

REGULAR COUNCIL MEETING – MINUTES

Minutes of the Regular Council Meeting held on
Tuesday, December 5, 2017 in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Ryan Froese
Councillor Kim Trowbridge
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Councillor Ann-Marie Thiele

OTHERS PRESENT

Juli Halliwell, Chief Administrative Officer
Christine Baird, Manager of Corporate Services
Jason Smith, Manager of Development Services
Luke Guerin, Operations Superintendent
Gerry Mulholland, Vice President, Development Strategies, Rollo and Associates
Stuart Rothnie, Principal, HCMA Architecture + Design

1. Call to Order

Mayor McEwen called the meeting to order at 7:00 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R234/2017 “THAT THE AGENDA BE APPROVED AS CIRCULATED.”

CARRIED UNANIMOUSLY

Council agreed to address items 11(a) and 11(b) in reverse order, as the presenter had not yet arrived.

3. Public Input

James Pernu, McElhanney Consulting Services, appearing as a representative for several property owners in Anmore, provided comments regarding item 11(a) that consideration of infill makes good sense for Anmore and amenity contributions as part of development process make sense when agreed to. He added that he is in support of both and he looks forward to seeing the conversation move forward.

4. Delegations

Nil

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on November 21, 2017

It was MOVED and SECONDED:

R235/2017 **“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON NOVEMBER 21, 2017 BE ADOPTED AS
CIRCULATED.”**

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

Nil

7. Consent Agenda

It was MOVED and SECONDED:

R236/2017 **“THAT THE CONSENT AGENDA BE ADOPTED, EXCLUDING
ITEM 7(A).”**

CARRIED UNANIMOUSLY

**(a) Ambulance Paramedics of British Columbia – Ambulance Services in Your
Community**

R237/2017 **“THAT THE LETTER DATED NOVEMBER 21, 2017 FROM
AMBULANCE PARAMEDICS OF BRITISH COLUMBIA BE
RECEIVED FOR INFORMATION.”**

ADOPTED ON CONSENT

(b) District of Sicamous – Prevention of Quagga and Zebra Mussels

R238/2017 **“THAT THE LETTER DATED NOVEMBER 29, 2017 TO
HONOURABLE GEORGE HEYMAN FROM DISTRICT OF
SICAMOUS BE RECEIVED FOR INFORMATION.”**

ADOPTED ON CONSENT

**(c) BC Council of Forest Industries and Coast Forest Products Association –
Stronger Together**

R239/2017

“THAT THE LETTER DATED NOVEMBER 30, 2017 FROM BC COUNCIL OF FOREST INDUSTRIES AND COAST FOREST PRODUCTS ASSOCIATION BE RECEIVED FOR INFORMATION.”

ADOPTED ON CONSENT

8. Items Removed from the Consent Agenda

(a) Public Safety Committee Recommendations of June 19, 2017 – Emergency Matters

- (i) *Committee requested that staff update emergency binders to include all possible contact numbers.*
- (ii) *Committee requested that, in the event of an emergency, staff ensure that the appropriate measures are adhered to and that communications are fully operational.*

Council requested that the foregoing comments be referred to staff for information.

9. Legislative Reports

Nil

10. Unfinished Business

Nil

11. New Business

(b) Infill / Community Amenity Contributions - Analysis

It was MOVED and SECONDED:

R240/2017

“THAT THE REPORT DATED NOVEMBER 29, 2017 FROM THE MANAGER OF DEVELOPMENT SERVICES REGARDING INFILL DEVELOPMENT – COMMUNITY AMENITY CHARGES – CONSULTANT’S REPORT BE RECEIVED FOR INFORMATION; AND THAT STAFF BE DIRECTED TO ORGANIZE A PUBLIC MEETING ON INFILL DEVELOPMENT AND COMMUNITY AMENITY CHARGES FOR EARLY-2018; AND FURTHER THAT A REQUEST BE MADE FOR A REPRESENTATIVE FROM GP ROLLO AND ASSOCIATES TO BE IN ATTENDANCE AT THE PUBLIC MEETING.”

CARRIED UNANIMOUSLY

(a) Village Centre Site Development Plan (Draft)

It was MOVED and SECONDED:

R241/2017 **“THAT COUNCIL REFER THE VILLAGE CENTRE SITE DEVELOPMENT AS PRESENTED BY HCMA AT THE DECEMBER 5, 2017 REGULAR COUNCIL MEETING FOR PUBLIC FEEDBACK VIA THE VILLAGE’S WEBSITE, SOCIAL MEDIA PLATFORMS AND WITHIN VILLAGE HALL.”**

CARRIED UNANIMOUSLY

(c) Multi-Function Vehicle Options

It was MOVED and SECONDED:

R242/2017 **“THAT COUNCIL AUTHORIZE THE PURCHASE OF A KUBOTA RTV-X1100C, WITH SALTER AND SNOW PLOW ATTACHMENTS, FOR TOTAL COST OF FORTY-THREE THOUSAND THREE HUNDRED THIRTY-FIVE DOLLARS (\$43,335.00) INCLUDING APPLICABLE TAXES.”**

CARRIED UNANIMOUSLY

(d) Community Emergency Preparedness Fund - Application

It was MOVED and SECONDED:

R243/2017 **“THAT COUNCIL ENDORSE THE REVISED APPLICATION MADE BY STAFF TO THE COMMUNITY EMERGENCY PREPAREDNESS FUND TO SUPPORT BUILDING LOCAL CAPACITY FOR EMERGENCY SOCIAL SERVICES IN ANMORE.”**

CARRIED UNANIMOUSLY

12. Mayor’s Report

Mayor McEwen reported that:

- On November 23, he and Mayor Drew met with TransLink representatives regarding concerns about Phase II of the Transit Plan.
- On November 24, he attended the Metro Vancouver Board meeting in their new location at Metrotown.
- On November 27, a Finance Committee meeting was held.
- On December 2, he attended the Ugly Sweater Dash hosted by Anmore resident Jordan Birch.

- On December 3, the Village Light Up Spirit Park was an amazing event, which was extremely popular as an estimated 400 people attended. Standout features included the food trucks, preparation work done by public works staff, a bonfire, Santa, great sound system. He offers thanks to Susan Mueckel and Kerri Palmer Isaak, and additional thanks to staff for involvement in making the event a success.

13. Councillors Reports

Councillor Weverink reported that:

- The hay bales made the bonfire successful on December 3.
- There is an Environment Committee Meeting on December 7.

14. Chief Administrative Officer's Report

Juli Halliwell reported that:

- Staff focus has been on year-end, and the auditors are in this week.
- As a reminder: village hall will be closed between Christmas and New Year's Day. The hall will be closed at 4:00 p.m. on December 22, 2017 and will reopen on January 2, 2018.

