



# VILLAGE OF ANMORE

## COUNCIL MINUTES

Minutes of the Regular Council Meeting held on Tuesday, March 24, 2015 in the portable classroom at Anmore Elementary School, 30 Elementary Road, Anmore, BC

### **ELECTED OFFICIALS PRESENT**

Mayor John McEwen  
Councillor Ryan Froese  
Councillor Ann-Marie Thiele  
Councillor Kim Trowbridge  
Councillor Paul Weverink

### **STAFF PRESENT**

Tim Harris, Chief Administrative Officer  
Karen-Ann Cobb, Manager of Corporate Services  
Kevin Dicken, Manager of Public Works  
Mindy Smith, Manager of Financial Services  
Brent Elliott, Planning Consultant  
Kate Lambert, Planning Consultant

### **1. CALL TO ORDER**

Mayor McEwen called the meeting to order at 7:03 p.m.

### **2. ADDITIONS AND DELETIONS TO THE AGENDA**

Council agreed to accept the addendum adding items 9(a) (1) – Finance Committee – 2015 Community Grant Applications, 9(b) – Emergency Preparedness Committee, 9(c) – Protective Services Committee and 11(c) – In-Camera Council Meeting to agenda.

Council agreed to remove under 7(b) - Anmore Water Rates and Regulations Bylaw No. 539, 2015 and replace with the revised version to include memorandum dated March 23<sup>rd</sup>, 2015 from Karen-Ann Cobb, Manager of Corporate Services.

### **3. APPROVAL OF THE AGENDA**

R39/2015      It was MOVED and SECONDED:

**“THAT THE AGENDA BE APPROVED AS AMENDED.”**

**CARRIED UNANIMOUSLY**

#### **4. PETITIONS AND DELEGATIONS**

##### **(a) 2015 – 2019 Financial Plan Presentation**

Mindy Smith, Manager of Financial Services presented the 2015-2019 Financial Plan. She explained that the objective is to present the bylaw to the public, and for Council to consider giving the bylaw readings. The following are highlights of the presentation:

The Corporate Strategic Plan was developed and the following are some areas of importance for the community:

Finance and Technology - sustainability of our finances and services

Operations and Maintenance -water quality and ensure to manage assets well

Planning, Development, and Parks - future growth, community planning

Recreation, Social, Arts and Youth

Ongoing Initiatives and Service Delivery

Manager of Financial Services noted that with the Financial Sustainability Plan, Anmore is slightly behind with infrastructure with a large backlog and it will need to be addressed. Upon completion of the Water and Capital Asset Management Plans there will be a better understanding and a list of priorities to move forward. She also explained that the strategic priorities were revisited this year which provided direction on how to proceed in this upcoming year.

Manager of Financial Services noted the following key highlights:

- 9.5% increase for property taxes
- average home value in Anmore is \$1.2 million
- \$167.68 increase in taxes on average single family dwelling
- water supply cost paid to City of Port Moody has increased by \$12,000
- increase cost of water for single family dwelling home is \$62.57 (8.2%)

#### **5. ADOPTION OF MINUTES**

##### **(a) Minutes of the Regular Council Meeting held on March 3<sup>rd</sup>, 2015**

R40/2015      It was MOVED and SECONDED:

**“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING HELD  
ON MARCH 3<sup>RD</sup>, 2015 BE ADOPTED.”**

**CARRIED UNANIMOUSLY**

**6. BUSINESS ARISING FROM THE MINUTES**

Nil

**7. BYLAWS**

**(a) Five-Year Financial Plan Bylaw No. 538, 2015**

Councillor Thiele requested on page 10 under Expenses - General Government – clarity on the decrease of around \$200,000 year over year from 2014 to 2016.

- Mindy Smith explained that there is a carry forward each year and any remaining projects from the previous year will come into this year's budget.

Mario Piamonte, Sugar Mountain Way, questioned the meaning of "TCA"

- Manager of Financial Services answered, "Tangible Capital Assets"

Mario Piamonte, Sugar Mountain Way commented that considering the Village's financial situation, he felt that the Committee has done an excellent job. He also noted that there may be a limited amount of residents using the online Home Owner Grant system due to the change of threshold, therefore many owners will not be entitled to claim this year.

