

PLEASE NOTE

The Anmore Village Hall
Is a Scent-Free Building.

Please respect our policy.

VILLAGE OF ANMORE
COUNCIL AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, November 23rd, 2010 at 7:00 p.m. in the Council Chamber at Village Hall, 2697 Sunnyside Road, Anmore, B.C.

1. ADDITIONS AND DELETIONS TO THE AGENDA

RESOLUTION: "THAT THE AGENDA BE APPROVED."

2. COMMENTS FROM THE PUBLIC REGARDING THE AGENDA

3. ADOPTION OF MINUTES

(a) Minutes of the Regular Council Meeting held on November 9th, 2010

RESOLUTION: "THAT THE MINUTES OF THE REGULAR COUNCIL MEETING HELD ON NOVEMBER 9TH, 2010 BE RECEIVED."

4. BUSINESS ARISING FROM THE MINUTES

5. PETITIONS AND DELEGATIONS

(a) Mossom Creek Hatchery / Burrard Inlet Marine Enhancement Society

Representatives of Mossom Creek Hatchery / Burrard Inlet Marine Enhancement Society are scheduled to appear before Council.

6. TABLED ITEMS

7. COUNCIL COMMITTEE REPORTS

(a) Recreational Services Working Group

(i) Minutes of the Meeting held on November 4th, 2010

RESOLUTION: "THAT THE MINUTES OF THE RECREATIONAL SERVICES WORKING GROUP MEETING HELD ON NOVEMBER 4TH, 2010 BE RECEIVED."

01

09

8. **MAYOR'S REPORT**

9. **COUNCILLORS' REPORT**

10. **ADMINISTRATOR'S REPORT**

11. **CORRESPONDENCE**

RESOLUTION: "THAT ALL CORRESPONDENCE CIRCULATED AND FILED IN THE VILLAGE OFFICE BE RECEIVED."

12. **BYLAWS**

11 (a) **Anmore Drainage Development Cost Charges Reserve Fund
Expenditure Bylaw No. 502-2010**

Memorandum from Karen-Ann Cobb, Manager of Corporate Services, dated November 17th, 2010 is attached.

RESOLUTION: "THAT ANMORE DRAINAGE DEVELOPMENT COST CHARGES RESERVE FUND EXPENDITURE BYLAW NO. 502-2010 BE READ A FIRST, SECOND AND THIRD TIME."

14 (b) **Anmore Roads Development Cost Charges Reserve Fund
Expenditure Bylaw No. 503-2010**

Memorandum from Karen-Ann Cobb, Manager of Corporate Services, dated November 17th, 2010 is attached.

RESOLUTION: "THAT ANMORE ROADS DEVELOPMENT COST CHARGES RESERVE FUND EXPENDITURE BYLAW NO. 503-2010 BE READ A FIRST, SECOND AND THIRD TIME."

17 (c) **Anmore Capital Reserve Fund Expenditure Bylaw No. 504-2010**

Memorandum from Karen-Ann Cobb, Manager of Corporate Services, dated November 17th, 2010 is attached.

RESOLUTION: "THAT ANMORE CAPITAL RESERVE FUND EXPENDITURE BYLAW NO. 504-2010 BE READ A FIRST, SECOND AND THIRD TIME."

NB: Two additional bylaws regarding Capital Water Expenditures will be presented at the meeting for Council's consideration.

13. **UNFINISHED BUSINESS**

14. **NEW BUSINESS**

(a) **Proposed New Middle School**

Report from Michael Rosen, Planning Consultant, dated November 18th, 2010 is attached.

15. **PUBLIC QUESTION PERIOD**

16. **CONCLUSION**

VILLAGE OF ANMORE

REGULAR COUNCIL MEETING MINUTES

Minutes of the Regular Council Meeting held on Tuesday, November 9th, 2010 at the Village Hall, 2697 Sunnyside Road, Anmore, B.C. The meeting was called to order at 7:00 p.m.

ELECTED OFFICIALS PRESENT

Mayor Heather Anderson
Councillor John McEwen
Councillor Kerri Palmer Isaak
Councillor Mario Piamonte
Councillor Chris Sedergreen

STAFF PRESENT

Howard Carley, Chief Administrative Officer
Karen-Ann Cobb, Manager of Corporate Services

1. ADDITIONS AND DELETIONS TO THE AGENDA

It was MOVED and SECONDED:

“THAT THE AGENDA BE APPROVED AS AMENDED.”

Items 14(c) and 14(e) shall be moved on the agenda after Item 6.

Correspondence sent to Council from Ruth Foster, Mossom Creek Hatchery, shall be directed to Staff for follow-up.

CARRIED UNANIMOUSLY

2. COMMENTS FROM THE PUBLIC REGARDING THE AGENDA

Nil.

3. ADOPTION OF MINUTES

(a) Minutes of the Public Hearing held on October 26th, 2010

It was MOVED and SECONDED:

“THAT THE MINUTES OF THE PUBLIC HEARING HELD ON OCTOBER 26TH, 2010 BE ADOPTED AS CIRCULATED.”

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

Item 3(a) - Minutes of the Regular Council Meeting held on October 12th, 2010 – Wording in paragraph 1 on page 2 will be changed to the following: ‘Councillor Piamonte reminded Council that there needs to be a Community Engagement Committee resolution to disband the Day Care Working Group.’

