection (2) does not invalidate the regional growth strategy as long as reasonable consultation has been conducted.

(5) For certainty, at any time during the development of a regional growth strategy, additional regional matters may be included under section 429 (3).

Intergovernmental advisory committees

450 (1) A board

- a) may establish an intergovernmental advisory committee for its regional district,*
- b) must establish an intergovernmental advisory committee for its regional district when a regional growth strategy is initiated, and*
- c) must establish an intergovernmental advisory committee for its regional district if*
 - i. there is a proposed amendment to the regional growth strategy, except in relation to an amendment under section 437 [minor amendments to regional growth strategies], and*
 - ii. the committee established under paragraph (a) or (b) of this subsection no longer exists.*

(2) The role of an intergovernmental advisory committee is

- a) to advise the applicable local governments on the development and implementation of the regional growth strategy, and*
- b) to facilitate coordination of Provincial and local government actions, policies and programs as they relate to the development and implementation of the regional growth strategy.*

(3) The membership of an intergovernmental advisory committee is to include the following:

- a) the planning director of the regional district, or another official appointed by the board;*
- b) the planning director, or another official appointed by the applicable council, of each municipality all or part of which is covered by the regional growth strategy;*
- c) for the purposes of an intergovernmental advisory committee established in the Metro Vancouver Regional District, the planning director of the South Coast British Columbia Transportation Authority or another official appointed by the board of directors of that authority;*
- d) senior representatives of the Provincial government and Provincial government agencies and corporations, determined by the minister after consultation with the board;*
- e) representatives of other authorities and organizations if invited to participate by the board.*



2019 Invasive Plant Management on Village of Anmore Municipal Property by the Invasive Species Council of Metro Vancouver

Submitted to: Juli Halliwell, Village of Anmore
604 469 9877 | juli.halliwell@anmore.com

Submitted by: Isabel Gasior, Invasive Species Council of Metro Vancouver
604 880 8358 | igasior@iscmv.ca

Table of Contents

Table of Contents	1
1.0 Introduction	3
2.0 Methods	3
2.1 Chemical Control Methods	3
2.2 Monitoring Methods.....	3
3.0 Results.....	4
4.0 Recommendations	4

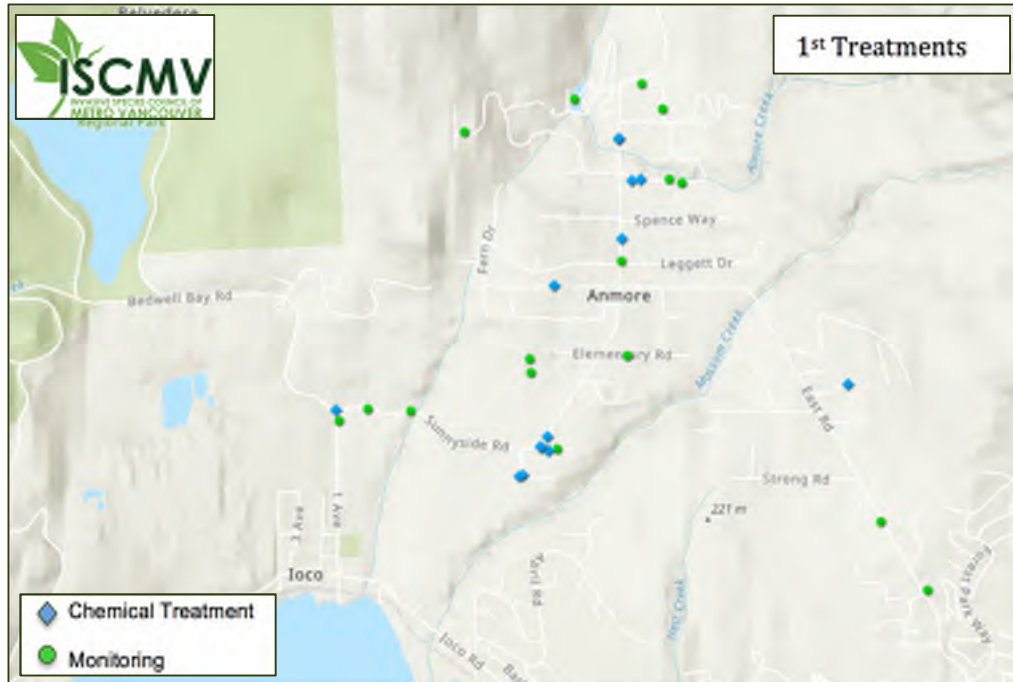


Figure 1: Map of chemical treatment and monitoring locations of 1st treatments in July 2019 on Village of Anmore municipal property.

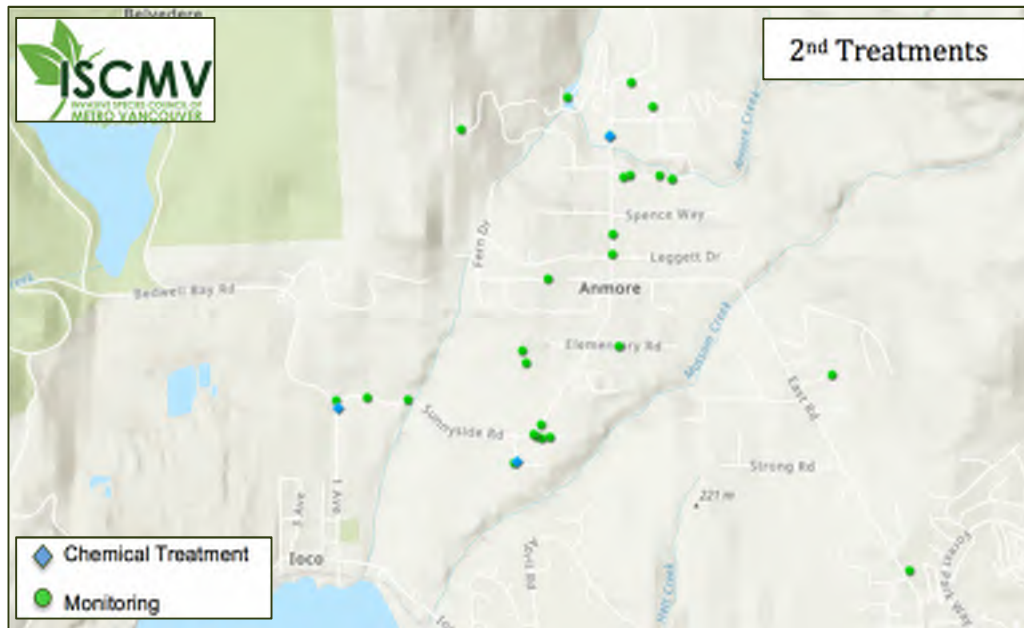


Figure 2: Map of chemical treatment and monitoring locations of 2nd treatments in August 2019 on Village of Anmore municipal property.

1.0 Introduction

The Invasive Species Council of Metro Vancouver (ISCMV) was contracted to conduct invasive plant control and monitoring activities for the Village of Anmore on municipal property during the 2019 field season, following up from treatments carried out in 2018 and previous years.

Each site was treated and/or monitored at least twice. Treatments were conducted during the months of July (Figure 1) and August (Figure 2). Treatments were conducted under the ISCMV Pesticide Use License #18943. The ISCMV will submit the required pesticide use information for work conducted on Anmore lands in our annual report to BC Ministry of Environment. The ISCMV targeted priority species outlined in the [Invasive Plant Pest Management Plan for Provincial Crown Lands in the South Coastal Region of British Columbia \(PMP\)](#). This document guides invasive plant management on Crown land within the South Coast Mainland region.

2.0 Methods

2.1 Chemical Control Methods

Control of knotweed species and orange hawkweed was done using chemical control via hand sprayer.

The herbicides used for control work included:

- **VP480 (formerly Vantage XRT)** – active ingredient: glyphosate @ 480 g active ingredient/L. Vantage XRT is a non-selective herbicide and was used for stem injection and for sites using direct application methods (backpack spray and hand spritzer). It is also often a better choice for plants in a later stage of growth.

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

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

2.2 Monitoring Methods

ISCMV monitored treatment sites throughout the 2019 field season. Data collection for control and monitoring work was conducted in accordance with guidelines set out by the [Invasive Alien Plant](#)

[Program \(IAPP\) Application](#) administered by the BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Data is stored in the ISCMV files and in IAPP. Data on herbicide treatment and use, weather conditions, area covered by invasive plant, date/time, coordinates and IAPP site number were recorded using an iPad. Photos of the site were also taken both during treatment and site follow up.

3.0 Results

The ISCMV was tasked in 2019 with treatment of knotweed species and orange hawkweed on Village of Anmore municipal lands. Sites that were treated in previous years showed high efficacy as the infestations had reduced in size in 2019. There was a significant reduction in infestations of knotweed and orange hawkweed species between first and second treatments; efficacy was calculated to be >95% (Table 1). Of the 13 sites treated in 1st treatments, 9 of the sites were of knotweed species, and 4 were orange hawkweed.

Table 1: The number of 2019 monitoring and treatment sites between first and second treatments

First Treatment		Second Treatment	
Treatment	Monitor	Treatment	Monitor
13 (190 m ²)	17	3 (9 m ²)	26*

**One site was inaccessible at time of visit and unable to monitor*

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

4.0 Recommendations

Monitoring should be completed on all sites treated during the 2020 field season to ensure that if knotweed and/or orange hawkweed return it is re-treated. Monitoring of knotweed species can begin in late April and early May. Monitoring of orange hawkweed can begin as early as May depending on the season. Sites found with re-growth should be retreated as early as possible as the greatest degree of long-term efficacy will be experienced with swift follow-up treatments. It is recommended that there be one follow-up treatment in late spring and an additional follow-up treatment in late summer or early fall 2020.

Orange hawkweed is regionally noxious in many regions in BC under the *Weed Control Act*; it is also legislated under the *Forest and Range Practices Act*, Invasive Plant Regulations Distribution. Although not considered a noxious weed in Metro Vancouver, this species is scattered and locally abundant in many areas in the region and is considered a high priority species. It is being actively managed by a number of municipalities and other jurisdictions in the region. It can out-compete native vegetation in both open, undisturbed natural areas as well as in disturbed areas, such as roadways, pastures and

clearings. The ecological impact of orange hawkweed in natural areas includes threatening local biodiversity and a reduced foraging opportunity for wildlife.

Orange hawkweed flowered later this year, and was not detected in the Village of Anmore until second treatments in August. Since orange hawkweed is widely spread along roadsides, it is recommended to design a mowing plan when the species is flowering. This would prevent the flowers from going to seed, which would minimize the spread of this plant. Although this does not eradicate the species, it would allow for control. To eradicate the species, the leaves of the plants need to be treated with herbicide. For the 2020 season, it is recommended to collect inventory of the orange hawkweed along roadsides, which would add 15-25 crew hours to the 2020 plan, on top of the 30-40 hours estimated for first and second treatments. Having an inventory of this species in Anmore would allow for a plan to be created, where more sensitive/vulnerable areas for spread (near fields, backyards, riparian areas) could be treated first.

After a number of years of treatments, the sites found in Anmore have greatly reduced in size, some having been monitored for multiple years. Having a staff person trained to apply herbicide would benefit the Village greatly, as a trained staff person could respond to small isolated sites, time sensitive reports, and potentially undertake all regular applications for knotweed. Please speak to the ISCMV if this is of interest; there are multiple ways to obtain a pesticide license and the ISCMV offers a pesticide applicator's course every spring.



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 7, 2019 3360-20
Submitted by: Jason Smith, Manager of Development Services
Subject: Infill Development Application – 231 Strong Road – Initial Readings

Purpose / Introduction

The purpose of this report is to provide Council the opportunity to give first and second reading to Village of Anmore Zoning Bylaw Amendment Bylaw No. 612-2019 and direct staff to set a date for a public hearing for a proposed infill development at 231 Strong Road.

Recommended Options

That Council give first and second reading to Village of Anmore Zoning Bylaw Amendment Bylaw No. 612-2019; and

That staff be directed to set a date for a public hearing for Village of Anmore Zoning Bylaw Amendment Bylaw No. 612-2019.

Background

Council received the initial report on this infill development application for 231 Strong Road on October 1st. Included with that report were the development application materials (Attachment 1). Council referred the application to the Advisory Planning Commission for comment.

231 Strong Road is currently a one acre parcel and the application is to allow for the creation of a second parcel towards the rear of the property and fronting on Lancaster Court that would be one third of an acre in size. The remaining parcel with the existing home on it would be two thirds of an acre in size.

The application meets all of the Official Community Plan (OCP) requirements to be considered under the OCP policies for infill development. The application is consistent with the Infill Development Policy that Council adopted in June 2018 along with the OCP amendments for infill development.

The APC reviewed the application at their October 7, 2019 meeting.

Report/Recommendation to Council

Infill Development Application – 231 Strong Road – Initial Readings

November 7, 2019

Discussion

Advisory Planning Commission Comments

The APC was supportive of the application as presented and recommended that Council consider options to protect trees.

The Infill Development Policy states that applications should explore how to retain trees beyond the requirements of the Tree Management Bylaw. The Tree Management Bylaw seeks to maintain 20% lot coverage. The applicant has chosen to place the proposed property line between the two new parcels in the midst of the stand of trees in an effort to locate the building site in such a manner as to minimize the loss of trees. The setback requirements will offer some form of protection and any tree cutting will be subject to the Tree Management Bylaw requirements. Should Council want to explore enhancing tree protection, the best tool would be to identify an area where trees would need to be maintained and then seek a covenant on the property restricting tree cutting in that area.

Community Amenities Offered

The applicant has offered the following as community amenities: that the new home constructed shall meet the requirements of BC Energy Step Code 3 and will have fire sprinklers installed, and the applicant is willing to provide \$150,000 to the Village to utilize for off-site amenities.

Proposed Zoning

The proposed zoning amendment bylaw (Attachment 2) is a modification of the current RS-1 zoning for the property and would see the property zoned as RS-1 (a). The only change that is being proposed is a new minimum parcel size and a gross density that is consistent with the Official Community Plan (gross density of 2.04 parcels/acre) and the Infill Development Policy (minimum parcel size of 1/3 acre). All other requirements of the RS-1 zone would be maintained.

Other Options

The following options are presented for Council's consideration:

1. That Council give first and second reading to Village of Anmore Zoning Bylaw Amendment Bylaw No. 612-2019; and That staff be directed to set a date for a public hearing for Village of Anmore Zoning Bylaw Amendment Bylaw No. 612-2019.

Report/Recommendation to Council

Infill Development Application – 231 Strong Road – Initial Readings

November 7, 2019

Or

2. That Council advise staff of any changes they would like to be made to the rezoning proposal for 231 Strong Road prior to proceeding.

Or

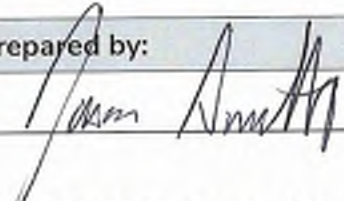
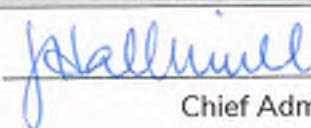
3. That Council advise the applicant that it does not wish to proceed with a rezoning of 231 Strong Road.

Financial Implications

There are no financial implications for any of the recommendations as any costs for processing a development application are covered by the fees paid by the applicant.

Attachments:

1. Report titled "Infill Development Rezoning Application – 231 Strong Road" and dated September 27, 2019
2. Village of Anmore Zoning Bylaw Amendment Bylaw No. 612-2019

Prepared by:
 _____ Jason Smith Manager of Development Services
Reviewed for Form and Content / Approved for Submission to Council:
Chief Administrative Officer's Comment/Concurrence  _____ Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: September 27, 2019 File Number: 3360-01/20
Submitted by: Jason Smith, Manager of Development Services
Subject: Infill Development Rezoning Application – 231 Strong Road

Purpose / Introduction

The purpose of this report is to present Council with an infill development rezoning application for 231 Strong Road.

Recommended Options

That Council direct staff to refer the rezoning application for 231 Strong Road to the Advisory Planning Commission for comment.

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 for infill development.

The Village has recently received its first application for rezoning under the infill development provisions of the OCP.

Discussion

The owner of 231 Strong Road has submitted an application for rezoning and subdivision (Attachment 1). The applicant is proposing to create 2 lots from the existing 1 acre property. The two proposed lots are 2/3 and 1/3 acre in size. There is an existing home on the property that will be retained on the proposed 2/3 acre parcel.

Official Community Plan Considerations

The application for rezoning is for the property located at 231 Strong Road. OCP Policy RLU-16 establishes criteria that must be met for a parcel to be eligible for consideration for rezoning under the OCP Policy.

Report/Recommendation to Council

Infill Development Rezoning Application – 231 Strong Road

September 27, 2019

Parcels that are eligible for consideration must:

1. Not have been created through a previous comprehensive development plan;
This parcel was not created by a comprehensive development plan and is currently zoned Residential 1 (RS-1).
2. Be between 3925 m² and 8094 m² in area;
The parcel is 4070 m² in size
3. Have an average slope, as determined by a registered surveyor, equal to or less than 20%;
The survey provided with the application only shows a maximum elevation change on the property of 4 metres and a site visit makes obvious that this property has an average slope less than 20%.
4. identify a building site(s) that is equal to or less than 20% slope;
The parcel is flat and the proposed building sites have a slope less than 20%.
5. Not require the extension or expansion of any Village road or water infrastructure;
The site plan shows that the property is bound on two sides by public roadway and there are existing water mains that run in front of the property on both Strong Road and Lancaster Court. Therefore no extension of public infrastructure is required to service the proposed parcels.
6. Have at least 50 m of frontage on a public highway; and
The parcel has over 146 metres of frontage on a public highway.
7. Have been in existence for a least 10 years.
This parcel was created in 2005.

The parcel meets all of the eligibility requirements and the proposed density of 2 units/acre meets the density criteria.

Infill Development Policy Considerations

Council also adopted any accompanying Infill Development Policy to provide further direction of what the expectations are for infill development proposals.

Report/Recommendation to Council

Infill Development Rezoning Application – 231 Strong Road

September 27, 2019

The proposal meets the parcel size requirement that states parcels may be created as small as 1/3 of an acre to, in this case, enhance tree protection and retention.

Each of the proposed parcels has well over 25 metres of frontage on a public highway with 43 metres for one parcel and 103 metres for the other parcel.

Both lots can accommodate a building site that complies with the existing RS-1 setbacks and parcel coverage as shown in the attached site plan.

The existing home is approximately 2800 square feet in size and well under the size requirements of the new parcel it will be situated on.

The applicant has offered a Community Amenity Contribution of \$150,000, to have the new parcel to have a requirement for new construction to meet Energy Step Code 3, and to have the new home to be constructed be equipped with fire sprinklers.

The applicant has furnished an arborist report that identifies a total of 56 trees on the parcel and proposes that 44 of those trees be retained in order to maintain tree cover on the property.

Neither proposed parcel will require additional public infrastructure to service.

Process

Staff recommend referring the application to the Advisory Planning Commission (APC) for comment and, should Council choose to pursue that option, staff would return to Council with any comments from the APC and a draft Zoning Bylaw amendment. Council at that time would have the option to give initial readings to the proposed bylaw and proceed to a public hearing.

Other Options

The following options are presented for Council's consideration:

1. That Council direct staff to refer the rezoning application for 231 Strong Road to the Advisory Planning Commission for comment.

Or

Report/Recommendation to Council

Infill Development Rezoning Application – 231 Strong Road

September 27, 2019

2. That Council advise the applicant that it does not want to proceed with the application

Or

3. That Council advise staff of any additional information they would require before proceeding with the application.

Financial Implications

There are no financial implications for any of the options presented as the costs of a rezoning application are covered by the fees for the application.

Attachments:

- 1. 231 Strong Road Application Package

Prepared by:
 _____ Jason Smith Manager of Development Services
Reviewed for Form and Content / Approved for Submission to Council:
<i>Chief Administrative Officer's Comment/Concurrence</i>  _____ Chief Administrative Officer

The Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9

Re: Rezoning and Subdivision Application for 231 Strong Road

Please consider our proposal to rezone and subdivide our property under the Infill Development OCP Policy.

Our lot is 1.05 Acres and we have lived on the property for over thirty years.

We would like to propose a one-third acre subdivision. This parcel size will serve to enhance tree preservation on both the proposed lot and the remaining property. We have included an Arborist report that identifies the existing trees that would be left on the proposed lot, as well as the remaining property.

A one-third acre lot will benefit the community by providing a more affordable and manageable property for seniors or first time buyers.

The proposal will leave the remaining lot with our existing home meeting all current setbacks. We attach a survey outlining the the proposed lot and the remaining lot setbacks. The "shed" identified on the lot survey south border is a moveable covered 3'x 8' firewood storage stand, which has now been moved south of the proposed property line.

This proposal also allows for both lots to retain the 20% retention requirement outlined in the tree cutting by-law, while maintaining the semi-rural character of the neighborhood. A subdivision larger than one third of an acre would not leave us enough property for a back yard, and would leave us with no trees at the rear of our home.

The proposed lot would have over 40 meters of frontage on Lancaster and will not require any expansion of public infrastructure. We understand driveway access can be developed at a later date when building permits are pursued.

The proposed lot has a minimal slope with native trees and natural ground cover. There are no environmentally sensitive areas on the lot. We have attached a geotechnical survey outlining slope and soil content, which is suitable for sewage disposal on all tested areas.

on

We agree to pay the CAC target, which we understand is \$150,000 payable approval of Rezoning.

Attached please find:

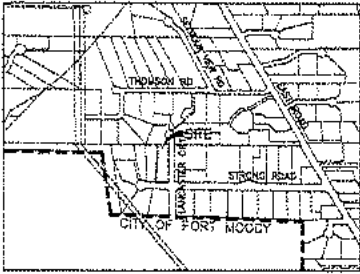
Development application requirements and checklist
Rezoning application
Subdivision application
State of Title Certificate
Landmark Engineering Site Plan
Tree Men Tree and Topographical Survey
Braun Geotechnical Ltd. Land Survey

Thank you for your consideration in this matter

William & Julie Prior

[REDACTED]

INFILL SUBDIVISION AT 231 STRONG ROAD, ANMORE, BC



SITE MAP
SCALE=1:7500

GENERAL NOTES:

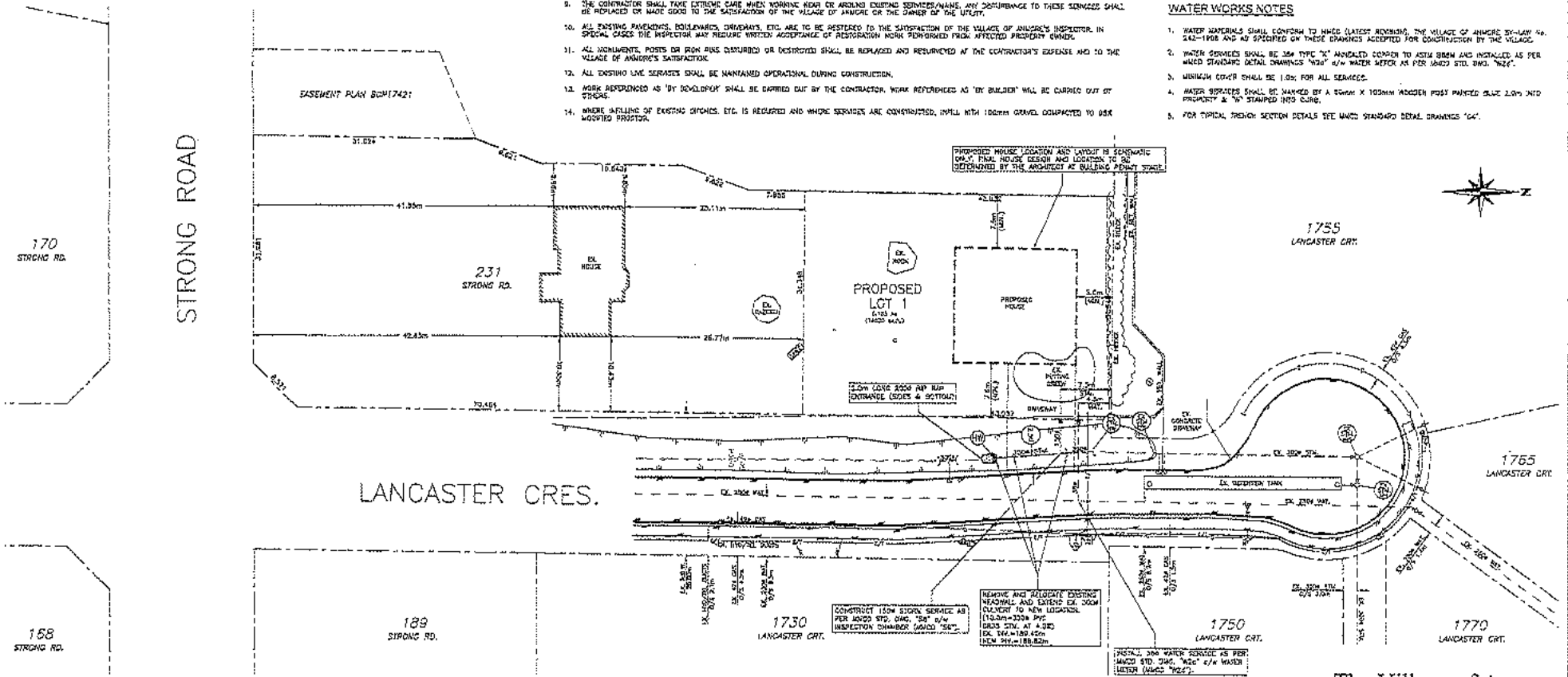
1. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH BYLAW OF ANMORE HEIGHTS & SERVICES BY-LAW WITH AMENDMENTS 242-1988, APPLICABLE CONTRACT DOCUMENTS AND ALL SPECIFICATIONS REFERENCED THEREIN AND LATEST MUNICIPAL CONSTRUCTION DOCUMENTS (LATEST EDITION).
2. THE CONTRACTOR SHALL MAINTAIN ONE COPY OF THE ABOVE DOCUMENTS AND SHALL ENSURE THAT ALL TRADES ARE THOROUGHLY FAMILIAR WITH THE APPLICABLE SECTIONS OF THESE DOCUMENTS.
3. ALL WORKS SHALL BE CONSTRUCTED TO THE SATISFACTION OF THE VILLAGE OF ANMORE ENGINEER OR HIS APPOINTED REPRESENTATIVE AND WITH THE NOTES AND DETAILS ON THESE DRAWINGS.
4. RESIDENTS DIRECTLY AFFECTED BY CONSTRUCTION OF THIS PROJECT SHALL BE GIVEN 48 HOURS WRITTEN NOTICE OF THE PROPOSED START OF CONSTRUCTION. IF CONSTRUCTION ENTERS PRIVATE PROPERTY, THE CONTRACTOR OR DEVELOPER'S AGENT WILL REQUIRE WRITTEN AUTHORIZATION FROM THE PRIVATE PROPERTY OWNERS.
5. THE CONTRACTOR SHALL ENSURE THAT ALL APPROVALS/PERMITS REQUIRED FOR THE PROPOSED WORKS HAVE BEEN OBTAINED FROM ALL AUTHORITIES AND AGENCIES PRIOR TO COMMENCEMENT OF WORK.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF WORK WITH THE VILLAGE OF ANMORE, B.C. POWER, TELUS, CABLE, AND PORTS BC.
7. THE LOCATION AND ELEVATION OF ALL EXISTING SERVICES ARE APPROXIMATE ONLY AND SHOULD BE CONFIRMED BY A PIPE LOCATOR OR MANUAL DIGGING PRIOR TO CONSTRUCTION. ANY DISCREPANCY OR CONFLICT SHOULD BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO PROCEEDING. WHERE THE POSSIBILITY OF CHANGE TO UNDERGROUND UTILITIES MAY BE CAUSED BY NEW CONSTRUCTION SHOWN ON THESE PLANS, SUCH UTILITIES SHALL BE EXPOSED, RELOCATED, OR REINSTALLED AS NECESSARY AT THE DEVELOPER'S EXPENSE UNDER DIRECTION OF THE PROJECT ENGINEER.
8. ALL DRAINAGE AREAS ARE SHOWN IN WHITE UNLESS NOTED OTHERWISE.
9. THE CONTRACTOR SHALL TAKE EXTREME CARE WHEN WORKING NEAR OR AROUND EXISTING SERVICES/WIRES. ANY DISTURBANCE TO THESE SERVICES SHALL BE REPLACED OR MADE GOOD TO THE SATISFACTION OF THE VILLAGE OF ANMORE OR THE OWNER OF THE UTILITY.
10. ALL EXISTING PAVEMENTS, BOULEVARDS, DRIVEWAYS, ETC. ARE TO BE RESTORED TO THE SATISFACTION OF THE VILLAGE OF ANMORE'S INSPECTOR. IN SPECIAL CASES THE INSPECTOR MAY REQUIRE WRITTEN ACCEPTANCE OF RESTORATION WORK PERFORMED FROM AFFECTED PROPERTY OWNER.
11. ALL SIGNMENTS, POSTS OR IRON PINS DISTURBED OR DESTROYED SHALL BE REPLACED AND REINSURED AT THE CONTRACTOR'S EXPENSE AND TO THE VILLAGE OF ANMORE'S SATISFACTION.
12. ALL EXISTING LIME SERVICES SHALL BE MAINTAINED OPERATIONAL DURING CONSTRUCTION.
13. WORK REFERENCED AS 'BY DEVELOPER' SHALL BE CARRIED OUT BY THE CONTRACTOR. WORK REFERENCED AS 'BY BUILDER' WILL BE CARRIED OUT BY TRADES.
14. WHERE INSTALLATION OF EXISTING SERVICES, ETC. IS REQUIRED AND WHERE SERVICES ARE CONVENTIONAL, INSTALL WITH 100MM GRAVEL COMPACTED TO DESK WORKED FINISH.