15. Information Items

(a) Committees, Commissions and Boards – Minutes

Nil

(b) General Correspondence

Nil

16. Public Question Period

Charles Christie, 3295 Sunnyside Road, asked why the Village is using smaller trucks for snow clearing and not using a decent size gravel truck to clear the roads. Mayor McEwen responded that the trucks are doing a great job.

17. Adjournment

It was MOVED and SECONDED:

R244/2017

"TO ADJOURN."

CARRIED UNANIMOUSLY

The meeting adjourned at 8:30 p.m.

Certified Correct:

C. Baird

Christine Baird
Manager of Corporate Services

Approved by:

J. McEwen

John McEwen
Mayor

Anmore Village Centre Plan

Council Meeting

Hosted by
Stuart Rothnie

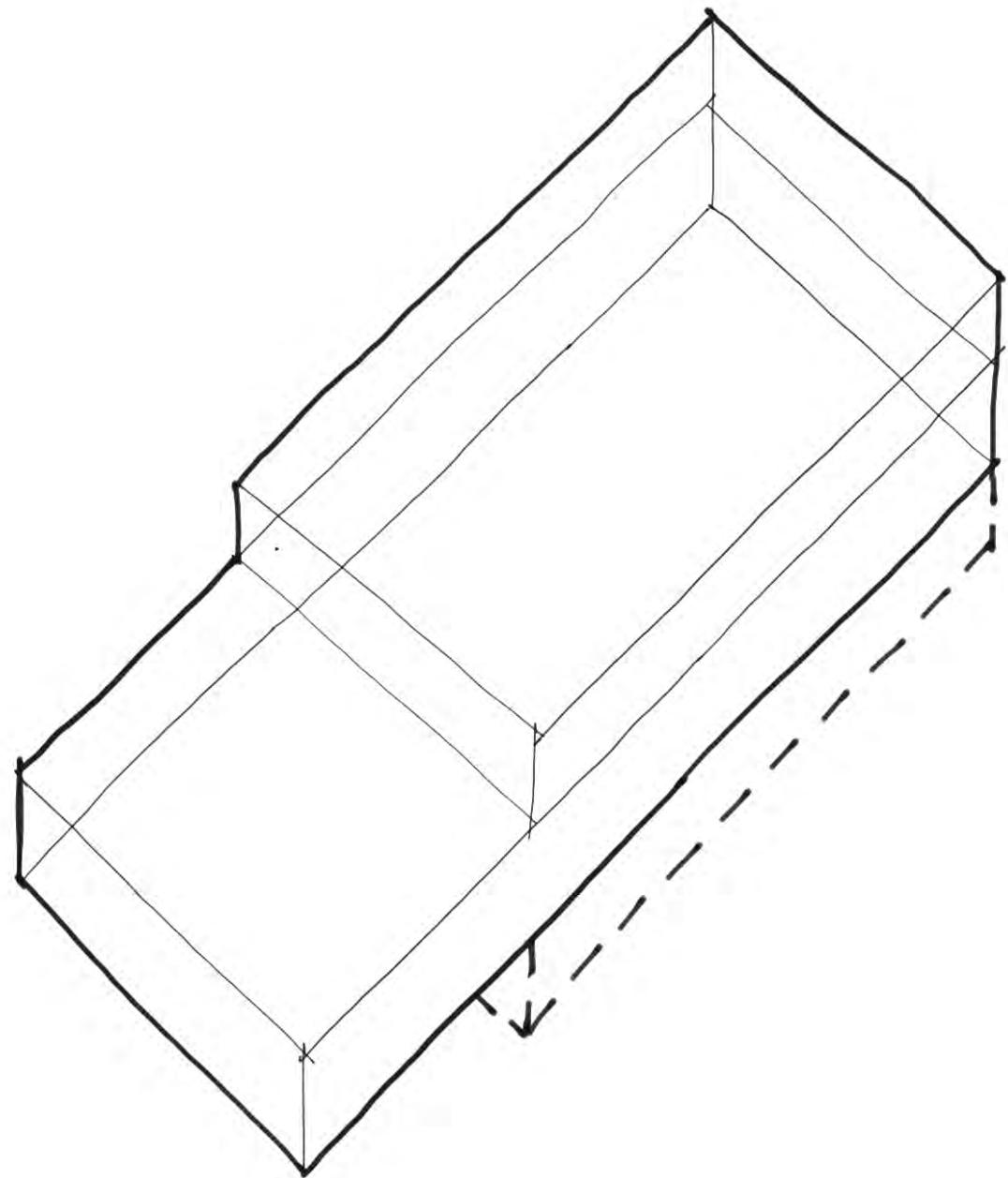
5 December 2017

DRAFT

1

Building Program

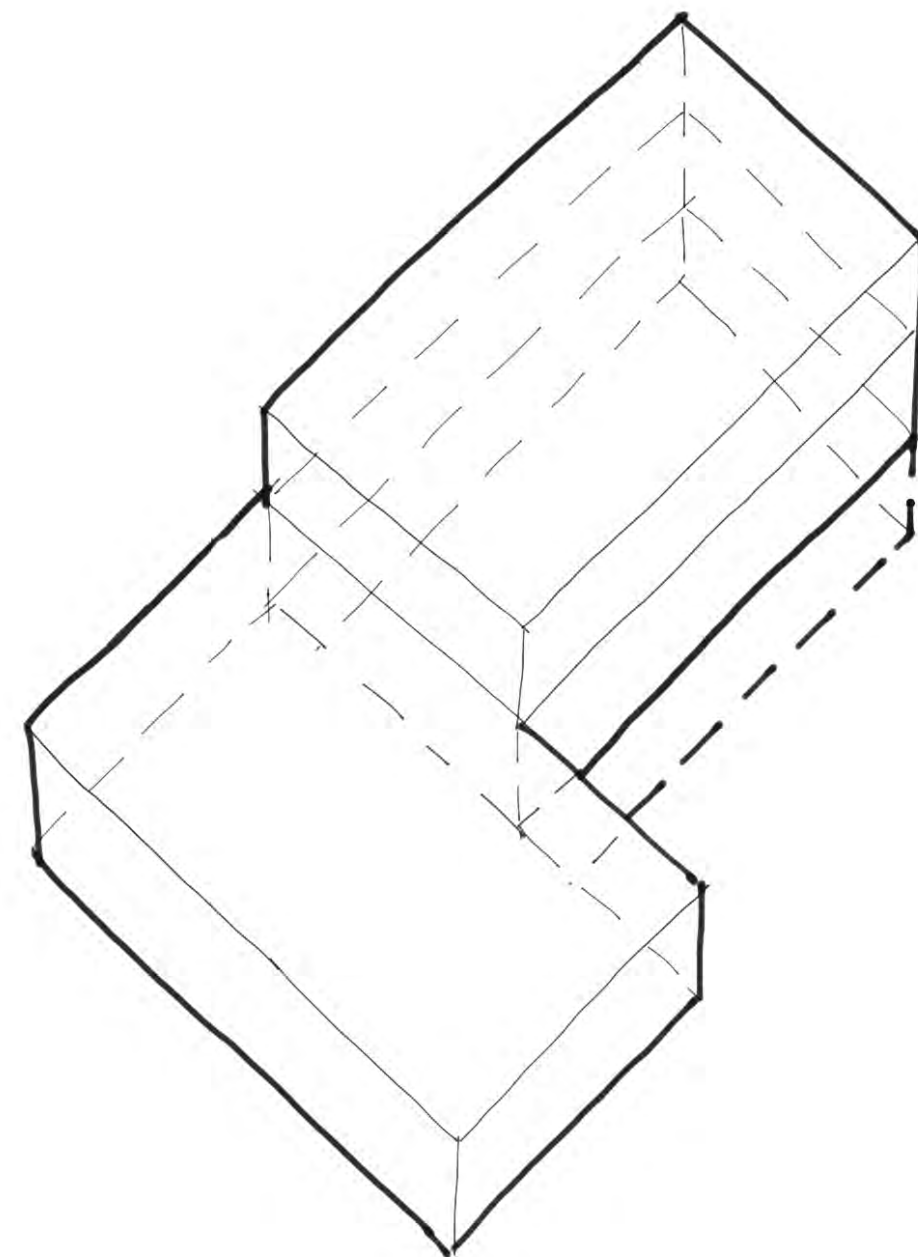
Proposed Concept - Building Form



+ve

- Compact building form

OR



+ve

- Better connection to park with larger level 1 floorplate
- Creates enclosed courtyard at rear