Item 9 - Councillors’ Report – Councillor McEwen noted that the meeting date should be recorded as November 10th.

It was MOVED and SECONDED:

“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING HELD ON OCTOBER 26TH, 2010 BE ADOPTED AS AMENDED.”

CARRIED UNANIMOUSLY

4. BUSINESS ARISING FROM THE MINUTES

Item 14(b) – JEPP Grant Application – Councillor Piamonte requested a copy of the JEPP Grant Application from Staff.

5. PETITIONS AND DELEGATIONS

Nil.

6. TABLED ITEMS

(a) RCH-1 Zoning Amendment Request from Countryside Village Strata

It was MOVED and SECONDED:

“THAT THE LETTER FROM COUNTRYSIDE VILLAGE STRATA COUNCIL REGARDING THE RCH-1 ZONING AMENDMENT REQUEST BE LIFTED FROM THE TABLE.”

CARRIED UNANIMOUSLY

6. TABLED ITEMS (CONTINUED)

**(a) RCH-1 Zoning Amendment Request from Countryside Village Strata
(Continued)**

Ted Littlewood, Countryside Village Strata Council President, presented his concerns.

It was MOVED and SECONDED:

**“THAT THE LETTER FROM COUNTRYSIDE VILLAGE STRATA
COUNCIL DATED OCTOBER 21, 2010 BE RECEIVED.”**

CARRIED UNANIMOUSLY

14. NEW BUSINESS

(c) Council Procedure Bylaw

Karen-Ann Cobb presented the current Council Procedure Bylaw, and noted that Staff anticipates having a new draft bylaw available for Council in the near future.

**(e) School Community Connections – Supporting Neighbourhood
Learning Centres – Grant Information**

Karen-Ann Cobb presented her report dated November 5th, 2010.

It was MOVED and SECONDED:

**“THAT COUNCIL DIRECTS STAFF TO SEND A LETTER TO
SCHOOL DISTRICT NO. 43 IN SUPPORT OF THE 2010
SCHOOL COMMUNITY CONNECTIONS GRANT.”**

CARRIED UNANIMOUSLY

7. COUNCIL COMMITTEE REPORTS

(a) Community Engagement Committee

It was MOVED and SECONDED:

“THAT THE REGULAR COUNCIL MEETING BE SUSPENDED.”

CARRIED UNANIMOUSLY

7. COUNCIL COMMITTEE REPORTS (CONTINUED)

(a) Community Engagement Committee (Continued)

It was MOVED and SECONDED:

**“THAT COUNCIL RESOLVES TO MEET AS THE
COMMUNITY ENGAGEMENT COMMITTEE.”**

CARRIED UNANIMOUSLY

(i) Disbanding Anmore Day Care Working Group

It was MOVED and SECONDED:

**“THAT COUNCIL DISBANDS THE ANMORE DAY CARE
WORKING GROUP; AND THAT STAFF IS DIRECTED TO
SEND A LETTER TO EACH MEMBER OF THE WORKING
GROUP IN RECOGNITION OF THEIR HARD WORK.”**

CARRIED

Councillor Piamonte opposed
Councillor Sedergreen opposed

(ii) Reconvene Regular Council Meeting

It was MOVED and SECONDED:

**“THAT THE REGULAR COUNCIL MEETING BE
RECONVENED.”**

CARRIED UNANIMOUSLY

(b) Public Works Committee

**(i) Minutes of the Public Works Committee Meeting held on
August 26th, 2010**

It was MOVED and SECONDED:

**“THAT THE MINUTES OF THE PUBLIC WORKS COMMITTEE
MEETING HELD ON AUGUST 26TH, 2010 AS RECEIVED.”**

7. COUNCIL COMMITTEE REPORTS (CONTINUED)

(b) Public Works Committee (Continued)

(i) Minutes of the Public Works Committee Meeting held on August 26th, 2010 (Continued)

'Tim Harris' shall be noted under 'Members Absent' on page 1 of these Minutes.

CARRIED UNANIMOUSLY

(c) Green Families Working Group

(i) Action Items from the Green Families Working Group Meeting held on October 3rd, 2010

Councillor Kerri Palmer Isaak presented action items from the Green Families Working Group held on October 3rd, 2010.

It was MOVED and SECONDED:

"THAT COUNCIL APPROVES THE REGISTRATION OF ANMORE VILLAGE HALL AS A DROP ZONE FOR RECYCLING OF USED BATTERIES AND LIGHT BULBS."

CARRIED UNANIMOUSLY

(ii) Action Items from the Green Families Working Group Meeting held on November 1st, 2010

Councillor Kerri Palmer Isaak presented action items from the Green Families Working Group held on November 1st, 2010.

8. MAYOR'S REPORT

Mayor Anderson reported that:

- She sends her thanks to Councillors McEwen, Palmer Isaak and Piamonte and other volunteers who assisted with the Halloween event.
- She has participated in several TransLink meetings regarding funding for the Evergreen Line. A final decision of the Mayors' Council is required on December 9th, 2010.

9. COUNCILLORS' REPORT

Councillor McEwen reported that:

- The first meeting of the Recreational Services Working Group was held on November 4th.