STORM SEWER NOTES

1. STORM SEWER MATERIALS SHALL CONFORM TO MINED (LATEST EDITION), THE VILLAGE OF ANMORE BY-LAW NO. 242-1988 AND AS SPECIFIED ON THESE DRAWINGS ACCEPTED FOR CONSTRUCTION BY THE VILLAGE.
2. FOR TYPICAL TRENCH SECTION SEE W/403 STD. DETAIL "04".
3. ALL STORM SEWER SERVICE CONNECTIONS ARE TO BE 150MM DIAMETER PIG DIPPED PIPE 45° W/ INSPECTION CHAMBER (W/403) AND INSTALLED AS PER W/403 STD. DETAIL "03".
4. STORM SERVICES SHALL BE LINED BY A 300MM X 100MM INCREASING POST PAINTED (W/403) 45° W/ PROPERTY LINED TO INVERT & 150 STAMPED INTO CURB.
5. MANUFACTURED Joints OR APPROVED ALTERNATIVE SHALL BE USED FOR ALL SERVICE CONNECTIONS TO STORM MAIN.
6. STORM SEWER MAINS SHALL BE 300MM PVC 0600 PIPE.
7. STORM SEWERS TO BE CONSTRUCTED WITH SLOPED JOINTS UNLESS OTHERWISE SPECIFIED ON THE DESIGN DRAWINGS.
8. FOR TYPICAL ROADWAY DETAILS SEE W/403 STD. DETAIL "02".

WATER WORKS NOTES

1. WATER MATERIALS SHALL CONFORM TO MINED (LATEST EDITION), THE VILLAGE OF ANMORE BY-LAW NO. 242-1988 AND AS SPECIFIED ON THESE DRAWINGS ACCEPTED FOR CONSTRUCTION BY THE VILLAGE.
2. WATER SERVICES SHALL BE 300MM TYPE "N" ANNEALED COPPER TO ASTM B88M AND INSTALLED AS PER MINED STANDARD DETAIL DRAWINGS "W20" 45° W/ WATER METER AS PER W/403 STD. DETAIL "02".
3. MINIMUM COVER SHALL BE 1.0M FOR ALL SERVICES.
4. WATER SERVICES SHALL BE LINED BY A 300MM X 100MM INCREASING POST PAINTED BLUE 150MM INTO PROPERTY & 75 STAMPED INTO CURB.
5. FOR TYPICAL TRENCH SECTION DETAILS SEE W/403 STANDARD DETAIL DRAWINGS "04".



<p>AGENCY: LANDMARK ENGINEERING & PLANNING LTD. 2226-3000 LINCOLN AVE., COQUITLAM, BC V3B 6M4 TELEPHONE 604-357-3541 FAX 604-357-3799</p>		<p>LEGEND: ALL EXISTING WORKS SHOWN IN RED / ALL PROPOSED WORKS SHOWN IN BLUE</p> <table style="font-size: small;"> <tr> <td></td> <td>WATER MAIN</td> <td></td> <td>STORM SEWER</td> <td></td> <td>GAS</td> </tr> <tr> <td></td> <td>SANITARY SEWER</td> <td></td> <td>FIRE HYDRANT</td> <td></td> <td>ELECTRIC</td> </tr> <tr> <td></td> <td>STREET LIGHT</td> <td></td> <td>FIRE HYDRANT CABINET</td> <td></td> <td>FIRE HYDRANT RISER</td> </tr> <tr> <td></td> <td>FIRE HYDRANT RISER</td> <td></td> <td>FIRE HYDRANT RISER</td> <td></td> <td>FIRE HYDRANT RISER</td> </tr> </table>		WATER MAIN		STORM SEWER		GAS		SANITARY SEWER		FIRE HYDRANT		ELECTRIC		STREET LIGHT		FIRE HYDRANT CABINET		FIRE HYDRANT RISER		FIRE HYDRANT RISER		FIRE HYDRANT RISER		FIRE HYDRANT RISER	<p>WILLIAM & JULIE PRIOR 231 STRONG ROAD ANMORE, BC V3B 6S3 4011 EK Drive Tel: 604-419-0741</p>	<p>REVISIONS</p> <table border="1" style="font-size: x-small;"> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	NO.	DATE	DESCRIPTION							<p>PROPOSED SECTION BASED ON G.P. PROBABLY SUPERSEDED BY SUBSEQUENT TO DATE (SCHEDULED) SURVEY P.C. 242-1988</p> <p>LEGAL REFERENCING PLAN OF A PORTION OF LOT 231 STRONG ROAD, ANMORE BC. P.C. 242-1988</p>	<p>DATE: 2019-09-06 SCALE: 1:500</p>	<p>KEY PLAN</p> <p>INFILL SUBDIVISION AT 231 STRONG ROAD S.S.N. 231 SHEET NO. 1 OF 1 DATE: SEPT. 6, 2019 REV. NO. 0</p>
	WATER MAIN		STORM SEWER		GAS																																			
	SANITARY SEWER		FIRE HYDRANT		ELECTRIC																																			
	STREET LIGHT		FIRE HYDRANT CABINET		FIRE HYDRANT RISER																																			
	FIRE HYDRANT RISER		FIRE HYDRANT RISER		FIRE HYDRANT RISER																																			
NO.	DATE	DESCRIPTION																																						



May 6, 2019

ABC TREE MEN

CERTIFIED ARBORIST REPORT

PROJECT LOCATION:

231 Strong Rd, Anmore

PREPARED FOR:

William & Julie Prior

PREPARED BY:

ABC Tree Men
8952 15th Ave, Burnaby B.C.

May 6, 2019

Francis R. Klimo
ISA Certified Arborist
ISA Certified Tree Risk Assessor
BC Wildlife Danger Tree Assessor

1.0 SCOPE OF WORK

ABC Tree Men was contracted by William & Julie Prior to conduct and prepare a Tree assessment, Tree management plan, and Arborist report for their proposed subdivision application located at 231 Strong Rd, Anmore. The objective of this report is to ensure the proposed subdivision application will be in compliance with the *Anmore Tree Management Bylaw No. 430, 2007* and *Best Management Practices*. We conducted our field inspections on May 6, 2019 at around 10:30am. Our scope of work was to identify all on/off-site as per the Topographical Survey, assess, document their condition, and recommend actions on removing or retaining the trees in question.

❖ 1.1 Limits of assignment

- Our investigation is based solely on visual inspection of the trees on May 6, 2019 and the analysis of photos taken and tree diagnosis gathered during the inspection.
- Our inspection was conducted from ground level. We did not conduct soil tests or below grade root examination to assess the condition of the root system of the trees.
- We conducted a level 2 assessment.
- Sunny, hot, spring day, no notable weather conditions.

❖ 1.2 Purpose and use of the report

- Meet municipal criteria for Arborist report submissions and to provide documentation pertaining to on/off-site trees to supplement the proposed subdivision application for 231 Strong Rd, Anmore.

2.0 SITE ANALYSIS

Currently on the property there is an existing house situated on a ^{40,000}14,000 (Approx.) square feet lot. The existing house will remain and the property will undergo a subdivision application for the northern portion of the property. Towards the future a plan would be to re develop the property to make way for a new single family dwelling.

A total of fifty (50) trees were observed and examined on and off site. The subject trees were located throughout the property and were primarily located towards the southern limits of the lot and surrounding the edges of the P/L and landscaped trail. The subject trees consisted of mature coniferous native species developing within close proximity of one another. Observing the site, the property is a corner lot bounded by Lancaster Ct and Strong Rd, residential properties to the west and north. The property is flat-lying without any significant grade differences.

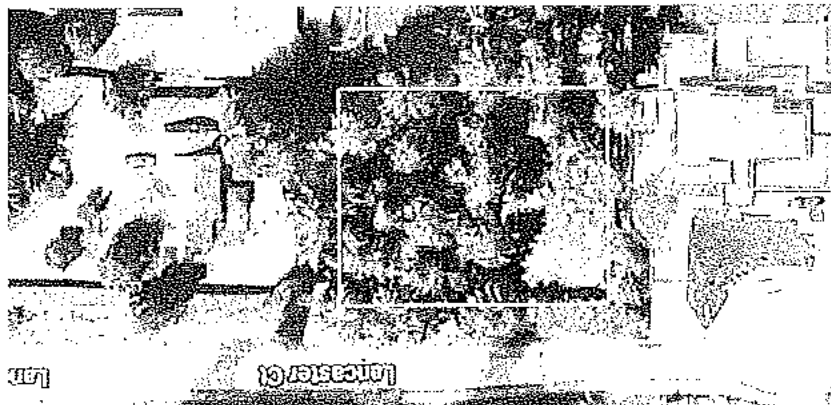


Figure 1. Location of subject site– 231 Strong Rd, Anmore



3.0 TREE ASSESSMENT PROCESS

Our tree inspection process is a systematic process for accurately identifying and cataloging trees. Using the site survey as a reference to their location and the proposed plans aiding in our suitability for retention assessment, we have produced accurate findings to our recommendations to ensure the use of proper tree protection during the construction phase and as applicable, prescribing tree removal recommendations. Our assessment of the on-site and off-site trees consists of gathering and documenting sizes (*DBH, Height, and Crown spread*), condition, species, location, growth form, and other site factors. The data collected will be documented into the inventory and will also aid in the selection for retention and or removal of the subject trees. In addition, accurate tree preservation measures could be implemented for the optimal retention and protection of trees throughout the duration of construction and up to the completion of the project.

- **3.1 Health and structure rating**

Basic Definition of general overall tree health, broken into five (5) defined categories with their corresponding suitability for retention split into three (3) categories:

- **Good** - A healthy, vigorous tree, reasonably free of disease, with good structure and form typical of the species. *Suitable for retention.*
- **Fair to good** - Tree is growing well for its species. No overt or identifiable significant defects, and is well suited for retention. *Suitable for retention.*
- **Fair** - Subject tree that has an average vigour for its species. Small amount of twig dieback, minor structural defects that could be corrected. *Marginal for retention.*
- **Fair to poor** - A tree with moderate to poor vigor, moderate twig and small branch dieback, thinning of crown, poor leaf color, moderate structural defects that may affect its survival considering construction impacts. *Marginal for retention.*
- **Poor** - A tree in decline, epicormics growth, extensive dieback of medium to large branches, significant structural defects that cannot be abated. And a tree in severe decline, dieback of scaffold branches and or trunk, mostly epicormic growth; extensive structural defects that cannot be abated. *Unsuitable for retention*

4.0 SUMMARY OF FINDINGS

On May 6, 2019, ABC Tree Men conducted a site visit and visual inspection. A total of fifty-six (56) trees have been identified on/off-site.

- Seven (7) trees were observed off-site on the neighboring property,
- Five (5) trees were observed off-site on parks property,
- Forty-four (44) trees were observed on-site,

We observed four (4) types of species located on/off-site: Western redcedar, Silver birch, Western hemlock, and Douglas fir.

DBH varies from 18cm to 60cm for trees off-site and 14cm to 75cm for trees identified on-site.

Of the fifty-six (56) trees identified, the forty-four (44) on/off-site trees will be retained using tree protection measures and the twelve (12) on/off-site trees are located directly within construction zones with high disturbances requirements and have been selected for removal.



5.0 SUMMARY OF TREE PRESERVATION BY TREE SPECIES:

Tree Species	Existing	Remove	Retain
Alder and Cottonwood Trees			
Alder			
Cottonwood			
Deciduous Trees (excluding Alder and Cottonwood Trees)			
Silver birch	3	3	
Coniferous Trees			
Douglas fir	16	2	14
Western Red Cedar	9		9
Western hemlock	28	7	21
Condition			
Unsuitable	12	12	
Marginal	31		31
Suitable	13		13
Total	56	12	44

6.0 TREE RETENTION / REMOVAL RECOMMENDATIONS

A total of fifty-six (56) trees have been found on/off-site. As the proposed plans have yet to be planned, the retention / removal recommendations are based on the subject trees current health and a complete Tree Management Plan would be included when the final plans are completed.

Based on the factors that include the pre-existing condition of the subject trees as detailed in the general observations, tree inventory, and overall health, trees are proposed to be treated a follows.

❖ **Tree retention**

Pursuant to the *Anmore Tree Management Bylaw No. 430, 2007* the following trees are recommended for retention as detailed in the report and tree recommendations. Information regarding specific recommendations can be found in the *Tree retention plan recommendations above and section 10.0 Tree Protection barriers*.

- On-site Trees #1-117, 2-118, 3-119, 4-120, 5-121, 6-122, 7-123, 11-127, 12-128, 13-129, 14-130, 15-131, 16-132, 17-133, 19-135, 20-136, 21-137, 22-138, 29-145, 30-146, 31-150, 32-095, 33-094, 34-093, 35-092, 36-091, 37-090, 38-088, 40-085, 41-078, 43-080, 44-087, 45-077, 46-076, 47-081, 48-082, 49-083, 50-084, 51-147, 52-148, 53-149, 54-097, 55-096, and 56-089 will be retained with tree protection measures implemented. The retention recommendations are based on the subject trees current health and a complete Tree Management Plan would be included when the final plans are completed.



May 6, 2019

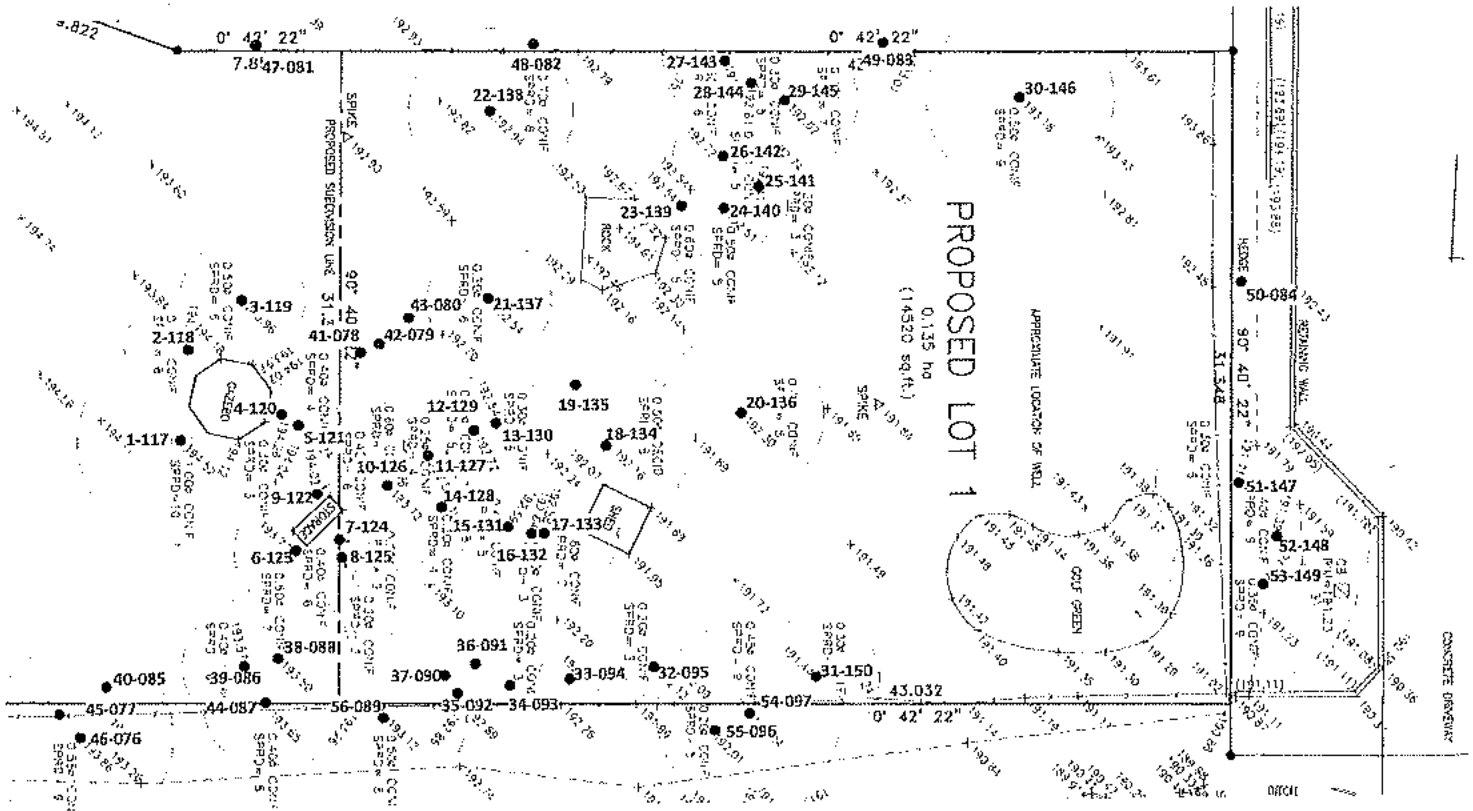
❖ **Tree removal**

Pursuant to the *Anmore Tree Management Bylaw No. 430, 2007* the following trees are recommended for removal as per the following sections or as detailed in the report.

- On-site trees #8-124, 9-125, 10-126, 18-134, 23-139, 24-140, 25-141, 26-142, 27-143, 28-144, 39-086, and 42-079 are recommended for removal as they are unsuitable for retention due to their poor overall health and observable defects.



7.0 SITE MAP



231 Strong Rd, Anmore



May 6, 2019

8.0 TREE INVENTORY

Table 1												
ABC Tree Men												
May 6, 2019												
231 Strong Rd, Anmore												
ID#	Surveyed Y/N	On-site / Off-site	Common name	Botanical name	DBH (cm)	LCR (%)	Canopy (Dia M.)	Condition	Comments	Retention Suitability	Retain / Remove	TPZ (m)
1-117	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	73	30	5	Co dominant with a deeply imbedded junction. Minor reaction wood. Fair condition.		Suitable	Retain	4.4
2-118	Yes	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	66	35	4	Single stemmed. Few overextended limbs. Crown developing towards the south. Fair to good condition.		Suitable	Retain	4.0
3-119	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	46	25	6	Single stemmed. Slight lean of the structure away from tree #118. No other major defects and or signs of stress. Fair to good in condition.		Suitable	Retain	2.8
4-120	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	33	30	2	Single stemmed growth form. Sheltered from larger trees. Limited crown development. Fair condition.		Marginal	Retain	2.0
5-121	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	32	20	3	Single stemmed growth form. Sheltered from larger trees. Limited crown development. Fair condition.		Marginal	Retain	2.0
6-123	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	27/14	30	1	Competing stem examined from the base. Main trunk has a single stemmed growth. Crown development towards the south. Fair condition.		Marginal	Retain	2.5
7-124	Yes	On-site	Silver birch	<i>Betula pendula</i>	22	N/A	N/A	Multiple tops. Subject tree is dead.		Unsuitable	Remove	1.4
8-125	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	18	10	2	Severe decline with no major crown development. Poor condition.		Unsuitable	Remove	1.2
9-122	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	42	40	2	Single stemmed form with a low live crown ratio. Dead lower limbs due to lack of sunlight. Fair condition.		Marginal	Retain	2.6
10-126	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	55	30	5	Portion of the top is dead. Large trunk wound wrapping around its mid trunk. Single stemmed growth form. Fair to poor in condition.		Unsuitable	Remove	3.3
11-127	Yes	On-site	Western redcedar	<i>Thuja plicata</i>	20	20	4	Low live crown ratio. Single stemmed growth form. Fair condition.		Marginal	Retain	1.2
12-128	Yes	On-site	Western redcedar	<i>Thuja plicata</i>	26	30	4	Rapid growth of the tree examined due to large trees sheltering. Fair condition.		Marginal	Retain	1.6



May 6, 2019

ID#	Surveyed Y/N	On-site / Off-site	Common name	Botanical name	D8H (cm)	LCR (%)	Canopy (Dia M.)	Condition	Comments	Retention Suitability	Retain / Remove	TPZ (m)
13-129	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	31	25	5	Low live crown ratio. A portion of the crown appears to have dieback. Dead lower limbs examined. Fair to poor in condition.		Marginal	Retain	1.9
14-130	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	35	40	4	Low live crown ratio. Top structure of tree has a phototropic growth. Dead lower limbs examined. Fair to poor in condition.		Marginal	Retain	2.1
15-131	Yes	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	41	25	4	Single stemmed growth form. Low live crown ratio. Dead lower limbs. Fair condition.		Marginal	Retain	2.5
16-132	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	14	10	2	Small diameter tree. Situated against the base of tree #133. Fair condition.		Marginal	Retain	1.2
17-133	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	55	40	6	Single stemmed growth form with the majority of its crown developing towards the north. Slight basal lean towards the east. No other major defects and or signs of stress. Fair to good in condition.		Marginal	Retain	3.3
18-134	Yes	On-site	Silver birch	<i>Betula pendula</i>	39	25	7	Significant decline. No major crown development. Multiple conks observed within its structure. Poor overall growth form. Poor condition.		Unsuitable	Remove	2.4
19-135	No	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	63	40	6	Trunk wound examined at around 13m. Single stemmed growth form. Overextended limbs examined. Low live crown ratio. Fair condition.		Marginal	Retain	3.8
20-136	Yes	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	63	40	11	Good overall structure and growth form. No observable suppression from neighbouring trees. Few overextended limbs and dead limbs towards the south. Fair to good in condition.		Suitable	Retain	3.8
21-137	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	29	35	5	Single stemmed growth form. Few dead limbs examined. Crown developing towards the west. Fair condition.		Marginal	Retain	1.8
22-138	Yes	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	75	40	9	Single stemmed growth form. Optimal growth of the crown free of suppression. Crown appears to be healthy. Fair to good in condition.		Marginal	Retain	4.5
23-139	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	55	35	5	Dieback of the crown examined. Few dead limbs observed. Crown appears to be stressed. Poor condition.		Unsuitable	Remove	3.3
24-140	Yes	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	44	40	4	Single stemmed growth form. Development of the crown towards the north east due to phototropics. Fair condition.		Unsuitable	Remove	2.7

7 | Page

231. Strong Rd, Anmore



May 6, 2019

ID#	Surveyed Y/N	On-site / Off-site	Common name	Botanical name	DBH (cm)	LCR (%)	Canopy (Dia M.)	Condition	Comments	Retention Suitability	Retain / Remove	TPZ (m)
25-141	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	18	30	2	Smaller diameter tree. Lower crown appears to be dying due to the lack of sunlight. Fair condition.		Unsuitable	Remove	1.2
26-142	Yes	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	47	35	7	Split top at around 13m. Several trunk wounds examined. Fair to poor condition.		Unsuitable	Remove	2.9
27-143	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	52	35	6	Single stemmed growth form. Dieback examined throughout its crown. Appears to be stressed. Fair to poor condition.		Unsuitable	Remove	3.2
28-144	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	33	15	5	Suppressed growth form. Extensive dieback and sparseness observed. Poor condition.		Unsuitable	Remove	2.0
29-145	Yes	On-site	Western redcedar	<i>Thuja plicata</i>	45	60	7	Basal lean towards the east examined. Single stemmed growth form. High live crown ratio. No major defects and or signs of stress. Fair to good condition.		Marginal	Retain	2.7
30-146	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	50	45	11	Single stemmed growth form with a high live crown ratio. Portion of the lower crown appears to even developing towards the east. Crown appears to be healthy. Fair to good condition.		Suitable	Retain	3.0
31-150	Yes	On-site	Western redcedar	<i>Thuja plicata</i>	34	90	5	Developing within the lower crown of tree #097. Single stemmed growth form with a high live crown ratio. Slight basal lean away from tree #97 observed. Fair to good condition.		Suitable	Retain	2.1
32-095	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	23	40	3	Smaller diameter tree. No early defects and or signs of stress. Fair to good condition.		Marginal	Retain	1.4
33-094	Yes	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	22	35	3	Smaller diameter tree. No early defects and or signs of stress. Fair to good condition.		Marginal	Retain	1.4
34-093	No	On-site	Douglas fir	<i>Pseudotsuga menziesii</i>	25	35	3	Low live crown ratio with a single stemmed growth form. Crown appears to be sparse with its growth developing towards the east. Fair condition.		Marginal	Retain	1.5
35-092	No	On-site	Western hemlock	<i>Tsuga heterophylla</i>	21	45	2	Suppressed growth form due to sheltering from other larger trees. Fair to poor in condition.		Marginal	Retain	1.3
36-091	No	On-site	Western hemlock	<i>Tsuga heterophylla</i>	35	30	3	Top of the crown appears to be sparse with dieback. Dead limbs examined within its crown. Poor condition.		Marginal	Retain	2.1
37-090	No	On-site	Western hemlock	<i>Tsuga heterophylla</i>	40	30	4	Large tree with a single stemmed growth form. Phototropic influenced development of the crown. Fair condition.		Marginal	Retain	2.4

8 { . . . }

231 Strong Rd, Anmore



May 6, 2019

ID#	Surveyed Y/N	On-site / Off-site	Common name	Botanical name	DBH (cm)	LCR (%)	Canopy (Dia M.)	Condition	Comments	Retention Suitability	Retain / Remove	TPZ (m)
38-088	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	56	40	5	Slight sparseness of the crown examined. Dead limbs examined within the crown. Fair condition.		Marginal	Retain	3.4
39-086	Yes	On-site	Western hemlock	<i>Tsuga heterophylla</i>	44	N/A	N/A	Co dominant from its base with a poor union. Subject tree is dead.		Unsuitable	Remove	2.7
40-085	No	On-site	Western redcedar	<i>Thuja plicata</i>	40	80	6	Single stemmed growth form. The top of the crown appears to be developing within the lower crown of tree#84. Fair to good in condition.		Suitable	Retain	2.4
41-078	No	On-site	Western redcedar	<i>Thuja plicata</i>	27	50	2	Small diameter tree with a suppressed growth form. Fair condition.		Marginal	Retain	1.7
42-079	No	On-site	Silver birch	<i>Betula pendula</i>	30	N/A	N/A	Multiple conks situated on its structure. Subject tree is dead.		Unsuitable	Remove	1.8
43-080	No	On-site	Western hemlock	<i>Tsuga heterophylla</i>	18	60	2	Single stemmed growth form. Dead lower limbs due to the lack of sunlight. Top of the crown appears to be healthy. Fair condition.		Marginal	Retain	1.2
44-087	Yes	Shared	Douglas fir	<i>Pseudotsuga menziesii</i>	44	60	6	Single stemmed growth form. Dead lower limbs due to the lack of sunlight. Top of the crown appears to be healthy. Fair condition.		Marginal	Retain	2.7
45-077	No	Off-site	Western redcedar	<i>Thuja plicata</i>	26	60	2	Smaller tree situated within close proximity to tree#076. Phototropic growth of its secure and crown observed. Fair condition.		Marginal	Retain	1.6
46-076	Yes	Off-site	Douglas fir	<i>Pseudotsuga menziesii</i>	56	50	3	Single stemmed growth form. No major defects and or signs of stress. Fair to good condition.		Suitable	Retain	3.4
47-081	No	Off-site	Douglas fir	<i>Pseudotsuga menziesii</i>	60	40	8	Single stemmed growth form. No major defects and or signs of stress. Fair to good condition.		Suitable	Retain	3.6
48-082	No	Off-site	Douglas fir	<i>Pseudotsuga menziesii</i>	45	40	7	Low live crown ratio with a single stemmed growth form. Few limbs have failed as observed by jagged wounds. Fair condition.		Marginal	Retain	2.7
49-083	No	Off-site	Douglas fir	<i>Pseudotsuga menziesii</i>	60	60	8	Crown appears to be developing without any major defects. Single stemmed growth form. Moderate to high live crown ratio. Fair to good condition.		Suitable	Retain	3.6
50-084	No	Off-site	Western redcedar	<i>Thuja plicata</i>	25	70	4	Younger tree. Good overall growth for and structure. No major defects and or signs of stress. Fair to good condition.		Suitable	Retain	1.5
51-147	Yes	Off-site	Douglas fir	<i>Pseudotsuga menziesii</i>	32	70	5	High live crown ratio. Single stemmed and with a good overall growth form. Fair to good condition.		Suitable	Retain	2.0

9 | Page

231 Strong Rd, Anmore



May 6, 2019

ID#	Surveyed Y/N	On-site / Off-site	Common name	Botanical name	DBH (cm)	LCR (%)	Canopy (Dia M.)	Condition	Comments	Retention Suitability	Retain / Remove	TPZ (m)
52-148	Yes	Off-site	Western redcedar	<i>Thuja plicata</i>	39	50	5	Basal lean towards the north due to phototropics. No major crown development towards its lower trunk. Fair condition.		Marginal	Retain	2.4
53-149	Yes	Off-site	Douglas fir	<i>Pseudotsuga menziesii</i>	35	65	5	Co dominant at around 11m. A moderate to poor union was observed. Lower crown developing towards the east. Fair condition.		Marginal	Retain	2.1
54-097	Yes	Off-site	Western hemlock	<i>Tsuga heterophylla</i>	18	70	3	Single stemmed growth form. Crown is developing free of suppression. Good overall growth form and structure. Fair to good condition.		Suitable	Retain	1.2
55-096	Yes	Off-site	Western hemlock	<i>Tsuga heterophylla</i>	21	35	4	Developing within the lower crown of tree#97. Slight dieback and suppression from the crown was observed. Fair condition.		Marginal	Retain	1.3
56-089	Yes	Off-site	Western hemlock	<i>Tsuga heterophylla</i>	57	45	6	Sparseness of the top of the crown examined. Single stemmed growth form. Fair condition.		Marginal	Retain	3.5

231 Strong Rd, Anmore

10 | Page

9.0 GENERAL OBSERVATIONS, RECOMMENDATIONS AND PHOTOS



Photo 1 – On-site trees #1 -117 to #15 -131

Species: Western redcedar (*Thuja plicata*), Western hemlock (*Tsuga heterophylla*), Douglas fir (*Pseudotsuga menziesii*)

Tree#: 1 -117 to 15 -131

Observations: The forested section begins around the existing gazebo situated along the proposed subdivision line. In this densely populated section, Douglas firs with an average DBH ranging from 22cm to 73cm was examined with an overall height ranging between 7m to 30m. A crown spread of about 2m to 8m was measured.

The subject trees have developed and shaped in relation to the proximity of one another developing low live crown ratios and or limited crown growth. Observing their overall structure, all of them appeared to be single stemmed with a few having split tops and or being co dominant at varying heights from the ground. Overall, the subject trees situated alongside the existing gazebo ranges in fair to good condition and a few trees that are situated within the group range being in poor to fair condition.