2 Storeys (4.5 + 3m) + Partial Basement

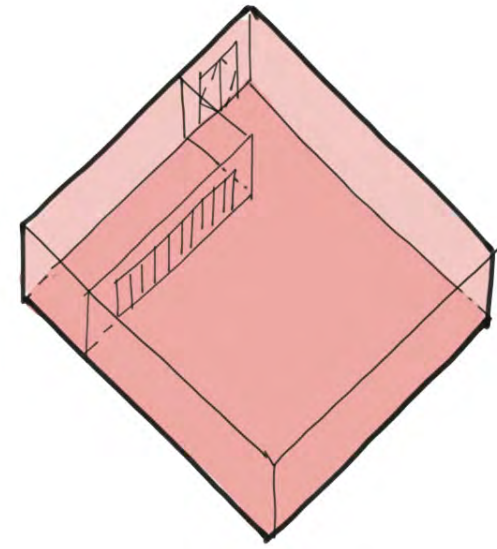
Level B1 = 1,720 sq ft / 160 sq m

Level 1 = 4,520 sq ft / 420 sq m

Level 2 = 2,585 sq ft / 240 sq m

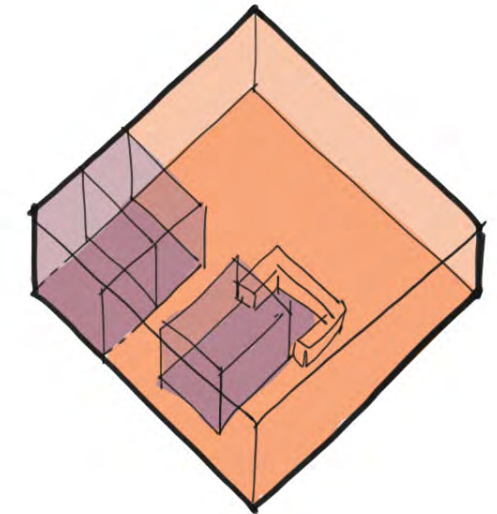
TOTAL AREA= 8,825 sq ft / 820 sq m

Proposed Building Program



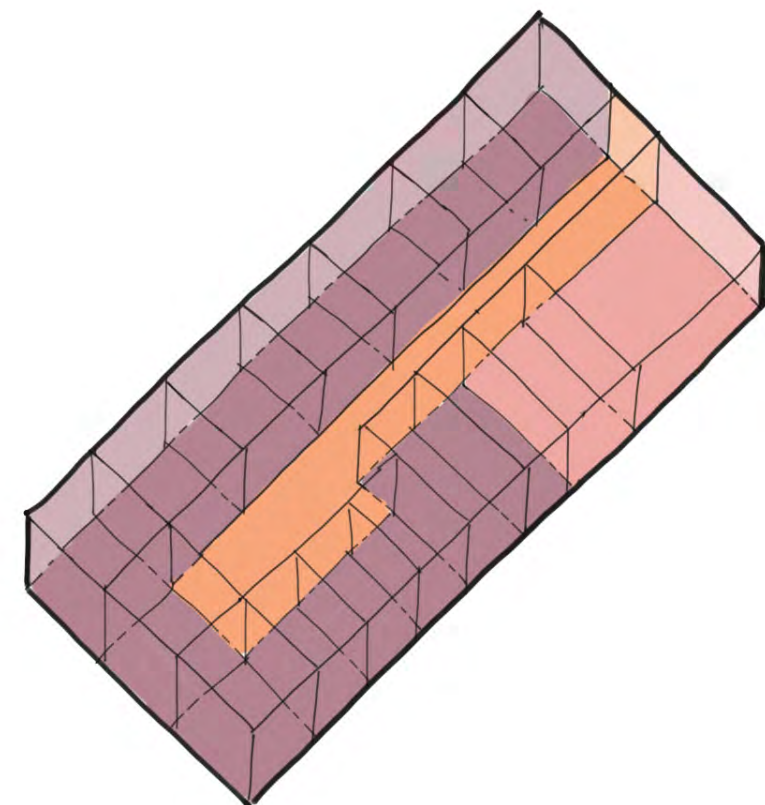
Council Chamber / Multipurpose Room

Incl. Storage
100 sq m / 1,075 sq ft



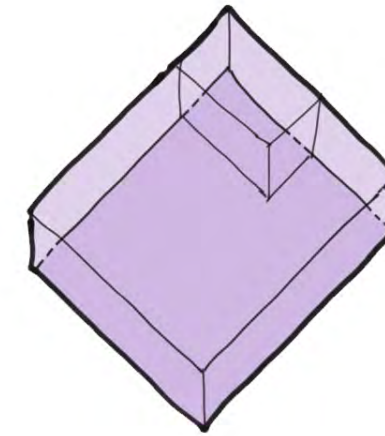
Lobby / Museum

Incl. Reception & Washrooms
105 sq m / 1,130 sq ft



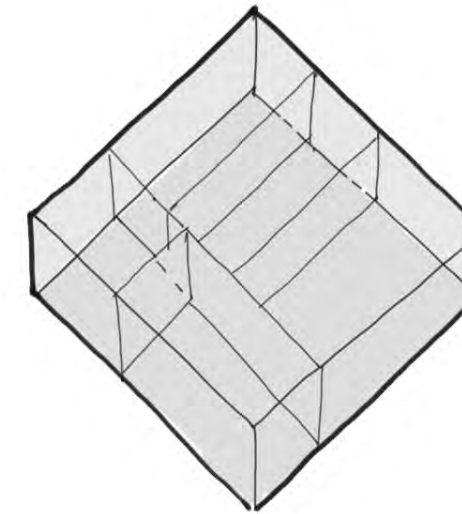
Offices

Incl. Kitchen, Meeting & Storage
200 sq m / 2,150 sq ft



Café / Commercial

Incl. Cat A Fitout
93 sq m / 1,000 sq ft



Basement - Storage, Em. Gen. & Park Washrooms

93 sq m / 1000 sq ft

+ Gross-up

170 sq m / 1850 sq ft

TOTAL BUILDING AREA

= 760 sq m / 8200 sq ft

Parking Requirement

- Current provision = 22 spaces