Councillor Palmer Isaak reported that:

- She sends her thanks to volunteers for help with the fireworks: Mark and Michelle Obedzinski, Tracy Green, James and Karolin Phillips, Councillor McEwen, Willi Isaak and the Sasamat Volunteer Fire Department.
- Moody Middle School's grade 6, 7 and 8 students raised \$39,000 for the Terry Fox Foundation this year. They are the single largest contributor to the Terry Fox Foundation.
- She has been receiving negative feedback from residents regarding the number of signs posted near Village signs, and asked for Council's support to enforce the removal of signs.

Council directed Staff to enforce the removal of wrongly placed signs in the Village.

10. ADMINISTRATOR'S REPORT

Nil.

11. CORRESPONDENCE

It was MOVED and SECONDED:

**"THAT ALL CORRESPONDENCE CIRCULATED AND FILED IN
THE VILLAGE OFFICE BE RECEIVED."**

CARRIED UNANIMOUSLY

12. BYLAWS

Nil.

13. UNFINISHED BUSINESS

Nil.

14. NEW BUSINESS (CONTINUED)

(a) Council Liaison – Advisory Planning Commission

It was MOVED and SECONDED:

“THAT COUNCIL APPOINTS MAYOR HEATHER ANDERSON AS THE COUNCIL LIAISON TO THE ADVISORY PLANNING COMMISSION.”

CARRIED

Councillor Piamonte abstained

(b) Council Honorariums Committee

It was MOVED and SECONDED:

“THAT COUNCIL APPOINTS ELAINE WILLIS, ROBERT DEVLIN AND KEN JUVIK AS MEMBERS OF THE COUNCIL HONORARIUMS COMMITTEE.”

CARRIED

Councillor Sedergreen abstained

Council directed Staff to contact the members to inform them that they have been appointed, and advise them of the next steps.

(d) December Council Meeting Schedule

Council agreed to hold one Regular Council Meeting on December 14th, 2010.

(f) In-Camera Council Meeting Rules of Order

It was MOVED and SECONDED:

“THAT COUNCIL ADOPTS ANMORE POLICY NO. 43 – IN-CAMERA COUNCIL MEETING RULES OF ORDER.”

CARRIED

Councillor Sedergreen opposed

15. PUBLIC QUESTION PERIOD

Members of the public asked questions of Staff, and Staff responded.

16. CONCLUSION

It was MOVED and SECONDED:

**“THAT THE REGULAR COUNCIL MEETING BE
ADJOURNED.”**

CARRIED UNANIMOUSLY

The Council Meeting concluded at 8:48 p.m.

Certified Correct:

Approved:

Howard Carley
Chief Administrative Officer

Heather Anderson
Mayor

VILLAGE OF ANMORE
Recreational Services Working Group
Meeting Minutes from Thursday November 4th, 2010

In Attendance:

John McEwen, Councillor
Darleen Bemister
Lori Bennett
Tracy Green
Carmen Kimoto
Susan Mueckel
Nicola Iten

Members Absent:

Jane Story

ORDER OF BUSINESS

1. Call to Order

The meeting was called to order by Chairperson, Councillor John McEwen at 7:30 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

“To approve the agenda as presented”

CARRIED UNANIMOUSLY

3. Terms of Reference

It was MOVED and SECONDED:

“That Terms of Reference for the Recreational Services Working Group are to explore and initiate recreational activities for Anmore residents”

CARRIED UNANIMOUSLY

4. Working Group Structure

(a) Liability Insurance for Recreation Programs

- Members discussed liability concerns and insurance for the Anmore Recreation and Leisure Association's (ARLA's) members. Reference was made to a report from Karen-Ann Cobb dated November 2nd, 2010 on liability insurance for recreation programs.
- Members discussed ARLA's involvement in promoting activities in the village and how to structure ARLA in relation to the Working Group. It was agreed that ARLA should remain a separate entity from the Recreational Services Working Group.
- A member proposed that ARLA and community groups that do not have a non-profit status become programming under the Anmore Youth and Community Society.
- Councillor McEwen will speak with Karen-Ann Cobb on how to structure ARLA in relation to the Working Group, taking into consideration insurance coverage for ARLA members. Councillor McEwen will further inquire as to how grant funding can be applied for.
- Questions were posed with respect to liability coverage for individual volunteers that organize community activities. Councillor McEwen will confirm with Karen-Ann Cobb as to what reporting is required by volunteers to ensure they are covered by the village's liability insurance policy.

(b) School Bookings for Anmore Elementary 2010/2011

- Members updated a list of ongoing activities currently booked to use Anmore Elementary’s facilities. Councillor McEwen will ask staff to revise the school’s calendar as updated by the committee.
- Members discussed the possibility of additional recreational space in the proposed middle school. It was agreed to discuss this item further once a middle school in Anmore has been officially sanctioned.
- Members proposed changes to how bookings are currently done for Anmore Elementary. It was suggested that applications be amended to identify time frames of use and request notification when a group dissolves or will not be using their scheduled time. Members agreed that criteria or a ranking system will be established to prioritize those applying for use of the school’s facilities.
- It was agreed that the Recreational Services Working Group will gather applications for ongoing bookings of Anmore Elementary’s facilities twice per year in order to prioritize and update the school’s schedule for fall and spring.
- Councillor McEwen will obtain a copy of the current application form for bookings and present to members for review at the committee’s next meeting.