On-site trees towards the north west discussion



Photo 2 - Facing towards trees #24-140 to #30-146

Species: Western redcedar (*Thuja plicata*), Western hemlock (*Tsuga heterophylla*), Douglas fir (*Pseudotsuga menziesii*)

Tree#: 24-140 to 30-146

Observations: The majority of forested stand growing in stand is dominated by mainly coniferous species with an average DBH ranging from 18cm to 65cm. Stands of this nature grow together, competing for resources and put most of their energy into vertical growth to compete for available sunlight. Trees in these stands often have high height to diameter ratios and rely upon the stand as a whole to withstand oncoming winds. The common live crown ratios in these types of stands are roughly 0.2 to 0.4. These trees have not grown the type of wood structure or rooting system to withstand oncoming winds individually.

A couple of the hemlocks are showing sparseness in the upper canopy and a poor overall vigor was examined. Dieback is a condition in which branches in the tree crown die from the tips toward the centre and was examined on a few of the subject trees. Due to the extent of their overall health, these trees appear to be in decline.

On-site trees #18-134 - #42-079 discussion



Photo 3 - Facing towards tree #18-134



Photo 4 - Facing towards tree #42-079

Species: Silver birch (*Betula pendula*)

Tree#: 18-134, 42-079

Observations: Observing trees #18-134 and #42-079, their overall structures compromised of decaying stems and both trees appeared to be dead. Within its lower trunk area, a large open wound with observable inner deadwood was identified inside. The wound may have been caused by mechanical, animal, and or insect damages and are potential points of entry for organisms.

As depicted in photo four, multiple fruiting bodies of Birch polypore can be observed around the lower trunk area of tree #42-079 and upper structure of tree #18-134. Conks are an indicator of decay within a tree and as multiple bodies were identified, internal decay is presumably extensive and the subject trees have a higher chance of failure and overall risk.

Trees along Lancaster Court



Photo 5 - Facing towards trees # 31-150 to #40-085

Species: Western redcedar (*Thuja plicata*), Western hemlock (*Tsuga heterophylla*), Douglas fir (*Pseudotsuga menziesii*)

Tree#: 31-150 to 40-085

Observations: The majority of forested stand growing in Stand is dominated by mainly coniferous species with an average DBH ranging from 50cm to 87cm. Stands of this nature grow together, competing for resources and put most of their energy into vertical growth to compete for available sunlight. Trees in these stands often have high height to diameter ratios and rely upon the stand as a whole to withstand oncoming winds. The common live crown ratios in these types of stands are roughly 0.3 to 0.5. These trees have not grown the type of wood structure or rooting system to withstand oncoming winds individually.



Wood Decay in Western hemlocks can be generally split into two types: white rot and brown rot. Brown rots darkly stain the wood, which eventually degrades into a brittle, cube-like structure. White rot cause lighter staining and the wood eventually become spongy and stringy. Other characteristics of potential tree decay and or stress can be examined in its roots. Roots disease in young trees as related to this site will die more quickly as compared to older ones. *Arceuthobium tsugense*, *Armillaria ostoyae*, and *Chondrostereum purpureum* are all common types of tree decay and diseases prevalent in B.C. A few of the Hemlocks have been removed from the site due to their overall health. It is common that the same species in the same areas may have the same type of symptoms of decay.

WINDTHROW DISCUSSION

Our main concern when removing the subject trees is the result of neighboring trees to blow over due to the changes in wind patterns, exposure, and roots system overlap. When examining the site, neighboring trees, root structure, and foliage it is unforeseeable to see neighboring trees affected by the strong winds. This applies to all stands on this property.

Usually cases of blown over trees can be identified by the excessive removal of interior part of a forest or woody area as the structural strength may differ from the trees along the edge and or from open-grown trees. Below are the 3 main categories when evaluating exposure:

- Protected (*least exposure*)
- Partially (*some wind exposure*)
- Fully exposed (*maximum exposure to wind*)

Most of these trees have not been fully exposed to winds from the north, east, south, and have been growing in this type of area since juvenile. A few of the trees that are in decline are recommended for removal and would not drastically affect the remaining trees.

9.0 TREE REPLACEMENT PLAN

Outlined in the *Anmore Tree Management Bylaw No. 430, 2007* replacement trees will be needed to be planted for every protected tree being removed depending on lot size. According to the bylaw a replacement of three (3) trees will be needed based on one (1) tree being removed. A total of thirty-six (36) trees will be required to be planted on-site as twelve (12) bylaw sized trees will be removed. Any of the trees outlined in the table below could be planted as long as the measurements requirements are in place.

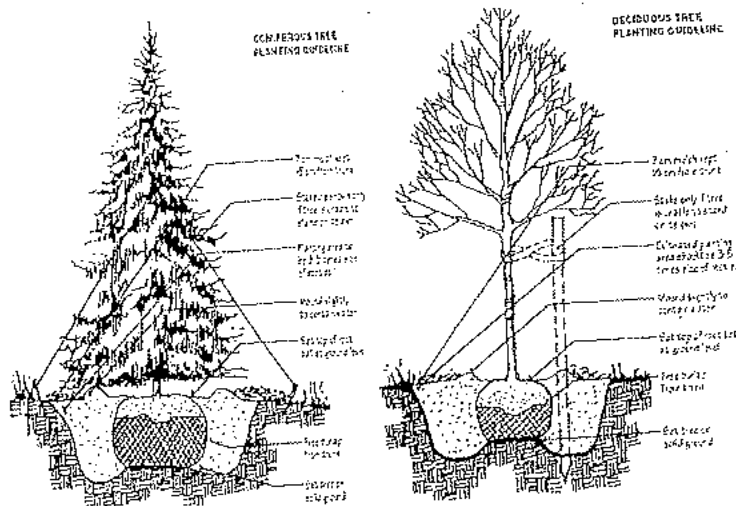
It is important to locate your new plantings in accordance with the species' growing habits or tendencies. It is crucial to avoid planting your trees alongside buildings in which root ingress into drainage systems can occur and this can result in costly remedial work, also it is good practice not to plant your tall growing trees under power lines or utility lines as this can lead to pruning that may grossly adulterate the overall form or shape of the tree. Planting trees in the right location is the key to sustaining a balanced urban forest.

The proposed replacement trees will need to be a minimum 6cm in caliper size (*trunk width measured at 15 centimetres above the ground*) or 3.5 metres height at the time of planting. At least one metre away

from any site boundary, any accessory building or any other structure on or adjacent to the site that may adversely affect the tree, and at least 3.0 metres away from any principle building, and; at least 2.5 metres away from any other tree on or adjacent to the site.

Tree replacement plan		
Planting(s) should be scheduled for the late winter/ early spring or early fall		
Quantity	Name	Species
7	Nootka spruce	<i>Cupressus nootkatensis</i>
7	Amur Maple	<i>Acer ginnala</i>
7	Flowering dogwood	<i>Cornus florida</i>
7	False cypress	<i>Chamaecyparis</i>
8	Norway spruce	<i>Picea abies</i>

Please see map for location Note: Planting cannot be within 3 meters of another significant tree



9.1 TREE REPLACEMENT PLAN RECOMMENDATIONS

Based on the factors that include the existing condition of the trees as detailed in the tree inventory list, the general observations as noted above, and our recommendations, trees are proposed to be treated as follows.

- **Planting techniques:** Ideally when digging a planting hole it should be at least two to three times the width of the root ball at the base. If the root ball is burlaped remove the top and upper side portions. In very compacted clay landscape soils, widening the planting hole to five times the width of the soil ball will be recommended. If the sides of the planting hole are glazed breaking up the surface would be beneficial. When backfilling use the same soil that was removed from the planting hole.
- **Water demands:** Proper watering is the key to survival of newly planted trees. If water is excessively soaked into the planting hole it displaces soil oxygen and results in transplant death. Watering should be done as follows, after backfilling water to moisten the soil to 1 foot deep. This amount of water is 1 to 1.5 inches on a light, sand soil and 2 to 2.5 inches on a heavy, clay soil. Water should be gently soaked into the root ball.



- **Fertilizing:** Fertilizing is neither recommended nor necessary since the root system of a newly planted tree is limited. If fertilizer is used a slow release nitrogen fertilizer is suggested.
- **Mulching:** One of the simplest and least expensive things that can be done to help trees survive there new location would be to apply 2 to 4 inches of organic mulch. The radius in which to spread the mulch would depend on the trees size. For example a tree with a caliper of 1 to 2 inches a circle of mulch of at least 6 feet would be recommended. It is crucial to not to place mulch against the stem of the tree as this will increase the chance of bacterial and fungal infections.
- **Tree stabilization:** Tree stabilizing of newly planted trees is not always necessary. Usually it can have a negative effect on trunk taper and produce less roots for anchorage. Tree stabilization could be used on trees that do need support and on windy sites. A common method is to use two stakes and attach a material that is smooth non-abrasive and somewhat elastic as low along the trunk as is practical while still providing necessary support.

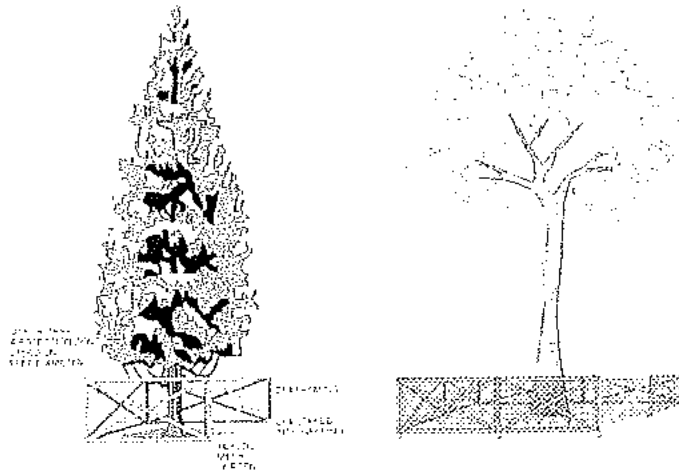
10.0 TREE PROTECTION BARRIER

Tree protection barrier summary			
Tree number (species)	Minimum tree protection barrier Radial span (m)	Tree number (species)	Minimum tree protection barrier Radial span (m)
1-117	4.4	33-094	1.4
2-118	4.0	34-093	1.5
3-119	2.8	35-092	1.3
4-120	2.0	36-091	2.1
5-121	2.0	37-090	2.4
6-122	2.6	38-088	3.4
7-123	2.5	40-085	2.4
11-127	1.2	41-078	1.7
12-128	1.6	43-080	1.2
13-129	1.9	44-087	2.7
14-130	2.1	45-077	1.6
15-131	2.5	46-076	3.4
16-132	1.2	47-081	3.6
17-133	3.3	48-082	2.7
19-135	3.8	49-083	3.6
20-136	3.8	50-084	1.5
21-137	1.8	51-147	2.0
22-138	4.5	52-148	2.4
29-145	2.7	53-149	2.1
30-146	3.0	54-097	1.2
31-150	2.1	55-096	1.3
32-095	1.4	56-089	3.5

- As the proposed plans have yet to be planned, the removal recommendations that are noted * are preliminary and are based on the proposed designs and setbacks



All trees identified above will require tree protection barriers to protect and prevent the tree trunk, branches and roots being damaged by any construction activities/operations. Prior to any construction activity on site, tree protection fences must be constructed at the specified distance from the tree trunks. The protection barrier or temporary fencing must be at least 1.2 m in height and constructed of 2 by 4 lumber with orange plastic mesh screening. Structure must be sturdy with vertical posts driven firmly into the ground. This must be constructed prior to excavation or construction and remain intact throughout the entire period of construction. Further standards for fencing construction can be found at: *Anmore Tree Management Bylaw No. 430, 2007.*



11.0 CONCLUSIONS

Based on our findings, a total of fifty-six (56) trees have been identified off/on-site. A total of forty-four (44) trees will be retained and twelve (12) trees will be removed as they are a poor candidate for retention.

Thank you for choosing ABC Tree Men. Any further questions can be forwarded to Francis Klimo at (604)358-5562

Regards,

Francis Klimo

Francis R. Klimo
ISA Certified Arborist #PN-8149A
ISA Certified Tree Risk Assessor (TRAQ)
BC Wildlife Danger Tree Assessor #7193



May 6, 2019

VILLAGE OF ANMORE

BYLAW NO. 612-2019

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. 612-2019".
- 2) That Village of Anmore Zoning Bylaw No. 568- 2017 be amended by replacing 9.1.2 with the text included in Schedule A which forms part of this bylaw.
- 3) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule 'A' Zoning Map be amended to change the zoning for 231 Strong Road from Residential 1 to Residential 1 (a).

READ a first time the _____ day of _____, 2019

READ a second time the _____ day of _____, 2019

PUBLIC HEARING HELD the _____ day of _____, 2019

READ a third time the _____ day of, _____ 2019

ADOPTED the _____ day of, _____ 2019

MAYOR

MANAGER OF CORPORATE SERVICES

Schedule A

9.1.2 PERMITTED USES AND MINIMUM PARCEL SIZE

Permitted Uses	Minimum Parcel Size
One-Family Dwelling	4,047 m ²
Home Occupation	n/a
Bed and Breakfast	n/a
Boarding	n/a
Secondary Suite /Coach House	n/a
Urban Agriculture	n/a

For parcels zoned Residential 1 (a) the minimum parcel size is 1348m² and any plan of subdivision cannot exceed a gross density of 2.04 parcels/acre



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 7, 2019 3360-20/19
Submitted by: Jason Smith, Manager of Development Services
Subject: Zoning Bylaw Update – Final Readings and Adoption

Purpose / Introduction

The purpose of this report is to provide Council an opportunity to adopt Village of Anmore Zoning Bylaw Amendment Bylaw 600-2019, which is meant to address implementation issues and clarify the intent of the Village's Zoning Bylaw

Recommended Options

That Council give third reading and adopt Village of Anmore Zoning Bylaw Amendment Bylaw 600-2019; and

Background

Village staff are committed to keeping the zoning bylaw current and undertake regular updates in order to clarify issues and improve implementation. Several issues with the zoning bylaw have been identified since the last time this exercise was undertaken in February 2018.

The proposed changes to the zoning bylaw were originally brought to Council at its September 3, 2019 meeting in a staff report (Attachment 1) and Council chose to refer the changes to the Advisory Planning Commission (APC).

The APC reviewed the proposed changes at its meeting of September 9, 2019 and advised Council that they supported the proposed changes.

Council gave initial readings to Village of Anmore Zoning Bylaw Amendment Bylaw 600-2019 (Attachment 2) at its September 17, 2019 meeting and directed staff to hold a public hearing on the proposed bylaw.

Report/Recommendation to Council

Zoning Bylaw Update – Final Readings and Adoption

November 7, 2019

A Public Hearing was held October 15, 2019. No correspondence was received in advance and three citizens spoke in opposition to the proposed bylaw. The minutes of the public hearing are included with this report (Attachment 3)

Discussion

Several issues were raised by citizens at the public hearing and staff would like to offer the following information in response:

1. Size of Coach Houses

The notion that the proposed bylaw was decreasing or limiting the size of coach houses was raised. The bylaw proposes no changes to the permitted size of coach houses and the changes related to coach houses reflect clarifications to how staff currently implement the zoning bylaw regulations related to coach house size.

There seemed to be some confusion and concern about the size of coach houses permitted under the previous zoning bylaw and the current zoning bylaw. This was an issue discussed in the development of the current zoning bylaw throughout 2017 in the lead up to the adoption of the current zoning bylaw in October 2017 but was not the subject of the proposed changes in the amendments being considered as part of this bylaw amendment process.

2. Inclusion of below grade floor area in principal dwellings

There are no changes being proposed to how below grade floor area is calculated for principal dwellings – it applies to most zones in the Village and staff recommend no changes to this.

3. Screening for Construction and Large Vehicles

The intent of the Zoning Bylaw is to ensure that these types of vehicles are not parked in yards that face on to public roads and if they are permitted that they be adequately screened to mitigate the visual impact. The proposed change brings that same intent to a series of properties, which because they double fronted a public road, did not follow the intent of the Zoning Bylaw – the proposed changes are meant to bring consistency to all properties in the Village.

Report/Recommendation to Council

Zoning Bylaw Update – Final Readings and Adoption

November 7, 2019

Other Options

The following options are provided for Council's consideration:

1. That Council give third reading and adopt Village of Anmore Zoning Bylaw Amendment Bylaw 600-2019; and

Or

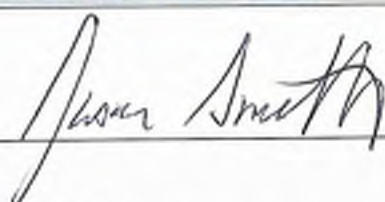

2. That Council advise staff of any changes to be made to Village of Anmore Zoning Bylaw Amendment Bylaw 600-2019.

Financial Implications

There are no financial implications for any of the options presented in this report.

Attachments:

1. Staff report from dated August 30, 2019 and titled "Update to the Zoning Bylaw"
2. Village of Anmore Zoning Bylaw Amendment Bylaw 600-2019
3. Minutes of the October 15, 2019 Public Hearing

Prepared by:
 _____ Jason Smith Manager of Development Services
Reviewed for Form and Content / Approved for Submission to Council:
Chief Administrative Officer's Comment/Concurrence  _____ Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: August 30, 2019
Submitted by: Jason Smith, Manager of Development Services
Subject: Updates to the Zoning Bylaw

Purpose / Introduction

The purpose of this report is to propose several improvements to the Zoning Bylaw that would help clarify the intent of the bylaw and address implementation challenges.

Recommended Options

That Council refer the proposed changes in the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 to the Advisory Planning Commission for comment.

Background

The Zoning Bylaw was adopted in October 2017 and introduced many new regulations pertaining to land use. As staff have worked with the Zoning Bylaw, opportunities to improve and clarify the Zoning Bylaw have been identified.

Staff are committed to improving the Zoning Bylaw and this amendment represents the second time that staff have brought forward amendments to the bylaw that improve it. The first time was in early 2018.

Discussion

There are a series of minor amendments being proposed through the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 (**Attachment 1**). An explanation of the changes being proposed are outlined below.

1. Siting Exceptions –Projections

Section 5.8.1 allows for projections off a building to project into a required setback up to 1.22m. Staff are proposing to add the requirement that a 1.2m setback from the parcel line must always be maintained for safety and spacing reasons. This addresses issues where in the RCH-1 (Countryside) Zone where homes could be built with projections reaching right to the parcel line.

Report/Recommendation to Council

Updates to the Zoning Bylaw

August 30, 2019

2. Off street parking and front yard setbacks

Staff are proposing to add the following language to section 3.5 – “3.5.3 – One intent of the front yard setbacks established in this Bylaw is to ensure that there is adequate space for the off street parking requirements of a zone to be met regardless of how any buildings or structures are used on the parcel.” This new section is meant to clarify that part of the intent of establishing front yard setbacks was to ensure that there would always be adequate off street parking for a parcel regardless of whether there was a garage or how the garage is used.

3. Garages and Coach Houses

With the adoption of the new Zoning bylaw in October 2017 one of the issues that it intended to address was exploitation of garage space calculations to create larger than permitted coach houses. There have been several instances where garage space was shown on building plans for the purposes of area calculations and then subsequent to the building permit being finalized the garage area being converted into living space for the coach house. This has resulted in coach houses that are much larger than would otherwise be permitted. Staff are proposing several changes to the bylaw to reinforce and clarify that intent.

The first proposed change is the addition of language to section 6.3.3 clarifying that garage area in an accessory building is not included in the total floor area of a coach house but is included in calculation of the floor area of an accessory building. This is a clarification to make clear that there limits to both the permitted floor area for accessory buildings and to the floor area of a coach house – both of which need to be complied with.

The second change is to clarify that the below grade floor area exception is only applicable for principal buildings, which was always the intent of the bylaw. This is made clear by proposed changes to the definition of below grade floor area and to the definition of floor area.

Additional changes to the structure of the floor area definition are being proposed to make to clarify the existing exceptions for garage floor area.

4. Accessible Parking Space

The requirement for the provision of at least one accessible parking space is proposed for the P-1 Civic Institutional Zone to ensure that at least one space will always be provided.

Report/Recommendation to Council

Updates to the Zoning Bylaw

August 30, 2019

5. Construction equipment and large vehicles on double fronting lots.

The October 2017 Zoning Bylaw introduced regulation to reduce the visual impacts of parking large vehicles and construction equipment on properties throughout the Village. The intent was to reduce their visibility from the road. Through implementation of the Zoning Bylaw it has come to staff's attention that there are several properties, in particular between Leggett Drive and East Road, where the lots face onto two roads and that the intent of the bylaw did not apply to these properties.

Staff are proposing to designate a front parcel line for these properties and to introduce screening requirements for large vehicles and construction equipment parked or stored on those properties so as to mitigate the visual impact of these vehicles on the neighbours while to still allowing residents to use their property in keeping with the regulations that apply to all other RS-1 properties.

Other Options

The following options are presented for Council's consideration:

1. That Council refer the proposed changes in the draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 to the Advisory Planning Commission for comment;

Or

2. That Council advise staff of any changes that they would like to see made to draft Village of Anmore Zoning Amendment Bylaw No. 600-2019 and that the amended draft be referred to the Advisory Planning Commission for comment;

Or

3. That Council advise staff that it does not wish to proceed with these changes to the Zoning Bylaw at this time.

Financial Implications

Should Council choose to proceed with consideration of this Zoning Bylaw amendment, there will be costs associated with advertising the public hearing.

Report/Recommendation to Council

Updates to the Zoning Bylaw

August 30, 2019

Attachments:

1. Village of Anmore Zoning Amendment Bylaw No. 600-2019

Prepared by:
 _____ Jason Smith Manager of Development Services
Reviewed for Form and Content / Approved for Submission to Council:
<i>Chief Administrative Officer's Comment/Concurrence</i>  _____ Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 600-2019

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

WHEREAS the Local Government Act authorizes a local government to enact bylaws respecting zoning and certain other related developmental matters;

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

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

1. This Bylaw may be cited for all purposes as "Anmore Zoning Bylaw Amendment Bylaw No. 600-2019".
2. That Anmore Zoning Bylaw 568-2017 be amended as follows:
 - a) That the following text be added to the end of 5.8.1 "Except for roof soffit projections, a minimum setback of 1.2 m from any parcel line must be maintained."
 - b) That the following text be added after section 3.5.2 "3.5.3 -- One intent of the front yard setbacks established in this Bylaw is to ensure that there is adequate space for the off street parking requirements of a zone to be met regardless of how any buildings or structures are used on the parcel."
 - c) That the final sentence of 6.3.3 be deleted and replaced with the following – "For the purposes of calculating floor area of a coach house, if there is garage area in the accessory building containing coach house – the area of garage shall not be included in the calculation of floor area of the coach house but the area of garage will be included in the calculation of floor area for the accessory building."
 - d) That the lead in sentence for the definition of **floor area, below grade** be deleted and replaced with the following: "means that portion of the **floor area** of the **basement** in a **principal building** that is situated below the average **finished grade**, the amount to be determined by the application of the following formula:"
 - e) That the definition under Part 2 Definitions for "**Floor Area or Gross Floor Area** be deleted and replaced with the following:

"Floor Area or Gross Floor Area means the total of the gross horizontal area of each floor of a **building** as measured from the outermost perimeter wall of

the **building** and, for **principal buildings**, includes **below grade floor area**.
 The area of a **garage** will be included in the calculation of **floor area**, except:

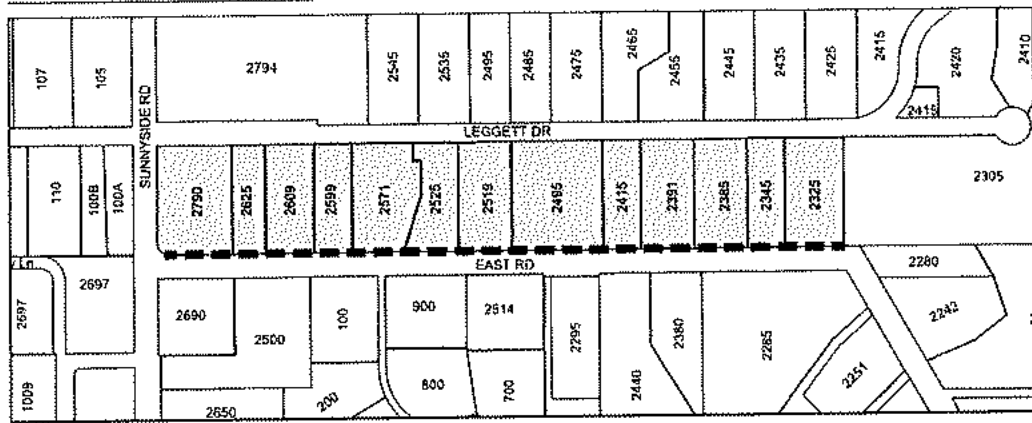
- a) for up to 90 m² of **garage** located within **principal building**; or
- b) for up to 90 m² of garage located within an **accessory building** that does not contain a **coach house**."

f) That the following text be added after 9.7.6 (a)vi – " vii) Civic use – 1 accessible parking space."

g) That the following section be added after 5.15.8:

"5.15.9 For parcels that are double fronting a highway and a front parcel line cannot be defined, the front parcel line shall be as shown in the map below. For these parcels that are larger than 4047 m², with regards to the storage or parking of vehicle, trailer, or similar conveyance which exceeds a manufacturer's gross vehicle weight rating of 5,550 kg or construction equipment in the rear yard must be adequately screened by compact evergreen trees or shrubs at least 1.8 metres in height and located between the vehicle, trailer, or construction equipment and any point on a parcel line within 7.5 metres of the vehicle, trailer, or construction equipment, in order to obscure the view from the abutting parcel or street.

DOUBLE FRONTING PARCELS



■■■■■■■■■■ DENOTES FRONT PARCEL LINE

READ a first time the 17 Day of September, 2019

READ a second time the 17 Day of September, 2019

PUBLIC HEARING held the 15 day of October, 2019

READ a third time the ___ day of _____

ADOPTED the ___ day of _____

MAYOR

MANAGER OF CORPORATE SERVICES

PUBLIC HEARING– MINUTES

Minutes for the Public Hearing scheduled for
 Tuesday, October 15, 2019 at 7:00 p.m. in Council Chambers at
 Village Hall, 2697 Sunnyside Road, Anmore, BC

**ELECTED OFFICIALS PRESENT**

Mayor John McEwen (Chair)
 Councillor Polly Krier
 Councillor Tim Laidler
 Councillor Paul Weverink

ABSENT

Councillor Kim Trowbridge

Minute Excerpt related to Zoning
 Bylaw Amendment Bylaw 600-2019

OTHERS PRESENT

Juli Halliwell, CAO
 Karen Elrick, Manager of Corporate Services
 Jason Smith, Manager of Development Services

1. Call to Order

The public hearing was called to order 7:00 p.m.

2. Opening Statement by Chair – Mayor John McEwen

Mayor John McEwen read the public hearing statement which is included as Attachment 1 and forms part of these minutes.

The Corporate Officer confirmed that legislative requirements for notice of the each of the public hearings were met and that no written submissions were received for either public hearing.

3. Presentation of Zoning Bylaw Amendment Bylaw No. 600-2019 (Zoning Bylaw Amendments)

Councillor Polly Krier excused herself from the public hearing for Zoning Bylaw Amendment Bylaw No. 600-2019 due to a conflict of interest.

Mr. Smith overview of proposed amendments to the Zoning Bylaw which include:

- Siting exceptions – projections
- Off street parking and front yard setbacks
- Garages and coach houses
- Accessible parking space P-1 Civic Institutional Zone
- Construction equipment and large vehicles on double fronting lots

a. Comments from public

Bruce Scatchard, Anmore, spoke regarding the 2017 revision to the Zoning Bylaw which increased the allowable dwelling area of a coach house but included garage area in the calculation of allowable area resulting in reduction of allowable building size. Staff reported that inclusion of the garage area was to address concerns regarding persons who have unlawfully finished garage space. Mr. Scatchard does not agree with this approach which restricts all residents as a strategy for bylaw enforcement for those who unlawfully convert garage space to living space.

Leigh Scatchard, Anmore, spoke regarding her concerns that a one acre lot would allow for construction of a house greater than 10,000 square feet including below grade with a garage of 968 square feet or an addition of 5,000 square feet to the principal residence but only a 150 square meter (approx. 1,600 sq. feet –sic) accessory building, including garage is permitted. Ms. Scatchard expressed concern with challenges related to aging in place and additional requirements such as wider doors, railings, sheltered accessible parking, and different use of space to meet unexpected challenges would not result in needing less space to meet these requirements. Ms. Scatchard expressed her view that Anmore aggressively restricts construction of coach house buildings.

Doug Richardson, Anmore, provided comments regarding the 2017 effort to expand coach houses resulted in the shrinking of accessory buildings. Mr. Richardson expressed his view that restrictions are being used as bylaw enforcement and punishing everyone for the few that have building infractions. Mr. Richardson expressed concern regarding below grade area definition. Mr. Richardson expressed concern regarding the East Road and Leggett Drive front and back definitions and his view that this change punishes other people for a particular infraction by Cllr. Krier's house. Mr. Richardson disagrees with creation of a bylaw to address one situation and if screening requirements are changed then they should apply to all residents. Mr. Richardson expressed his view that the proposed changes are not minor as described.

Mayor McEwen called for speakers for the 2nd time:

Bruce Scatchard, Anmore, noted that the current zoning bylaw defines floor area and excludes below grade floor area and expressed concern that the new change clarifies the definition includes below grade floor area, but is concerned how the Village is administering the interpretation of the definition now and how that creates liability for the Village.

Doug Richardson, Anmore, expressed his belief that below grade area is now included in principal buildings.

Mayor McEwen called for speakers for the 3rd and final time and seeing none, closed the public hearing for Zoning Bylaw Amendment Bylaw 600-2019 at 7:15 p.m.



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 15, 2019 File No.6480-01
Submitted by: Jason Smith, Manager of Development Services
Subject: Burrard Commons – Development Application for the loco Lands

Purpose / Introduction

The purpose of this report is to introduce the development proposal for Burrard Commons. This development is the largest undeveloped area of land within Anmore at approximately 150 acres and the proposal has many implications for the entire Village. A recommended process and timeline is provided in this report.