R41/2015      It was MOVED and SECONDED:

**"THAT ANMORE FIVE-YEAR FINANCIAL PLAN BYLAW NO. 538,  
2015 BE READ A FIRST, SECOND AND THIRD TIME."**

**CARRIED UNANIMOUSLY**

**(b) Anmore Water Rates and Regulations Amendment Bylaw  
No.539, 2015**

Karen-Ann Cobb, Manager of Corporate Services explained that there was a discrepancy with the original water user rate noting the bylaw on the agenda has \$2.02 per cubic meter which should read \$1.89 per cubic meter.

Councillor Froese questioned if City of Port Moody has increased its cost of water for Anmore. The Manager of Financial Services confirmed that the cost has increased.

**7. BYLAWS (CONTINUED)**

**(b) Anmore Water Rates and Regulations Amendment Bylaw  
No.539, 2015 (Continued)**

R42/2015 It was MOVED and SECONDED:

**“THAT ANMORE WATER RATES AND REGULATIONS  
AMENDMENT BYLAW NO. 539, 2015 BE READ A FIRST, SECOND  
AND THIRD TIME.**

**CARRIED UNANIMOUSLY**

**8. CORRESPONDENCE**

R43/2015 It was MOVED and SECONDED:

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

**CARRIED UNANIMOUSLY**

**(a) City of Port Moody – Proposed Closure of Burrard Thermal Plant –  
Resolution for Consideration at LMLGA and UBCM Conventions**

Council discussed the letter dated March 9, 2015 from Mike Clay, Mayor of the City  
of Port Moody

R44/2015 It was MOVED and SECONDED:

**“THAT COUNCIL AGREES TO SEND A LETTER OF SUPPORT TO THE  
CITY OF PORT MOODY AND PROVIDE A COPY TO THE LOWER  
MAINLAND LOCAL GOVERNMENT ASSOCIATION AND UNION  
OF BRITISH COLUMBIA MUNICIPALITIES.”**

**CARRIED UNANIMOUSLY**

**9. COMMITTEE REPORTS AND RECOMMENDATIONS**

**(a) Finance Committee**

**(i) 2015 Anmore Community Grant Applications**

**a. 1<sup>st</sup> Anmore Scouts**

Due to a potential conflict of interest, Mayor McEwen and Councillor Weverink recused themselves from the meeting at 7:30 p.m. Councillor Thiele assumed the role as Acting Mayor.

R45/2015 It was MOVED and SECONDED:

**“THAT THE FINANCE COMMITTEE RECOMMENDS TO COUNCIL TO SUPPORT THE GRANT APPLICATION IN THE AMOUNT OF \$2,000.00 FOR THE UPCOMING PACIFIC JAMBOREE RECEIVED FROM 1<sup>ST</sup> ANMORE SCOUTS;**

**AND FURTHER, THE 1<sup>ST</sup> ANMORE SCOUTS IN 2016 AND 2017 APPLYING FOR A COMMUNITY GRANT WILL LIMIT THEIR APPLICATION TO \$500.00 PER YEAR.”**

**CARRIED UNANIMOUSLY**

Mayor McEwen and Councillor Weverink returned to the meeting and Mayor McEwen re-assumed the Chair at 7:32 p.m.

**b. Anmore Elementary PAC**

R46/2015 It was MOVED and SECONDED:

**“THAT THE FINANCE COMMITTEE RECOMMENDS TO COUNCIL TO NOT SUPPORT THE GRANT APPLICATION IN THE AMOUNT OF \$750.00 FOR EMERGENCY PREPAREDNESS STATING THAT EMERGENCY PREPAREDNESS SHOULD BE FUNDED BY THE SCHOOL DISTRICT.”**

**CARRIED UNANIMOUSLY**

**9. COMMITTEE REPORTS AND RECOMMENDATIONS (CONTINUED)**

**(a) Finance Committee (Continued)**

**(i) 2015 Anmore Community Grant Applications (Continued)**

**c. Community Youth Justice Program (CERA)**

R47/2015 It was MOVED and SECONDED:

**“THAT THE FINANCE COMMITTEE RECOMMENDS TO COUNCIL TO SUPPORT THE GRANT APPLICATION IN THE AMOUNT OF \$437.00 FOR THE COMMUNITY YOUTH JUSTICE PROGRAM.”**

**CARRIED UNANIMOUSLY**

**d. Friendly Forest Preschool Association**

R48/2015 It was MOVED and SECONDED:

**“THAT THE FINANCE COMMITTEE RECOMMENDS TO COUNCIL TO TABLE THE GRANT APPLICATION IN THE AMOUNT OF \$1,869.00 FROM FRIENDLY FOREST PRESCHOOL ASSOCIATION FOR FRONT PORCH REPAIRS UNTIL FURTHER INFORMATION HAS BEEN RECEIVED FROM THE ASSOCIATION.”**

