

REGULAR COUNCIL MEETING – MINUTES



Minutes of the Regular Council Meeting held on
Tuesday, September 18, 2018 in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC

ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Ann-Marie Thiele
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Councillor Ryan Froese
Councillor Kim Trowbridge

OTHERS PRESENT

Juli Halliwell, Chief Administrative Officer
Christine Baird, Manager of Corporate Services
Jason Smith, Manager of Development Services
Chris Boit, Senior Project Engineer, ISL Engineering and Land Services (Village's Engineer)
Werner de Schaetzen, President and CEO, GeoAdvice Engineering

1. Call to Order

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

2. Approval of the Agenda

Council agreed to move item 4(a) to be renumbered as item 11(b), and for previously numbered item 11(b) to be renumbered as 11(c).

It was MOVED and SECONDED:

R177/2018

"THAT THE AGENDA BE APPROVED AS AMENDED."

CARRIED UNANIMOUSLY

3. Public Input

Nil

4. Delegations

Nil

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on September 4, 2018

It was MOVED and SECONDED:

R178/2018 **“THAT THE MINUTES OF THE REGULAR COUNCIL MEETING
HELD ON SEPTEMBER 4, 2018 BE ADOPTED AS
CIRCULATED.”**

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

Nil

7. Consent Agenda

It was MOVED and SECONDED:

R179/2018 **“THAT THE CONSENT AGENDA BE ADOPTED, WITH ITEM
7(A) REMOVED.”**

CARRIED UNANIMOUSLY

(a) The Office of the Ombudsperson – Quarterly Report: April 1 – June 30, 2018

Item 7(a) was removed.

(b) District of Ucluelet – Modernization of Utility Taxation

R180/2018 **“THAT THE LETTER DATED AUGUST 27, 2018 FROM
DISTRICT OF UCLUELET REGARDING MODERNIZATION OF
UTILITY TAXATION BE RECEIVED.”**

ADOPTED ON CONSENT

(c) Metro Vancouver – Commercial Cannabis Production on Agricultural Land

R181/2018 **“THAT THE LETTER DATED AUGUST 28, 2018 FROM METRO
VANCOUVER REGARDING COMMERCIAL CANNABIS
PRODUCTION ON AGRICULTURAL LAND BE RECEIVED.”**

ADOPTED ON CONSENT

(d) aKd Resource – Review of the Auditor General for Local Government and Office

R182/2018 “THAT THE LETTER DATED AUGUST 29, 2018 FROM AKD RESOURCE REGARDING REVIEW OF THE AUDITOR GENERAL FOR LOCAL GOVERNMENT AND OFFICE BE RECEIVED.”

ADOPTED ON CONSENT

(e) Council of Senior Citizens’ Organizations of BC – Observation of the UN International Day of the Older Person – October 1st

R183/2018 “THAT THE LETTER DATED SEPTEMBER 1, 2018 FROM COUNCIL OF SENIOR CITIZENS’ ORGANIZATIONS OF BC REGARDING OBSERVATION OF THE UN INTERNATIONAL DAY OF THE OLDER PERSON – OCTOBER 1ST BE RECEIVED.”

ADOPTED ON CONSENT

R184/2018 “THAT COUNCIL PROCLAIMS OCTOBER 1, 2018 AS INTERNATIONAL DAY OF OLDER PERSONS IN THE VILLAGE OF ANMORE.”

ADOPTED ON CONSENT

8. Items Removed from the Consent Agenda

(a) The Office of the Ombudsperson – Quarterly Report: April 1 – June 30, 2018

It was MOVED and SECONDED:

R185/2018 “THAT THE LETTER DATED AUGUST 20, 2018 FROM THE OFFICE OF THE OMBUDSPERSON REGARDING QUARTERLY REPORT: APRIL 1 – JUNE 30, 2018 BE RECEIVED.”

CARRIED UNANIMOUSLY

9. Legislative Reports

(a) Tree Management Bylaw – Draft Update

It was MOVED and SECONDED:

R186/2018 **“THAT COUNCIL REFER THE DRAFT TREE MANAGEMENT BYLAW TO THE ENVIRONMENT COMMITTEE FOR FINAL COMMENT AND DIRECT STAFF TO RETURN TO COUNCIL WITH A REVISED DRAFT FOR INITIAL READINGS.”**

CARRIED UNANIMOUSLY

(b) Building Bylaw No. 583-2018

It was MOVED and SECONDED:

R187/2018 **“THAT ANMORE BUILDING BYLAW NO. 583-2018 BE ADOPTED.”**

CARRIED UNANIMOUSLY

(c) Works and Services Amendment Bylaw No. 584-2018

It was MOVED and SECONDED:

R188/2018 **“THAT THE ANMORE WORKS AND SERVICES AMENDMENT BYLAW NO. 584-2018 BE READ A FIRST, SECOND AND THIRD TIME.”**

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business

(a) Stormwater Master Plan

Werner de Schaetzen presented the Stormwater Master Plan (final draft). Highlighted comments are noted as follows:

- Project participants included Village of Anmore Staff, ISL Engineering, Urban Systems, Bot Corp Environmental Monitoring, and GeoAdvice Engineering.
- There were four objectives in the development of the Plan:
 - (i) To assess the physical condition of all culverts in the Village.
 - (ii) To develop a new hydraulic/hydrologic model of the Village's system.
 - (iii) To assess hydraulic/hydrologic deficiencies with the existing system (e.g. What area could flood in a storm event?)
 - (iv) To provide recommendations for what should be done to address deficiencies.

Chris Boit reported that past Village projects considered capacity of pipes, not quality.

Werner de Schaetzen summarized his presentation by providing the following recommendations:

- Complete the project.
- Conduct development application reviews.
- Maintain and review the Stormwater Master Plan, annually.
- Update the Asset Management Plan based on the Stormwater Master Plan.
- Consider that the Stormwater Master Plan was developed based on the Village's Official Community Plan.

Copy of the presentation is attached and forms part of these Minutes herein.

It was MOVED and SECONDED:

R189/2018 **"THAT COUNCIL FORMALLY RECEIVES THE FINAL DRAFT
REPORT OF THE STORMWATER MASTER PLAN; AND THAT
WE ADOPT THE FOUR KEY RECOMMENDATIONS THEREIN."**

CARRIED UNANIMOUSLY

**(b) Delegation – Robert Bradbury Architect – Rezoning Application – 2307
Sunnyside Road**

Robert Bradbury presented information regarding the rezoning application for 2307 Sunnyside Road. Highlighted comments are noted as follows:

- Significant changes were made to the proposal following Council's recommendations after receiving the previous proposal, which includes:
 - duplex units have been eliminated
 - laneway/coach houses have been eliminated
 - road allowance right-of-way has been widened
- 52% of the site is buildable area, with the remaining 48% left as road or parkland
- The proposal is to create 19 lots, four of which would be 1/2 acre lots and the remainder would be 1/3 acre lots
- Setback requirements would be aligned with RS1 zoning
- Greenspace retention would be adhered to
- A piece of the land under Sunnyside would be provided to the Village
- There are four or five distinct points for trail connection to the Parks Plan.

(c) Rezoning Application – 2307 Sunnyside Road (Cordovado)

It was MOVED and SECONDED:

R190/2018

“THAT COUNCIL REFER THE REZONING PROPOSAL FOR 2307 SUNNYSIDE ROAD TO THE ADVISORY PLANNING COMMISSION, PARKS AND RECREATION COMMITTEE AND ENVIRONMENT COMMITTEE FOR COMMENT.”

Council directed Staff to determine the difference for Riparian Area Regulation requirements under RS1 Zoning versus the proposed CD Zoning, and to provide that information to the Advisory Planning Commission, Parks and Recreation Committee and Environment Committee as information for when they each conduct review of the proposal.

CARRIED UNANIMOUSLY

12. Mayor's Report

Mayor McEwen reported that:

- On September 6, he attended the Chamber of Commerce Mayors Barbeque.
- On September 9, he attended the Ma Murray Day event, which had a turnout of 200 to 300 people (approximate). He thanked everyone that helped out.
- On September 10, he attended the UBCM Mayors Caucus, which included discussion on cannabis, and infrastructure deficits that are occurring in many small municipalities.
- On Sept 11, he attended a meeting with BC Hydro where they discussed parking for Buntzen Lake and concerns with the trail network.
On September 11, he attended the Annual General Meeting of the Municipal Insurance Authority, which is a great organization established by municipalities and has more than \$90 million in the self-regulated fund.
- On September 13, he attended a meeting with Ministry of Environment regarding Anmore Green Estates.
- On September 19, he will attend a roast for Coquitlam's outgoing Mayor, Richard Stewart, at Terry Fox Theatre.

13. Councillors Reports

Councillor Weverink reported that:

- Ma Murray Day was great despite the rain.
- UBCM was great, including the meetings that had been arranged and attending the sessions. He was involved in a last-minute amendment to a resolution regarding informing all emergency services of all calls.
- He congratulates Kim Trowbridge, Polly Krier, and Tim Laidler for being acclaimed to Council.

Councillor Thiele reported that:

- She thanks Sebina Perrin for her efforts with Ma Murray Day; and thanks Councillor Weverink and Councillor Trowbridge, who are on the Planning Committee; and thanks Susan Mueckel and Kerri Palmer Isaak for their support each year; and thanks Sandy Weverink for selling tickets; and thanks the talent show participants.
- She congratulates the new Councillors and expressed disappointment to not see them at this council meeting, and hopes that they attend a future meeting of this term.