Recommended Options

That Council direct staff to refer the Burrard Commons development application to Advisory Planning Commission, the Environment Committee, the Finance Committee, the Parks and Recreation Committee, and the Sasamat Volunteer Fire Department for comment;

That Council direct staff to engage the necessary resources to undertake the comprehensive development review and recommendations for Burrard Commons; and

That Council provides support for the proposed timeline and process.

Background

The loco Lands has a long history in the Tri-Cities, and for the Village of Anmore, as it represents the largest parcel of undeveloped land in area. The development potential and this unique opportunity has been specifically identified in Anmore's Official Community Plan (OCP) and in the Regional Growth Strategy.

The current ownership group purchased the property in 2015 and have invested several years research and consideration into how best to proceed with development.

The loco Lands encompass 150 acres in the Village of Anmore and continue into the City of Port Moody (and additional 80 acres, approximately). The current development proposal, which

Report/Recommendation to Council

Burrard Commons – Development Application for the loco Lands

November 15, 2019

is referred to as Burrard Commons, is only contemplating development in the Village of Anmore and only on a portion of their lands within Anmore.

Discussion

The Development Proposal

The applicant is proposing a comprehensive, mixed use development that would contain a residential, commercial and community uses in addition to open space.

The residential component would consist of between 1,440-1,580 apartment units that would be situated in mixed use buildings (commercial on the ground floor and, in some areas, on the second floor). The mixed use buildings would be up to 40 metres in height, which is approximately 12 storeys. The projections that the applicant has provided would see an additional population of 4,268 residents by the year 2036. The units would be a mix of sizes ranging from 1-4 bedrooms.

The commercial component would see 500,000 square feet of commercial space, and would include a mix of retail and office space. For comparison, Suter Brook Village in Port Moody contains approximately 285,000 square feet of office and retail space, the retail component being 100,000 square feet. There have been discussions about numerous specific commercial uses and a grocery store is one specific use that is being contemplated for the development.

The applicant is proposing to include a community centre space as part of the development proposal that would be an amenity for all residents of Anmore.

The applicant is proposing to dedicate approximately 40% of the development site as open space. The open space would be a mixture of active (playgrounds, plazas and trails) and passive (riparian areas, watercourses and green space) areas.

The applicant has provided several reports as part of the application package including:

- A development overview which provides an overall look at the development proposal and includes a summary of many of the individual technical reports and population projections. [\(Attachment 1*\)](#)
- A transportation study looking at traffic impacts in Anmore and proposing an independent transit service. [\(Attachment 2*\)](#)
- An economic impact and employment analysis. [\(Attachment 3*\)](#)

Report/Recommendation to Council

Burrard Commons – Development Application for the loco Lands

November 15, 2019

- A fiscal impact analysis on the Village's finances, that includes the cost implications of police and fire service **(Attachment 4*)**
- An environmental assessment, including watercourse, riparian areas and fish habitat assessments. **(Attachment 5, Attachment 6, Attachment 7*)**
- An infrastructure and servicing options report which addresses the provision of water and sewer services for the development proposal **(Attachment 8*)**

Current OCP policies for the loco Lands

The current OCP identifies the loco Lands a special study area and calls for a comprehensive planning process to be undertaken should the lands be subject to a development proposal. The applicant has undertaken considerable work to begin this comprehensive development process and, with the recent application, the process will now include the Village of Anmore and its Council. The OCP and the loco Lands policies provide direction as to what this process should include.

The first two OCP policies for the loco Lands are not relevant to the current proposal as there are currently no plans to extend David Avenue to service this development or other portions of the Village.

The third OCP policy provides direction as to what should be included in a comprehensive planning process and that the process be funded by the applicant. The policy identifies the following specific items for further analysis:

1. The provision of a traffic analysis
2. Projections of the resulting population
3. An assessment of the amenity needs generated as a result of the new population
4. An analysis of potential job creation/employment impacts
5. A complete analysis of impacts on the Village finances resulting from development.
6. Environmental assessments.

The applicant, as previously noted, has furnished numerous technical reports that address nearly all of the items mentioned in the OCP. The only area that requires additional information are the amenity needs generated by the new population.

Report/Recommendation to Council

Burrard Commons – Development Application for the loco Lands

November 15, 2019

OCP Implications

This development would result in a significant change for the Village and would represent a major change to the OCP. The key issues for consideration include:

1. Scale of Residential Development

The proposal would see an almost 200% increase in the Village's population and the introduction of multi-storey buildings. This brings new housing types to the Village and could possibly offer more affordable ways to own a home in Anmore. The applicant has furnished view studies from various locations in the Village to try and give a sense of what the proposed size of buildings would like on location **(Attachment 9*)**.

2. Traffic and Transportation Impacts

The applicant is proposing to provide a private transit service to help mitigate some of the traffic impacts from the new commercial and residential development. Staff have recommended that a study of the traffic impacts that this development would have at the intersection of loco Road and Heritage Mountain Boulevard in Port Moody should be undertaken. This is a critical intersection for current residents of Anmore and for the potential future residents at Burrard Commons. Staff acknowledges that this intersection is outside the jurisdiction of the Village and that the applicant and the Village have limited ability to influence decision making about possible improvements to that intersection. Nonetheless, staff feel that further analysis and study is imperative in order to understand the full impacts of this development on current and future residents of Anmore and those that use loco Road to access this part of the region.

3. Servicing and Infrastructure

A development of this scale will require urban services and thus will be directly serviced by the regional sewer and water systems. The applicant is proposing to extend Metro Vancouver services to the Village borders, which would be a benefit to the Village as it would allow the Village to receive regional water and sewer services directly from Metro Vancouver without having to enter into service agreements with Port Moody. This would realize the Village's strategic plan goal of Anmore being self-sufficient in the future. Some of the routing options for the sewer lines would facilitate many parcels throughout the Village being able to access regional sewer services.

Report/Recommendation to Council

Burrard Commons – Development Application for the loco Lands

November 15, 2019

This would also be a deviation from the current OCP policy that the Village will not contemplate a municipal wide sewer system.

4. Regional Growth Strategy Amendment and Regional Context Statement Changes
The loco Lands are currently designated Rural in the Regional Growth Strategy (RGS) with a Special Study Area designation. In order for the loco Lands to be able to receive regional sewer services it would need to be designated Urban and be located within the Urban Containment Boundary. This would require an amendment to the RGS and changes to the Village's Regional Context Statement (RCS) within the Village's OCP. Metro Vancouver would need to run its own process to amend the RGS, which would be a Type 3 amendment, requiring a simple majority vote of the Metro Vancouver Board and no regional public hearing. The RCS changes would also need to be accepted by the Metro Vancouver Board.

There are many other implications for the Village and its OCP which will be further discussed, should the application proceed, as part of the public engagement process and further staff reporting to Council and the public.

Comprehensive Planning Process

The Village will continue the comprehensive planning process that the applicant has begun and that is prescribed by the current OCP policies. In order to best undertake this work it is proposed that the Village engage additional resources to help ensure that the process has complete information and can run in timely manner. The Village has entered into a cost recovery agreement with the applicant and the applicant will cover all of the Village's expenses in processing this application. Village staff envision hiring additional resources to assist in the planning for the site, urban design, development and implementation of a thorough Village led public engagement process and a land economist to help gain insight into the amenity package that may be offered as part of this proposal.

Public Consultation and Engagement

Given the scale, potential impacts and opportunities that this proposal entails, a thorough public consultation process will be required. Staff currently envision utilizing numerous in-person and online tools for consulting with the public and soliciting their input and ideas. The key principles for the consultation is that it will be thorough, informative and will provide numerous means and opportunities for the citizens of Anmore to input into the process.

Report/Recommendation to Council

Burrard Commons – Development Application for the loco Lands

November 15, 2019

Proposed Timeline

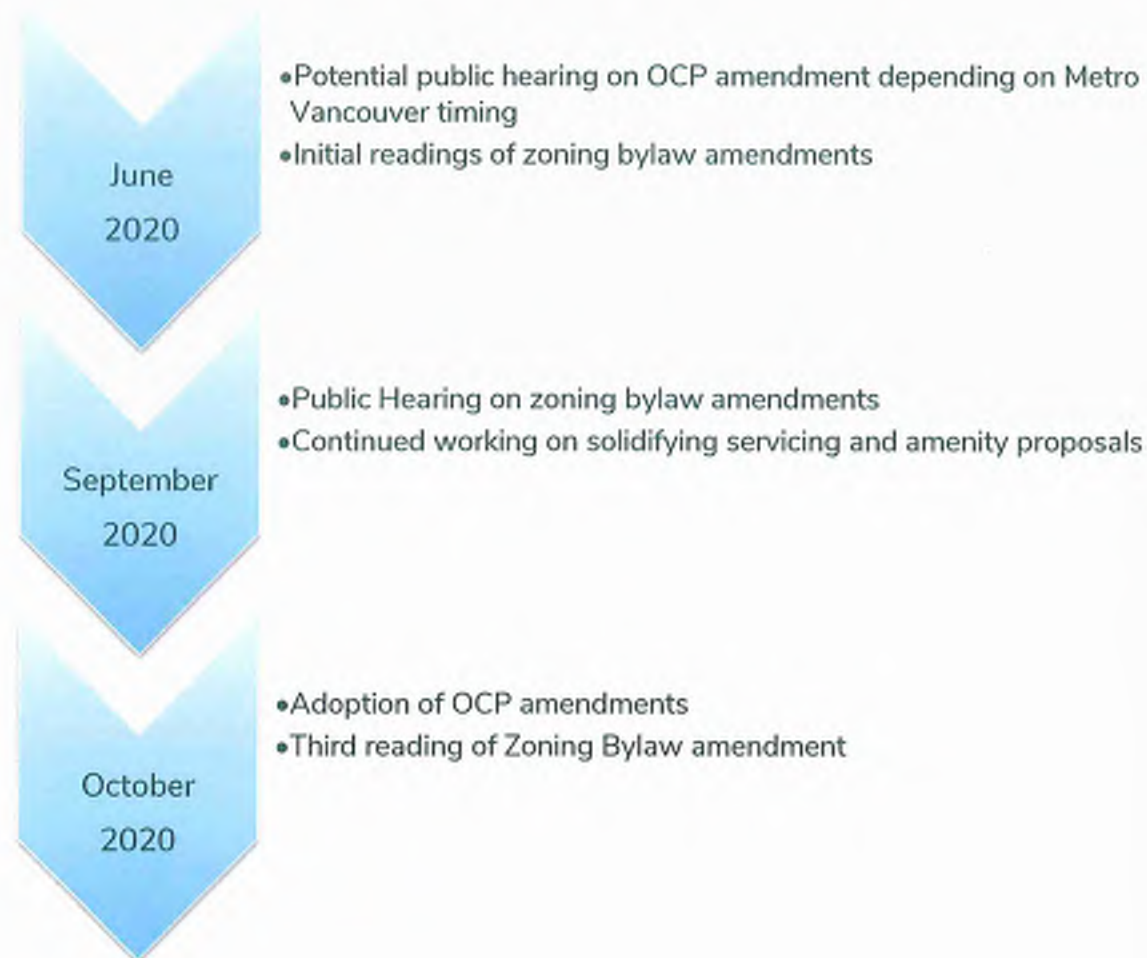
The applicant has applied for both an amendment to the OCP and an amendment to the Zoning Bylaw for a portion of the loco Lands. Village staff are proposing that these two applications be processed separately, but concurrently.



Report/Recommendation to Council

Burrard Commons – Development Application for the loco Lands

November 15, 2019



Conclusion

The Burrard Commons development proposal represents a significant change for the Village as well as an opportunity to realize many strategic goals and new amenities for the Village. In order to ensure the best possible outcome for the Village a thorough, comprehensive planning process should be undertaken.

The applicant has undertaken many steps to begin this process since purchasing this property and these efforts will assist the Village as it takes the lead on advancing the municipal process.

Report/Recommendation to Council

Burrard Commons – Development Application for the loco Lands

November 15, 2019

Village staff are committed to moving forward in a timely manner, while ensuring that all the residents of the Village are provided an opportunity to be fully informed and comment on what is being proposed.

The Village has the ability to engage more resources to assist in developing the appropriate consultation process and providing Council and the public with all of the necessary information with which to give full consideration to the Burrard Commons development proposal for the loco Lands.

Other Options

The following options are presented for Council's consideration:

1. That Council direct staff to refer the Burrard Commons development application to Advisory Planning Commission, the Environment Committee, the Finance Committee, the Parks and Recreation Committee, and the Sasamat Volunteer Fire Department for comment;

That Council direct staff to engage the necessary resources to undertake the comprehensive development process for the loco Lands; and

That Council is supportive of the proposed timeline and process at this time.

Or

2. That Council advise the applicant that it is not willing to consider the current proposal at this time.

Or

3. That Council advise staff of an alternative process or timeline for staff to undertake in responding to the Burrard Commons development application.

Financial Implications

There are no financial implications for any of the options presented as the Village has entered into a cost recovery agreement with the applicant and any costs incurred by the Village associated with processing this application will be recovered.

Report/Recommendation to Council

Burrard Commons – Development Application for the loco Lands

November 15, 2019

Attachments:

1. Burrard Commons Development Overview
2. Transportation Study from Bunt and Associates
3. Economic Impact of Burrard Commons report by Vann Struth Consulting
4. Fiscal Impact of Burrard Commons report by Vann Struth Consulting
5. Detailed Watercourse Assessment report by Aquaterra
6. Detailed Riparian Areas Assessment report by Aquaterra
7. Fish, Fish Habitat and Species at Risk Assessment by Aquaterra
8. loco Development Servicing Strategies report by Aplin and Martin
9. Burrard Commons Views Study

*Attachments available on Village Website via [hyperlink](#). To request paper copies of any attachments, please contact Village Hall.

Prepared by:
 _____ Jason Smith Manager of Development Services
Reviewed for Form and Content / Approved for Submission to Council:
<i>Chief Administrative Officer's Comment/Concurrence</i>  _____ Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 15, 2019
Submitted by: Juli Halliwell, Chief Administrative Officer
Subject: Award of Detailed Design of Anmore Civic Building Contract

PURPOSE / INTRODUCTION

To obtain Council approval to award the contract for the detailed design of the Anmore Civic Building project.

RECOMMENDATIONS

That Council approve the award of the contract for the detailed design of the Anmore Civic Building for a contract price of \$594,180.00, excluding GST, to Johnston Davidson Architecture;

And that the Chief Administrative Officer be authorized to sign the contract on behalf of the Village of Anmore.

BACKGROUND

The Village engaged the services of Colliers International ("Consultant") to assist in the drafting and process related to issuing a Request for Proposals

On September 30, 2019, the Village issued an RFP for the detailed design of the Anmore Civic Building. Three addendums were issued to provide additional information and clarification, as well as to answer questions by proponents.

At the closing day and time of October 22, 2019 at 2:00pm, local time, eight responses were received.

The budget of \$750,000 was approved by Council at a Regular meeting held on July 22, 2019. The detailed design of the civic building is the next step in this project and will result in tender ready drawings being available to put to market for the construction of this amenity.

DISCUSSION

Three members of staff as well as the Consultant ("Review Team") undertook the evaluation of each proposal based on the evaluation criteria included in the RFP. The criteria and weightings included in the RFP for evaluation is as follows:

Report/Recommendation to Council

Award of Detailed Design of Anmore Civic Building Contract

November 15, 2019

Criteria	Weighting
Corporate Qualifications <ul style="list-style-type: none">- Relevance of comparable projects.- Quality of this work based on examples and references.	10
Proponent's Team <ul style="list-style-type: none">- Demonstrated experience of the Design Team Lead with Comparable Projects.- Qualifications of the individual members of the Design Team with respect to project experience- Experience of the same Design Team working on prior projects.	20
Project Delivery <ul style="list-style-type: none">- Demonstrate approach to coordinating design with sub-consultants and minimizing design coordination related changes during construction.- Approach to the work and methodology for project delivery including innovative or creative approaches to the work.- Demonstrate budget-conscious design.	25
Financial <ul style="list-style-type: none">- Fixed Fee- Disbursements- Terms and conditions	25
Quality of Proposal	5
Company Sustainability	5
References	10
Total	100

It was clarified through addendum that the Village required the awarded firm to work with regional suppliers to incorporate Cross Laminated Timber (CLT) in the building design, as structural or feature elements.

The Review Team met on November 8, 2019 following each individual team member's initial evaluation. Following the initial evaluation, the Review Team agreed on the top three ranked proposals. Further discussion took place outlining each of the proposals strengths and weaknesses and final rankings were reviewed on November 12, 2019. The Review Team was in agreement as to the number one ranked proponent to be recommended for award.

Report/Recommendation to Council

Award of Detailed Design of Anmore Civic Building Contract

November 15, 2019

The table below outlines the final ranking following review and evaluation:

Proponent	Ranking
Johnston Davidson Architecture	1
HCMA Architecture + Design	2
MIZA Architects Inc	3
O4 Architecture Ltd	4
Gustavson Wylie Architects Inc	5
Thinkspace Architecture Planning Interior Design	6
Francl Architecture Inc	7
Carscadden Stokes McDonald Architects Inc	8

FINANCIAL IMPLICATIONS

The overall contract award is within the approved budget of \$750,000. Disbursements and other costs not included in the contract price are not anticipated to exceed the allocated budget.

COMMUNICATIONS / CIVIC ENGAGEMENT

All proponents will be advised of the outcome of the award.

COUNCIL STRATEGIC PLAN OBJECTIVES

1. Create a civic centre
2. We provide responsive, efficient, transparent and engaged service.

Prepared by:

Juli Halliwell
Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 15, 2019 3900-30
Submitted by: Jason Smith, Manager of Development Services
Subject: Regulating Ride Hailing Service Providers in the Village of Anmore

Purpose / Introduction

The purpose of this report is to present options of how the Village of Anmore may choose to regulate the new ride hailing services that will be arriving in the near future.

Recommended Options

That Council direct to staff to monitor and participate in discussions amongst local governments and the Province about how best to regulate ride hailing services and report back to Council when pertinent information is available.

Background

Ride hailing services, such as Lyft and Uber, have become very popular in many places throughout the world. British Columbia has been an exception as the Province chose to take some time to determine how best to regulate the industry. In the last few months it has introduced its regulatory and licensing requirements for ride hailing services and it is expected that the first ride hailing services will begin offering rides in the coming months.

There is much discussion amongst local governments on how to proceed with municipal regulation and licensing of these services. Many larger municipalities currently regulate the taxi industry but to date only the City of Vancouver has introduced regulation for ride hailing services.

The City of Vancouver regulation is tailored to the challenges and realities of its location and market. Vancouver will be charging per company, per driver and will also be charging a congestion fee.

The Village of Anmore has no local regulation of taxi service.

Report/Recommendation to Council

Regulating Ride Hailing Service Providers in the Village of Anmore

November 15, 2019

Discussion

Ride hailing services present a new transportation option for residents of Anmore. The Village has limited bus options, due in part to its low population density, and these services currently end at 9:30p.m. Anecdotally, finding a taxi to take passengers to Anmore, particularly later at night, can prove challenging as many taxi drivers do not want to travel into Anmore.

The hope is that ride hailing services can help address the gap that current transit bus and taxi service has and provide Anmore residents with an alternative to taking a personal vehicle. At minimum, it could provide an opportunity for residents to get home from the nearby SkyTrain that services Coquitlam and Port Moody (commonly referred to as "the last mile").

There are several options for moving forward with considering regulation for ride hailing services.

Option 1 - Require a business license for each operator wanting to service the Village

This would provide the opportunity for the Village to ensure that these operators were appropriately licensed and would generate revenue for the Village. This option could also present challenges for operators who might choose to simply not service the Village, as the licensing process might not be worth the time or expense given the number of trips they might have to Anmore.

Option 2 - Require the individual ride hailing service companies to have a business license

This option would ensure that the Village could establish requirements for ride hailing services to operate in Anmore. The Village could also require that operators provide their trip data to the Village. The data could be useful for planning purposes to better understand how residents move in and out of the Village as well as around the region.

Both Option 1 and Option 2 would require changes to the Village's Business Licensing Bylaw and Fees and Charges Bylaw. Consideration could also be given to require both the service provider and operator a separate license fee.

Option 3 - Monitor and participate in the ongoing municipal discussions

There have been preliminary discussions about a coordinated Tri-Cities approach and a wider regional approach. There could be some benefit to working with other municipalities to provide

Report/Recommendation to Council

Regulating Ride Hailing Service Providers in the Village of Anmore

November 15, 2019

a coordinated regulatory system as this could prove the most effective way for the service providers to focus on serving their customers.

Other Options

The following options are provided for Council's consideration:

- 1. That Council direct to staff to monitor and participate in discussions amongst local governments and the Province about how best to regulate ride hailing services and report back to Council when pertinent information is available. [Recommended]**

Or

2. That Council direct staff to draft changes to the Business License and Fees and Charges Bylaw in order to require any ride hailing service company to have a business license in order to operate in the Village of Anmore.

Or

3. That Council direct staff to draft changes to the Business License and Fees and Charges Bylaw in order to require any individual ride hailing service operators to each have a business license in order to operate in the Village of Anmore.

Or

4. That Council direct staff to draft changes to the Business License and Fees and Charges Bylaw in order to require both the ride hailing service provider and the individual operators to have business licenses in order to operate in the Village of Anmore.

Report/Recommendation to Council

Regulating Ride Hailing Service Providers in the Village of Anmore

November 15, 2019

Financial Implications

Should Council choose to proceed with business license fees for ride hailing service providers and/or operators would generate some revenue for the Village.

Prepared by:



Jason Smith

Manager of Development Services

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

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 15, 2019 3900-30
Submitted by: Karen Elrick, Manager of Corporate Services
Subject: Noxious Weeds

Purpose / Introduction

The purpose of this report is to provide, for Council's information, an update following referral of the proposed Noxious Weed Bylaw to the Environment Committee on options to address the issue of Noxious Weeds on private property within the Village.

Recommended Options

THAT Council receive the report from the Manager of Corporate Services entitled "Noxious Weeds" dated November 15, 2019, for information.

Background

At the July 16, 2019 Regular Council Meeting, staff presented a report (**Attachment 1**) with an accompanying bylaw to address the issue of noxious weeds. This report serves as a review and report back on recommendations from the Environment Committee.

Discussion

At the July 16, 2019, following consideration of the proposed bylaw, Council passed the following resolution:

"THAT Council refer the Anmore Noxious Weed Control Bylaw No. 598-2019 to the Environment Committee for comment and report back to Council and THAT Council defer consideration of first, second, and third readings to Anmore Noxious Weed Control Bylaw No. 598-2019 until comments are reported back to Council from the Environment Committee."

Report/Recommendation to Council

Noxious Weeds

November 15, 2019

The Village's engineering consultant, Chris Boit, ISL Engineering, attended the September 30, 2019 Environment Committee where this item was considered and discussion points included:

- Inclusion of best practices for treatment of knotweed and other species
- Village communication plan and outreach
- Disposal methods
- Communication with Invasive Species Council to address private property
- Tailor to knotweed and hogweed

Mr. Boit provided feedback regarding options to address the issue of noxious weeds on private property within the Village and noted the following:

1. While the Village may regulate noxious weeds as a nuisance, challenges exist determining the criteria for nuisance.
2. As environmental regulations are a Provincial jurisdiction, addressing noxious weeds from an environmental standpoint would require the Village to follow Provincial regulations which would include:
 - Establishing a "weed control committee" which could be cumbersome and would include additional staff and Council time on an ongoing basis
 - An approval process of any bylaws by the Ministry of Environment prior to adoption
3. An alternative approach to enacting a bylaw could be to create a policy framework and communication information to educate residents. The downfall to this approach is the lack of power to enforce.

Other Options

THAT Council receive the report from the Manager of Corporate Services entitled "Noxious Weeds" dated November 15, 2019, for information.

(Recommended)

Or

THAT Council provide further direction to Staff on recommendations for alternative direction regarding addressing the issue of noxious weeds.

Report/Recommendation to Council

Noxious Weeds

November 15, 2019

Financial Implications

There are no financial implications.

Communications / Civic Engagement

Dependant on Council's direction, staff will engage with residents to communicate any measures undertaken to address the issue of noxious weeds.

Corporate Strategic Plan Objectives

We provided responsive, efficient, transparent and engaged service.

Attachments:

1. Report to Council dated July 10, 2019 entitled "Proposed Noxious Weed Bylaw"

Prepared by:
 _____
Karen Elrick Manager of Corporate Services
Reviewed for Form and Content / Approved for Submission to Council:
Chief Administrative Officer's Comment/Concurrence
 _____
Chief Administrative Officer



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 10, 2019 3900-30
Submitted by: Karen Elrick, Manager of Corporate Services
Subject: Proposed Noxious Weed Bylaw

Purpose / Introduction

The purpose of this report is to provide a Noxious Weed Bylaw to identify and require owners of property to clear such property of noxious weeds, and an accompanying Municipal Ticket Information Utilization Bylaw Amendment to enable the Village to apply fines for non-compliance, for Council's consideration.

Recommended Options

THAT Council grant first, second, and third readings to Anmore Noxious Weed Control Bylaw No. 598-2019; and THAT Council grant first, second, and third readings to Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 599-2019.

Background

In October 2018, Council considered recommendations from the Environment Committee related to enacting a bylaw to regulate the control of noxious weeds on private property

The Environment Committee's recommendations were subsequently referred by Council to staff and this report serves as a review and report back with a proposed bylaw to address the issue of noxious weeds.

Report/Recommendation to Council

Proposed Noxious Weed Bylaw

July 10, 2019

Discussion

The Community Charter provides authority to the Municipality, by bylaw, to regulate, prohibit, and impose requirements in relation to invasive plants that are a nuisance. Following a review of regulations implemented by other municipalities, as well as a review by the Village’s engineering consultant, staff drafted a bylaw to incorporate best practices in terms of regulation of noxious weeds.

The proposed Noxious Weed Bylaw has incorporated the weeds as identified by the Invasive Species Council of British Columbia as those which would require prevention of infestation, clearing, cutting and removal from private property should the Village so direct. The approach of addressing these weeds as a nuisance provides the Village with the flexibility to amend the list of species should the need arise.

The accompanying Municipal Ticket Information Utilization Bylaw Amendment provides the authority to the Village to fine property owners for non-compliance, or for failure to allow permission to enter the property to inspect for infractions. An escalating fine structure, which is a method common with other Municipalities researched, has been proposed as a deterrent to encourage property owners to bring the property state into compliance in a timely manner.

Other Options

THAT Council grant first, second, and third readings to Anmore Noxious Weed Control Bylaw No. 598-2019; and THAT Council grant first, second, and third readings to Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 599-2019.

(recommended

Or

THAT Council refer the draft Anmore Noxious Weed Control Bylaw to the Environment Committee for comment and referral back to Council with approval or proposed amendments.

Or

THAT Council provide further direction to Staff on recommendations to proceed with regulation of Noxious Weeds on private property.

Report/Recommendation to Council

Proposed Noxious Weed Bylaw

July 10, 2019

Financial Implications

There are no financial implications.

Communications / Civic Engagement

Should Council choose to proceed with approval of the attached bylaw, Village staff will use available communication methods to educate and inform residents of expectations regarding control of noxious weeds on private property.

Corporate Strategic Plan Objectives

We provided responsive, efficient, transparent and engaged service.

Attachments:

1. Anmore Noxious Weed Control Bylaw No. 598-2019
2. Anmore Municipal Ticket Information Utilization Amendment Bylaw No. 599-2019

Prepared by:
 _____ Karen Elrick Manager of Corporate Services
Reviewed for Form and Content / Approved for Submission to Council:
Chief Administrative Officer's Comment/Concurrence  _____ Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 598-2019

A bylaw to identify which weeds are considered to be noxious, and require owners of real property, to clear such property of noxious weeds.

WHEREAS the Community Charter provides authority to the Municipality, by bylaw, to regulate, prohibit, and impose requirements in relation to invasive plants that are a nuisance.

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

CITATION

1. That this bylaw may be cited for all purposes as "**Anmore Noxious Weed Control Bylaw No. 598-2019**".

DEFINITIONS

2. In this bylaw:

"**Noxious Weed**" means any weed listed in Schedule A of this bylaw, or the Provincially Noxious Weeds as identified by the Invasive Species Council of British Columbia

"**Officer**" means a Bylaw Enforcement Officer or a person appointed by Council to enforce this Bylaw

"**Real Property**" means land, with or without improvements so affixed to the land as to make them in fact and law a part of it

"**Village**" means the Village of Anmore

REGULATIONS

3. Every owner of Real Property in the Village of Anmore:
 - (a) Shall prevent the infestation of such property by noxious weeds; and
 - (b) Shall clear such property of all noxious weeds, which because of their condition are likely to spread to or become a nuisance to other Real Property in the vicinity or which are so unkempt as to be unsightly to nearby residents; and
 - (c) Shall cut and remove from the property, or cause to be cut down in such a manner as to prevent blowing, all noxious weeds growing thereon so often in each year as is necessary to prevent them from going to seed and to prevent such noxious weeds from growing in excess of 20.32 cm (8 inches)

ENFORCEMENT

4. The Officer may enter at all reasonable times upon any Real Property in order to inspect the property in order to ascertain whether the regulations of this bylaw are being obeyed.
5. Where the Officer determines that the regulations under this bylaw have not been obeyed, he may give notice to the owner of the Real Property requiring compliance with the regulations under section 3 within five (5) days of the date of such notice.
6. The Officer shall provide notice under section 5 by:
 - (a) Serving personally the person to whom such notice is addressed, or
 - (b) Leaving it with some person apparently over the age of sixteen years at the dwelling, house or place of business of the person to whom such notice is addressed; or
 - (c) By mailing the notice by registered mail to the most recent address of such person as shown on the last assessment roll of the Village of Anmore.
7. If the owner of the Real Property fails to clear noxious weeds, from that property in accordance with a notice delivered under section 6, the Village may, by its staff, or other authorized agent, enter upon such real property and carry out the work required by the notice at the expense of the owner or owners thereof.
8. The Village shall keep an accurate account of the charges incurred pursuant to Section 7, and when all work required is complete, shall mail a statement of such charges to the owner of the real property upon whom the notice was served, with a demand for payment of same.
9. Should the owner fail to pay the charges incurred under Section 7 within one calendar year, by December 31 following year, the outstanding amount shall be added to and form part of the taxes payable in respect of such Real Property, in arrears.