**CARRIED UNANIMOUSLY**

**e. Friendly Forest Preschool Association**

R49/2015 It was MOVED and SECONDED:

**“THAT THE FINANCE COMMITTEE RECOMMENDS TO COUNCIL TO APPROVE THE GRANT APPLICATION IN THE AMOUNT OF \$250.00 FROM FRIENDLY FOREST PRESCHOOL ASSOCIATION FOR THE GLENDA TREFFREY-GOATLEY BURSARY;**

**AND FURTHER THAT COUNCIL ADVISE THE ASSOCIATION TO CONSIDER CHANGING THE NAME OF THE BURSARY TO AVOID ANY CONFUSION IN THE FUTURE REGARDING THIS GRANT APPLICATION AND TO CONTACT OTHER MUNICIPALITIES IN THE AREA TO CONTRIBUTE TO THIS PROGRAM.”**

**CARRIED UNANIMOUSLY**

**9. COMMITTEE REPORTS AND RECOMMENDATIONS (CONTINUED)**

**(a) Finance Committee (Continued)**

**(i) 2015 Anmore Community Grant Applications (Continued)**

**f. Eagle Mountain Middle School PAC**

R50/2015 It was MOVED and SECONDED:

**“THAT THE FINANCE COMMITTEE RECOMMENDS TO COUNCIL TO NOT SUPPORT THE GRANT APPLICATION IN THE AMOUNT OF \$1,500.00 FOR AN ART INSTALLATION AT EAGLE MOUNTAIN MIDDLE SCHOOL;**

**AND FURTHER THAT COUNCIL INFORM THE EAGLE MOUNTAIN MIDDLE SCHOOL PAC THAT ART INSTALLATIONS SHOULD BE FUNDED BY THE SCHOOL DISTRICT.”**

**CARRIED UNANIMOUSLY**

**(b) EMERGENCY PREPAREDNESS COMMITTEE**

R51/2015 It was MOVED and SECONDED:

**“THAT JIM MATTHEWS BE APPOINTED TO THE EMERGENCY PREPAREDNESS COMMITTEE.”**

**CARRIED UNANIMOUSLY**

**(c) PROTECTIVE SERVICES COMMITTEE**

Councillor Thiele noted that Mel Mercier was willing to sit on both committees but was needed for the Protective Services Committee.

R52/2015 It was MOVED and SECONDED:

**“THAT MEL MERCIER BE APPOINTED TO THE PROTECTIVE SERVICES COMMITTEE.”**

**CARRIED UNANIMOUSLY**

**10. UNFINISHED BUSINESS**

Nil

**11. NEW BUSINESS**

**(a) Rezoning Application – Lot 2 Plan 49409 & Parcel A Plan BCP32330**

Due to potential conflict of interest, C.A.O., Tim Harris recused himself from the meeting at 7:35 p.m.

Brent Elliott and Kate Lambert, Planning Consultant spoke to their report dated March 19<sup>th</sup>, 2015. Some key highlights of discussions are as follows:

- An application was received to seek rezoning for property located south of Chestnut and Alpine on the hillside.
- Application is being brought forward from James Pernu of McElhanney Consulting Services on behalf of Bella Terra Investments and Gary and Sharon Norgard.
- The applicant is under Bella Terra represented by McElhanney.
- This is the first rezoning brought forward under the new Official Community Plan.
- Rezoning the current RS-1 to CD Zone which will allow 34 lot development with a mix of lot sizes.
- 21 lots in ¼ acre, 9 lots in 1/3, 3 lots in ½ acre, and 1 lot less than ¼ acre.
- Park dedication is 8.89 acres, under 40% of the area.
- Development focused on the lower area.
- Hillside is preserved and proposed to dedicate that portion of that site as park as well as the riparian area on either side of Anmore Creek and the far eastern end of the site.
- Proposed to extend Leggett Drive.
- The property owners to the North, the Mueckel family, have sent a letter to Staff and the Planning Consultant expressing concern about land lock conditions.
- A riparian areas regulation detailed assessment has been done to reflect the current concept.
- Arborist report to include a tree survey and detailed habitat assessment as part of the RAR has been done.
- Environmental Consultants have raised some questions regarding a creek crossing, or changes to the streamside protection areas.

The Planning Consultant recommends that Council move this forward and accept the application to be able to further discuss with Committees and Fire Chief, to bring back to Council to provide more information for conversation. The applicant is proposing to have a public information meeting on Thursday, April 2<sup>nd</sup> to provide and include any information received from the public.