- Required parking under bylaw = **66 spaces**
- Site concept = **62 spaces + 5 street parking** (+ 30 optional spaces)
- Recommend transportation and parking demand study be completed to determine actual needs + sightlines/safety, traffic calming and signaling measures needed for new road alignment

Parking Character





Vision



Anmore Village



What is the Vision?

To create a new cohesive village centre that:

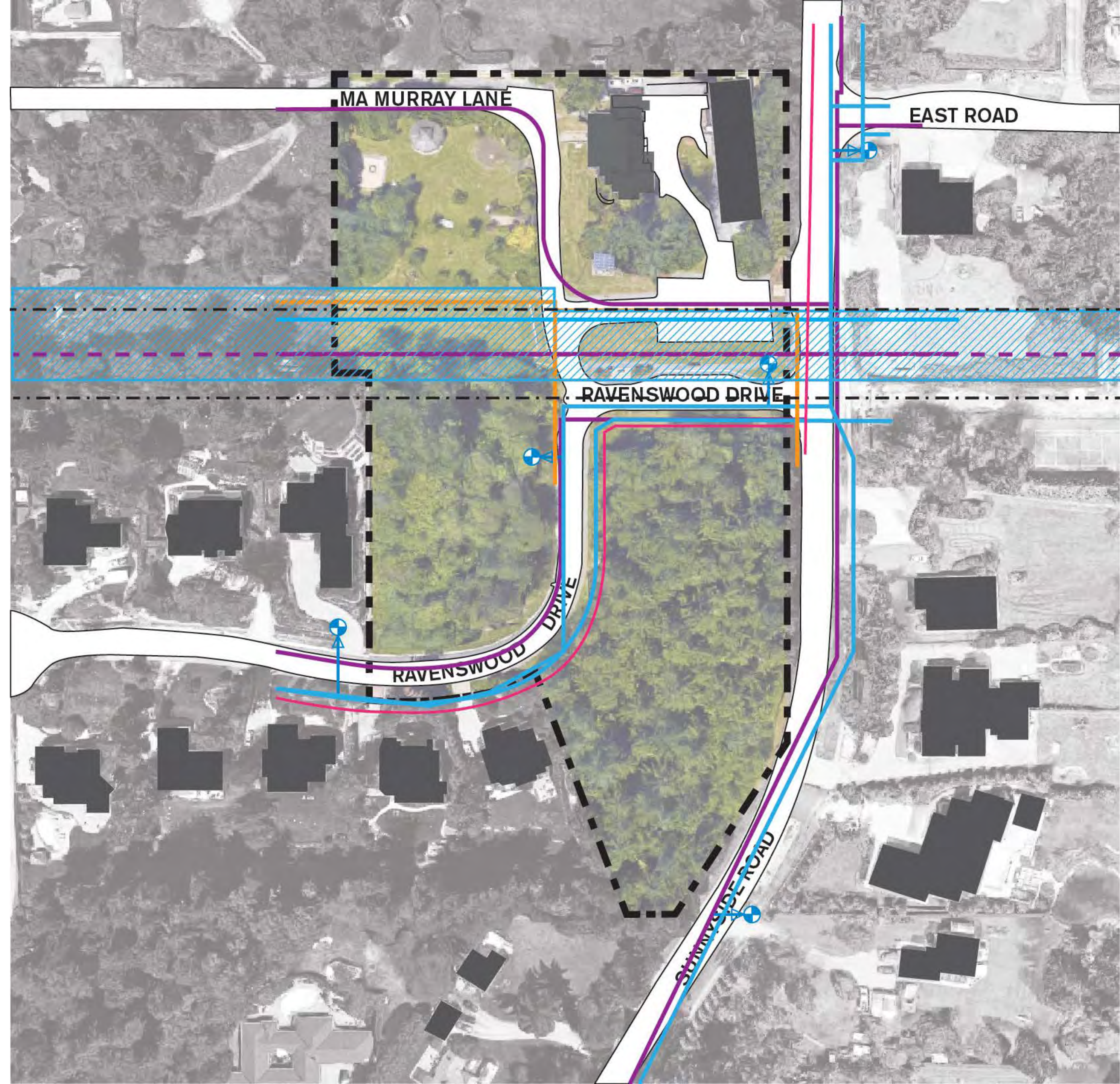
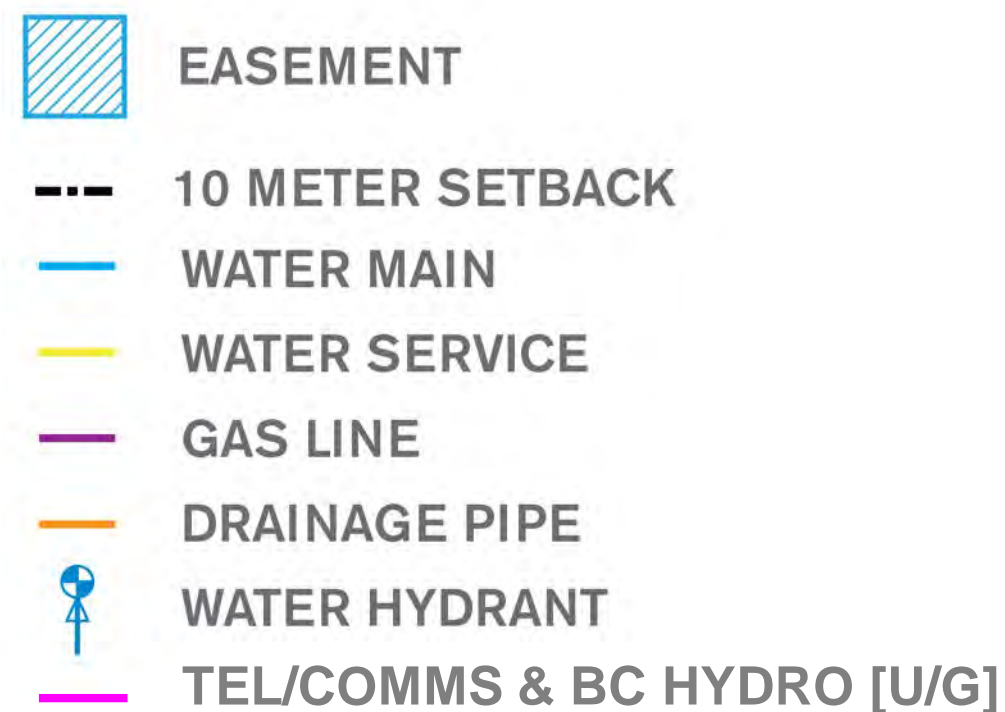
- celebrates the identity of the Anmore and establishes a village heart and focal point.
- provides a place for people to gather for special events.
- enhances community connections on a day-to-day basis.
- meets the need for civic and multipurpose community space.
- increases the prominence of the village centre from Sunnyside & East Road, creating an arrival point for visitors.