GENERAL PROVISIONS

10. In the event that any section of this bylaw is for any reason held invalid by a decision of a court of competent jurisdiction, the invalid section shall be severed from and not affect the remaining provisions of this bylaw.
11. Each day that a contravention of this bylaw continues, constitutes a separate offence.
12. Any person who violates any provision of this bylaw and who commits an offence and is liable to prosecution under the Offence Act, and upon summary conviction, is liable to a fine and penalty of no more than the maximum permitted under law.

13. Schedule A forms part of this bylaw.

READ a first time the day of ,2019

READ a second time the day of ,2019

READ a third time the day of ,2019

ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICE

SCHEDULE A

NOXIOUS
Bur Chervil (<i>Anthriscus caucalis</i>)
Garlic Mustard (<i>Alliaria petiolata</i>)
Canada Thistle (<i>Cirsium arvense</i>)
Common Reed (<i>Phragmites australis</i> subsp. <i>australis</i>)
Cordgrass, Dense-flowered (<i>Spartina densiflora</i>)
Cordgrass, English (<i>Spartina anglica</i>)
Cordgrass, Saltmeadow (<i>Spartina patens</i>)
Cordgrass, Smooth (<i>Spartina alterniflora</i>)
Crupina (<i>Crupina vulgaris</i>)
Dodder (<i>Cuscuta</i> spp.)
Flowering Rush (<i>Butomus umbellatus</i>)
Giant Hogweed (<i>Heracleum mantegazzianum</i>)
Giant Mannagrass/Reed Sweetgrass (<i>Glyceria maxima</i>)
Gorse (<i>Ulex europaeus</i>)
Hound's-tongue (<i>Cynoglossum officinale</i>)
Jointed Goatgrass (<i>Aegilops cylindrica</i>)
Knapweed, Diffuse (<i>Centaurea diffusa</i>)
Knapweed, Spotted (<i>Centaurea stoebe</i>)
Knotweed, Bohemian (<i>Fallopia x bohemica</i>)
Knotweed, Giant (<i>Fallopia sachalinensis</i>)
Knotweed, Himalayan (<i>Polygonum polystachyum</i>)
Knotweed, Japanese (<i>Fallopia japonica</i>)
Leafy Spurge (<i>Euphorbia esula</i>)
Milk Thistle (<i>Silybum marianum</i>)
North Africa Grass (<i>Ventenata dubia</i>)
Nutsedge, Purple (<i>Cyperus rotundus</i>)
Nutsedge, Yellow (<i>Cyperus esculentus</i>)
Purple Loosestrife (<i>Lythrum salicaria</i>)
Rush Skeletonweed (<i>Chondrilla juncea</i>)
Scentless Chamomile (<i>Matricaria maritima</i>)
Sow-thistle, Annual (<i>Sonchus oleraceus</i>)
Sow-thistle, Perennial (<i>Sonchus arvensis</i>)
Tansy Ragwort (<i>Senecio jacobaea</i>)
Toadflax, Common / Yellow (<i>Linaria vulgaris</i>)
Toadflax, Dalmatian (<i>Linaria genistifolia</i>)
Velvetleaf (<i>Abutilon theophrasti</i>)
Wild Oats (<i>Avena fatua</i>)
Yellow Flag Iris (<i>Iris pseudacorus</i>)
Yellow Starthistle (<i>Centaurea solstitialis</i>)

VILLAGE OF ANMORE

BYLAW NO. 599-2019

A bylaw to amend Anmore Municipal Ticket Information Utilization Bylaw No. 479-2009

WHEREAS it is deemed expedient to amend Anmore Municipal Ticket Information Utilization Bylaw No. 479-2009

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 Municipal Ticket Information Utilization Amendment Bylaw No. 599-2019**".

2. That Anmore Municipal Ticket Information Utilization Bylaw No. 479-2009 be amended as follows:
 - (a) That Section 5 be amended to delete the words "Schedules 2 through 9 attached to this bylaw" and replace it with the words "Schedules 2 through 11 attached to and forming part this bylaw".

 - (b) That Section 6 be amended to delete the words "Schedules 2 through 9 attached to this bylaw" and replace it with the words "Schedules 2 through 11 attached to and forming part of this bylaw".

 - (c) Add the following row to Schedule 1:

"11	Anmore Noxious Weed Bylaw 598-2019	Chief Administrative Officer Operations Superintendent Manager of Development Services Bylaw Enforcement Officer"
-----	------------------------------------	---

(d) Add Schedule 11 following Schedule 10:

"SCHEDULE 11

Anmore Noxious Weed Bylaw 598-2019

Offence	Section	Fine
Fail to prevent the infestation, clear, or cut and remove Noxious Weeds from the Property	3	\$100.00
2 nd Offence in calendar year of Failure to Cut and Remove Noxious Weeds from Property	3	\$200.00
3 rd and subsequent Offence in Calendar year of failure to cut and Remove Noxious Weeds from Property	3	\$400.00
Fail to permit entry of Officer	4	\$500.00

READ a first time the day of ,2019
READ a second time the day of ,2019
READ a third time the day of ,2019
ADOPTED the day of , 2019

MAYOR

CORPORATE OFFICER



VILLAGE OF ANMORE REPORT TO COUNCIL

Date: November 15, 2019 0550-01
Submitted by: Karen Elrick, Manager of Corporate Services
Subject: 2020 Council Calendar and Council Appointments

Purpose / Introduction

The purpose of this report is to provide, for Council's approval, the 2020 Council Meeting Schedule, Acting Mayor Appointments for 2020, and 2020 Appointment to the Sasamat Volunteer Fire Department Board of Trustees.

Recommended Options

THAT Council:

- A. Approve the 2020 Council Calendar as attached to the report dated November 15, 2019 from the Manager of Corporate Services; and
 - B. Approve the following Acting Mayor Schedule for 2020:
 - Nov/Dec/Jan Councillor Krier
 - Feb/Mar/Apr Councillor Laidler
 - May/Jun/Jul Councillor Trowbridge
 - Aug/Sep/Oct Councillor Weverink
 - C. Appoint Mayor John McEwen, Councillor Kim Trowbridge, and Councillor Paul Weverink as Trustees to the Sasamat Volunteer Fire Department for 2020.
-

Background

Pursuant to section 127 of the Community Charter, Council must make available to the public a schedule of the date, time, and place of regular council meetings at least once a year. Acting Mayor appointments are made by Council on an annual basis pursuant to the Village of Anmore Procedure Bylaw to designate a Councillor as the member responsible for acting in the place of the Mayor when the Mayor is absent or otherwise unable to act. Further, Under the Sasamat

Report/Recommendation to Council

2020 Council Calendar and Council Appointments

November 15, 2019

Volunteer Fire Department Administration and Regulation Bylaw, the Village of Anmore, by resolution of Council, shall appoint three trustees, on or before January 1 of each year.

Discussion

The Village of Anmore Procedure Bylaw stipulates that Regular Council meetings be held on the first and third Tuesday of each month. In practice, and as common with other neighbouring municipalities, Council has not held scheduled meetings during the month of August.

Annually, Council must choose from amongst its members, designated Councillors to serve on a rotating basis as the member responsible for acting in place of the Mayor when the Mayor is absent or otherwise unable to act. The proposed rotation is consistent with the rotation that was set for the 2019 calendar year.

Three members of Village of Anmore Council serve as trustees to the Sasamat Board of Fire Trustees and appointment of those members, by resolution of Council, is required on an annual basis. The proposed appointments are consistent with the 2019 trustee appointments.

Other Options

THAT Council:

- A. Approve the 2020 Council Calendar as attached to the report dated November 15, 2019 from the Manager of Corporate Services; and
- B. Approve the following Acting Mayor Schedule for 2020:
Nov/Dec/Jan Councillor Krier
Feb/Mar/Apr Councillor Laidler
May/Jun/Jul Councillor Trowbridge
Aug/Sep/Oct Councillor Weverink
- C. Appoint Mayor John McEwen, Councillor Kim Trowbridge, and Councillor Paul Weverink as Trustees to the Sasamat Volunteer Fire Department for 2020.

(recommended)

Or

- A. Council may choose to provide alternative dates or amendments to the 2020 Council Meeting Schedule prior to approval.

Or

Report/Recommendation to Council

2020 Council Calendar and Council Appointments

November 15, 2019

- B. Council may choose to provide an alternate rotating schedule for Acting Mayor appointments for 2020.

Or

- C. Council may wish to change the current Councillor appointments as Trustees to the Sasamat Volunteer Fire Department.

Financial Implications

There are no financial implications.

Communications / Civic Engagement

Notice of the 2020 Council Meeting Schedule will be advertised in the Tri-City News. Further, the schedule will be shared through the Village's social media outlets, posted at Village Hall, and shared through the Village's email distribution list.

Corporate Strategic Plan Objectives

We provided responsive, efficient, transparent and engaged service.

Attachments:

- 1. Draft 2020 Council Meeting Schedule

Prepared by:
 _____
Karen Elrick Manager of Corporate Services
Reviewed for Form and Content / Approved for Submission to Council:
Chief Administrative Officer's Comment/Concurrence
 _____
Chief Administrative Officer

2020 Council Meeting Schedule

Council Meeting Dates by Month

January	14	28
February	4	18
March	3	17
April	7	21
May	5	19
June	2	16
July	7	21
August	no meetings	
September	1	15
October	6	20
November	3	17
December	1	15

JANUARY

S	M	T	W	T	F	S
					1	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

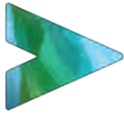
MAY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

VILLAGE OF ANMORE



JULY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Council Members

- Mayor John McEwen
- Councillor Polly Krier
- Councillor Tim Laidler
- Councillor Kim Trowbridge
- Councillor Paul Weverink

Acting Mayor Schedule

- Nov/Dec/Jan Councillor Krier
- Feb/Mar/Apr Councillor Laidler
- May/Jun/Jul Councillor Trowbridge
- Aug/Sep/Oct Councillor Weverink

OCTOBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Regular Council Meeting

Statutory & Non-Statutory Holidays Observed

Conferences to Note for 2020 (Council may attend)

Federation of Canadian Municipalities Conference in Toronto, ON June 4 to June 7, 2020

Lower Mainland Local Government Association Conference in Whistler, BC May 6 to May 8, 2020

Union of British Columbia Municipalities Conference in Victoria, BC September 21 to September 25, 2020

Council meetings are typically held on the first and third Tuesday of each month. Exceptions apply in January and August.

Meetings commence at 7:00 p.m. and are held in Council Chambers at Village Hall, located at:
2697 Sunnyside Road
Anmore BC.

All public are welcome to attend.

2697 Sunnyside Road
Anmore, BC V3H 5G9
Phone 604 469 9877
Email village.hall@anmore.com



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: November 15, 2019 File Number: 3360-20/19
Submitted by: Jason Smith, Manager of Development Services
Subject: Pinnacle Ridge – Financial Sustainability Analysis

Purpose / Introduction

The purpose of this report is to provide a financial sustainability analysis of the proposed Pinnacle Ridge rezoning, as directed by Council.

Recommended Options

That Council receive the report titled "Pinnacle Ridge – Financial Sustainability Analysis" dated November 15, 2019, for information.

Background

At the July 16, 2019 Regular Council Meeting, staff provided an introductory report of the development proposal received by the Village from Trez Capital and the Atti Group for an area commonly known as Pinnacle Ridge. At that meeting, Council directed staff to undertake a financial sustainability analysis related to infrastructure maintenance.

Discussion

ISL Engineering, on behalf of the Village, undertook a lifecycle cost analysis for the infrastructure that would be necessary to facilitate development on Pinnacle Ridge (Attachment 1), which makes clear that the current development proposal is not financially sustainable for the Village.

The report and its findings have been provided to the applicants and staff continue to work with the applicants to see how they would like to proceed with any changes to the application.

More broadly, the report brings into question the financial sustainability of extending the necessary infrastructure to support development at the densities currently considered in the Zoning Bylaw and the Village's Official Community Plan. Staff will explore this further as part of their 2020 work plan.

Report/Recommendation to Council

Pinnacle Ridge – Financial Sustainability Analysis

November 15, 2019

Financial Implications

There are no financial implications with regards to this report.

Attachments:

1. Pinnacle Ridge – Life Cycle Analysis report by ISL Engineering

Prepared by:
 _____ Jason Smith Manager of Development Services
Reviewed for Form and Content / Approved for Submission to Council:
Chief Administrative Officer's Comment/Concurrence  _____ Chief Administrative Officer



Memorandum

Integrated Expertise. Locally Delivered.



#503, 4190 Lougheed Hwy., Burnaby, BC V5C 6A8 T: 604.629.2696 F: 604.629.2698

To: **Village of Anmore** Date: **July 22, 2019**
Attention: **Jason Smith** Project No.: **32271**
Cc:
Reference: **Pinnacle Ridge Development – Life Cycle Analysis Study**
From: **Chris Boit, P.Eng.**

Background

The Village of Anmore provided ISL Engineering and Land Services Ltd. with the rezoning application submissions completed by Trez Capital and Atti Group for a feasibility study of the proposed extension to the Pinnacle Ridge development. The feasibility study is intended to quantify the municipal infrastructure assets that would be transferred to the Village as part of the subdivision development; and compare the portion of annual property tax revenue from the proposed subdivision that can go towards maintaining those assets against the anticipated annual costs of the assets. By comparing the revenue and costs related to the proposed subdivision, the Village can better understand their position with respect to the proposed subdivision. This memorandum summarizes the methodology and findings from the feasibility study.

Resources

The following base maps and documents were referenced as part of the feasibility study:

- Village of Anmore Cadastral (Dated June 8, 2017)
- Village of Anmore Lidar Survey (Dated as of 2015)
- Atti Group Rezoning Application Submission Package (Dated June 26, 2019)
- Trez Capital Rezoning Application Submission Package (Dated June 26, 2019)
- Village of Anmore Policy 46 - Tangible Capital Asset Policy (Dated April 8, 2014)

Study Methodology

A map of the proposed subdivision, as shown in the rezoning application submissions, was uploaded into CAD (Computer-Aided Design) software. Four municipal roadways were identified and modeled using the CAD software (see attached Pinnacle Ridge Exhibit). After modelling the four roadways, the quantity of road corridor assets were tabulated in a spreadsheet for cost analysis. The capital costs of constructing assets such as the road structure, storm main, ditches, retaining walls and water mains were calculated and divided over their anticipated design life. These divided annual costs together formed the anticipated annual maintenance costs of the municipal assets in the subdivision.

The proposed subdivision lots were categorized based on their size and assigned property taxes based on their category. The portion of annual property tax revenue that could go towards maintaining municipal assets was then calculated for comparison.



Assumptions and Limitations

This feasibility study assumes and is limited to the following:

- The new road corridor sections will match the existing road corridor on North Charlotte Road (Figure 1).
- All costs and revenues are in current 2019 Canadian dollars rounded to the nearest hundred.
- That the workmanship and materials used in constructing the municipal assets by the developer will meet the prescribed industry specification and last the proposed design life.
- The septic system is private and to be owned and maintained by property owners.
- That both the Trez Capital and Atti Group subdivisions will be constructed within a similar period.
- That the entire Asset Levy taxation (21% of Property Tax Revenue) goes toward asset renewal and does not include operations and maintenance.

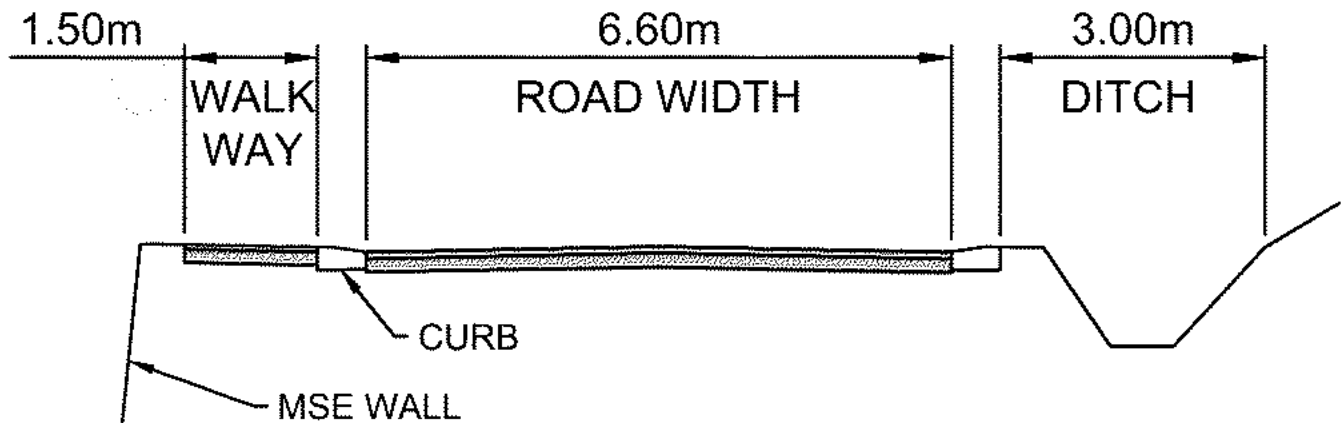


Figure 1. Typical Road Section in Proposed Pinnacle Ridge Development Subdivisions

Findings

The following Table 1 provides the annual costs for maintaining the municipal assets along each of the four identified road corridors, their corresponding side streets and the proposed reservoir. The tabulated costs for each municipal asset are summarized in the attached Cost Data Summary.

Table 1. Annual Municipal Asset Maintenance Cost from New Subdivisions

Item	Annual Maintenance Cost
North Charlotte Road	\$ 34,900
Ridge Mountain Drive	\$ 34,500
Upper Road	\$ 76,200
Lower Road	\$ 38,300
Reservoir	\$ 16,900
Total Proposed Municipal Assets	\$ 200,800



The following Table 2 provides a summary of the total property tax revenue that is anticipated from both the Trez Capital and Atti Group subdivisions. The portion of this annual property tax revenue that can go towards maintaining municipal infrastructure assets is discussed in the following section.

Table 2. Annual Anticipated Property Tax Revenue from New Subdivisions

Parcel Description	Number of Parcels	Property Tax per Parcel	Annual Property Tax
Over Quarter Acre	32	\$ 4,000	\$ 128,000
Up to Quarter Acre	33	\$ 3,500	\$ 115,500
Duplex	32	\$ 3,000	\$ 96,000
Total Anticipated Property Tax Revenue			\$ 339,500

Analysis

The following pie chart in Figure 2 below shows the typical breakdown of property tax expenditures for the Village of Anmore. The numbers shown were retrieved from the Village’s 2019 Property Tax Notice. The pie charts depict a realistic distribution of property tax expenditure for project planning and feasibility purposes.

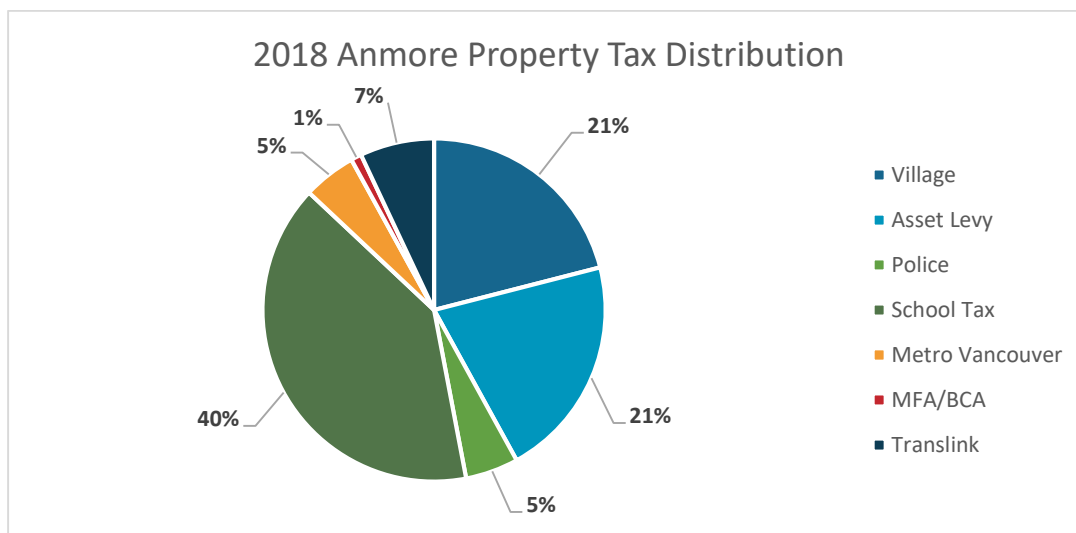


Figure 2. Typical Allocation of Property Tax Revenue in the Village of Anmore

Following the numbers provided above, only 21% (Asset Levy) of property tax revenue is expected to go towards maintaining municipal assets. Table 3 below provides the net annual situation the Village would have to consider facing if they approve the current subdivisions proposed in the Pinnacle Ridge development.

Table 3. Calculation of Net Annual Situation for the Village with Proposed Subdivisions

Item	Amount
Total Annual Municipal Asset Maintenance Cost	- \$ 200,800
Portion of Property Tax Revenue for Maintenance	21% x \$ 339,500 = \$71,295
Net Annual Situation	- \$129,505



As shown in Table 3, the Village would experience an annual deficit of \$129,505 in order to maintain the municipal assets that service the proposed development. Building developments on steep terrain requires retaining walls to ensure road grades above meet design regulations. Constructing, maintaining and replacing these retaining walls at the end of their design life is a costly undertaking.

ISL has conducted an alternative analysis (scenario 2) that removed the costs of the extension of North Charlotte. The reason being Anmore has requested the Developer provide this access. Existing development proposals do not account for development along North Charlotte, this would lessen the burden on the Developer. It should be noted that North Charlotte is required for the development, as the extension of Ridge Mountain would result in a Cul-de-Sac that far exceeded the Works and Services Bylaw.

Table 4 Annual Municipal Asset Maintenance Cost from New Subdivisions minus Charlotte Rd extension

Item	Annual Maintenance Cost
Ridge Mountain Drive	\$ 34,500
Upper Road	\$ 76,200
Lower Road	\$ 38,300
Reservoir	\$ 16,900
Total Proposed Municipal Assets	\$ 165,900

Assuming the sub division lot numbers stay the same as the previous scenario

Table 5 Calculation of Net Annual Situation for the Village with Proposed Subdivisions minus Charlotte Rd Extension

Item	Amount
Total Annual Municipal Asset Maintenance Cost	- \$ 165,900
Portion of Property Tax Revenue for Maintenance	21% x \$ 339,500 = \$71,295
Net Annual Situation	- \$94,605

As shown in Table 5, the Village would experience an annual deficit of \$94,605 in order to maintain the municipal assets that service the proposed development.

Solutions

Option 1

The Village could create a special Local Area Service Agreement for this Development. It should be noted that this might not be legally allowed for infrastructure costs, further investigation would be required, prior to pursuing this option. The LASA would increase the asset levy portion of the property taxes for the proposed developments. In this case, the recommendation would be to distribute the deficit amongst each of the properties equally. This would lead to an approximate increase of \$1340 (scenario 1) or \$975 (Scenario 2) annually to the property taxes shown in Table 2.



Option 2

The typical infrastructure renewal costs for the Village are current distributed to all the residents in the Municipality. An approximate increase per hold to all of Anmore would be as follows just for the deficit portion of the costs.

Table 6 Cost increase per Folio in Anmore

Item	Amount
Approximate Existing Folios in Anmore	870
Pinnacle Sub division Folios	97
Total Folio	967
Scenario 1	129,505 / 967 = \$134
Scenario 2	\$94,605 / 967 = \$98

Option 3

The Village could increase densification within the proposed development. More taxable properties would generate greater revenue in property taxes that would help pay for the annual maintenance costs of the municipal assets. Continuing with the assumption that 21% of property tax revenue would go towards the maintenance of assets; 274 units, where each is taxed at \$3500 annually, would be required to offset the annual maintenance costs. Achieving such a number of taxable units would require considering high-density developments such as low-rise apartments, or reducing the sizes of individual parcels to accommodate additional taxable units.

Option 4

The final option would be not to allow Development on the hillside, where the responsibility of large retaining structures and subsequent annual maintenance costs are transferred to the Village. Although new developments provide opportunities for a municipality to grow and increase potential revenues from taxation, these developments should not increase the risk of a municipality experiencing deficits in maintaining the assets that service them.

Closure

We trust this life cycle analysis study meets your present requirements in understanding the fiscal responsibilities associated with approving new subdivisions in the Pinnacle Ridge development. We look forward to your comments, feedback and any questions you may have for this study. Please contact the undersigned for more information.

Sincerely,
ISL Engineering and Land Services Ltd.

Chris Boit, P.Eng.
Senior Project Engineer



Integrated Expertise. Locally Delivered.



Attached:
Pinnacle Ridge Exhibit
Cost Data Summary

COST DATA SUMMARY

Pinnacle Ridge Subdivision - Life Cycle Analysis Study

Variables

Road Asphalt Upper Course Depth	0.04	m
Road Asphalt Lower Course Depth	0.04	m
Base Gravel Course Depth	0.15	m
Walkway Asphalt Depth	0.05	m
Asphalt Conversion	2.45	tonne/m3
Gravel Conversion	2.2	tonne/m3
Road Width	6.6	m
Walkway Width	1.5	m

						UNIT PRICE	TOTAL PRICE	DESIGN LIFE [years]	ANNUAL COST	
North Charlotte Road										
	Length =	645	m	# of Lots =	0					
Side Streets										
	Quantity	Units	Quantity	Units	Total Quantity	Units				
Road Asphalt Upper Course	417	tonne			420	tonne	\$ 135.00	\$ 56,700.00	15	\$ 3,780.00
Road Asphalt Lower Course	417	tonne			420	tonne	\$ 135.00	\$ 56,700.00	20	\$ 2,835.00
Base Gravel Course	1724	tonne			1720	tonne	\$ 55.00	\$ 94,600.00	40	\$ 2,365.00
Concrete Curb	1290	m			1290	m	\$ 75.00	\$ 96,750.00	40	\$ 2,418.75
Asphalt Walkway	119	tonne			120	tonne	\$ 135.00	\$ 16,200.00	15	\$ 1,080.00
Ditch	645	m			650	m	\$ 230.00	\$ 149,500.00	50	\$ 2,990.00
MSE Wall	484	m2			480	m2	\$ 600.00	\$ 288,000.00	50	\$ 5,760.00
Watermain (assume 200mm DI) includes hydrant	645	m			650	m	\$ 360.00	\$ 234,000.00	50	\$ 4,680.00
Water Services	0	each			0	each	\$ 3,200.00	\$ -	50	\$ -
Storm Main (assume 450mm PVC) includes catch basins	645	m			650	m	\$ 400.00	\$ 260,000.00	50	\$ 5,200.00
Storm Services	0	each			0	each	\$ 2,500.00	\$ -	50	\$ -
Culvert Allowance (1500mm CSP)	3	each			3	each	\$ 50,000.00	\$ 150,000.00	40	\$ 3,750.00
										Road Total \$ 34,900.00
Ridge Mountain Drive										
	Length =	455	m	# of Lots =	5					
Additional										
	Quantity	Units	Quantity	Units	Total Quantity	Units				
Road Asphalt Upper Course	294	tonne			290	tonne	\$ 135.00	\$ 39,150.00	15	\$ 2,610.00
Road Asphalt Lower Course	294	tonne			290	tonne	\$ 135.00	\$ 39,150.00	20	\$ 1,957.50
Base Gravel Course	1216	tonne			1220	tonne	\$ 55.00	\$ 67,100.00	40	\$ 1,677.50
Concrete Curb	910	m			910	m	\$ 75.00	\$ 68,250.00	40	\$ 1,706.25
Asphalt Walkway	84	tonne			80	tonne	\$ 135.00	\$ 10,800.00	5	\$ 2,160.00
Ditch	455	m			460	m	\$ 230.00	\$ 105,800.00	50	\$ 2,116.00
MSE Wall	910	m2			910	m2	\$ 600.00	\$ 546,000.00	50	\$ 10,920.00
Watermain (assume 200mm DI)	455	m			460	m	\$ 360.00	\$ 165,600.00	50	\$ 3,312.00
Water Services	5	each			5	each	\$ 3,200.00	\$ 16,000.00	50	\$ 320.00
Storm Main (assume 450mm PVC)	455	m			460	m	\$ 400.00	\$ 184,000.00	50	\$ 3,680.00
Storm Services	5	each			5	each	\$ 2,500.00	\$ 12,500.00	50	\$ 250.00
Culvert Allowance (1500mm CSP)	3	each			3	each	\$ 50,000.00	\$ 150,000.00	40	\$ 3,750.00
										Road Total \$ 34,500.00
Upper Road										
	Length =	905	m	# of Lots =	63					
Additional										
	Quantity	Units	Quantity	Units	Total Quantity	Units				
Road Asphalt Upper Course	585	tonne	97.02		680	tonne	\$ 135.00	\$ 91,800.00	15	\$ 6,120.00
Road Asphalt Lower Course	585	tonne	97.02		680	tonne	\$ 135.00	\$ 91,800.00	20	\$ 4,590.00
Base Gravel Course	2419	tonne	400.95		2820	tonne	\$ 55.00	\$ 155,100.00	40	\$ 3,877.50
Concrete Curb	1810	m	300		2110	m	\$ 75.00	\$ 158,250.00	40	\$ 3,956.25
Asphalt Walkway	166	tonne	27.5625		190	tonne	\$ 135.00	\$ 25,650.00	5	\$ 5,130.00
Ditch							\$ 230.00	\$ -	50	\$ -
MSE Wall	1810	m2			1810	m2	\$ 600.00	\$ 1,086,000.00	50	\$ 21,720.00
Watermain (assume 200mm DI)	905	m	150		1060	m	\$ 360.00	\$ 381,600.00	50	\$ 7,632.00
Water Services	63	each			63	each	\$ 3,200.00	\$ 201,600.00	50	\$ 4,032.00
Storm Main (assume 450mm PVC)	905	m	150		1060	m	\$ 400.00	\$ 424,000.00	50	\$ 8,480.00
Storm Services	63	each			63	each	\$ 2,500.00	\$ 157,500.00	50	\$ 3,150.00
Culvert Allowance (1500mm CSP)	6	each			6	each	\$ 50,000.00	\$ 300,000.00	40	\$ 7,500.00
										Road Total \$ 76,200.00
Lower Road										
	Length =	410	m	# of Lots =	29					
Additional										
	Quantity	Units	Quantity	Units	Total Quantity	Units				
Road Asphalt Upper Course	265	tonne			270	tonne	\$ 135.00	\$ 36,450.00	15	\$ 2,430.00
Road Asphalt Lower Course	265	tonne			270	tonne	\$ 135.00	\$ 36,450.00	20	\$ 1,822.50
Base Gravel Course	1096	tonne			1100	tonne	\$ 55.00	\$ 60,500.00	40	\$ 1,512.50
Concrete Curb	820	m			820	m	\$ 75.00	\$ 61,500.00	40	\$ 1,537.50
Asphalt Walkway	75	tonne			80	tonne	\$ 135.00	\$ 10,800.00	5	\$ 2,160.00
Ditch	410	m			410	m	\$ 230.00	\$ 94,300.00	50	\$ 1,886.00
MSE Wall	820	m2			820	m2	\$ 600.00	\$ 492,000.00	50	\$ 9,840.00
Watermain (assume 200mm DI)	410	m			410	m	\$ 360.00	\$ 147,600.00	50	\$ 2,952.00
Water Services	29	each			29	each	\$ 3,200.00	\$ 92,800.00	50	\$ 1,856.00
Storm Main (assume 450mm PVC)	410	m			410	m	\$ 400.00	\$ 164,000.00	50	\$ 3,280.00
Storm Services	29	each			29	each	\$ 2,500.00	\$ 72,500.00	50	\$ 1,450.00
Culvert Allowance (1500mm CSP)	6	each			6	each	\$ 50,000.00	\$ 300,000.00	40	\$ 7,500.00
										Road Total \$ 38,300.00
Reservoir										
					Total Quantity	Units				
Developer Constructed Reservoir					1	1	\$ 840,938.00	\$ 840,938.00	50	\$ 16,900.00
									Total Annual Cost \$ 200,800.00	