5. Current Recreational Activities

- Members discussed additional recreational activities available in the village, outside of those scheduled at the elementary school.
- Members discussed items to be considered in future negotiations with the City of Port Moody regarding recreation fees for Anmore residents.
- An amalgamated calendar of activities in the village, that are open to the public, is published quarterly by ARLA in the Anmore Times. It was suggested that an updated calendar be published monthly in the Anmore Times, as well as placed on the Anmore.com website.
- Members discussed the type of recreational activities that the working group will be exploring. Many members expressed a desire that the group’s focus not be restricted to athletic activities and that it be open to consider any activities that are recreational, for all age groups. Councillor McEwen will request confirmation from Council on this item.

6. Review of Similar Working Group Models

- Members discussed recreational programs as offered on Bowen Island.
- Councillor McEwen will visit Bowen Island to view their setup.

7. Conclusion

It was MOVED and SECONDED:

“To conclude the Recreational Services Working Group meeting”

CARRIED UNANIMOUSLY

The meeting adjourned at 9:05 p.m.

The foregoing Minutes are to be distributed to the Recreational Services Working Group Members by the Chairperson and read at the committee’s next regular meeting.

Approved by: _____

Date: _____

VILLAGE OF ANMORE

MEMORANDUM

TO: HOWARD CARLEY, CHIEF ADMINISTRATIVE OFFICER

FROM: KAREN-ANN COBB, MANAGER OF CORPORATE SERVICES

DATE: NOVEMBER 17TH, 2010

SUBJECT: ANMORE DRAINAGE DEVELOPMENT COST CHARGES RESERVE FUND EXPENDITURE BYLAW NO. 502-2010

Attached for Council's review and consideration is "Anmore Drainage Development Cost Charges Reserve Fund Expenditure Bylaw No. 502-2010". The purpose of this bylaw is to expend monies from the Drainage DCC Reserve Fund for the drainage portion of the East Road Reconstruction project, the 2010 Drainage and Ditching Program and Mossom Creek Culvert Crossing. The bylaw is to allow for \$51,409.00 worth of work as follows:

Drainage portion of East Road Reconstruction Program	\$ 4,465.00
2010 Ditching and Drainage Program	\$ 6,000.00
Mossom Creek Culvert Crossing	\$40,944.00

These above amounts have been reviewed by Sharleen Karamanian, Manager of Financial Services and all amounts have been budgeted for in the 2010 Financial Plan.

If Council agrees with the bylaw as drafted the following resolution would be appropriate:

"THAT ANMORE DRAINAGE DEVELOPMENT COST CHARGES RESERVE FUND EXPENDITURE BYLAW NO. 502-2010 BE READ A FIRST, SECOND AND THIRD TIME."

Karen-Ann Cobb
Manager of Corporate Services

cc: Sharleen Karamanian, Manager of Financial Services

VILLAGE OF ANMORE

BYLAW NO. 502-2010

A bylaw authorizing the expenditure of monies
In the Drainage Development Cost Charges Reserve Fund

WHEREAS there is an unappropriated balance in the Drainage Development Cost Charges Reserve Fund established under Bylaw No. 117 of One Hundred and Sixty-eight Thousand, Five Hundred and Fifty-two Dollars (\$168,552.00) as at October 31st, 2010 which amount has been calculated as follows:

Balance in Reserve Fund at December 31 st , 2009	\$167,954.00
Add: Additions to fund including interest Earning for current year to date	\$ 598.00
Deduct: Commitments outstanding under bylaws Previously adopted	\$.00
Uncommitted balance in reserve fund at October 31 st , 2010	\$168,552.00

AND WHEREAS it is deemed desirable to expend a portion of the monies set aside under said Bylaw No. 117 for the purpose of the reconstruction of East Road, Mossom Creek Culvert Crossing and 2010 Drainage and Ditching Program.

NOW THEREFORE the Council of the Village of Anmore in open meeting assembled ENACTS AS FOLLOWS:

1. This bylaw may be cited as "Anmore Drainage Development Cost Charges Reserve Fund Expenditure Bylaw No. 502-2010".
2. The sum of Fifty-one Thousand, Four Hundred and Nine Dollars (\$51,409.00) is hereby appropriated from the Drainage Development Cost Charges Reserve Fund to be expended for the reconstruction of East Road, Mossom Creek Culvert Crossing and 2010 Drainage and Ditching Program.
3. The expenditure to be carried out by the monies hereby appropriated shall be more particularly specified and authorized by resolution of the Council.
4. Should any of the above amounts remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

VILLAGE OF ANMORE

MEMORANDUM

TO: HOWARD CARLEY, CHIEF ADMINISTRATIVE OFFICER

FROM: KAREN-ANN COBB, MANAGER OF CORPORATE SERVICES

DATE: NOVEMBER 17TH, 2010

SUBJECT: ANMORE ROADS DEVELOPMENT COST CHARGES RESERVE
FUND EXPENDITURE BYLAW NO. 503-2010

Attached for Council's review and consideration is "Anmore Roads Development Cost Charges Reserve Fund Expenditure Bylaw No. 503-2010". The purpose of this bylaw is to expend monies from the Roads DCC Reserve Fund for the East Road Reconstruction project in the amount of \$29,880.00.