Site Constraints

Services & Easements

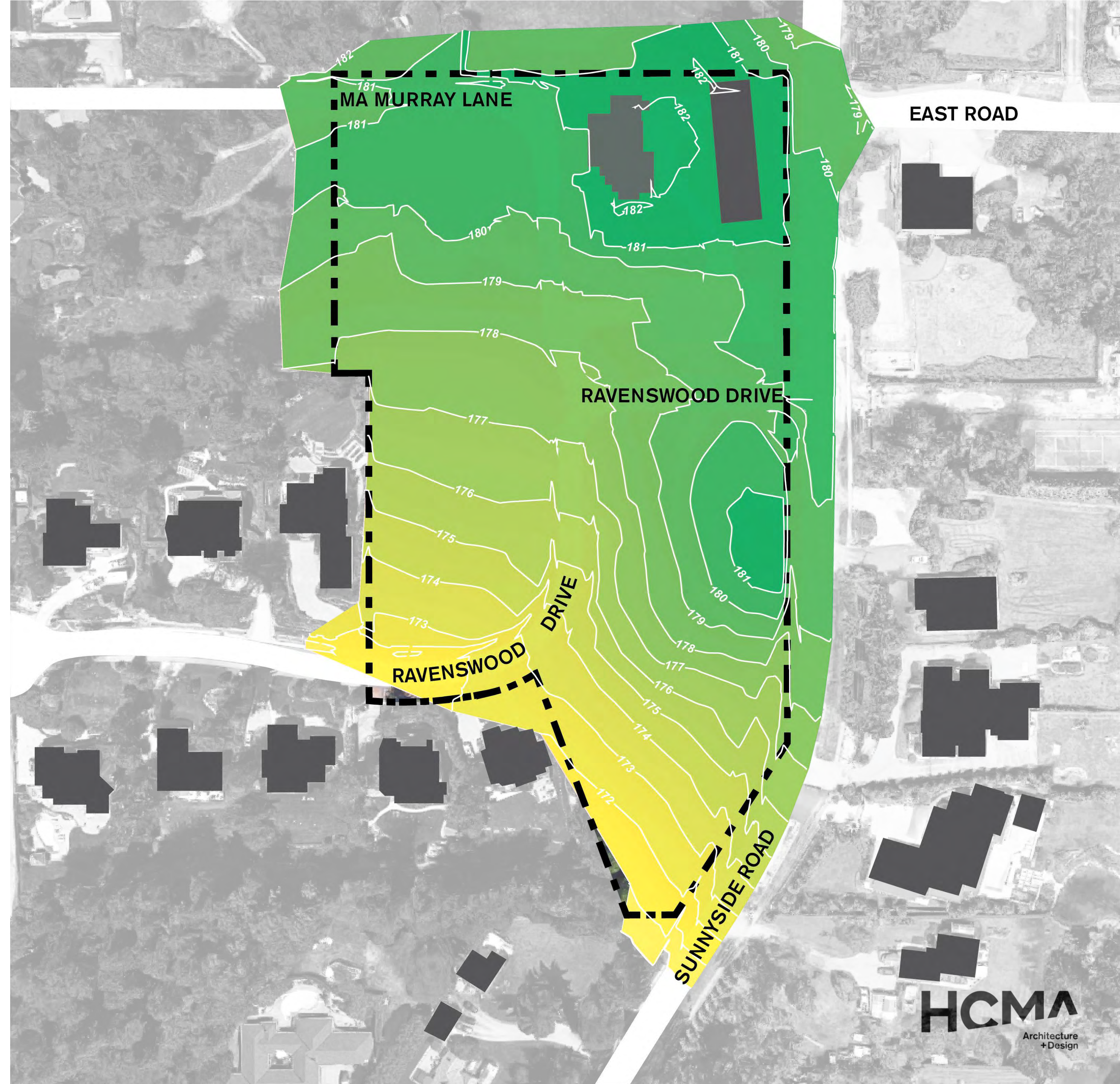
- Easement runs east-west across the site (shared Fortis gas and BC Hydro)
- 10m setback requirement from HP gas line
- Numerous underground services under existing roads – expensive to relocate – proposals to allow for retention and right of way



Site Constraints

Topography

- 9 meter grade change from north-east to south-west corner
- Highest point is north-east corner in location of existing village hall
- Another high point / knoll located halfway along east edge
- 2m difference between road and north-east corner and at south end of Sunnyside Road



Site Concept Plan

Phase 1

- Existing village hall demolished
- New Village Centre constructed in same location
- Portables remain in operation during construction
- Existing road layout and 22 parking stalls retained