COST DATA SUMMARY

**Pinnacle Ridge Subdivision - Life Cycle Analysis Study
North Charlotte Removed**

Variables

Road Asphalt Upper Course Depth	0.04	m
Road Asphalt Lower Course Depth	0.04	m
Base Gravel Course Depth	0.15	m
Walkway Asphalt Depth	0.05	m
Asphalt Conversion	2.45	tonne/m3
Gravel Conversion	2.2	tonne/m3
Road Width	6.6	m
Walkway Width	1.5	m

UNIT PRICE	TOTAL PRICE	DESIGN LIFE [years]	ANNUAL COST
------------	-------------	------------------------	-------------

Ridge Mountain Drive Length = 455 m # of Lots = 5

			Additional		Total Quantity	Units	UNIT PRICE	TOTAL PRICE	DESIGN LIFE [years]	ANNUAL COST
	Quantity	Units	Quantity	Units						
Road Asphalt Upper Course	294	tonne			290	tonne	\$ 135.00	\$ 39,150.00	15	\$ 2,610.00
Road Asphalt Lower Course	294	tonne			290	tonne	\$ 135.00	\$ 39,150.00	20	\$ 1,957.50
Base Gravel Course	1216	tonne			1220	tonne	\$ 55.00	\$ 67,100.00	40	\$ 1,677.50
Concrete Curb	910	m			910	m	\$ 75.00	\$ 68,250.00	40	\$ 1,706.25
Asphalt Walkway	84	tonne			80	tonne	\$ 135.00	\$ 10,800.00	5	\$ 2,160.00
Ditch	455	m			460	m	\$ 230.00	\$ 105,800.00	50	\$ 2,116.00
MSE Wall	910	m2			910	m2	\$ 600.00	\$ 546,000.00	50	\$ 10,920.00
Watermain (assume 200mm DI)	455	m			460	m	\$ 360.00	\$ 165,600.00	50	\$ 3,312.00
Water Services	5	each			5	each	\$ 3,200.00	\$ 16,000.00	50	\$ 320.00
Storm Main (assume 450mm PVC)	455	m			460	m	\$ 400.00	\$ 184,000.00	50	\$ 3,680.00
Storm Services	5	each			5	each	\$ 2,500.00	\$ 12,500.00	50	\$ 250.00
Culvert Allowance (1500mm CSP)	3	each			3	each	\$ 50,000.00	\$ 150,000.00	40	\$ 3,750.00
Road Total										\$ 34,500.00

Upper Road Length = 905 m # of Lots = 63

			Additional		Total Quantity	Units	UNIT PRICE	TOTAL PRICE	DESIGN LIFE [years]	ANNUAL COST
	Quantity	Units	Quantity	Units						
Road Asphalt Upper Course	585	tonne	97.02		680	tonne	\$ 135.00	\$ 91,800.00	15	\$ 6,120.00
Road Asphalt Lower Course	585	tonne	97.02		680	tonne	\$ 135.00	\$ 91,800.00	20	\$ 4,590.00
Base Gravel Course	2419	tonne	400.95		2820	tonne	\$ 55.00	\$ 155,100.00	40	\$ 3,877.50
Concrete Curb	1810	m	300		2110	m	\$ 75.00	\$ 158,250.00	40	\$ 3,956.25
Asphalt Walkway	166	tonne	27.5625		190	tonne	\$ 135.00	\$ 25,650.00	5	\$ 5,130.00
Ditch							\$ 230.00	\$ -	50	\$ -
MSE Wall	1810	m2			1810	m2	\$ 600.00	\$ 1,086,000.00	50	\$ 21,720.00
Watermain (assume 200mm DI)	905	m	150		1060	m	\$ 360.00	\$ 381,600.00	50	\$ 7,632.00
Water Services	63	each			63	each	\$ 3,200.00	\$ 201,600.00	50	\$ 4,032.00
Storm Main (assume 450mm PVC)	905	m	150		1060	m	\$ 400.00	\$ 424,000.00	50	\$ 8,480.00
Storm Services	63	each			63	each	\$ 2,500.00	\$ 157,500.00	50	\$ 3,150.00
Culvert Allowance (1500mm CSP)	6	each			6	each	\$ 50,000.00	\$ 300,000.00	40	\$ 7,500.00
Road Total										\$ 76,200.00

Lower Road Length = 410 m # of Lots = 29

			Additional		Total Quantity	Units	UNIT PRICE	TOTAL PRICE	DESIGN LIFE [years]	ANNUAL COST
	Quantity	Units	Quantity	Units						
Road Asphalt Upper Course	265	tonne			270	tonne	\$ 135.00	\$ 36,450.00	15	\$ 2,430.00
Road Asphalt Lower Course	265	tonne			270	tonne	\$ 135.00	\$ 36,450.00	20	\$ 1,822.50
Base Gravel Course	1096	tonne			1100	tonne	\$ 55.00	\$ 60,500.00	40	\$ 1,512.50
Concrete Curb	820	m			820	m	\$ 75.00	\$ 61,500.00	40	\$ 1,537.50
Asphalt Walkway	75	tonne			80	tonne	\$ 135.00	\$ 10,800.00	5	\$ 2,160.00
Ditch	410	m			410	m	\$ 230.00	\$ 94,300.00	50	\$ 1,886.00
MSE Wall	820	m2			820	m2	\$ 600.00	\$ 492,000.00	50	\$ 9,840.00
Watermain (assume 200mm DI)	410	m			410	m	\$ 360.00	\$ 147,600.00	50	\$ 2,952.00
Water Services	29	each			29	each	\$ 3,200.00	\$ 92,800.00	50	\$ 1,856.00
Storm Main (assume 450mm PVC)	410	m			410	m	\$ 400.00	\$ 164,000.00	50	\$ 3,280.00
Storm Services	29	each			29	each	\$ 2,500.00	\$ 72,500.00	50	\$ 1,450.00
Culvert Allowance (1500mm CSP)	6	each			6	each	\$ 50,000.00	\$ 300,000.00	40	\$ 7,500.00
Road Total										\$ 38,300.00

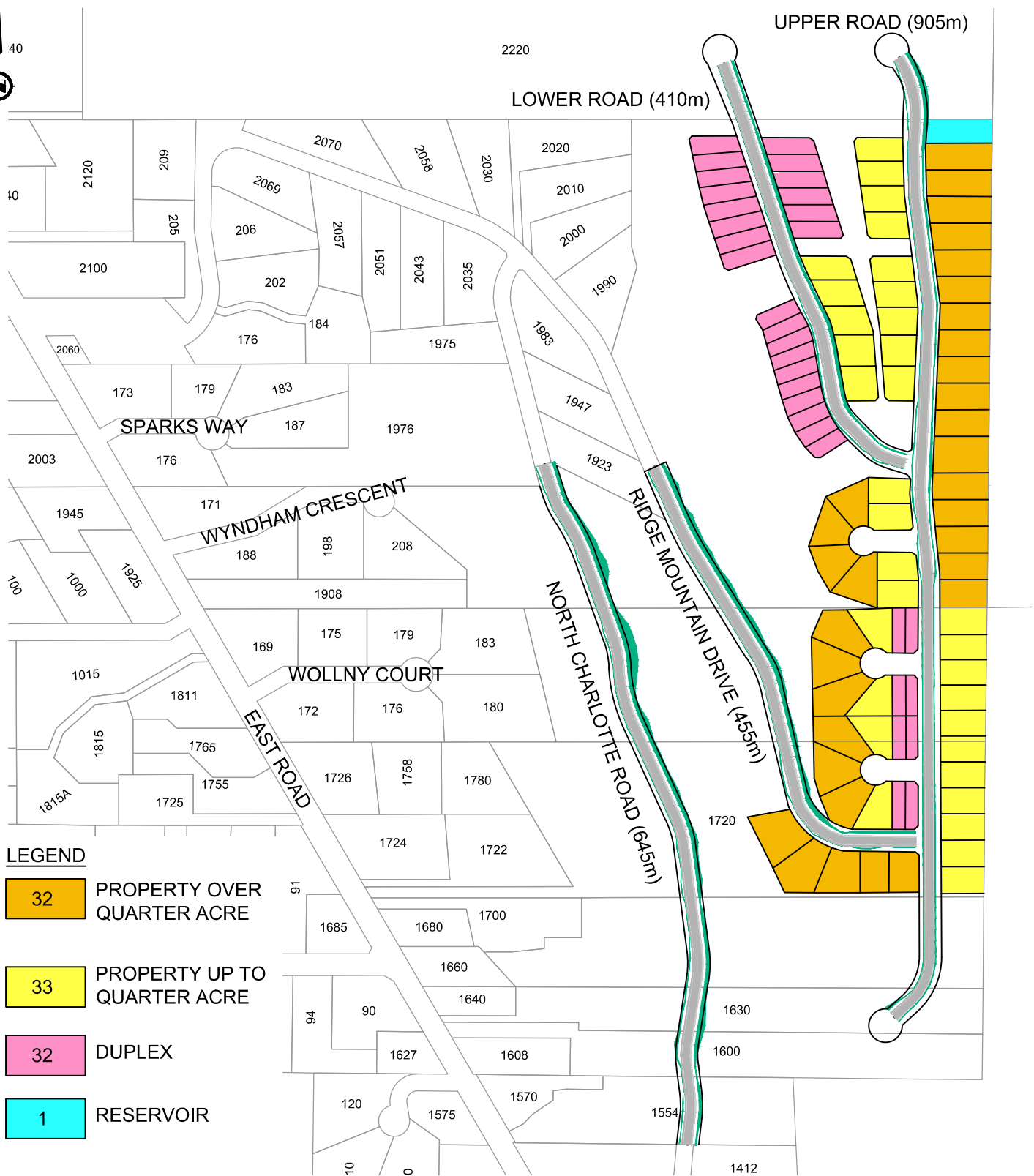
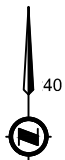
Reservoir

	Total Quantity	Units	UNIT PRICE	TOTAL PRICE	DESIGN LIFE [years]	ANNUAL COST
Developer Constructed Reservoir	1	1	\$ 840,938.00	\$ 840,938.00	50	\$ 16,900.00

Total Annual Cost \$ 165,900.00

PROPERTY TAX REVENUE

Property Size	No. of units	Assumed Tax Rate	Total Tax collected
Over Quarter Acre	32	\$ 4,000.00	\$ 128,000.00
Up to Quarter Acre	33	\$ 3,500.00	\$ 115,500.00
Duplex	32	\$ 3,000.00	\$ 96,000.00
Annual Revenue			\$ 339,500.00



LEGEND

- 32 PROPERTY OVER QUARTER ACRE
- 33 PROPERTY UP TO QUARTER ACRE
- 32 DUPLEX
- 1 RESERVOIR

PROPOSED PINNACLE RIDGE SUBDIVISIONS - EXHIBIT
SCALE 1:5000

COMMUNITY ENGAGEMENT, CULTURE AND INCLUSION COMMITTEE MEETING – MINUTES



Minutes for the Community Engagement, Culture and Inclusion Committee Meeting scheduled for Thursday, September 12, 2019 at 6:00 p.m. in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC

MEMBERS PRESENT

Councillor Polly Krier, Chair
Chloe Heisler
Kerri Palmer Isaak

MEMBERS ABSENT

Trudy Schneider
Shaunda Moore

1. CALL TO ORDER

Chair Krier called the meeting to order at 6:05 p.m.

2. APPROVAL OF THE AGENDA

IT WAS MOVED AND SECONDED:

That the agenda be approved as circulated.

CARRIED UNANIMOUSLY

3. MINUTES

(a) Minutes of the Meeting held on July 11, 2019

Recommendation: That the Minutes of the Community Engagement, Culture and Inclusion Committee meeting held on July 11, 2019 be adopted as circulated.

This item was tabled for the next meeting.

4. BUSINESS ARISING FROM THE MINUTES

5. UNFINISHED BUSINESS

6. NEW BUSINESS

(a) Review of Bring Your Own Everything Event in Spirit Park – August 16, 2019

This item was tabled for the next meeting.

(b) Review of Ma Murray Day

Discussion points included:

- Positive feedback received on the Ma Murray display
- Committee members expressed thanks to Shannon Cooper for helping compile items for the display
- Intent is to build on this for next year' event

IT WAS MOVED AND SECONDED:

That the Committee recommend That Council direct staff to distribute a survey to be created by the Community Engagement Culture and Inclusion Committee to Village residents in order to gauge the overall success of Ma Murray Day event.

CARRIED UNANIMOUSLY

(c) Dementia Workshop – next steps

This item was tabled for the next meeting.

Additional Item - Welcome to Anmore Brochure

Ms. Juli Halliwell, CAO, approached the committee regarding creating a “Welcome to Anmore” brochure for new residents. Committee members agreed to take on this project and discussed next steps and what to include in the brochure.

7. ADJOURNMENT

IT WAS MOVED AND SECONDED:

That the meeting be adjourned at 7:00 p.m.

CARRIED UNANIMOUSLY

Certified Correct:

Approved:

Karen Elrick
Manager of Corporate Services

Councillor Polly Krier
Chair, Community Engagement, Culture
and Inclusion Committee

**SASAMAT VOLUNTEER FIRE DEPARTMENT (SVFD)
BOARD OF TRUSTEES MEETING**

Minutes of the Regular Meeting of the Sasamat Volunteer Fire Department (SVFD) Board of Trustees held at 7:00 p.m. on Thursday, September 19, 2019 in the Anmore Fire Station, 2690 East Road, Anmore, British Columbia.

MEMBERS PRESENT:

Mayor Neil Belenkie, Belcarra
Councillor Bruce Drake, Belcarra
Mayor John McEwen, Anmore
Fire Chief Jay Sharpe, SVFD
Councillor Paul Weverink, Anmore
Councillor Liisa Wilder, Belcarra

MEMBERS ABSENT:

Chair, Councillor Darrell Penner, Port Coquitlam
Councillor Kim Trowbridge, Village of Anmore

STAFF PRESENT:

Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver
Dean Rear, Acting Chief Financial Officer / General Manager Financial Services, Metro Vancouver
Jennifer Arabsky, Office Supervisor, Corporate Services, Metro Vancouver

In the absence of the Chair, Mayor John McEwen assumed the role of Chair for the Regular Meeting of the Sasamat Volunteer Fire Department (SVFD) Board of Trustees held on Thursday, September 19, 2019.

1. ADOPTION OF THE AGENDA

1.1 September 19, 2019 Regular Meeting Agenda

It was MOVED and SECONDED

That the SVFD Board of Trustees adopt the agenda for its regular meeting scheduled for September 19, 2019 as circulated.

CARRIED

2. ADOPTION OF THE MINUTES

2.1 April 18, 2019 Regular Meeting Minutes

It was MOVED and SECONDED

That the SVFD Board of Trustees adopt the minutes of its regular meeting held April 18, 2019 as circulated.

CARRIED

3. INVITED PRESENTATIONS

No items presented.

4. REPORTS FROM COMMITTEE OR STAFF

4.1 2020 - 2024 Financial Plan – Sasamat Fire Protection Service

Report dated September 12, 2019 from Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver, presenting the 2020-2024 Financial Plan for the Sasamat Fire Protection Service for consideration by the Sasamat Volunteer Fire Department (SVFD) Board of Trustees.

Trustees were provided with a briefing of the 2020-2024 Financial Plan highlighting the annual budgets, the performance indicators contained in the 2020 Work Plan and the 2020 to 2024 What’s Happening report. Noted was in the 2020 budget \$600,000 was added for apparatus acquisition being funded by reserves. Also noted was the increase to the budget in 2023 forward for the addition of a salaried Fire Chief. It was noted that the 2019 to 2020 tax impact of the service is 1.5%. The Fire Chief responded to a questions about volunteer firefighter compensation. Noted was a working group is being struck separate from the Board of Trustees for both the review of the Fire halls and the full time Fire Chief.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees endorse the 2020 - 2024 Financial Plan for the Sasamat Fire Protection Service as presented in the report “2020 - 2024 Financial Plan – Sasamat Fire Protection Service” dated September 12, 2019 and forward it to the Metro Vancouver Regional District Board Budget Workshop on October 23, 2019 for consideration.

CARRIED

4.2 Fire Chief’s Report

Report dated September 19, 2019 from Jay Sharpe, Fire Chief, SVFD, presenting Trustees the Fire Chief’s updates for the period.

Trustees were provided with updates on:

Equipment

Ladder 7 is in limited service, but can be operated by trained staff in a major event. Legacy radio continued challenges, numerous dead zones in the villages that create issues.

Engine 3 has reached its 20-year life span and we are in the process of preparing a RFP for a replacement truck and strategizing for future trucks.

Halls and Grounds

Planning underway for the electrical connection to the training structure at the Anmore Fire Hall.

Old training structure at the Belcarra Fire Hall is a potential safety risk and will need to be removed.

Training

Three new recruits in training.

Public Education

Ongoing fire hall tours with school age groups.

Melissa Cooke has expressed an interest in assuming a Public Education role for the department.

Old Business

Rogers cell tower –Potential to have tower erected on Anmore City hall site to alleviate challenges of SVFD site. Anmore property developments plans underway, can have a potential location determined when complete.

Reports and Information

Total of 59 calls as of the report, 5 calls since report.

Noted was calls are down about 20% as compared to the same time last year likely due to the mild summer and a slightly lower percentage of calls from BCEHS.

District Chief David Gregory has returned to active duty from his recent extended leave. Importance of members maintaining a work, life, volunteer balance was stressed. Discussed was the need to have Sophie Gable continue on with the administration role to help balance the work.

Joint meeting with the Port Moody Police Department and the Port Moody Fire Department regarding road closures that affect Belcarra and Anmore took place with resulting protocols put in place.

Noted was one new recruit needs to be added to the SVFD Duty roster as presented: Clayton Maunder.

Main Motion

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated September 19, 2019, titled “SVFD Fire Chief’s Report”.

Amendment to the Main Motion

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees amend the Main Motion, at the end of the Motion, by adding the following:

“and direct staff to investigate the possibility of adding up to \$5,000 to the 2020 -2024 Financial Plan, as presented and endorsed in item 4.1, for administrative support for the fire department.”

CARRIED

Main Motion as Amended

Question was called on the Main Motion as amended and it was

CARRIED

The Main Motion as amended now reads as follows:

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated September 19, 2019, titled “SVFD Fire Chief’s

Report” and direct staff to investigate the possibility of adding up to \$5,000 to the 2020 -2024 Financial Plan, as presented and endorsed in item 4.1, for administrative support for the fire department.

5. INFORMATION ITEMS

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the following Information Item:

- 5.1 New Reporting and Meeting Minutes Format – it was noted that in future the Trustees would like a more in-depth review of the line items of the budget.

CARRIED

6. OTHER BUSINESS

Meeting scheduling challenges - will schedule three meetings for the year in January then adjust, cancel and add meetings as required.

Noted was the working group will likely have a joint council meeting in January.

7. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adjourn its regular meeting of September 19, 2019.

CARRIED

(Time: 7:40 p.m.)

For Metro Vancouver meetings on Friday, October 4, 2019

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

Greg.Valou@metrovancover.org or Kelly.Sinowski@metrovancover.org

Metro Vancouver Regional District**E 1.1 Affordable Housing Proposed Partnership Funding Model****APPROVED**

The Board approved an amended motion directing staff to include for approval in the 2020 Affordable Housing budget a \$4-million tax requisition for the purpose of dedicated funding for new MVHC affordable housing development projects on lands owned by MVRD or MVRD member jurisdictions.

A new annual requisition of \$4 million would provide sufficient equity to develop new units of affordable housing on underutilized or vacant municipal land using MVHC's current affordability mix of 70% at the low end of market and 30% rent-gear-to-income. This estimate assumes current construction costs with standard site servicing requirements, interest rates of 4.5% and 50-year amortization and a long-term lease at a nominal cost.

With an additional \$4 million in annual revenue (representing approximately \$4 per household), it is estimated Metro Vancouver Housing can develop 500 new units of affordable housing on member owned lands over the next ten years. There is also the potential to leverage Metro Vancouver's equity and partner with other levels of government.

E 2.1 Squamish-Lillooet Regional District Regional Growth Strategy Amendment Bylaw No. 1562-2018**APPROVED**

The Board accepted Squamish-Lillooet Regional District Regional Growth Strategy Amendment Bylaw No. 1562-2018 and will notify the Squamish-Lillooet Regional District Board of its decision.

On August 6, 2019, the Squamish-Lillooet Regional District Board Chair sent a letter to the MVRD Board requesting acceptance of the Squamish-Lillooet Regional District Regional Growth Strategy Amendment Bylaw 1562-2018 within 60 days. As an adjacent regional district, Metro Vancouver is considered an affected local government under the Local Government Act and has the opportunity to review the strategy.

E 2.2 Metro 2050 Engagement Plan**APPROVED**

The Metro Vancouver Board approved the updated Metro 2050 Engagement Plan as outlined in the report and:

- in alignment with the requirements of Subsection 434(3) of the Local Government Act, directed staff to include a Regional Public Hearing as part of the engagement process for Metro 2050;
- as per Subsection 433(4) of the Local Government Act, resolved to notify affected local governments and the Minister of Municipal Affairs and Housing of the initiated update to Metro 2040; and

- directed staff to offer each member jurisdiction the opportunity to co-host a public information meeting on Metro 2050 aligned with respective Council presentations.

The comprehensive update to Metro 2040 will build on its strengths, extending the strategy's time horizon to the year 2050, integrating with Transport 2050, and strengthening current policies to address policy gaps. Pursuant to Section 434 of the Local Government Act, the MVRD Board is required to adopt a consultation plan that provides early and ongoing opportunities for engagement.

The Metro 2050 Engagement Plan provides opportunities for plan signatories, non-signatory stakeholders, First Nations and the public to provide input into the comprehensive update to Metro 2040. The engagement plan is intended to meet the requirements of the Local Government Act and to align with Metro Vancouver's Public Engagement Policy.

Based on comments provided by the MVRD Board to consider additional opportunities for public input, several updates were made to the Metro 2050 Engagement Plan. These include: additional sub-regional public meetings (Metro 2050 Community Dialogues), an additional online opportunity for input (Online Open House), and providing an opportunity for each member jurisdiction to co-host a public information meeting on Metro 2050.

E 2.3 Metro 2040 Scope and Status Update

RECEIVED

The Board received for information a status update on the progress towards developing Metro 2050, including an update on engagement collaboration with TransLink, as well as providing an opportunity for Committee members to comment on scoping decisions that will inform the Metro 2050 process.

In summary, parcel or site-specific changes to the Urban Containment Boundary or regional land-use designations will continue to be undertaken through the Metro 2040 minor amendment process rather than through the comprehensive update to Metro 2040; such site-specific changes will need to be deferred during the acceptance phase of the amendment bylaw (i.e. Phase 3); some targeted changes to regional land-use designations and overlays will likely be considered through the comprehensive update; and the Regional Planning Committee and the MVRD Board are the primary means through which comment will be received from MVRD Board Directors.

E 2.4 Establishment of an Intergovernmental Advisory Committee for the Update to the Regional Growth Strategy

APPROVED

The Board:

- Resolved to establish an Intergovernmental Advisory Committee to advise on the development and implementation of the update of the regional growth strategy, as required by Section 450 of the Local Government Act;
- appointed the Director of Regional Planning and Electoral Area Services and the Division Manager of Growth Management and Transportation of Metro Vancouver to the Intergovernmental Advisory Committee; and
- resolved to invite the following authorities and organizations to make appointments to the Intergovernmental Advisory Committee:

- Metro Vancouver member jurisdictions;
- South Coast British Columbia Transportation Authority;
- Provincial Government;
- Fraser Valley Regional District and the Squamish-Lillooet Regional District;
- Port of Vancouver;
- Vancouver Airport Authority;
- Agricultural Land Commission;
- Fraser Health and Vancouver Coastal Health;
- the University of British Columbia, Simon Fraser University and Kwantlen Polytechnic University; and
- Local First Nations.

E 2.5 City of Vancouver’s Regional Context Statement – 5 Year Review

APPROVED

The Board accepted the City of Vancouver’s Regional Context Statement as submitted to Metro Vancouver on July 26, 2019.

The City of Vancouver has requested the continued acceptance of its 2013 Regional Context Statement. In accordance with the provisions of the Local Government Act, each member jurisdiction’s regional context statement must be reviewed at least every five years, giving the local government an opportunity to consider whether any recent municipal planning studies would trigger changes to its Regional Context Statement. The City’s 2013 Regional Context Statement remains generally consistent with the goals, strategies and actions in Metro 2040.

E 3.1 Regional Parks Land Acquisition and Development Funding

APPROVED

The Board approved an amended motion directing staff to move forward with the establishment of a property tax requisition to provide annual funding to advance the implementation of the Regional Parks Land Acquisition 2050 strategy and the opening of new park land for public use.

The Board:

- Directed staff to include for approval in the Regional Parks 2020 budget an additional contribution of \$4 million to advance the Regional Parkland Acquisition Reserve Fund and include an additional \$4 million increase annually until 2024; and
- Prepared an amendment to the Greater Vancouver Regional District Bylaw 735, the bylaw that established a Regional Parkland Acquisition Reserve Fund, to enable capital funding provisions for both land acquisition and park development for Board approval.

E 3.2 Campbell Valley Regional Park – Proposed Campbell Valley Nature Centre Location

APPROVED

The Board approved the South Valley Activity Area in Campbell Valley Regional Park as the future location for the Campbell Valley Nature Centre.

The Campbell Valley Nature House was originally located at the South Valley Entrance in Campbell Valley Regional Park. In 2017, a site investigation found the building required significant improvements. It was determined it was not cost effective to repair and the building was subsequently demolished.

Metro Vancouver will be seeking input on the development of a new nature centre as part of the Campbell Valley Regional Park Management Plan Update. The update will seek to test stakeholder, First Nations, partner, and public current values, interests, concerns and desires for the park and new nature centre. Public engagement for this will commence in fall 2019.

E 4.1 Integrated Public Engagement Process for the Metro Vancouver Clean Air Plan and Climate 2050 **APPROVED**

The Board:

- approved the scope of the proposed Clean Air Plan as presented;
- authorized staff to proceed with the engagement process on the Clean Air Plan; and
- directed staff to integrate the Clean Air Plan engagement process with the Climate 2050 engagement process.

E 5.1 2020 Schedule of Regular Board Meetings **RECEIVED**

The Board received for information the schedule of regular board meetings, as follows:

- Meeting Dates
 - Friday, January 31, 2020
 - Friday, February 28, 2020
 - Friday, March 27, 2020
 - Friday, April 24, 2020
 - Friday, May 29, 2020
 - Friday, July 3, 2020
 - Friday, July 31, 2020
 - Friday, October 2, 2020
 - Wednesday, October 21, 2020 (Budget Workshop)
 - Friday, October 30, 2020
 - Friday, November 27, 2020 (Inaugural Meeting)
 - Friday, December 11, 2020
- Meeting Place and Time
 - Metro Vancouver Boardroom, 28th Floor, 4730 Kingsway, Burnaby BC, at 9:00 a.m., unless otherwise specified on the Metro Vancouver public notice board, the Metro Vancouver website, and the respective agenda.

G 1.1 Amending Metro Vancouver 2040: Shaping our Future to Reflect Accepted Regional Context Statements – Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1285, 2019**RECEIVED
APPROVED**

The Board:

- Received for information the comments from the affected local governments and agencies as presented; and
- Passed and finally adopted Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1285, 2019.

G 1.2 Regional Growth Strategy Amendment Bylaw No. 1283 – MK Delta Lands, City of Delta**RECEIVED
APPROVED**

The Board:

- Received for information the comments from the affected local governments and agencies as presented;
- Gave third reading to Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1283, 2019;
- Passed and finally adopted said bylaw and notified the City of Delta; and,
- Accepted the City of Delta's amended Regional Context Statement for the MK Delta Lands site, showing a regional Industrial land use designation, and alteration of the Urban Containment Boundary.

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

The Board received delegation summaries and information items from Standing Committees.

George Massey Crossing Task Force – July 24, 2019

Delegation Summary:

3.1 Roderick V. Louis

Regional Planning Committee – September 13, 2019

Delegation Summary:

3.1 Roderick V. Louis

Information Items:

5.5 Metro 2040 Urban Centre and Frequent Transit Development Area Policy Review – Policy Directions for Consideration

This report gave the committee an opportunity to review and provide feedback on high-level, draft policy directions under consideration as part of the Metro 2040 Urban Centre and Frequent Transit Development Area Policy Review.