14. Chief Administrative Officer's Report

Ms. Halliwell reported that:

- She thanks Sebina Perrin for her efforts with Ma Murray Day.
- A mail drop notice will be issued tomorrow to recruit for a Board of Variance.
- The Sasamat Volunteer Fire Department Fire Chief has lifted the fire ban.
- The Adopt a Street Program was launched at Ma Murray Day, and the Village has already received six enquiries and two applications submitted.
- Staff is working with the Ministry of Environment to obtain a defined scope for the Ministerial Order.

15. Information Items

(a) Committees, Commissions and Boards – Minutes

Nil

(b) General Correspondence

- Email dated August 31, 2018 from Richard Knowles regarding Environmental Assessment of Buntzen Lake WRT Species At Risk (SAR) by Proposal for Race Rowing Club on Buntzen Lake

Council directed Staff to extend appreciation to Mr. Knowles for his efforts in compiling the information that he provided.

16. Public Question Period

Werner de Schaetzen, GeoAdvice Engineering, presented comments to item 9(c) that he concurs with the recommended 67 litres per second, at 20 psi, is enough for a single family residential home.

Glen Coutts, Elementary Road, asked, with respect to the Minister's Order, if the Village is looking at the entire community sewage system. Mayor McEwen responded that the order is Village-wide and reported that Staff is working with the Ministry to determine

details of the Order. Mr. Coutts commented that it would be helpful to know what the ramifications for the Village are as a whole.

17. Adjournment

It was MOVED and SECONDED:

R191/2018 **“TO ADJOURN.”**

CARRIED UNANIMOUSLY

The meeting adjourned at 8:20 p.m.

Certified Correct:

C. BAIRD

Christine Baird
Manager of Corporate Services

Approved by:

J. McEWEN

John McEwen
Mayor

Village of Anmore Stormwater Master Plan

GeoAdvice Engineering Inc.
Werner de Schaetzen, Ph.D., P.Eng.

September 18, 2018
Village of Anmore, BC

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Project Participants

- Village of Anmore, BC
- ISL Engineering and Land Services Ltd.
- Urban Systems Ltd.
- Bot Corp Environmental Monitoring
- GeoAdvice Engineering Inc.

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Introduction

- GeoAdvice retained by the Village to develop Stormwater Master Plan (SMP)
- Physical condition of culverts
- Hydraulic/hydrologic model
- Hydraulic/hydrologic performance of existing system
- Recommendations of stormwater improvements

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Culvert Condition Assessment

Condition Rating	Number of Culverts	Number of Culverts (%)
1 - Very Good	184	41.5
2 - Good	164	37.0
3 - Fair	57	12.9
4 - Poor	37	8.4
5 - Critical	1	0.2

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Capacity Assessment

- Design storms simulated to assess hydraulic capacity of existing conveyance system
- Each asset assessed using capacity rating system

Capacity	Description
1	Conduit performing as designed
2	Adequate capacity
3	Marginal capacity
4	Capacity exceeded and surcharging likely
5	Capacity exceeded and flooding likely

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Capacity Assessment

Existing Scenario

Capacity	Number of Storm Mains	Number of Culverts
4	6	0
5	4	18

Future Scenario

Capacity	Number of Storm Mains	Number of Culverts
4	7	0
5	4	21

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Recommended Improvements

- Upgrades are based on
 - Future land use scenario
 - Impacts from climate change

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Project ID*	Location	Length (m)	Existing Diameter (mm)	Upgrade Diameter (mm)	Conduit Type	Cost Estimate (\$)
1	Sunnyside Rd	60	450 – 800	450 – 1,200 x 2,400	Culvert/Storm	\$109,000
2	East Rd/Creek	112	450 – 900	1,200 – 1,500	Culvert	\$360,000
3	Alpine Dr	47	450	600 – 675	Culvert	\$53,000
4	Sunnyside Rd	28	300 - 650	450 – 675	Culvert	\$22,000
5	East Rd	164	250 – 900	450 – 1,200	Culvert	\$223,000
6	East Rd	59	300 – 900	450 – 1,200	Culvert	\$48,000
7	Spence Way	25	300	450	Culvert	\$10,000
8	Ravenswood Dr	115	300	450 – 600	Culvert/Storm	\$82,000
9	Fern Dr	54	300	450	Culvert	\$23,000
Total		664	Total			\$930,000

*Project ID represents the priority/order of the upgrades



Recommendations

- Complete recommended projects as funding becomes available
 - Field-verify deficient stormwater mains and culverts
 - Project prioritizations are provided in report
- Development application reviews
- Maintenance of Village new stormwater model
- Asset Management Investment Plan update (Urban Systems Ltd.)

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Thank you!

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