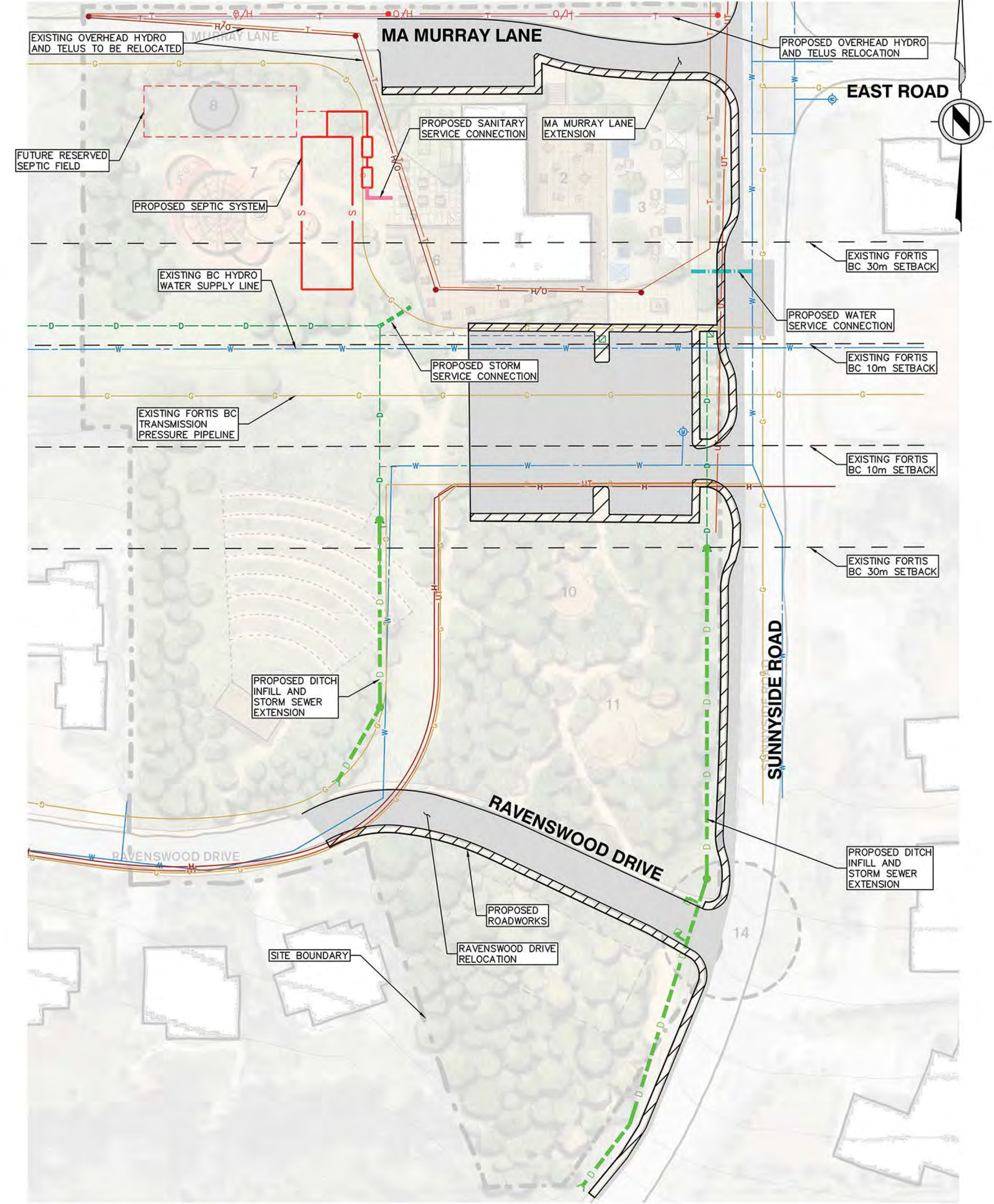
Phase 2

- Portables removed
- New road layouts: East Rd / Ma Murray Lane extension and Ravenwood Drive relocation
- Parking expanded to meet by-law requirement. Traffic & Transportation demand study required to determine whether this can be reduced.

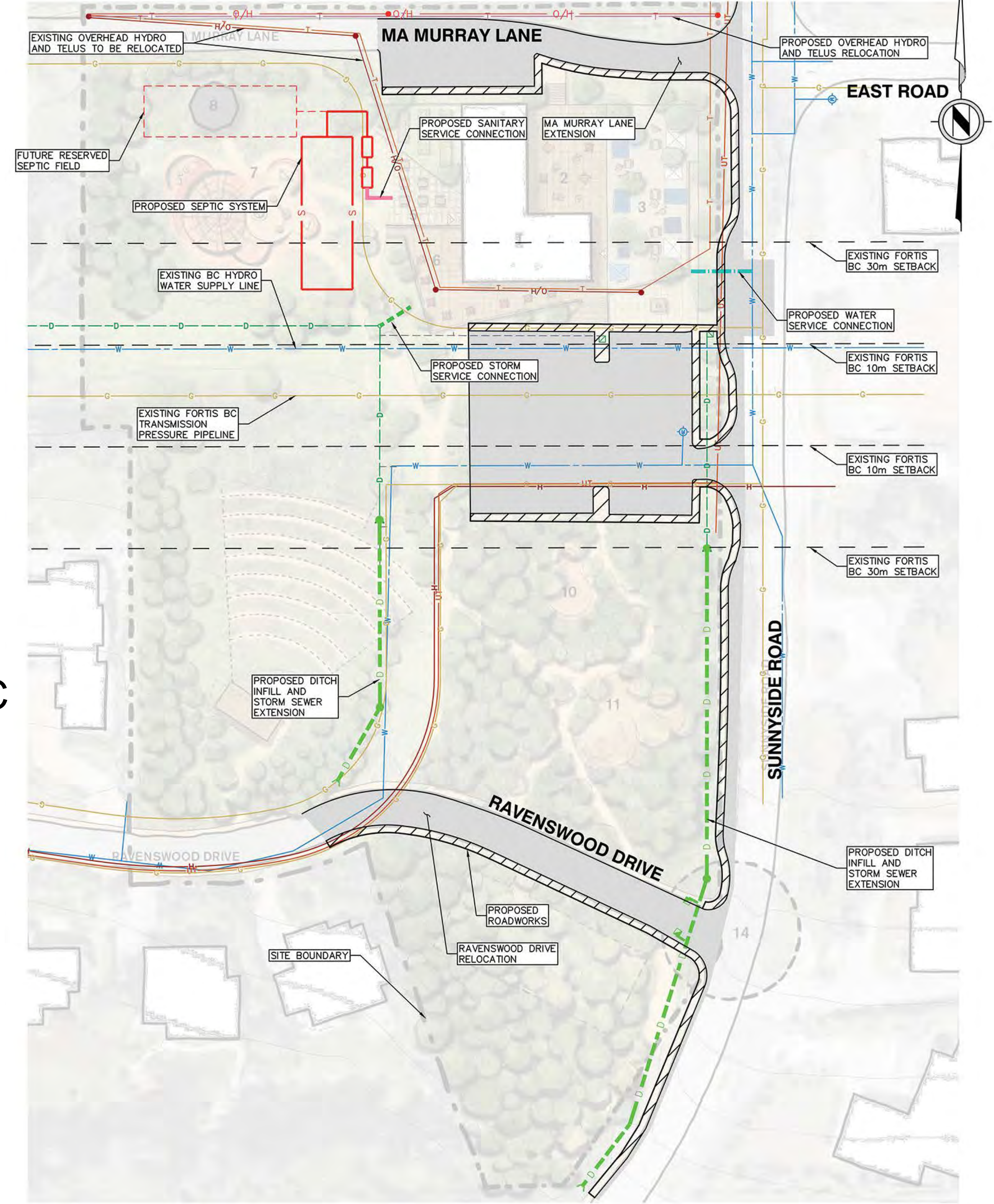


Civil Input - Streetworks

- New access road alignments are viable in terms of grade.
- Additional road works to existing Sunnyside Road may be needed to repair significant cracking (pending Geotech investigations.)
- Traffic & Transportation study needed to determine sightlines + signal requirements.
- Right of way required in location of existing roads/lane for existing services.
- Street lighting recommended along Sunnyside Road.



- New septic tank and system needed – location pending Geotech input.
- Sufficient water service and fire hydrants.
- New storm water service system will be required for site (vs. existing culverts.)
- Sufficient BC Hydro infrastructure.
- Proposed building within 30m setback from Fortis BC HP gas line – written permission required (but no permit.)
- A permit from both Fortis BC and BC Hydro may be required for the parking lot expansion/site works as within 10m.



Civil Input - Costing

Sunnyside Road works	=	\$277,000	<i>[roadworks, storm water, street lighting, signs + markings]</i>
Ravenswood Drive Works	=	\$191,000	<i>[roadworks, storm water]</i>
Ma Murray Lane Relocation	=	\$147,000	<i>[roadworks, drainage, hydro/tel works]</i>
Parking Lot Expansion	=	\$132,000	<i>[roadworks, drainage works]</i>
Servicing	=	\$108,000	<i>[storm/sewer, san/sewer, septic, water, hydro/tel]</i>
Total Construction Costs	=	\$855,000	

Note: *Class D costing based on Nov 2017 construction unit process based on single phase.*

Excludes Demolition, AHD Fees, Taxes, Softs Costs (+/-30%), Escalation, Traffic controls or calming measures, geotechnical measures (open cut & fill only) and landscaping.

Phase 3

- Enhanced landscaping across site including play space, natural amphitheater, woodland play, and trails
- Total Parking: 62 Stalls + 5 Street Parking
- Opportunity for future building in north-east corner
- Optional additional parking in south-east corner

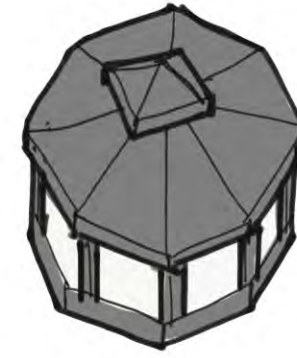
Key

- | | |
|--|---------------------------------------|
| 1. Village hall | 10. Woodland play space |
| 2. Courtyard terraces cafe | 11. Bike track/dirt jumps |
| 3. Outdoor event space e.g. Farmers Market | 12. Optional parking [30 spaces] |
| 4. Community garden | 13. Street parking |
| 5. Communal dining | 14. Traffic signal/intersection (tbc) |
| 6. Outdoor terrace | 15. Existing bus stop |
| 7. Play space | 16. Landscaped slope bank |
| 8. Existing pavilion | |
| 9. Outdoor amphitheater | |



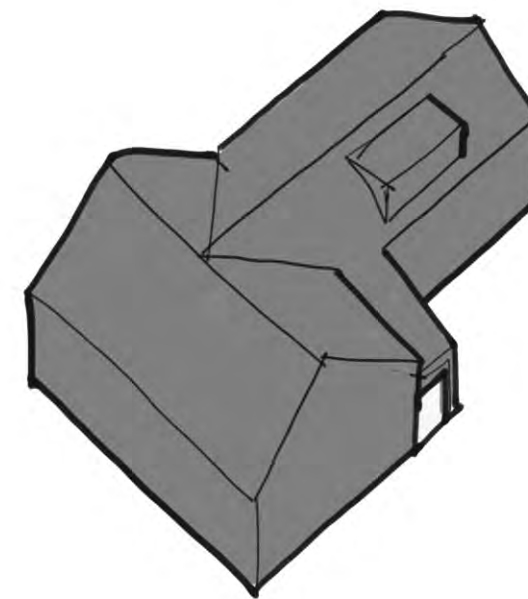
Site Features

Existing Bandstand/Pavilion
Retained / relocated on site



Existing Murray House/Village Hall

Artifacts preserved and displayed in new village hall.
Building end of life and instructed to be demolished



Play space

Improved location and enhanced features for all ages (toddler to youth)



Community Garden & Dining

Overlooks play space, adjacent to community kitchen and washrooms in basement



Civic Terrace

Public space overlooking the park connected to multipurpose space & cafe



Community Event Space

Informal hard landscaping for events (e.g. farmers market) adjacent to courtyard café. Future location of additional buildings



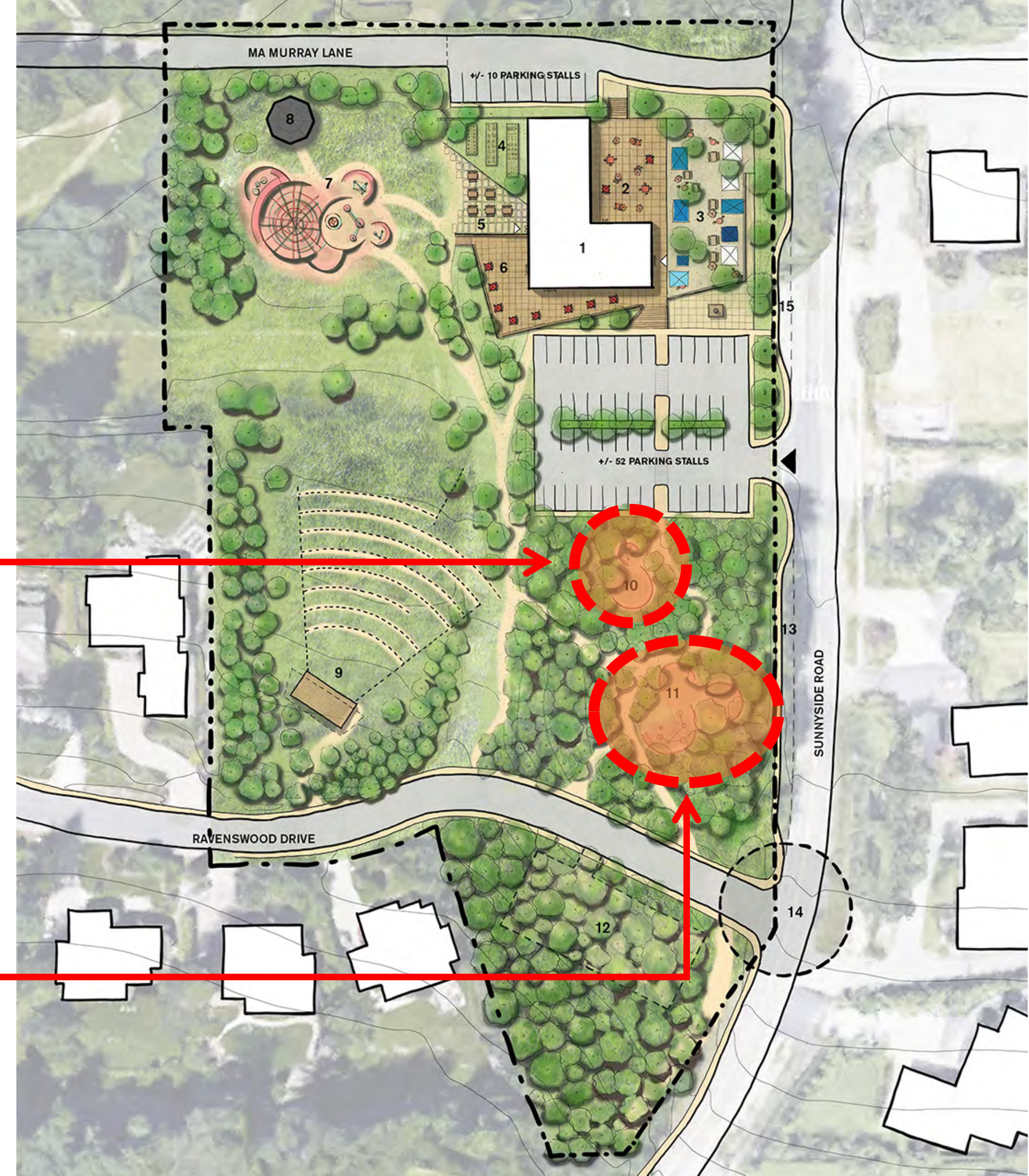
Outdoor Amphitheatre

Greens terraces uses existing grade change, integrated into park for large community gathering, performances & events e.g. movie nights

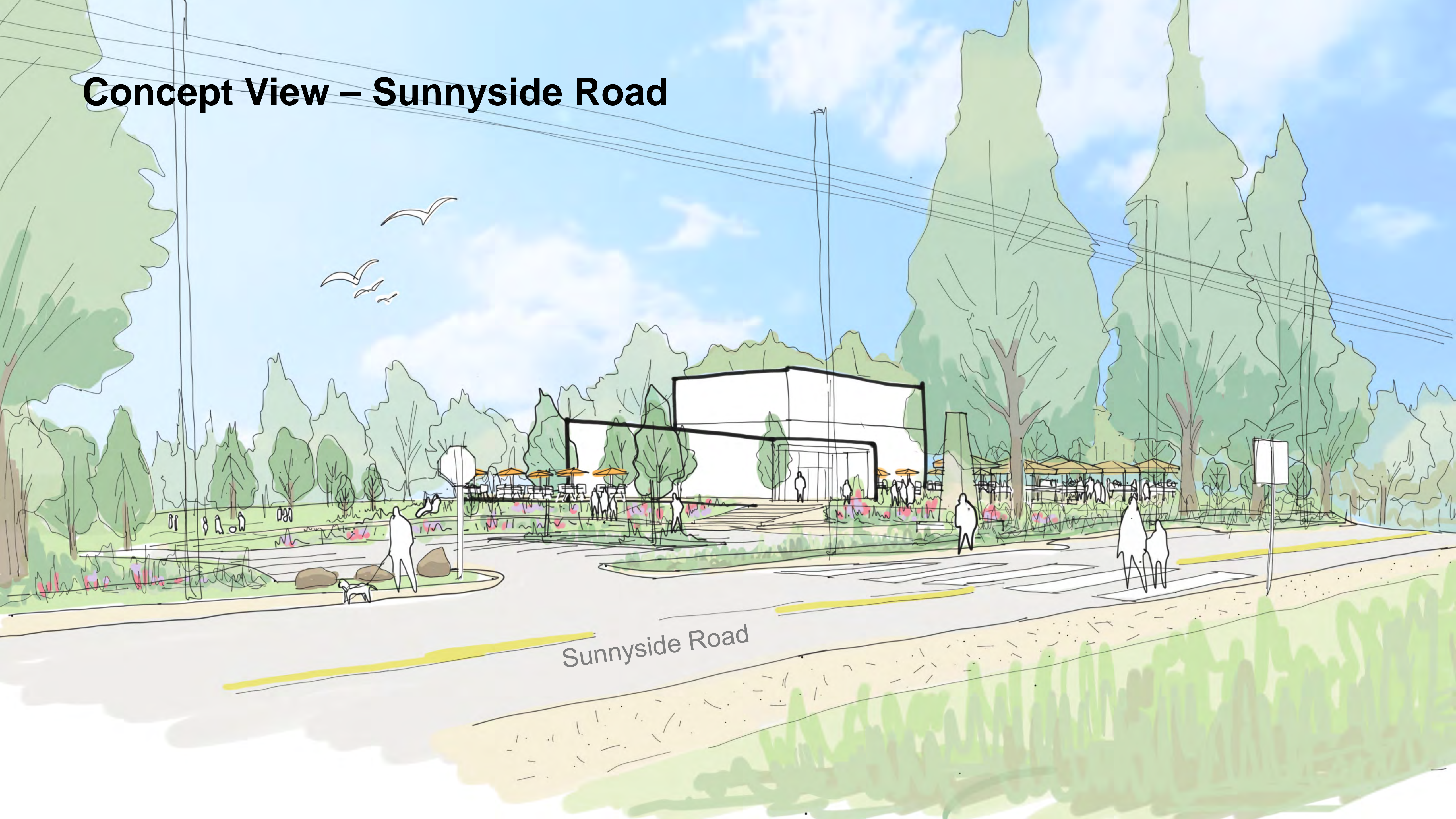


Woodland Play

Enhanced with trails, informal play space, and recreational play equipment e.g. bike track, natural play features



Concept View – Sunnyside Road



Concept View – East Road



4

Next Steps

Next Steps

- Community Feedback on Village Centre Site Concept Plan
- Transportation and traffic impact study to determine impact of new road layout
- Further discussion required with Fortis/BC Hydro regarding parking expansion in easement
- Sustainability Strategies – objectives and approach?
- Environmental Assessment + Arborist report for proposed tree removal for each option
- Geotech review of proposed options, including septic tank and road works

Thank you