The Policy Review is a multi-year initiative to explore opportunities to enhance the regional growth framework, focusing specifically on identifying improvement to the region's growth structuring tools.

5.6 Update on Metro 2040 Environment Policy Review – Forum Results and Policies from Other Jurisdictions

The committee received highlights from the Environmental Land Use Policy Forum held on June 6, 2019 and a summary of the consultant's background research, which will inform the Metro 2040 Environment Policy Review.

The Forum generated some innovative ideas about how Metro Vancouver and member jurisdictions can work together to better protect ecologically important areas, plan for biodiversity-led regional green infrastructure, and enhance green spaces in urban areas to improve human health.

5.7 Metro 2040 and Protecting Ecologically Important Areas

This report provides analysis from the updated Metro Vancouver Sensitive Ecosystem Inventory in relation to the update to the environmental objectives and policies of Metro Vancouver 2040: Shaping our Future (Metro 2040), the regional growth strategy. The report provides the Regional Planning Committee with information on ecosystem occurrence and loss in relation to Metro 2040's land use designations, which could inform policy development for the strategy's update.

5.8 Regional Context Statements – Update on the Required 5-Year Review for Member Jurisdictions

The report provides an update on the status of Regional Context Statements in relation to required five-year reviews. The Local Government Act also requires that a municipality's Board accepted RCS be reviewed at least once every five years, and either be submitted for reacceptance if no changes are proposed, or be submitted for acceptance with proposed changes.

Regional Parks Committee – September 18, 2019

Information Items:

5.3 Tynehead Regional Park - Ministry of Transportation and Infrastructure Proposal for Forest Restoration

The Committee received information about a potential forest ecosystem restoration project within Tynehead Regional Park, as a result of a parking facility being constructed in the City of Surrey. The Ministry of Transportation and Infrastructure is interested in funding forest ecosystem restoration within Tynehead Regional Park as habitat compensation for one of its infrastructure projects. The proposed compensation project would improve the ecological condition of five hectares of regional park land.

Climate Action – September 20, 2019

Information Items:

5.2 Forth's Roadmap 12 Electric Vehicle and Smart Mobility Conference

The Committee received a report on Forth's Roadmap 12 Electric Vehicle and Smart Mobility Conference, which was attended by one Metro Vancouver Director and one staff member.

5.3 Ecological Health – Tree Canopy Cover and Impervious Surfaces

The committee received a report about the newly developed regional ecological health indicators – tree canopy cover and impervious surfaces. Overall, the report shows that regional tree canopy cover is in decline and impervious surfaces are most likely increasing as parts of the region urbanize. There are opportunities to turn these trends around, and this report includes a number of recommendations to help do so, including continued monitoring to inform actions, adopting and enforcing tree protection bylaws, and implementing green infrastructure approaches.

Greater Vancouver Water District**E 1.1 Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments** **ENDORSED**

The Board endorsed the Water Metering Best Practices Guide as presented.

Based on the findings of a consultant study, input and advice received from Metro Vancouver's Standing Committees, and consultation with member jurisdictions, a Best Practices Guide was developed.

The Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments acknowledges water metering as a best management practice and is intended to support local governments interested in advancing water metering in the region, with local governments determining the most appropriate local implementation strategy and timeline.

E 1.2 Award of Phase B, Detailed Design Services Resulting from Request for Proposal (RFP) No. 18-023: Consulting Engineering Services for Capilano Main No. 5 - Stanley Park Water Supply Tunnel **APPROVED**

The Board approved the award of Phase B, Detailed Design Services for an amount of up to \$6,572,391 (exclusive of taxes) to the Phase A consultant, Mott MacDonald Canada Ltd. for the Capilano Main No. 5 - Stanley Park Water Supply Tunnel.

E 1.3 Award of Contract Resulting from Tender No. 19-073: Construction Services for the Central Park Main No. 2 – Maywood Street Pre-Build **APPROVED**

The Board authorized an increase of the budget for the Central Park Main No. 2 Maywood Street Pre-Build project between Patterson Avenue and Telford Avenue in the City of Burnaby to \$9,000,000 and approved the award of a contract in the amount of \$5,730,880 (exclusive of taxes) to JJM Construction Ltd. resulting from Tender No. 19-073: Construction Services for the Central Park Main No. 2 – Maywood Street Pre-Build.

Greater Vancouver Sewage and Drainage District**E 1.1 Biosolids Management Strategic Direction** **APPROVED**

The Board endorsed biosolids drying as a biosolids management option and directed staff to report back to the Board with the recommended procurement model for implementation of a regional biosolids drying facility.

A biosolids drying facility has been identified as the most viable and cost-effective option for recovering energy from biosolids. The dried biosolids could be used as fuel or fertilizer. Using dried biosolids to replace coal in local cement kilns would reduce regional GHG emissions. The lifecycle cost of drying biosolids is less than that of land application or landfill disposal. The feasibility-level capital cost estimate for the dryer is \$197 million. Further study is required to evaluate different procurement models for design, construction, operation, marketing and financing.

E 1.2 Award of Contract Resulting from Request for Proposal No. 19-112: Utility Residuals Management Hauling Services **APPROVED**

The Board approved the award of a contract for an amount of up to \$77,845,000 (exclusive of taxes) to Arrow Transportation Systems Inc., resulting from Request for Proposal No. 19-112: Utility Residuals Management Hauling Services.

E 1.3 Award of a Contract Resulting from Tender No. 19 - 243: Northwest Langley Wastewater Treatment Plant Phase 2 Ground Improvement and Preload **APPROVED**

The Board approved the award of a contract in the amount of \$26,511,384 (exclusive of taxes) to Pomerleau Inc. resulting from Tender No. 19 - 243: Northwest Langley Wastewater Treatment Plant Phase 2 Ground Improvement and Preload.

E 1.4 Award of a Contract Resulting from Tender No. 19-110: Annacis Island Wastewater Treatment Plant Stage 5 Expansion - Phase 2 Contract A507 - Digester Heat Exchanger Expansion **APPROVED**

The Board approved the award of a contract in the amount of \$9,337,000 (exclusive of taxes) to Bennett Mechanical Installations (2001) Ltd., resulting from Tender No. 19-110: Annacis Island Wastewater Treatment Plant Stage 5 Expansion - Phase 2 Contract A507 - Digester Heat Exchanger Expansion.

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

The Board received information items from the Liquid Waste Committee.

Liquid Waste Committee – September 19, 2019

Information Items:

5.2 Update on Liquid Waste Sustainability Innovation Fund Projects

This report provides an update on seven projects funded under the Liquid Waste Sustainability Innovation Funds. The Sustainability Innovation Funds were created by the Board in 2004 to provide financial support to utility or Regional District projects that contribute to the region's sustainability.

5.3 2018 GVS&DD Environmental Management and Quality Control Annual Report

The committee received the annual report from GVS&DD Environmental Management and Quality Control. This is a regulatory requirement under the Integrated Liquid Waste and Resource Management Plan. This report summarizes the compliance, process control and regional environmental quality information gathered through various monitoring and risk assessment programs that are in place to meet GVS&DD's commitments under the plan.

5.8 2019 Regional "Wipe It, Green Bin It" Campaign Update

The committee received a report about the regional "Wipe It, Green Bin It" campaign to reduce the household disposal of fats, oils and grease (FOG) into the sewer system. Now in its third year, the 2019 regional campaign will use new creative materials to highlight fats and oils, in addition to grease.

Metro Vancouver Housing Corporation

E 1.1 Mortgage Renewal 2626 Watson Street, Vancouver (Claude Douglas Place)

APPROVED

The Board:

- Hereby irrevocably authorized British Columbia Housing Management Commission (BCHMC) to act on its behalf to renew the mortgage presently held by Peoples Trust (the “Mortgage”) for the Claude Douglas Place project located at 2626 Watson Street, Vancouver, BC (BCHMC File no. 90251/3159); and
- Directed any two officers or directors, or any one director together with any one officer of the Metro Vancouver Housing Corporation (MVHC); for and on behalf of the MVHC and are hereby authorized to execute and deliver under the seal of the MVHC or otherwise, all such deeds, documents and other writings and to do such acts and things in connection with the Mortgage assignment, renewal and amendment as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of the lender of the monies.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received an information item from the Housing Committee.

Housing Committee – September 11, 2019

Information Items:

5.3 Metro Vancouver Housing – 2018 Report

This report introduces the Metro Vancouver Housing - 2018 Report, a communications product that was identified as a key action in the 2019 Metro Vancouver Housing Work Plan. The intent of the Metro Vancouver Housing – 2018 Report is to communicate Metro Vancouver Housing’s brand narrative to a wider audience while highlighting operational activities, community engagement programs, strategic objectives, financial performance and achievements. The Metro Vancouver Housing – 2018 report supports Metro Vancouver Housing’s direction to increase its brand exposure, enhance its reputation, and to create opportunities for increased partnerships.

PUBLIC HEARING– MINUTES

Minutes for the Public Hearing scheduled for
Tuesday, October 15, 2019 at 7:00 p.m. in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen (Chair)
Councillor Polly Krier
Councillor Tim Laidler
Councillor Paul Weverink

ABSENT

Councillor Kim Trowbridge

OTHERS PRESENT

Juli Halliwell, CAO
Karen Elrick, Manager of Corporate Services
Jason Smith, Manager of Development Services

1. Call to Order

The public hearing was called to order 7:00 p.m.

2. Opening Statement by Chair – Mayor John McEwen

Mayor John McEwen read the public hearing statement which is included as Attachment 1 and forms part of these minutes.

The Corporate Officer confirmed that legislative requirements for notice of the each of the public hearings were met and that no written submissions were received for either public hearing.

3. Presentation of Zoning Bylaw Amendment Bylaw No. 600-2019 (Zoning Bylaw Amendments)

Councillor Polly Krier excused herself from the public hearing for Zoning Bylaw Amendment Bylaw No. 600-2019 due to a conflict of interest.

Mr. Smith overview of proposed amendments to the Zoning Bylaw which include:

- Siting exceptions – projections
- Off street parking and front yard setbacks
- Garages and coach houses
- Accessible parking space P-1 Civic Institutional Zone
- Construction equipment and large vehicles on double fronting lots

a. Comments from public

Bruce Scatchard, Anmore, spoke regarding the 2017 revision to the Zoning Bylaw which increased the allowable dwelling area of a coach house but included garage area in the calculation of allowable area resulting in reduction of allowable building size. Staff reported that inclusion of the garage area was to address concerns regarding persons who have unlawfully finished garage space. Mr. Scatchard does not agree with this approach which restricts all residents as a strategy for bylaw enforcement for those who unlawfully convert garage space to living space.

Leigh Scatchard, Anmore, spoke regarding her concerns that a one acre lot would allow for construction of a house greater than 10,000 square feet including below grade with a garage of 968 square feet or an addition of 5,000 square feet to the principal residence but only a 150 square meter (approx. 1,600 sq. feet –sic) accessory building, including garage is permitted. Ms. Scatchard expressed concern with challenges related to aging in place and additional requirements such as wider doors, railings, sheltered accessible parking, and different use of space to meet unexpected challenges would not result in needing less space to meet these requirements. Ms. Scatchard expressed her view that Anmore aggressively restricts construction of coach house buildings.

Doug Richardson, Anmore, provided comments regarding the 2017 effort to expand coach houses resulted in the shrinking of accessory buildings. Mr. Richardson expressed his view that restrictions are being used as bylaw enforcement and punishing everyone for the few that have building infractions. Mr. Richardson expressed concern regarding below grade area definition. Mr. Richardson expressed concern regarding the East Road and Leggett Drive front and back definitions and his view that this change punishes other people for a particular infraction by Cllr. Krier's house. Mr. Richardson disagrees with creation of a bylaw to address one situation and if screening requirements are changed then they should apply to all residents. Mr. Richardson expressed his view that the proposed changes are not minor as described.

Mayor McEwen called for speakers for the 2nd time:

Bruce Scatchard, Anmore, noted that the current zoning bylaw defines floor area and excludes below grade floor area and expressed concern that the new change clarifies the definition includes below grade floor area, but is concerned how the Village is administering the interpretation of the definition now and how that creates liability for the Village.

Doug Richardson, Anmore, expressed his belief that below grade area is now included in principal buildings.

Mayor McEwen called for speakers for the 3rd and final time and seeing none, closed the public hearing for Zoning Bylaw Amendment Bylaw 600-2019 at 7:15 p.m.

Councillor Krier returned to the meeting at 7:15 p.m.

4. Presentation of Zoning Bylaw Amendment Bylaw No. 597-2019 (Cordovado)

Mr. Jason Smith, Manager of Development Services, provided an overview of the Zoning Bylaw amendment for the proposed comprehensive development zone on the 13.41 acre site currently zoned RS-1. The proposed project would comprise of a 19 lot subdivision. The developer has offered a series of community amenities as part of the proposal including a road dedication for the portion of Sunnyside Road that has been determined encroach on private lands, construction of a trail network, construction to energy step code 3 standards, and a community amenity contribution of \$493,000.

a. Comments from public

Doug Richardson, Anmore, expressed concern regarding if there is a tree management plan applied to this rezoning he can't find in the notes or attachments for this meeting. Mr. Richardson believes that there was no requirement for a tree management bylaw for this proposal based on second hand information that he received from the Advisory Planning Commission meeting. Mr. Richardson cited tree retention requirements in the Village of Anmore Tree Management Bylaw 587-2018 and expressed concern regarding tree retention at Bella Terra development and does not want that to happen at Cordovado.

Mayor McEwen called speakers for the second time:

Tony Spring, Anmore, spoke regarding road access as he lives on Sunnyside and he would prefer the roadway to come in further south closer to First Avenue.

Linda Weinberg, Anmore spoke regarding septic fields for 1/3 acre lots and her assumption that they will all be engineered fields but expressed concern that as small lots with septic fields are developed the Village would get closer to connections to a sewer system which would be expensive and change the nature of the Village. Ms. Weinberg urged caution with the number of small septic fields allowed in the Village.

Stephane Mitchell, Anmore, spoke regarding his concern of buffer and distance from his property to the roadway into the development and is requesting that he would like to see the layout and what the roadway will look like.

Doug Richardson, Anmore, spoke regarding his concern that if this development was developed as RS-1 with 10-11 lots rather than the additional 8-19 lots under the proposed comprehensive development zone the community amenity contribution would be 1.2 – 1.3 million and expressed his view that the community amenity contributions should be at least 1.2 million for this development.

5. Close of Public Hearing

Mayor McEwen called for speakers for the third and final time and seeing none declared the public hearing closed at 7:25 p.m.

Karen Elrick
Corporate Officer

John McEwen
Mayor

For Metro Vancouver meetings on Friday, November 1, 2019

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 Greg.Valou@metrovancouver.org or Kelly.Sinowski@metrovancouver.org

Metro Vancouver Regional District**E 2.1 Metro Vancouver 2040: Shaping our Future - 2018 Procedural Report****RECEIVED**

The Board received for information a report that documents the resources required to implement, administer and amend the regional growth strategy since its adoption to year end 2018.

E 3.1 George Massey Crossing Project – Results of Technical Evaluation on the Six Short Listed Options**APPROVED**

At its October 2, 2019 meeting, the George Massey Crossing Task Force received a presentation from the Province's George Massey Crossing Project team providing the results of the technical evaluation on the six short-listed options. The presentation included information on the key messages from the consultation to date, information on use of the existing tunnel, and a review of the each of the technologies considered – Deep Bore Tunnel, Immersed Tube Tunnel, and Long Span Bridge. For each of the technologies, the provincial team considered feasibility, cost, construction risk, environmental impacts, other impacts including noise, visual and shading, timeline for completion, and alignment with project goals.

The Board passed an amended motion that resolved to:

- receive the report for information;
- based on the Province's technical analysis, endorse a new eight-lane immersed-tube tunnel with multi-use pathway, including two transit lanes, as the preferred option for the George Massey Crossing for the purposes of public engagement;
- Provincial Government's assessment of the immersed tube tunnel options takes into consideration:
 - The project must address First Nation concerns regarding in-river works and fisheries impacts.
 - The project should not create additional potentially costly, lengthy or prohibitive environmental challenges or reviews.
 - The project should address the City of Richmond and Delta's concerns regarding local impacts at interchanges or access points, as well as minimize impacts on agricultural land.
 - To fully realize the benefit of this significant investment, the entire Highway 99 corridor should be evaluated for improvements as part of the crossing project including the existing congestion at the South Surrey interchanges.
 - The project should address the City of Richmond and Vancouver's concerns regarding excess capacity, the risk of increasing vehicle kilometres travelled, and the potential to worsen congestion at the Oak Street Bridge and along the Oak Street corridor.
 - The crossing should be designed to serve the needs of the region to at least 2100.
 - The crossing should include six lanes for regular traffic including goods movement and two lanes dedicated for rapid transit bus, with dedicated multi-use pathway and facilities for

- cyclists and pedestrians, and include immediate access to enhanced rapid transit capacity at opening. It should also have the potential for conversion to rail in the future, including consideration for potential high speed rail.
- As it is now, all utility infrastructure, including BC Hydro power transmission lines, should be constructed underground in conjunction with the tunnel.
 - Any solution must address the matter in a timely manner, hopefully with construction completed by 2026-2027.
 - Any solution that addresses these issues should also be consistent with Metro Vancouver's Regional Growth Strategy (Metro 2040) and TransLink's Regional Transportation Strategy and Metro Vancouver's new climate change targets, which promote sustainable transportation choices. The Regional Transportation Strategy update is currently underway and can provide the opportunity to further integrate the crossing as regional priority, as well as consider transportation demand management strategies to address municipal concerns.
- As an interim measure to address the immediate traffic congestion at the tunnel, the Board requested the Provincial government work with TransLink through Phase 3 of the Mayors' Council plan to provide additional funding for higher-frequency transit services to encourage people to leave their cars at home.

E 3.2 TransLink Application for Federal Gas Tax Funding for 2021 Fleet Expansion and Modernization

APPROVED

The Board approved \$149.12 million in funding from the Greater Vancouver Regional Fund for the following transit projects proposed by TransLink in its Application for Federal Gas Tax funding for 2021 Fleet Expansion and Modernization, as attached to the report:

- Project 1 – Year 2021 Conventional 60-ft Hybrid Bus, 40-ft Hybrid Bus, and 40-ft Battery Electric Bus Purchases for Fleet Expansion
- Project 2 – Year 2021 HandyDART Vehicle Purchases for Fleet Replacement
- Project 3 – Year 2021 HandyDART Vehicle Purchases for Fleet Expansion
- Project 4 – Year 2021 Community Shuttles Vehicle Purchases for Fleet Replacement
- Project 5 – Year 2021 Community Shuttle Vehicle Purchases for Fleet Expansion
- Project 6 – Mark 1 SkyTrain Cars Refurbishment

E 4.1 Consultation on an Alternative Approach for Regulating Emissions from Open-Air Burning of Vegetative Debris in Metro Vancouver

APPROVED

The region currently does not have an emission regulation for open-air burning, and introducing an emission regulation would likely reduce the regulatory burden by providing ongoing authorization of open-air burning of vegetative debris in cases where specified requirements are met, more simply and efficiently than through site-specific approvals.

The Board:

- directed staff to proceed with engagement and consultation on the proposed approach to regulating air emissions from open-air burning activities, based on the discussion paper attached to the report; and
- endorsed the engagement plan as attached.

E 4.2 Community Energy Association Funding Request to Accelerate Air Source Heat Pump Uptake for Existing Buildings **APPROVED**

This report provided the Board with an update on the proposed building retrofit and de-carbonization project described by the Community Energy Association to the Climate Action Committee at its May 17, 2019 meeting, and a recommended response to a request for funding and in-kind support.

The Board resolved to write a letter to the Community Energy Association offering in-kind staff support to develop strategies to accelerate low-carbon building retrofits, as outlined in the report.

E 4.3 Atl'ka7tsem/Howe Sound Biosphere Region – UNESCO Nomination **APPROVED**

Biosphere regions/reserves are areas of terrestrial and coastal/marine ecosystems that are internationally recognized within the United Nations Educational, Scientific and Cultural Organization's (UNESCO) Man and the Biosphere Program.

The key objectives of the Alt'ka7tsem/Howe Sound biosphere region are to advance biodiversity conservation, sustainable development, and reconciliation. No changes to local government responsibilities or governance are introduced with a biosphere region designation, and there are no financial implications associated with the nomination, but it is possible that a future request for short or long-term funding will be made if the biosphere region nomination is successful.

The Howe Sound Biosphere Region Initiative Society is nearing completion of the nomination document for the Alt'ka7tsem/Howe Sound biosphere region and is therefore seeking support from area local governments, which includes Metro Vancouver.

The three Metro Vancouver member jurisdictions with lands in Howe Sound (Bowen Island, Village of Lions Bay, and the District of West Vancouver) have recently confirmed their support for this nomination.

The Board:

- endorsed the nomination of Alt'ka7tsem/Howe Sound as a UNESCO biosphere region; and
- authorized the Corporate Officer to sign the nomination form on behalf of Metro Vancouver.

E 5.1 Metro Vancouver External Agency Activities Status Report - November 2019**RECEIVED**

The Board received for information the following reports from Metro Vancouver representatives to external organizations:

- Municipal Finance Authority
- Sasamat Volunteer Fire Department Board of Trustees
- Delta Heritage Airpark Management Committee
- Pacific Parklands Foundation
- Union of British Columbia Municipalities
- Fraser Basin Council Society

G 1.1 Amending Metro Vancouver 2040: Shaping our Future to Align with the IPCC Special Report on Global Warming of 1.5°C**APPROVED**

The Board:

- initiated a Type 3 minor amendment to Metro Vancouver 2040: Shaping our Future to reflect a commitment to a carbon neutral region by 2050, and an interim target of reducing greenhouse gas emissions by 45% from 2010 levels by 2030;
- gave first, second, and third readings to said bylaw; and
- directed staff to notify affected local governments and agencies as per Section 6.4.2 of Metro Vancouver 2040: Shaping our Future.

G 2.1 Regional Parks Service Amendment Bylaw No. 1290**APPROVED**

The Province of British Columbia is expected to enact a regulation to specifically authorize Metro Vancouver Regional District to establish and operate the regional parks service outside its boundaries for the portion of Aldergrove Park located in the City of Abbotsford. In anticipation of that regulation and to facilitate the process in a timely fashion, it is advisable to amend the Regional Parks Service Bylaw to include this extraterritorial area in the defined boundaries of the parks service area.

The Board:

- gave first, second and third readings to Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019; and
- directed staff to seek consent of at least two-thirds of the participants to amend the service area to add an extraterritorial area to the regional park function, and following that, forward the Metro Vancouver Regional District Regional Parks Service Amending Bylaw No. 1290, 2019 to the Inspector of Municipalities for approval.

G 3.1 Election of the MVRD Representative on the 2019-2020 Union of British Columbia Municipalities Executive **APPROVED**

The Board elected Director Craig Hodge to serve as the MVRD representative on the Union of British Columbia Municipalities (UBCM) Executive Board for 2019-2020.

G 3.2 2019 Year End Review **RECEIVED**

The Board received for information a report that presents a summary of Metro Vancouver's achievements in 2019 accomplished through the guidance of Metro Vancouver's Standing Committees. The work plan accomplishments achieved in 2019 will provide a strong foundation for the Metro Vancouver Board as it works towards the completion of its long term goals, as articulated in the Board Strategic Plan, over the next three years.

G 4.1 MVRD 2020 Budget and 2020 – 2024 Financial Plan and Five Year Bylaw 1291 **APPROVED**

The Board approved the 2020 Annual Budget and endorsed the 2020 – 2024 Financial Plan as shown in Attachment 1 of the report, in the following schedules:

- Revenue and Expenditure Summary
- Affordable Housing
- Air Quality
- E911 Emergency Telephone Service
- Electoral Area Service
- General Government Administration
- General Government Zero Waste Collaboration Initiatives
- Labour Relations
- Regional Economic Prosperity
- Regional Emergency Management
- Regional Global Positioning System
- Regional Parks
- Capital Programs & Project Totals - Regional Parks
- Regional Planning

The Board approved the 2020 Annual Budget and endorsed the 2020 – 2024 Financial Plan as shown in Attachment 1 as presented for the Sasamat Fire Protection Service, and shown in the following schedules:

- Revenue and Expenditure Summary
- Sasamat Fire Protection Service (Only Anmore and Belcarra may vote)

Then, the Board approved the 2020 Reserve Applications as shown in Attachment 2 of the report. Finally, the Board:

- gave first, second and third readings to Metro Vancouver Regional District 2020 to 2024 Financial Plan Bylaw No. 1291, 2019; and
- passed and finally adopted the bylaw.

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

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

George Massey Crossing Task Force – October 2, 2019

Delegation Summaries:

3.1 Roderick V. Louis**Performance and Audit Committee – October 10, 2019**

Information Items:

5.1 Interim Financial Performance Report – August 2019

This report provided an update on financial performance with projections through to the end of the fiscal year. The overall projected surplus is largely due to the deferral of some operating and capital projects, staff vacancies, lower miscellaneous operating costs and lower than budget debt service costs in the utilities. Overall, the 2019 fiscal year's projected financial results for the Metro Vancouver entities and functions are estimated to be in a surplus to a budget of around \$15.5 million.

5.2 Capital Program Expenditure Update as at August 31, 2019

This is the second report for 2019 on the financial performance of the capital program for the eight months ending August 31, 2019. This is the second report of the fiscal year with capital expenditures typically being more active in the summer months. With billings in the early fall, this percentage is anticipated to increase by the next reporting period ending December 31st.

5.3 Semi-Annual Report on GVS&DD Development Cost Charges

This report is about GVS&DD Development Cost Charge revenue collections during the first half of 2019 and any implications on their adequacy, as required in the Board's policy. DCC collections for the first half of 2019 were \$23.687 million. DCCs received are used to pay for growth related GVS&DD capital projects.

5.4 Investment Position and Returns – May 1 to August 31, 2019

This report indicates that overall investment performance for the period met expectations. Short term investments exceeded returns on our benchmarks. Long term investments had mixed success with reaching returns greater than the benchmarks over the past 12 months, but are still higher when compared with the past three years. Our portfolios hold quality investments and are reasonably positioned, given our market expectations.

5.5 Request for Proposal Competition Process for Appointing an External Auditor

This report contains information regarding the process undertaken by Metro Vancouver staff for the selection of the external auditor. Metro Vancouver conducts a competitive selection process that establishes a highest ranked proponent, considering both price and experience of the firm and team.

The process does not limit the number of proposals nor set any mandatory requirements that would constitute a barrier to entry. Modifying the process to rotate a firm or the audit partner likely will not provide additional value and may create ramifications that could negatively impact Metro Vancouver's ability to achieve best value in the engagement of an external auditor.

5.6 Tender/Contract Award Information – June 2019 to August 2019

This report includes information with regards to contracts handled through the Purchasing and Risk Management Division, with a total anticipated value at or in excess of \$500,000 (exclusive of taxes). The contracts presented were awarded in accordance with the "Officers and Delegation Bylaws 1208, 284 and 247 – 2014" (Bylaws) and the "Procurement and Real Property Contracting Authority Policy" (Policy) and comply with competitive bidding laws and applicable legislation. Further, the competitive selection packages were carefully crafted by teams of subject matter experts resulting in the award of contracts that are fiscally responsible, and balance risk, economic, ethical and legal obligations.

Indigenous Relations Committee – October 10, 2019

Information Items:

5.2 A Review of Red Women Rising: Indigenous Women Survivors in Vancouver's Downtown Eastside

This report provides a brief summary of the report *Red Women Rising: Indigenous Women Survivors in Vancouver's Downtown Eastside* and identifies which of the Report's 35 key recommendations are relevant to Metro Vancouver's operations. The purpose of this report is to provide a brief overview of Red Women Rising and its 35 key recommendations. The 35 key recommendations identified in Red Women Rising not only focus on ending violence against Indigenous women, but also on some broader issues for creating a more socially responsible and just society.

Regional Planning Committee – October 11, 2019

Information Items:

5.3 Ecological Health – Tree Canopy Cover and Impervious Surfaces

This report includes reporting and analysis of the newly developed regional ecological health indicators – tree canopy cover and impervious surfaces. Overall, the report shows that regional tree canopy cover is in decline and impervious surfaces are most likely increasing as parts of the region urbanize.

There are opportunities to turn these trends around, and this report includes a number of recommendations to help do so, including continued monitoring to inform actions, adopting and enforcing tree protection bylaws, and implementing green infrastructure approaches.

5.4 Study on Applications to the Agricultural Land Commission

This report has information about a new study that will ascertain if approved applications to Agricultural Land Commission (ALC) are beneficial or detrimental to farm use in the Agricultural Land Reserve in Metro Vancouver. Metro Vancouver is participating in a study being undertaken by Kwantlen Polytechnic University to investigate the outcomes of previously approved non-farm use and subdivision applications to the Agricultural Land Commission.

The results will provide insight into how to address regional and municipal agricultural land use planning challenges and can help ensure the long term protection of the Agricultural Land Reserve for food and agricultural production into the future.

Climate Action Committee – October 18, 2019

Information Items:

5.4 Clean Air Plan and Climate 2050 Discussion Papers on Transportation and Industry

The Board received information about the Transportation and Industry discussion papers to support development of the Clean Air Plan and the Climate 2050 Roadmaps. Metro Vancouver is developing a Clean Air Plan to identify actions to reduce emissions of air contaminants, including greenhouse gases, in our region over the next 10 years. Metro Vancouver is also implementing Climate 2050, a long-term strategy to achieve a carbon neutral and resilient region over the next 30 years. A series of issue area discussion papers are being developed, to support an integrated engagement process for the Clean Air Plan and Climate 2050.

5.6 Results of Consultation on Proposed Amendments to Metro Vancouver’s Automotive Refinishing Emission Regulation Bylaw

This report contains a summary of the feedback received by Metro Vancouver during the consultation on proposed amendments to the Greater Vancouver Regional District Automotive Refinishing Emission Regulation Bylaw No. 1086, 2008 (Bylaw 1086). Staff undertook an engagement and consultation process on the proposed amendments between November 2017 and April 2018, which focused on expansion of the regulatory scope to include automotive refinishing activities other than spray coating, inclusion of businesses that perform mobile automotive refinishing services, requirements to improve spray booth exhaust filtration, updated formulation standards for automotive refinishing products, and updated training and administration requirements. The feedback received during the consultation and engagement process will inform the development of amendments to Bylaw 1086 for the MVRD Board’s future consideration.