## **11. NEW BUSINESS (CONTINUED)**

### **(a) Rezoning Application – Lot 2 Plan 49409 & Parcel A Plan BCP32330 (Continued)**

James Pernu, McElhanney, Consulting Services, added that the invitations have been mailed out to residents to attend the public open house. Consultants will be present and information regarding studies, drawings, landscape plans, elevations, and a three dimensional model to provide the layout of the land will be available.

Mr. Pernu invited the Mayor, members of Council, and members of the Advisory Planning Commission to take a tour of the site to be scheduled sometime next week.

Mr. Pernu asked if Council and the public had any questions and/or comments. Highlights are as recorded as follows:

Councillor Thiele questioned the reasoning as to why CD zoned was chosen rather than RS2?

Mr. Pernu answered that RS2 does not fit with what they are proposing in terms of their vision of lot sizes and would like to look at CD zoning to create variable setback conditions to create larger spaces between houses to allow for opportunities for tree retentions. CD zoning is more fine-tuned where the RS2 is too broad.

Councillor Thiele noted that the resident's priorities for growth as a community include financial sustainability, environment, maintaining semi-rural atmosphere, and maintaining strong sense of community ties and social connectivity; what would this subdivision do to these?

Mr. Pernu noted that the layout proposed achieves connectivity in two ways; moving and connecting road systems that are partially completed specifically Eaglecrest Drive and Chestnut Crescent which will give people the opportunity to walk or drive from one area to the next. Leggett will also be intended in the application which will provide future access to the lands towards the north, and pathway connections off of Alpine Drive which connects the Leggett Drive extension and to the crown lands towards the east. He also noted that it will create a green interconnected network between buildings and houses.

Councillor Froese questioned the percentage of parkland that is not in the riparian area?

Mr Pernu confirmed that the percentage of parkland being dedicated and turned over to the Village is approximately 32% of the total land area which is about 1.7 acres or 7.7% of riparian area that is included in the 39.5%. On top of the 39.5%, 4% is protected land by covenant.

**11. NEW BUSINESS (CONTINUED)**

**(a) Rezoning Application – Lot 2 Plan 49409 & Parcel A Plan BCP32330  
(Continued)**

Councillor Froese questioned what is included in the wildlife corridors?

Mr. Pernu explained that the habitat corridors includes, which has not been found on the site as of yet, the Red Legged Frog, birds, and small mammals.

Councillor Weverink has concerns with the bridge and taking on the challenges of new infrastructure. He also noted with regards to the wildlife corridor he has always hoped to maintain access without going into the riparian areas if a trail is in the future. He felt it would be a nice looking development from a distance.

Councillor Trowbridge felt that it is very well designed. He questioned with the Leggett Drive extension; will there be a pump station with density to help pay for it?

Mr. Pernu answered that there will need to be a future pump station.

Mayor McEwen questioned what is in place to ensure that the 1/3 of the development dedicated to park land stays as such?

The Planner noted that it would be dedicated to the Village and designated as park in zoning.

Mayor McEwen noted that currently the Village has two CD zoned areas where there are some problems with parking and the width of the road. Ravenswood Drive is an example. He questioned if this would be addressed within the new development?

Mr. Pernu explained that with the new development, the roads would be a 15 ¼ m wide right of way, 7.3 m of asphalt, two way traffic. Within 15 ¼ m of dedication, on street parking could be added, such as parking pockets built into that width of right of way.

Councillor Thiele questioned if there will be topographical maps available?

The Planner noted that they could be available.

## **11. NEW BUSINESS (CONTINUED)**

### **(a) Rezoning Application – Lot 2 Plan 49409 & Parcel A Plan BCP32330 (Continued)**

Mayor McEwen invited the public for their questions or comments.

Herb Mueckel, Alpine Drive thanked the developers and planners who have considered the future access locations that he and his family have requested. They continue to have some concerns with regards to the key dimensions in the elevations. He asked Council for permission to communicate with the planners and developers understanding that there is a cost.

Charles Christie, Sunnyside Road questioned if a ¼ acre are being implemented throughout the Village.

Mayor McEwen stated that is not what is being done and suggested he come out to the public open house.

R53/2015      It was MOVED and SECONDED:

**“THAT COUNCIL DIRECT STAFF AND THE PLANNING CONSULTANT TO COMMENCE THE REVIEW AND REFERRAL PROCESS FOR THE APPLICATION; AND THAT THE REFERRAL PROCESS INCLUDE VILLAGE STAFF, THE FIRE CHIEF, THE ADVISORY PLANNING COMMISSION, THE PARKS AND RECREATION COMMITTEE, AND THE ENVIRONMENTAL COMMITTEE.”**

**CARRIED UNANIMOUSLY**

### **(b) In-Camera Council Meeting**

R54/2015      It was MOVED and SECONDED:

**“THAT PURSUANT TO SECTION 90(1)(e ) [LAND MATTERS], 90(1)(F) [BYLAW ENFORCEMENT] AND 90(1)(M) [AUDIT MANAGEMENT LETTER AND PLAN] OF THE COMMUNITY CHARTER; COUNCIL WILL CONVENE AN IN-CAMERA COUNCIL MEETING FOLLOWING THE REGULAR COUNCIL MEETING OF MARCH 24<sup>TH</sup>, 2015.”**

**CARRIED UNANIMOUSLY**

**11. NEW BUSINESS (CONTINUED)**

**(c) In-Camera Council Meeting**

R55/2015      It was MOVED and SECONDED:

**“THAT PURSUANT TO SECTION 90(1) (c) EMPLOYEE RELATIONS,  
COUNCIL WILL CONVENE AN IN-CAMERA COUNCIL MEETING ON  
MARCH 31<sup>ST</sup>, 2015 AT 7:00 P.M.”**

**CARRIED UNANIMOUSLY**

**12. MAYOR’S REPORT**

Mayor McEwen reported on:

- Spirit Park Clean-up is scheduled for Sunday, March 29<sup>th</sup>.
- The Easter Egg Hunt is on Saturday, April 4<sup>th</sup> at 1:00 p.m.
- Information has been received from Elections BC to be posted on the Village website regarding the Transit Congestion Tax.
- He would like to schedule a “shirt sleeve” workshop with Staff to speak about general topics such as communications, Village Civic Centre and municipal buildings.

**13. COUNCILLORS’ REPORT**

Councillor Thiele reported that:

- She will be attending a municipal roundtable with TransLink.

**14. CHIEF ADMINISTRATIVE OFFICER’S REPORT**

Nil

**15. PUBLIC QUESTION PERIOD**

Mario Piamonte, Sugar Mountain Way requested a list of Committees and its members be posted to the Village website.

Lynn Burton, Sugar Mountain Way questioned if the Water Master Plan is available as of yet. Kevin Dicken, Manager of Public Works noted that after Mindy Smith, Manager of Financial Services reviews the financial report it will be available the first week of April.

Lynn Burton, Sugar Mountain Way questioned if the private water systems would be included in the report, such as Anmore Creek Way.

## 15. PUBLIC QUESTION PERIOD (CONTINUED)

The Manager of Public Works noted that the system from Sunnyside Road to Eaglecrest Drive is not part of the report, but will be replaced with a new standard industry water system in the future. Properties with wells have been identified but because they are private they are not part of the report.

Lynn Burton, Sugar Mountain Way questioned why a notice isn't given prior to upcoming In-Camera Meetings? Mayor McEwen responded and the Manager of Corporate Services advised she would review the Community Charter.

Linda Weinberg, East Road explained that she is the Vice President of the Simon Fraser Society for Community Living who support those with issues in development and cognitive delay within the Tri-Cities and New Westminster. They have joined in a partnership along with other organizations to raise money through clothing bins with Value Village. Simon Fraser Society would like to request to have a bin located in Anmore and ask Council to develop a program or policy that would allow them to apply.

Mayor McEwen asked Ms. Weinberg to speak with Karen-Ann Cobb, Manager of Corporate Services about this request.

## 16. CONCLUSION

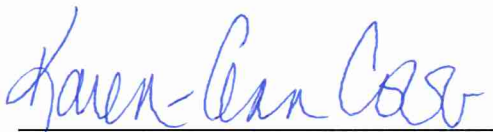
R56/2015 It was MOVED and SECONDED:

**"THAT THE MEETING BE ADJOURNED."**

**CARRIED UNANIMOUSLY**

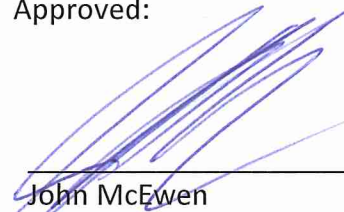
The meeting adjourned at 8:50 p.m.

Certified Correct:



Karen-Ann Cobb  
Manager of Corporate Services

Approved:



John McEwen  
Mayor