The above amount has been reviewed by Sharleen Karamanian, Manager of Financial Services and this amount has been budgeted for in the 2010 Financial Plan.

If Council agrees with the bylaw as drafted the following resolution would be appropriate:

**"THAT ANMORE ROADS DEVELOPMENT COST CHARGES RESERVE FUND
EXPENDITURE BYLAW NO. 503-2010 BE READ A FIRST, SECOND AND THIRD
TIME."**

Karen-Ann Cobb
Manager of Corporate Services

cc: Sharleen Karamanian, Manager of Financial Services

VILLAGE OF ANMORE

BYLAW NO. 503-2010

A bylaw authorizing the expenditure of monies
In the Roads Development Cost Charges Reserve Fund

WHEREAS there is an unappropriated balance in the Roads Development Cost Charges Reserve Fund established under Bylaw No. 116 of Five Hundred and Seventeen Thousand, Two Hundred and Seventy-nine Dollars (\$517,279.00) as at October 31st, 2010 which amount has been calculated as follows:

Balance in Reserve Fund at December 31 st , 2009	\$515,444.00
Add: Additions to fund including interest Earning for current year to date	\$ 1,835.00
Deduct: Commitments outstanding under bylaws Previously adopted	\$.00
Uncommitted balance in reserve fund at October 31 st , 2010	\$517,299.00

AND WHEREAS it is deemed desirable to expend a portion of the monies set aside under said Bylaw No. 116 for the purpose of the reconstruction of East Road.

NOW THEREFORE the Council of the Village of Anmore in open meeting assembled ENACTS AS FOLLOWS:

1. This bylaw may be cited as "Anmore Roads Development Cost Charges Reserve Fund Expenditure Bylaw No. 503-2010".
2. The sum of Twenty-nine Thousand, Eight Hundred and Eighty Dollars (\$29,880.00) is hereby appropriated from the Roads Development Cost Charges Reserve Fund to be expended for the reconstruction of East Road.
3. The expenditure to be carried out by the monies hereby appropriated shall be more particularly specified and authorized by resolution of the Council.
4. Should any of the above amounts remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

VILLAGE OF ANMORE

MEMORANDUM

TO: HOWARD CARLEY, CHIEF ADMINISTRATIVE OFFICER

FROM: KAREN-ANN COBB, MANAGER OF CORPORATE SERVICES

DATE: NOVEMBER 17TH, 2010

SUBJECT: ANMORE CAPITAL RESERVE FUND EXPENDITURE BYLAW NO. 504-2010

Attached for Council's review and consideration is "Anmore Capital Reserve Fund Expenditure Bylaw No. 504-2010". The purpose of this bylaw is to expend monies from the Capital Reserve Fund for the East Road Reconstruction project, a 2010 F550 Ford Truck, Computer Equipment and Software, 2010 Ditching and Drainage Program, 2010 Local Roads Program, Sustainability Plan and Mossom Creek Culvert Crossing. The bylaw is to allow for the expenditure of \$186,290.00.

The list of projects and costs are as follows:

East Road Reconstruction Project (Drainage)	\$2,977.00
East Road Reconstruction Project (Roads)	\$19,920.00
Purchase of 2010 F550 Ford Truck	\$86,353.00
Computer Equipment/Software Purchase	\$26,744.00
2010 Drainage and Ditching Program	\$4,000.00
2010 Local Roads Program	\$15,000.00
Sustainability Plan	\$4,000.00
Mossom Creek Culvert Crossing	\$27,296.00

The above amounts have been reviewed by Sharleen Karamanian, Manager of Financial Services and the amounts have been budgeted for in the 2010 Financial Plan.

If Council agrees with the bylaw as drafted the following resolution would be appropriate:

"THAT ANMORE CAPITAL RESERVE FUND EXPENDITURE BYLAW NO. 504-2010 BE READ A FIRST, SECOND AND THIRD TIME."

Karen-Ann Cobb
Manager of Corporate Services

cc: Sharleen Karamanian, Manager of Financial Services

VILLAGE OF ANMORE

BYLAW NO. 504-2010

A bylaw authorizing the expenditure of monies
in the Capital Reserve Fund

WHEREAS there is an unappropriated balance in the Capital Reserve Fund established under Bylaw No. 29 of Five Hundred & Eighty-Eight Thousand, Five Hundred and Thirty-one Dollars (\$588,531.00) as of October 31st, 2010 which amount has been calculated as follows:

Balance in Reserve Fund at December 31 st , 2009	\$586,443.00
Add: Additions to fund including interest	
Earnings for current year to date	\$ 2,088.00
Deduct: Commitments outstanding under bylaws	
Previously adopted	\$.00
Uncommitted balance in reserve fund at October 31 st , 2010	\$588,531.00

AND WHEREAS it is deemed desirable to expend a portion of the monies set aside under said Bylaw No. 29 for the purpose of the purchase of East Road Reconstruction, a 2010 F550 Ford Truck, Computer Equipment and Software, 2010 Ditching and Drainage Program, 2010 Local Roads Program, Sustainability Plan and Mossom Creek Culvert Crossing.

NOW THEREFORE the Council of the Village of Anmore in open meeting assembled ENACTS AS FOLLOWS:

1. This bylaw may be cited as "Anmore Capital Reserve Fund Expenditure Bylaw No. 504-2010."
2. The sum of One Hundred and Eighty-Six Thousand, Two Hundred and Ninety Dollars, (186,290.00) is hereby appropriated from the Capital Reserve Fund to be expended for the purpose of East Road Reconstruction, a 2010 F550 Ford Truck, Computer Equipment and Software, 2010 Ditching and Drainage Program, 2010 Local Roads Program, Sustainability Plan and Mossom Creek Culvert Crossing.
3. The expenditure to be carried out by the monies hereby appropriated shall be more particularly specified and authorized by resolution of Council.
4. Should any of the above amounts remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

TO: HOWARD CARLEY – ADMINISTRATOR
FROM: MICHAEL ROSEN - PLANNING CONSULTANT
RE: PROPOSED NEW MIDDLE SCHOOL – SCHOOL DISTRICT 43
STATUS REPORT
DATE: NOVEMBER 18, 2010

BACKGROUND

At the meeting on 12 October 2010, a report was received from the Planning Consultant that informed Council that School District 43 is resuming its effort to develop a new middle school on its site within the Village of Anmore. The purpose of this report is to update Council on what has transpired over the last month.

DISCUSSION

The following is a brief description of the major events that have transpired over the last month:

1. **Meeting with School District and Belcarra Representatives**
Mayor Anderson and I attended a meeting at the School District offices on 18 October 2010 to talk primarily about the fire protection issue. An outcome of the meeting was that all parties agreed that the public consultation program would not commence until the Fire Underwriters Survey (FUS) and the Traffic Impact Assessment are completed.
2. **Fire Underwriters Survey**
The School District convened a meeting on 26 October 2010 to discuss the Fire Underwriters Survey (FUS), a report that needs to be conducted as a condition of the restrictive covenant. Representatives of the School District, the City of Port Moody, Bunting Coady (the architectural firm), and Gage Babcock (the consultants undertaking the FUS) met with the Chief of the Sasamat Volunteer Fire Department to discuss the issues and expectations related to the FUS. The Public Works Manager attended the meeting on the Village's behalf. It is expected that a preliminary letter / report will be ready by 24 November 2010 and the final report will be completed by 8 December 2010.
3. **Sewage Disposal and Traffic Study**
On 1 November 2010, I chaired a joint technical meeting at the City of Port Moody Municipal Hall consisting of representatives from the School District, the City of Port Moody, Metro Vancouver, Bunting Coady, and Bunt and Associates (traffic consultants). Max Coupland was also in attendance.

Ed von Euw of Metro Vancouver (MV) reported on Anmore's request for inclusion of the School District properties within the Greater Vancouver Sewage and Drainage District. MV and City staff indicated their support for the inclusion. Discussions ensued regarding the joint agreements that will be required between the Village, the City of Port Moody, and Metro Vancouver.

The terms of reference for the Traffic Impact Assessment were discussed. The parties explored the problem areas associated with access and pick up / drop off from both sides of the building. A draft of the study is expected to be completed by 25 November 2010.

4. Waste Management Committee

The attached staff report regarding Anmore's request to include the School District properties within the Greater Vancouver Sewage and Drainage District was discussed at the Metro Vancouver Board's Waste Management Committee on 10 November 2010. Councillor Kerri Palmer Isaak attended the meeting as an observer. The Committee endorsed the staff recommendation to support the request for inclusion. This item will be considered by the full Metro Vancouver Board at its meeting on 26 November 2010.

CONCLUSION

Fire protection, traffic management, and sewage disposal are all key issues related to the development of the middle school within the Village of Anmore. Staff from the various interested parties are working together to find mutually acceptable solutions. As the information becomes available, it will be brought forward to Council.

The following motion is presented for Council's consideration:

THAT the report from the Planning Consultant titled *Proposed New Middle School – Status Report* dated 18 November 2010 be received for information

Michael Rosen

Attachment:

1) *Staff Report – Metro Vancouver – Connection to Regional Sewer System*



Waste Management Committee Meeting Date: November 10, 2010

To: Waste Management Committee
 From: Fred Nenninger, Division Manager, Policy and Planning Department
 Date: October 28, 2010
 Subject: **Anmore's Request to Connect to the Regional Sewer System**

Recommendation:

That the Board support the Village of Anmore's request to expand the Fraser Sewage Area to accept sewage from the proposed School District 43 middle school site for the building footprint only subject to:

- i. The Village of Anmore becoming a member of the GVS&DD pursuant to section 66 of the *Greater Vancouver Sewerage and Drainage District Act*;
 - ii. The Village of Anmore, the City of Port Moody and the GVS&DD negotiating and concluding an agreement to address the construction and connection of the Village of Anmore's school service sewer to the GVS&DD system via the City of Port Moody's sewers; and
 - iii. The Village of Anmore demonstrating that, in accordance with the Integrated Liquid Waste and Resource Management Plan, the regional sewer system should be extended to accommodate the school due to environmental or public health reasons that warrants sewer extension beyond the urban containment boundary.
-

1. PURPOSE

To respond to a request from the Village of Anmore to connect the proposed School District 43 middle school to the regional sewer system via the City of Port Moody's sewer system.

2. CONTEXT

School District 43 has proposed constructing a new middle school in Anmore to service students from Anmore, Port Moody and Coquitlam. In October of 2009, Anmore council passed a resolution stating: *"That the Village of Anmore is seeking inclusion within the Greater Vancouver Sewerage and Drainage District in order to connect a proposed middle school to the regional sewer system.* Due to property issues, Anmore subsequently requested that the process be delayed until the property issues were resolved. On October 18, 2010, Anmore renewed its request to connect the proposed middle school to the regional sewer system (Attachment 1).

The Village of Anmore currently requires developments to provide on-site sewage treatment systems. Given difficult site conditions, Anmore has requested that Greater Vancouver Sewerage and Drainage District (GVS&DD) allow the proposed middle school to connect to the regional sewer system via the City of Port Moody's sewer system rather than require on-site sewage treatment.

In order for the proposed middle school to connect to the regional sewer system, the property needs to be included in the Fraser Sewage Area (FSA), which requires the FSA boundary to be extended. As a matter of longstanding policy, GVS&DD has accepted requests to amend sewerage area boundaries only from member municipalities and, therefore, in order to amend the FSA boundary, the Village of Anmore would need to become a member of the GVS&DD. If Anmore were to become a member of the GVS&DD then the *Greater Vancouver Sewerage and Drainage District Act* (GVS&DD Act) and GVS&DD bylaws will apply to Anmore. In accordance with the GVS&DD Act, upon the request of a municipality, the Lieutenant-Governor in Council has the power and authority to order such municipality to be a member of the GVS&DD. Under the Act the GVS&DD has the discretion to establish and change the boundaries of the sewerage areas required to carry out its objects.

The Board-approved Integrated Liquid Waste Management Plan (ILWMP) states that "the regional sewer system will not be extended beyond the urban containment boundary except for overarching environmental or public health reasons." Action 1.1.1 of the draft Regional Growth Strategy (draft dated September 2010) states that "Metro Vancouver's role is to: Direct the Greater Vancouver Sewerage and Drainage District to not extend regional sewage services into the Rural, Agricultural or Conservation and Recreation areas, except for building footprints in cases where infrastructure is needed to address a public health issue, protect the region's natural assets, or to service agriculture or agri-industry." The proposed middle school site is outside of the urban containment boundary, thus before approving a bylaw to expand the FSA, the GVS&DD should require Anmore to demonstrate that the regional sewer system should be extended to accommodate the school due to environmental or public health reasons.

The GVS&DD does not own or operate a regional sewer in the Anmore area. The nearest regional system is located several kilometers away in Port Moody (Attachment 2) The City of Port Moody owns and operates a neighbourhood sewer system adjacent to the proposed school site. Port Moody council has passed a resolution requesting that Anmore seek membership in the GVS&DD and fund a study to assess the feasibility of connecting to the Port Moody system. Once that study is complete, Port Moody will consider Anmore's request to connect to the Port Moody system.

3. ALTERNATIVES

That the Board may:

- 1) Support the Village of Anmore's request to expand the Fraser Sewage Area to accept sewage from the proposed School District 43 middle school site for the building footprint only subject to:
 - i. The Village of Anmore becoming a member of the GVS&DD pursuant to section 66 of the *Greater Vancouver Sewerage and Drainage District Act*;
 - ii. The Village of Anmore, the City of Port Moody and the GVS&DD negotiating and concluding an agreement to address the construction and connection of the Village of Anmore's school service sewer to the GVS&DD system via the City of Port Moody's sewers; and
 - iii. The Village of Anmore demonstrating that, in accordance with the Integrated Liquid Waste and Resource Management Plan, the regional sewer system should be extended to accommodate the school due to environmental or public health reasons that warrants sewer extension beyond the urban containment boundary.

- 2) Not support the Village of Anmore's request to allow connection of the proposed middle school to the regional system.

4. CONCLUSION

Anmore has requested that the GVS&DD accept connection of a proposed middle school to the regional sewerage system via the City of Port Moody's sewer system. Consistent with longstanding GVS&DD policy, Anmore should first become a member of the GVS&DD and then GVS&DD may extend the Fraser Sewage Area. As there are no regional sewer pipes in that area, Anmore is best served by reaching an agreement with Port Moody and GVS&DD to allow a connection from the proposed middle school to the existing nearby Port Moody's sewers and the GVS&DD's sewers.

Staff recommends Alternative 1.

ATTACHMENTS:

- 1) Letter from Village of Anmore dated October 18, 2010, titled Inclusion of School District 43 Properties Within GVS&DD Sewer Area Boundary (Doc #4517914)
- 2) Location of Proposed Middle School and Regional Wastewater Facilities (Doc #4502232)

THIS PAGE LEFT BLANK INTENTIONALLY



VILLAGE OF ANMORE

· 2697 Sunnyside Road
Anmore, B.C.
V3H 5G9



October 18, 2010

Metro Vancouver
4330 Kingsway
Burnaby, BC
V5H 4G8

Attention: Mr. Ed von Euw
Senior Engineer,
Policy & Planning Department

Dear Mr. von Euw:

**SUBJECT: INCLUSION OF SCHOOL DISTRICT 43 PROPERTIES
WITHIN GVS&DD SEWER AREA BOUNDARY**

Further to your recent conversations with our Planning Consultant, Mr. Michael Rosen, this letter is intended to officially inform Metro Vancouver that School District 43 has decided to resurrect the development of a new Middle School within the Village of Anmore.

Consequently, further to the Village's letter to Metro Vancouver dated 27 October 2009, the Village respectfully requests that Metro Vancouver resume the process of including the School District's properties within the GVS&DD sewer boundary. We understand that the next step in the process would be a staff report going to the Metro Vancouver Board in November requesting inclusion of the Village in the GVS&DD for the school property.

The Village understands that entering into agreements with the City of Port Moody will be required as a condition of securing an expansion of the GVS&DD sewer boundary.

Our staff will continue to liaise with Metro Vancouver and City of Port Moody staff regarding this matter.

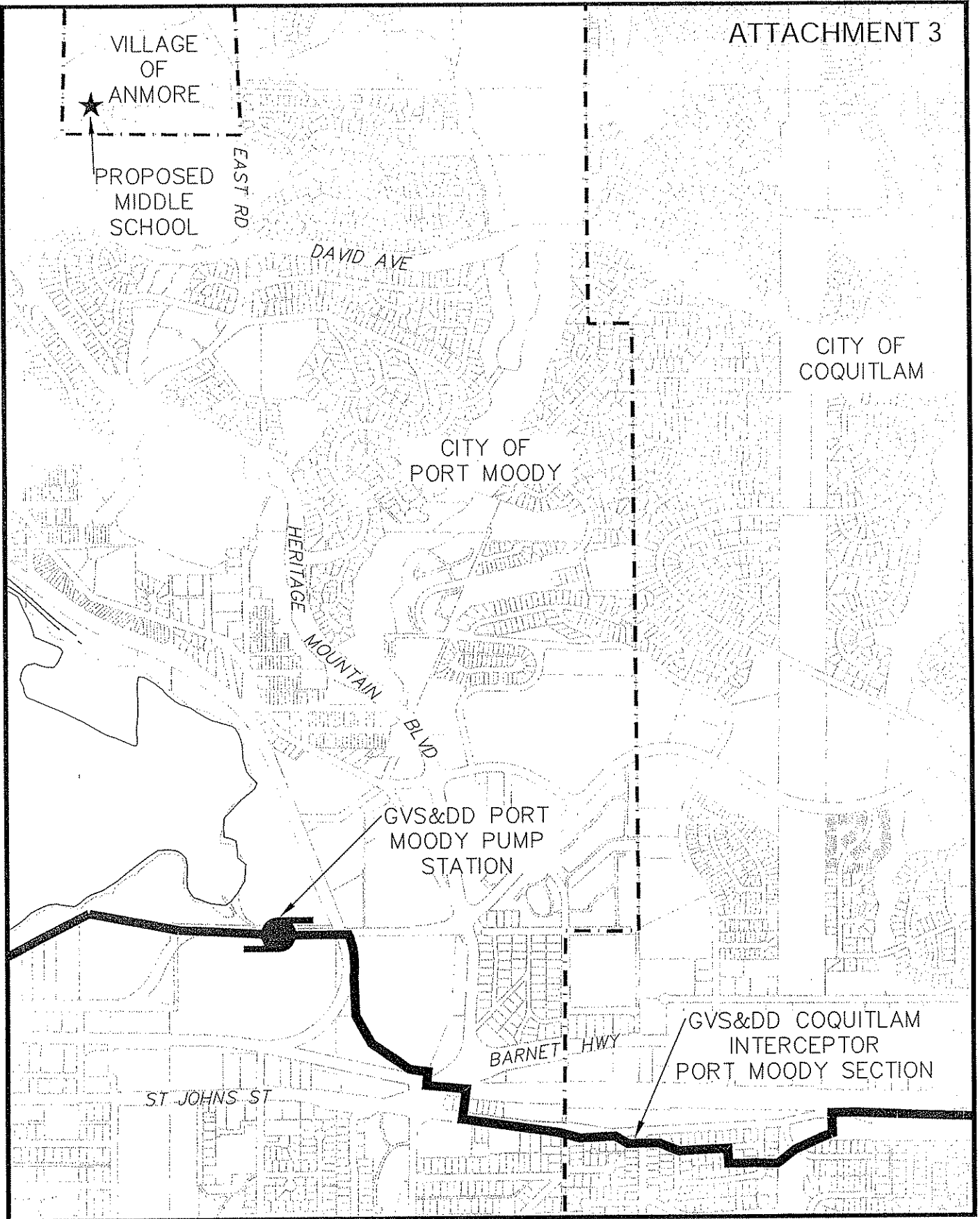
Yours truly,

Karen Ann Cobb
Manager of Corporate Services

cc: Tom Grant, Superintendent, School District 43
Gaetan Royer, Chief Administrative Officer, City of Port Moody

Phone: 604-469-9877 • Fax: 604-469-0537 • Email: village.hall@anmore.com
Web: <http://www.anmore.com>

THIS PAGE LEFT BLANK INTENTIONALLY



GREATER VANCOUVER SEWERAGE & DRAINAGE DISTRICT

LOCATION OF

PROPOSED MIDDLE SCHOOL AND
REGIONAL WASTEWATER FACILITIES

SCALE: N.T.S.

WMA - 149 -

JM/OCT/10
SH. 40/SA-2376