Greater Vancouver Water District

E 1.1 Annual Update on Fisheries Initiatives in the Capilano, Seymour and Coquitlam Watersheds

RECEIVED

The Board received for information a report with an annual update on fisheries initiatives and activities associated with the Capilano, Seymour and Coquitlam Watersheds. Metro Vancouver continues to proactively participate in a variety of meaningful fisheries initiatives throughout GVWD’s watershed lands located both above and below the dams.

A key Metro Vancouver objective is to ensure fisheries protection and enhancement initiatives are evaluated, planned and implemented in a manner that consistently meets the District’s mandate of providing consistently high quality drinking water supplies.

E 1.2 Watershed Watch Salmon Society - Contribution Agreement

APPROVED

The Coquitlam River Watershed Roundtable (Roundtable) is a multi-stakeholder initiative that coordinates and implements activities that promote the health and sustainability of the lower Coquitlam River watershed. The Roundtable, through the Watershed Watch Salmon Society, has submitted a multi-year funding request in the amount of \$34,000 per year, from 2020 – 2022, to the GVWD.

This three-year agreement provides a measure of stability enabling program planning, development and delivery. Funding has also been provided by the City of Coquitlam (conditional approval), City of Port Coquitlam and Kwikwetlem First Nation (conditional approval). Similar core funding is also being sought from BC Hydro, although its contribution is unconfirmed at this time.

The Board approved the Contribution Agreement between the Greater Vancouver Water District and the Watershed Watch Salmon Society for a three-year term and annual contribution of \$34,000 commencing on January 1, 2020 and ending on December 31, 2022.

G 1.1 GVWD 2020 Budget and 2020 – 2024 Financial Plan

APPROVED

The Board:

- approved the 2020 Annual Budget and endorsed the 2020 - 2024 Financial Plan as presented in the following schedules:
 - Revenue and Expenditure Summary
 - Water Services
 - Capital Programs Project Totals – Water Services
- approved the 2020 Reserve Applications as presented; and
- set the Water Rate for 2020 at:
 - \$0.8899 per cubic metre for June through September; and
 - \$0.7119 per cubic metre for January through May and October through December.

I 1 COMMITTEE INFORMATION ITEMS AND DELEGATION SUMMARIES

APPROVED

Water Committee – October 17, 2019

Information Items:

5.2 GVWD Capital Program Expenditure Update to August 31, 2019

This is a report on the status of the Water Services' capital program and financial performance for the eight-month period ending August 31, 2019. This is the second in a series of three reports on capital expenditures for 2019. Water Services is projecting to be underspent for both ongoing and completed capital projects to August 31, 2019. It is anticipated that in aggregate, ongoing capital projects will be slightly underspent because the full contingency is not required.

E 1.1 Iona Island Wastewater Treatment Plant Project – Community Engagement Process APPROVED

This report updated the Board on the community engagement activities undertaken to date and sought authorization to complete the community engagement process as presented through to completion of the Project Definition Phase.

Metro Vancouver has engaged stakeholders and First Nations on the Iona Island Wastewater Treatment Plant Project since June 2018. The Board authorized staff to complete the community engagement process, as presented.

G 1.1 Cost Apportionment Bylaw Amendment – Allocation of Costs for Tertiary Treatment APPROVED

At the July 26th meeting, the GVS&DD Board passed a recommendation to proceed with tertiary treatment at the North Shore Wastewater Treatment Plant. The Board also requested staff to explore an amendment to the GVS&DD Cost Apportionment Bylaw No. 283, 2014 that would consider the establishment of a third tier of cost allocation for tertiary filtration capital costs based on a 100% regional allocation model.

There are two wastewater treatment projects within the GVS&DD capital program that have tertiary filtration included in the design for effluent treatment – the Northwest Langley Wastewater Treatment Plant project and the North Shore Wastewater Treatment Plant project. Under the existing bylaw provisions, these capital projects are funded as Tier II projects with 70% cost shared on a regional level and 30% cost shared by the local sewer area. If the Board approves the amending bylaw, a new Tier III category will be established and both projects would have the incremental cost of tertiary filtration designated as a Tier III project with those capital costs shared as a 100% regional cost. Under this new category, anticipated costs to the region would be between \$4 and \$8 per household with an overall capital expenditure of \$62 million.

As the costs for providing tertiary treatment are not contemplated for allocation within the Greater Vancouver Sewerage and Drainage District Cost Apportionment Bylaw No. 283, 2014, amendments to the cost apportionment bylaw have been prepared for the Board's consideration. This model is being presented to facilitate a more balanced sharing of costs, based on the understanding that the addition of tertiary treatment provides a benefit to the whole region.

The Board:

- approved the amendments to the Greater Vancouver Sewerage and Drainage District Cost Apportionment Bylaw No. 283, 2014 for the allocation of charges for tertiary treatment;
- gave first, second and third readings to Greater Vancouver Sewerage and Drainage District Cost Apportionment Amending Bylaw No. 331, 2019; and
- passed and finally adopted said bylaw.

G 2.1 Proposed Amendments to GVS&DD Cost Apportionment Bylaw No. 283, 2014 – Village of Anmore APPROVED

At the July 26, 2019 meeting the GVS&DD Board directed staff to review the GVS&DD Cost

Apportionment Bylaw No. 283, 2014 with respect to how growth charges are calculated and apportioned to Anmore.

Amendments were developed that would come into effect upon membership of the Village of Anmore in the GVS&DD. A connection fee will be remitted by the Village of Anmore for all residential dwelling units initially added to the Fraser Sewerage Area and a conditional waiver of the growth charge, which would remain in effect until such time that the Village of Anmore requests additional amendments to the Fraser Sewerage Area.

The Board gave first, second and third readings to Greater Vancouver Sewerage and Drainage District's Cost Apportionment Amending Bylaw No. 332, 2019.

G 2.2 Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amending Bylaw No. 329, 2019 – Fraser Sewerage Area – 7969 Highway 91 Connector, Delta **APPROVED**

The City of Delta has requested that the GVS&DD amend the Fraser Sewerage Area to include the property located at 7969 Highway 91 Connector in Delta. On October 4, 2019, the MVRD Board resolved to accept the City of Delta's Regional Context Statement amending the property to a Regional Industrial Land Use Designation, and to include the property within the Urban Containment Boundary, thus making it eligible to receive regional sewer services subject to approval by the GVS&DD Board.

Analysis completed by Metro Vancouver staff has shown that there will be a negligible impact on the regional sewerage system and there are no financial impacts to the GVS&DD.

The Board:

- gave first, second and third readings to the Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amending Bylaw No. 329, 2019; and
- passed, and finally adopted the aforementioned bylaw.

G 3.1 GVS&DD Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 330, 2019 **APPROVED**

The Board:

- approved the following amendments to the Tipping Fee Bylaw effective January 1, 2020:
 - Tipping fees to change as follows:
 - Tipping fees for garbage (per tonne):
 - Municipal garbage \$113
 - Up to 1 tonne \$147
 - 1 tonne to 9 tonnes \$125
 - 9 tonnes and over \$99
 - Recycling fee for source-separated organic waste, green waste and clean wood change to \$100 per tonne;
- gave first, second and third readings to Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Amendment Bylaw No. 330, 2019; and

- passed and finally adopted said bylaw.

G 4.1 GVS&DD 2020 Budget and 2020 - 2024 Financial Plan**APPROVED**

The Board:

- approved the 2020 Annual Budget and endorsed the 2020 - 2024 Financial Plan as presented in the following schedules:
 - Revenue and Expenditure Summary
 - Liquid Waste Services
 - Capital Programs Project Totals – Liquid Waste Services
 - Solid Waste Services
 - Capital Programs Project Details – Solid Waste Services
- approved the 2020 Reserve Applications as presented.

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

The Board received information items from Standing Committees.

Liquid Waste Committee – October 17, 2019

Information Items:

5.3 Liquid Waste Services Capital Program Expenditure Update as at August 31, 2019

This report on the status of the Liquid Waste Services' capital program and financial performance for the eight month period ending August 31, 2019. This is the second in a series of three capital expenditure progress reports for 2019.

Liquid Waste Services is projecting to be underspent for both ongoing and completed capital projects to August 31, 2019. Liquid Waste Services is projecting to underspend its annual Capital Budget by \$180.7 million (32%). The variance is primarily due to construction delays with a major project and obtaining third party approvals in a timely manner. Although the 2019 Liquid Waste Services Capital Budget is projecting a year-end underspend, the variance is a result of cash flow timing. It is projected that in aggregate, ongoing capital projects will be close to or less than the overall budget for that project. Any surplus resulting from a 2019 underspend will be used to directly fund capital in 2020 and avoid future borrowing.

5.5 Iona Island Wastewater Treatment Plant – Project Definition Update

This report contains an update on the work underway to complete the Project Definition Phase for the new Iona Island Wastewater Treatment Plant. The Iona Island Wastewater Treatment Plant Project Definition Technical Workshop 4 was held on July 24th and 25th, 2019.

This workshop focused on evaluating and obtaining feedback on how the architectural themes and engineering treatment options meet the project goals, objectives and requirements. With this feedback, the three wastewater treatment plant build scenarios will be further developed and life-cycle cost estimates, energy requirements and greenhouse gas profiles will be determined for each scenario.

Zero Waste Committee – October 18, 2019

Delegation Summaries:

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

Information Items:

5.3 2018 Construction & Demolition Waste Composition Study

This report contains an update on the results of the 2018 Construction & Demolition Waste Composition Study. Metro Vancouver monitors the composition of the waste stream on a regular basis to track progress against ISWRMP targets. The 2018 Construction & Demolition Waste Composition Study provides an estimate of waste composition in the construction & demolition sector and a comparison to 2015, when the sector was last analyzed. Composition estimates are based on visual analysis at local landfills.

Wood and plastic both increased by approximately 20,000 tonnes between 2015 and 2018. Plastic represented the largest relative increase in composition, from 6.3% to 11.5%. Asphalt, primarily roofing materials, has decreased by an estimated 15,000 tonnes.

5.4 Update on Construction and Demolition Waste Reuse and Recycling in Metro Vancouver

The report contains an update on reuse and recycling practices for construction and demolition waste in Metro Vancouver. Construction and demolition waste is still a significant component of the region's disposed waste stream and various initiatives at the municipal and regional level are underway to increase diversion, particularly for wood. Wood, concrete and asphalt are the most used building materials (up to 80% by weight) in single family homes. Performance requirements can create barriers for utilizing used building materials such as salvaged wood because of code specifications, contract and warranty requirements, and energy performance. It is possible, however, to use salvaged wood, especially old growth wood from older homes in non-structural applications such as flooring, staircases, cabinetry and furniture-making. Municipal measures are an important tool in increasing reuse and recycling of construction and demolition material. Several municipalities have adopted demolition waste recycling bylaws to encourage reuse and recycling and to help meet the region's diversion goals.

5.5 Solid Waste Services Capital Program Expenditure Update as of August 31, 2019

This report contains an update about the Solid Waste Services' capital program and financial performance for the eight-month period ending August 31, 2019. This is the second in a series of three capital expenditure progress reports for 2019. Solid Waste Services is projecting to require additional budget in the amount of approximately \$14.3 million due to building/subdivision requirements and revised cost estimates. Updated budget proposals for several projects will be part of the 2020 financial planning package.

5.6 2019 Regional Food Scraps Recycling Campaign Update

This report contains an update on the 2019 Regional Food Scraps Recycling Campaign. The campaign encourages residents to separate food scraps from their garbage using humorous food face characters. Results have shown that the campaign successfully contributed to overall awareness of the issue, and

diversion of organic waste into the green bin. However, education needs to be maintained as waste audits reveal that basic organics like fruit and vegetables are still being disposed of in the garbage.

Plastic bag contamination and miscommunication regarding “biodegradable” or “compostable” bags also continues to be an issue. Additionally, a potential unintended consequence of encouraging people to recycle their organics is that they recycle food that could be consumed. For the sixth year of the Food Scraps Recycling campaign, the creative, messages, and communication channels will be tailored to address these current challenges.

5.7 2019 Abandoned Waste Campaign Results

This report contains an update on the 2019 Waste in its Place regional campaign to reduce instances of abandoned waste, which took place in the spring of 2019. Abandoned waste is a regional issue, with environmental, health and social impacts. The financial burden is also significant; local governments spend around \$5 million annually for abandoned waste clean-up and bulky item pick-up programs for mattresses and furniture.

Metro Vancouver’s 2019 Waste in its Place regional campaign used communications materials and tools, based on research conducted with members and public, to raise awareness of legal disposal options and to discourage abandoned waste. The campaign ran from April 15 to June 9 and featured digital advertising, sponsored online editorial content, transit advertising, campus posters, and ethnic print.

All materials promoted the wasteinitsplace.ca webpage, which highlights regional disposal options and municipal programs, was viewed 15,689 times during the campaign’s nearly 2-month duration. Of those who saw the campaign advertising, 36% reported that they were less likely to dispose of unwanted household items in public spaces. Additionally, 36% of respondents reported that they have talked to others about the campaign’s message. Reaction to the simple, clear imagery used in the campaign advertising was largely positive.

Metro Vancouver Housing Corporation

E 1.1 MVHC Financing of second mortgage for Heather Place redevelopment

APPROVED

A second mortgage for the Heather Place redevelopment is needed once the construction has been completed and the tenants occupy the building in the spring of 2020.

The Board approved the borrowing of up to a maximum of \$17,500,000 by way of a second mortgage for Heather Place, located at 755/785/799 West 14th Avenue, Vancouver, provided through BCHMC. The initial term for the mortgage will be 10 years, with an amortization period of 35 years. The interest currently offered by financing through BCHMC is 2.482%.

Furthermore, the Board resolved that any two officers or directors, or any one director together with any one officer of the MVHC; for and on behalf of the MVHC be and are hereby authorized to execute and deliver under the seal of the MVHC or otherwise, all such deeds, documents and other writings and to do such acts and things in connection with the Property and Project as they, in their discretion, may consider

to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of BCHMC or the lender of the monies.

G 1.1 MVHC 2020 Budget and 2020 – 2024 Financial Plan**APPROVED**

The Board:

- approved the 2020 Annual Budget and endorse the 2020 - 2024 Financial Plan as presented in the following schedules:
 - Revenue and Expenditure Summary
 - Housing
 - Capital Programs Project Totals – Housing
- approved the 2020 Reserve Applications as presented.



Board and Information Services
Tel. 604 432-6250 Fax 604 451-6686

File: CR-12-01
Ref: WD 2019 Oct 4

OCT 10 2019

Juli Halliwell, Chief Administrative Officer
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9
VIA EMAIL: juli.halliwell@anmore.com

Dear Ms. Halliwell:

Re: Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments

At its October 4, 2019 regular meeting, the Board of Directors of the Greater Vancouver Water District (Metro Vancouver) adopted the following resolution:

That the GVWD Board endorse the Water Metering Best Practices Guide as presented in the report dated September 3, 2019, titled "Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments".

Enclosed is a copy of the staff report for your information.

If you have any questions or for more information, please contact Inder Singh, Director, Policy Planning and Analysis, Water Services, by phone at 604-436-6891 or by email at Inder.Singh@metrovancover.org.

Sincerely,



Chris Plagnol
Corporate Officer

CP/KH/mp

32937772

cc: Tim Jervis, General Manager, Water Services
Inder Singh, Director, Policy Planning and Analysis, Water Services

Encl: Report dated September 3, 2019 titled "Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments" (*Doc #30562749*)

To: Water Committee

From: Inder Singh, Director, Policy Planning and Analysis, Water Services

Date: September 3, 2019 Meeting Date: September 19, 2019

Subject: **Residential Water Metering in Metro Vancouver:
Best Practices Guide for Local Governments**

RECOMMENDATION

That the GVWD Board endorse the Water Metering Best Practices Guide as presented in the report dated September 3, 2019, titled "Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments".

PURPOSE

To seek GVWD Board endorsement of the *Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments* (the "Guide").

BACKGROUND

Metro Vancouver's *Board Strategic Plan* includes an action to "re-evaluate the business case for regional [residential] water metering". Following the direction outlined in the *Board Strategic Plan*, Metro Vancouver engaged a consultant to assist staff in undertaking a comprehensive review of residential water metering options and feasibility. A consultant report was commissioned to analyze the business case for residential water metering of single-family homes based on a triple-bottom-line evaluation.

The *Regional Assessment of Residential Water Metering* consultant study (the "Regional Assessment") was completed with extensive input from local government staff at various points throughout the project. Three local government workshops were held in May 2017, October 2017, and December 2018 to confirm the study approach and methodology, review preliminary triple-bottom-line findings, and discuss study findings, respectively. Updates were provided to regional advisory committees earlier this year and to the Water Committee and GVWD Board in April 2019. Where available, local government data has been used in the triple-bottom-line evaluation including meter installation costs, staffing and operational requirements. Several Metro Vancouver local governments with residential water metering programs have been interviewed for development of local case studies.

Based on the findings of the consultant study, input and advice received from Metro Vancouver's Standing Committees, and consultation with member jurisdictions, a Best Practices Guide has now been developed that will assist Greater Vancouver Water District (GVWD) members in exploring options and implementation strategies to work towards the expansion of residential water metering within the GVWD service area.

This report presents an overview of the Guide titled *Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments* (see Reference 1).

WATER METERING IN METRO VANCOUVER

The GVWD meters and bills, at a wholesale rate, all water delivered to member jurisdictions in the region. Members then set rates and charge user fees to their customers to recover the cost of service delivery. The decision to meter residential and non-residential customers resides with each local government. Within the region, most local governments are close to achieving full metering of industrial, commercial, and institutional water users (collectively referred to as "ICI" users).

The extent of metering of residential homes varies across the region. Amongst the 18 member municipalities, one electoral area and one Treaty First Nation serviced by the GVWD, currently 14 have residential water metering programs in place with varying levels of connections metered amongst local governments. Across Metro Vancouver, approximately 28% of all single-family homes and 50% of multi-family buildings are currently metered.

REGIONAL ASSESSMENT FINDINGS

The Regional Assessment evaluated the overall regional costs and benefits of single-family residential water metering based on a triple-bottom-line evaluation, taking a conservative approach by using the higher-end of costs and lower-end of savings where possible. The study findings conclude that the greatest regional benefits are achieved by implementing universal metering on all single-family residential dwellings over an accelerated timeline. However, more gradual approaches may also provide net benefits. Overall benefits of water metering include:

- improved billing equity
- water efficiency and conservation
- leak detection and reduction
- water systems management
- environmental stewardship
- resiliency to climate change

Although the Regional Assessment focused on water metering for single-family residential dwellings in the region, the overall benefits of water metering apply to metering of all dwellings, including multi-family residential buildings.

Water Metering as an Industry Best Management Practice

The Regional Assessment conclusions recognize water metering as an industry best management practice, a position that is also supported by the American Water Works Association, the Federation of Canadian Municipalities, Canadian Water and Wastewater Association, British Columbia Water and Waste Association and other industry associations.

Residential water metering is widespread in most developed parts of the world, including most major cities in Canada, the United States, Europe, and Australia. Comparable regions to Metro Vancouver, such as Victoria, Seattle, and Portland, have been fully metered for around 100 years.

Best Practices Guide for Local Governments

Metro Vancouver staff have developed a Best Practices Guide based on the Regional Assessment findings and feedback to date. In addition to providing an overview of the Regional Assessment

findings, the Guide includes case studies from other jurisdictions, provides considerations for conducting local government assessments, and recommends how to determine the most appropriate metering implementation strategies and policies based on local conditions.

Since the decision to meter residential and non-residential customers resides with each local government, Metro Vancouver's role is to provide guidance and support decision making. While the level of residential water metering in the region has continued to increase over the years, there are several local governments who are not pursuing any water metering initiatives. With this in mind, the Guide recognizes water metering as a best management practice and is intended to provide support for those interested in advancing residential water metering.

Water Metering Evaluation Tool for Local Governments

Metro Vancouver staff coordinated the development of a residential water metering evaluation tool using triple-bottom-line criteria that will assist local governments in assessing the business case under conditions specific to their jurisdictions. The evaluation tool is based on the Regional Assessment and includes the foundational assumptions that were used such as inflation and discount rates, costs and timelines. This tool will enable local government staff to input their own data to consider local cost/benefit implications.

The evaluation tool can be used to evaluate the residential metering scenarios based on the combination of programs selected for the assessment. Alternatively, other combinations of water metering programs can be evaluated. The financial and other considerations used in the Regional Assessment are populated, and there is opportunity to add additional considerations that better capture local conditions, such as the variable costs of pumping water, which can vary greatly amongst local governments.

ADVISORY COMMITTEE INPUT

The following regional advisory committees have been provided with updates on the Regional Assessment, including the results of the technical study and input received from local government staff, in 2019:

- February 1, 2019 report to Regional Engineers Advisory Committee (REAC);
- February 21, 2019 report and presentation to Regional Administrators Advisory Committee (RAAC);
- June 5, 2019 presentation to Regional Finance Advisory Committee (RFAC);
- July 5, 2019 report and presentation to REAC; and
- July 18, 2019 report and presentation to RAAC.

At its July 5, 2019 meeting, REAC received for information the report dated June 27, 2019, titled "Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments". REAC members provided the following comments during discussion of this item:

- suggestion to include a more descriptive definition for Net Present Value in Figure 3 of the Guide;
- there are a variety of ways for local governments to finance meter installations and set rate structures and this decision should reside with each local government;

- in addition to water savings, a key benefit of residential water metering is establishing equity amongst users; some users will pay more and others less depending on usage;
- additional clarification regarding the assumptions made and methodology used for the financial portion of the triple-bottom-line assessment was requested (a summary document is being prepared);
- one member expressed concern that local impacts have not been fully assessed. In addition, it was noted that savings associated with the deferral of regional growth-related capital may not materialize, resulting in an unnecessary burden on current ratepayers;
- interest in a tool that enables localized evaluations of water metering and supports the development of best management practices;
- data suggests that implementation of residential water meters results in an immediate reduction in water use; however, previous consumption patterns may resume where the cost of water is low. With meters, there is a greater accountability and a pricing incentive can be used to achieve water use reductions; and
- recognition that without all jurisdictions' participation, the overall savings will not be achieved.

At its July 18, 2019 meeting, RAAC endorsed the guide *"Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments"*. RAAC members provided the following comments during discussion of this item:

- one member expressed concern over the implementation of universal metering in the region, especially if implemented over an accelerated timeframe;
- one member that is currently metered shared their local experience that yielded greater overall benefits than originally anticipated;
- several members expressed strong support for endorsing water metering as a best management practice and encouraged Metro Vancouver to promote the accelerated implementation of metering;
- one member complimented Metro Vancouver for incorporating the feedback provided to-date
- recognition that water metering has positive benefits pertaining to mitigating the impacts of, and building resiliency to, climate change; and
- overall strong support for the information presented in the Guide.

The above feedback from REAC and RAAC has been considered in the finalization of the Guide.

ALTERNATIVES

1. That the GVWD Board endorse the Water Metering Best Practices Guide as presented in the report dated September 3, 2019, titled *"Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments"*.
2. That the GVWD Board receive for information the report dated September 3, 2019, titled *"Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments"* and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

Metro Vancouver costs and resources to complete the Guide are included in the 2019 Water Services budget under the Utility Policy and Planning program. The financial implications of implementing residential water metering are primarily local government utility and administrative costs related to the development of metering policies and/or bylaws, water rate analyses and adjustments, installation and operations of water meters, and staffing needs.

Local governments typically fund water metering programs through their annual water utility budgets. Case study examples have shown that it is common practice in North America to reduce local government costs by shifting initial meter installation costs associated with specific metering programs to developers, home builders, and homeowners. The most appropriate funding approach for residential water metering will vary based on local conditions such as public attitudes and impacts to affordability and equity.

SUMMARY / CONCLUSION

Following direction in Metro Vancouver's *Board Strategic Plan* which includes an action to "re-evaluate the business case for regional [residential] water metering", Metro Vancouver engaged a consultant to assist staff in undertaking a comprehensive review of residential water metering options and feasibility. A consultant report was commissioned to analyze the business case for residential water metering of single-family homes based on a triple-bottom-line evaluation.

The *Regional Assessment of Residential Water Metering* consultant study (the "Regional Assessment") was completed with extensive input from local government staff at various points throughout the project. Where available, local government data has been used in the triple-bottom-line evaluation including meter installation costs, staffing and operational requirements.

The study findings concluded that the greatest regional benefits are achieved by implementing universal metering on all single-family residential dwellings over an accelerated timeframe. These benefits include improved billing equity, water conservation, leak detection, water systems management, environmental stewardship and resiliency to climate change.

Based on the findings of the consultant study, input and advice received from Metro Vancouver's Standing Committees, and consultation with member jurisdictions, a Best Practices Guide has now been developed that will assist Greater Vancouver Water District (GVWD) members in exploring options and implementation strategies to work towards the expansion of residential water metering within the GVWD service area.

The *Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments* acknowledges water metering as a best management practice and is intended to support local governments interested in advancing water metering in the region, with local governments determining the most appropriate local implementation strategy and associated timelines.

If Alternative 1 is approved by the Board, the Guide will be provided to local governments to support local government decision making on residential water metering in Metro Vancouver.

Reference

Residential Water Metering in Metro Vancouver, Best Practices Guide for Local Governments, dated August, 2019

30562749

OCT 25 2019

Planning and Environment Department
Tel. 604 432-6350 Fax 604 436-6901

File: CR-24-01

Juli Halliwell
Chief Administrative Officer
Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9

Dear Ms. Halliwell:

Re: Informing the Public About Regional Odour Management Resources

Managing odours has become an important priority for the region as the number of complaints about odorous emissions in the environment has increased significantly. As part of Metro Vancouver's commitment to strengthening communication and outreach about our odour management program, the rack cards included in this package provide guidance to the public about making an effective odour complaint.

We anticipate that people in your community may be interested in this information so request that you make this rack card available to the public at community centres and other appropriate public venues in your community. For additional copies of this rack card, please contact Laura Taylor by phone at 604-432-6200 or by email at laura.taylor@metrovancover.org.

Additional information about Metro Vancouver's odour management program, an online form for submitting air quality complaints, and tips on making an odour complaint can be found at www.metrovancover.org (search for "odour").

Sincerely,



Esther Bérubé, P.Eng.
Division Manager, Air Quality Bylaw and Regulation Development

EBe/lt

Encl: How to make an effective odour complaint (10 copies)

33179109

OCT 25 2019

Planning & Environment
Tel. 604 432-6200 Fax 604 436-6901

File: CR-24-01

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



Dear Ms. Halliwell:

Re: Consultation Materials Regarding Options to Regulate Air Emissions from Cannabis Production

As part of Metro Vancouver's first phase of public consultation exploring options to manage air emissions from commercial cannabis production and processing operations, Metro Vancouver is currently sharing information and seeking input and feedback by October 31, 2019 on potential regulatory approaches. This package contains copies of a frequently asked questions document, which answers questions about the initiative and includes Metro Vancouver's contact information. We anticipate that people in your community may be interested in this information so request that you make the document available to the public at community centres and other appropriate public venues in your community.

Additional information about the potential approaches to managing air emissions is available in the discussion paper, which can be found at www.metrovancover.org (search for 'cannabis') along with consultation presentations, links to reference materials, and an online questionnaire.

If you have any questions or need additional copies of the document, please contact Julie Saxton, Air Quality Planner, by phone at 604-432-6200 or by email at AQbylaw@metrovancover.org.

Sincerely,

Esther Bérubé, P.Eng.
Division Manager, Air Quality Bylaw and Regulation Development

EBe/RQ/jes

Encl: Frequently Asked Questions – Managing Emissions from Cannabis Production and Processing (15 copies)

32973631

From: MCF Info MCF:EX [<mailto:MCF.Info@gov.bc.ca>]

Sent: October-31-19 1:00 PM

To: Village.hall@anmore.com

Subject: Letter from the Honourable Katrine Conroy, Minister of Children and Family Development

VIA E-MAIL

Ref: 245429

His Worship Mayor John McEwen

Village of Anmore

E-mail: village.hall@anmore.com

Dear Mayor McEwen:

As Minister of Children and Family Development, I am honoured to once again proclaim November as Adoption Awareness month. This month of recognition encourages us to reflect on those in our province who have selflessly opened their hearts and lives through adoption. This month, we also take the time to champion and guide those who might consider adopting now or in the future.

It is my wish to see a province where growing up in a stable home with food, shelter and love is a given for all children and youth in British Columbia. Unfortunately, there are hundreds of young people still hoping to find a home and a family to call their own. Adoption can provide some of the most vulnerable people in our communities with the support and guidance necessary to thrive in both the present and as they grow into adulthood.

For more information on the Adoption Campaign of 2019, please visit Adoptnow.ca.

Proclaiming November as Adoption Awareness month is not the only way your community can support adoptive parents and those who might choose to adopt in the future. In addition to your proclamation, you could organize an information session for prospective parents in your community or a celebration for those who are already adoptive parents. You can explore the variety of adoption awareness events happening around our province in November here: <https://www.bcadoption.com/aam>. If you would like more guidance or information on how to champion and raise awareness about adoption, please connect with Ministry of Children and Family Development (MCFD) staff at MCF.AdoptionsBranch@gov.bc.ca.

An important pillar for all those involved in adoptions in British Columbia is [The Adoptive Families Association of British Columbia](#), which has been a support for adoptive families in British Columbia for over forty years. You may wish to [connect with the association](#) to learn more about your community's involvement in adoption events, their contact information, as well as contact information for the licensed adoption agencies in British Columbia and more.

[Adopt BC Kids](#) is an online portal that allows citizens to complete an adoption application 24 hours a day, seven days a week. I encourage you to take the time to explore this resource and provide it to any community members who are interested in adopting a child in foster care.

On behalf of MCFD, thank you for leading your communities and supporting both those who have opened their homes and hearts and those who might do so in the future. With your help and support, more children and youth could find their forever homes.

Sincerely,

ORIGINAL SIGNED BY

Katrine Conroy
Minister

Sent on behalf of the Minister by:

