

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for  
Tuesday, December 6, 2022, at 7:00 p.m. in **Gymnasium at Anmore  
Elementary School, 30 Elementary Road, Anmore, BC**



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**NOTE: Members of the public not attending in person may view our Regular Council meeting by accessing the meeting via our YouTube channel. For those who are not attending in person, questions/comments under Item 3 Public Input, or Item 17 Public Question Period may be submitted up to 4:00pm on meeting days to [karen.elrick@anmore.com](mailto:karen.elrick@anmore.com) to be read by the Corporate Officer during the meeting.**

[https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view\\_as=subscriber](https://www.youtube.com/channel/UCeLV-BY6qZzAVEKX5cMWcAQ?view_as=subscriber)

THIS MEETING’S PROCEEDINGS WILL BE BROADCAST LIVE VIA YOUTUBE AND AVAILABLE AS A RECORDED ARCHIVE ON THE VILLAGE WEBSITE

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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 4 (a) **Minutes of the Regular Council Meeting held on November 15, 2022**

Recommendation: That the Minutes of the Regular Council Meeting held November 15, 2022 be adopted, as circulated.

6. **Business Arising from Minutes**

**7. Consent Agenda**

None.

**8. Items Removed from the Consent Agenda**

**9. Legislative Reports**

Page 11 **(a) Anmore Community Hub Loan Authorization Bylaw No. 663-2022**

Verbal update to be provided by Ms. Lena Martin, Manager of Financial Services.

Recommendation: That Council adopt Anmore Community Hub Loan Authorization Bylaw No. 663-2022.

**10. Unfinished Business**

None.

**11. New Business**

**(a) Ugly Sweater Day Proclamation**

Recommendation: That Council proclaim December 10, 2022 as Ugly Sweater Day in Anmore.

**12. Items from Committee of the Whole, Committees, and Commissions**

None.

**13. Mayor's Report**

**14. Councillors Reports**

**15. Chief Administrative Officer's Report**

**16. Information Items**

**(a) Committees, Commissions and Boards – Minutes**

None.

**(b) General Correspondence**

- Page 14
- Communication from BCSPCA dated November 30, 3033 regarding priorities for animal welfare

**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, November 15, 2022, at 7:00 p.m. in **Gymnasium at Anmore Elementary School, 30 Elementary Road, Anmore, BC**



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### ELECTED OFFICIALS PRESENT

Mayor John McEwen  
Councillor Polly Krier  
Councillor Doug Richardson  
Councillor Kim Trowbridge  
Councillor Paul Weverink

### ABSENT

### OTHERS PRESENT

Karen Elrick, Manager of Corporate Services  
Lena Martin, Manager of Financial Services  
Chris Boit, Manager of Development Services

#### 1. Call to Order

The meeting was called to order at 7:02 p.m.

#### 2. Approval of the Agenda

IT WAS MOVED AND SECONDED:

R102/22                      That the Agenda be approved as amended to include the addition of delegation Jordan Birch regarding Ugly Christmas Sweater Dash as item 4.b Delegations.

Carried Unanimously

#### 3. Public Input

None.

#### 4. Delegations

##### (a) **Cassidy Palmer-Ruben re bylaw limits on coach house size.**

Cassidy Palmer Ruben addressed Council regarding bylaw limits on coach house size which leaves limited options for some property owners.

IT WAS MOVED AND SECONDED:

R103/22 That Council refer zoning bylaw limits on couch house size to Staff to report back to Council at a future meeting with potential solutions to address issues arising from coach house size restrictions.

Carried Unanimously

**(b) Jordan Birch – Ugly Christmas Sweater Dash**

Jordan Birch addressed Council regarding the Ugly Christmas Sweater Dash scheduled to be held on Saturday, December 10 @ 3 p.m. at Spirit Park. It is a 5 km holiday event with a bonfire afterwards at Spirit Park. The event will be supporting the charity Act 2 which is a non profit organization in Coquitlam.

The event organizers are requesting in kind support from the Village in the form of, use of Spirit Park, usage of canopy tents, community signage, representation from staff and council and to declare December 10 as Ugly Christmas Sweater Day in Anmore.

IT WAS MOVED AND SECONDED:

R104/22 That Council waive the rental fee for Spirit Park for the Ugly Christmas Sweater event to be held on December 10, 2022; and That Council provide in kind support to the event by promoting on the Village signboard, allowing signage on Village property, and allowing use of the Village tents for the event.

Carried Unanimously

**5. Adoption of Minutes**

**(a) Minutes of the Regular Council Meeting held on October 18, 2022 and Minutes of the Inaugural Council Meeting held on November 1, 2022**

IT WAS MOVED AND SECONDED:

R105/22 That the Minutes of the Regular Council Meeting held October 18, 2022 and the Minutes of the Inaugural Council Meeting held on November 1, 2022 be adopted, as circulated.

Carried Unanimously

**6. Business Arising from Minutes**

**7. Consent Agenda**

None.

**8. Items Removed from the Consent Agenda**

**9. Legislative Reports**

**(a) Ma Murray Lane road dedication removal – Bylaw 664-2022**

IT WAS MOVED AND SECONDED:

R106/22                      That Council adopt Anmore Closure and Removal of Highway  
Dedication – Ma Murray, Bylaw No. 664-2022.

Carried Unanimously

**10. Unfinished Business**

None.

**11. New Business**

**(a) Acting CAO Appointment**

IT WAS MOVED AND SECONDED:

R107/22                      That Council appoint Karen Elrick as Acting Chief  
Administrative Officer.

Carried Unanimously

**(b) Village of Anmore Signatories Update**

IT WAS MOVED AND SECONDED:

R108/22                      That Council designate Mayor John McEwen as the Council  
signatory for banking purposes for the Village of Anmore; and  
that Councillor Polly Krier be designated as the alternate Council  
signatory;

That Council designate, Karen Elrick, Acting Chief Administrative Officer/ Manager of Corporate Services, as the primary Staff signatory for banking purposes for the Village of Anmore; and that, Lena Martin, Manager of Financial Services be designated as the alternate Staff signatory;

And Further That Council affirm all Village-issued payments require the signature of one Council signatory and one Staff signatory

Carried Unanimously

**(c) 2022 General Local Election Results**

Karen Elrick, Manager of Corporate Services, provided an overview of the report 2022 General Local Election noting that the voter turnout for Anmore was just over 49%.

IT WAS MOVED AND SECONDED:

R109/22 THAT Council receive the report dated November 9, 2022 from the Chief Election Officer entitled 2022 General Local Election Results, for information; and That Council direct staff to report back to Council regarding options for streamlining mail ballot processes and additional voting opportunities, including cost considerations.

Carried Unanimously

**(d) 2023 Council Calendar and Council Appointments**

Ms. Karen Elrick, Manager of Corporate Services, provided an overview of the proposed calendar.

IT WAS MOVED AND SECONDED:

R110/22 THAT Council:

- A. Approve the 2023 Council Calendar as attached to the report dated November 9, 2022 from the Manager of Corporate Services; and
- B. Approve the following Acting Mayor Schedule for 2023:

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

Carried Unanimously

**(e) Amendment to Policy 8 – Purchasing**

Ms. Lena Martin, Manager of Financial Services, provided an overview of the proposed updated to the purchasing policy.

IT WAS MOVED AND SECONDED:

R1111/22                      That Council approve Policy 8 – Purchasing, as amended and attached to the report dated November 10, 2022, titled Amendment to Policy 8 – Purchasing.

Carried Unanimously

**(f) Council Committee Appointments**

Mayor McEwen reported that committee appointments will be made once new committee member recruitment has taken place.

**12. Items from Committee of the Whole, Committees, and Commissions**

None.

**13. Mayor's Report**

Mayor McEwen reported that:

- He attended remembrance day ceremony in Belcarra
- CAO recruitment has begun
- He attended a Home Builders Association dinner on Wednesday
- He attended School District 43 Board inauguration
- He will attend the inaugural Mayors Council meeting for TransLink on Thursday
- Spoke regarding salting versus brining and noted that the Village will be salting this year and should be moving to brining system next year

**14. Councillors Reports**

Councillor Weverink reported that:

- He attended remembrance day ceremony in Belcarra
- He attended the School District 43 Board inauguration
- He noted the Ambulance Paramedics request letter and Mayor McEwen noted he will follow up with Chief Sharpe

Councillor Krier reported that:

- she attended the homebuilders association dinner



- Candy Cane lane is happening again this year
- Light up Spirit Park will be a condensed event with a bonfire and lights on December 4

Councillor Richardson reported that:

- He met with Mayor West of Port Coquitlam regarding the impact of Burke Mountain on Port Coquitlam
- He attended a Port Moody Council meeting and is intrigued how various municipalities handle questions and comments from the public

## 15. **Chief Administrative Officer's Report**

Ms. Elrick reported that:

- Public Works crew are working on the Christmas light installation at Spirit Park
- The Village welcomes Brooke Hovey as the new Communications Coordinator
- Information will be posted to the Village website about the Light Up Spirit Park event

## 16. **Information Items**

### (a) **Committees, Commissions and Boards – Minutes**

None.

### (b) **General Correspondence**

- Metro Vancouver Board in Brief for meetings held on October 28, 2022
- Communication from Ministry of Children and Family Development dated October 31, 2022 regarding Adoption Awareness Month
- Communication dated November 4, 2022 from Ambulance Paramedics of BC – CUPE 872 regarding paramedic, dispatch, and ambulance resources.

## 17. **Public Question Period**

Linda Weinberg, Anmore, inquired about Ma Murray Lane Road Closure and future of Sunnyside and East Road intersection. Mr. Boit replied that it will not be a roundabout, or a four way stop; rather the intersection will remain in the current condition of a stop on East Road with throughway along Sunnyside.

Jorge Dyrkton, Anmore, asked what each individual member of council was doing regarding climate change. Mayor McEwen noted that not individually, but as a representative of the Village, some examples are step code has been elevated, and the Village is looking at options to purchase an electric vehicle

**18. Adjournment**

It was MOVED and SECONDED:

R112/22 That the meeting be adjourned at 7:49 p.m.

Carried Unanimously

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Karen Elrick  
Corporate Officer

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John McEwen  
Mayor

**VILLAGE OF ANMORE**

**BYLAW NO. 663-2022**

A bylaw to authorize the borrowing towards the estimated cost of construction for the Anmore Community Hub.

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**WHEREAS** it is deemed desirable and expedient to build a new community amenity, the Anmore Community Hub, which will act as a municipal hall and a central gathering space and hub for community events and programs;

**AND WHEREAS** the estimated cost of the construction of a the Anmore Community Hub, including expenses incidental thereto is the sum of eight million five hundred thousand dollars (\$8,500,000), of which the sum of two million five hundred thousand dollars (\$2,500,000) is the amount of debt intended to be borrowed by this bylaw;

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

1. This bylaw may be cited as “**Anmore Community Hub Loan Authorization Bylaw No. 663-2022**”.
2. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out design and construction of the Anmore Community Hub, and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
  - a. To borrow upon the credit of the Village of Anmore a sum not exceeding two million five hundred thousand dollars (\$2,500,000).
  - b. To acquire all such real property, easements, rights-of-way, licenses, rights, or authorities, as may be requisite or desirable for or in connection with the design and construction of the Anmore Community Hub for the Village of Anmore.
3. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 25 years.

**READ** a first time the 20<sup>th</sup> September, day of ,2022

**READ** a second time the 20<sup>th</sup> day of September, 2022

**READ** a third time the 20<sup>th</sup> day of September, 2022

**RECEIVED** the approval of the Inspector of Municipalities the 18<sup>th</sup> day of November, 2022

**ADOPTED** the            day of            , 2022

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



# *Statutory Approval*

*Under the provisions of section* \_\_\_\_\_ 179

*of the* \_\_\_\_\_ Community Charter

*I hereby approve Bylaw No.* \_\_\_\_\_ 663-2022

*of the* \_\_\_\_\_ Village of Anmore ,

*a copy of which is attached hereto.*

*Dated this* ***Eighteenth*** *day*

*Of* ***November*** *, 2022*

A handwritten signature in blue ink that reads "M. Dana".

**Deputy Inspector of Municipalities**

**PROVINCIAL OFFICE**

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Village of Anmore  
Via email

November 30, 2022

Dear Mayor and members of Council,

On behalf of the British Columbia Society for the Prevention of Cruelty to Animals (BC SPCA), I'd like to congratulate you on your recent election success. As **two-thirds of British Columbians are pet owners**, and many more are animal and wildlife lovers, your constituents are keen to know how you will work to create more humane communities.

As you may know, the BC SPCA has been committed to protecting and enhancing the quality of life for domestic, farm and wild animals in British Columbia for over 125 years. We operate **42 facilities and provide a range of important community services** across the province, including emergency response for pets displaced by natural disasters, compassionate pet boarding for victims of interpersonal violence, curriculum-based education programs for youth, pet food banks and low cost spay/neuter and other veterinary services. To learn more about what we accomplished last year, please see our [2021 Annual Report](#).

Are you also aware of the evidence-based advocacy, policy and legislative work done by BC SPCA animal welfare experts? Our teams have contributed to recent provincial changes in rodenticide use and mink farming, reforms to national standards for animals used in research and farm animals, and advancing bills to end cetacean captivity and animal fighting. At the local government level, we have helped dozens of local and First Nation governments adopt **humane animal bylaws**.

We greatly value local government's important role in animal welfare and have support and resources to help your Council adopt enhanced animal-related bylaws for your community. Our [new bylaw search tool](#) provides examples of **progressive, BC SPCA-recommended bylaws** from communities across B.C., and we are happy to answer bylaw questions from your Council and staff.

In anticipation of this year's local government election, we surveyed BC SPCA supporters and members of the public to determine their priorities for local government action on six key animal welfare issues that you can act on or influence. We heard loud and clear that advocating to the province for pet-friendly housing was their top priority: **out of the 13,865 unique survey responses that we received from B.C. residents, an incredible 9,921 people ranked increasing the availability and affordability of pet-friendly housing as a number one priority.**

The inability to find pet-friendly housing is the primary reason that adult animals are surrendered to the BC SPCA, and accounts for almost 25 per cent of cat and dog surrenders every year. Over the past eight

years, we have taken in **more than 11,000 animals whose families could not find pet-friendly housing** (and this doesn't include the animals surrendered to other organizations or rehomed privately)! This doesn't just affect the BC SPCA or the animals who are surrendered. Research has shown that **pets improve our mental, physical and psychological health** and that their unconditional love, comfort and friendship is a lifeline for many people – particularly the most vulnerable.

The pandemic and the current housing crisis have intensified the importance of pets as members of many families, and heightened the heartbreaking decisions that must be made when pet-friendly housing cannot be found. Through our outreach and compassionate boarding programs, we know that many people choose to stay in inappropriate housing, go without housing or stay in abusive situations in order to keep their pets with them.

The other animal welfare issues included in the survey also received strong public support province-wide and are key to making our communities and province a more humane place for all of us:

<b>Animal Welfare Issue</b>	<b># of Top Priority Responses*</b>
Advocating to the province for more pet-friendly housing	<b>9,921</b>
Creating bylaws to keep exotic animals in the wild	<b>4,421</b>
Restricting private use of fireworks to protect people and animals	<b>3,825</b>
Providing safe, accessible public parks and trails for dogs	<b>3,812</b>
Reducing human/wildlife conflicts with wildlife feeding bylaws	<b>3,737</b>
Humanely controlling rodents by ending the use of all poisons on local government property	<b>3,282</b>

\*Respondents could select more than one issue as a top priority

In light of this information, we hope you'll talk to your constituents about their priorities for animal welfare and take action to make your policies and bylaws more humane. To help you get started, I've included background information on the six key issues from our survey. In addition to this email and attachments, I have mailed you a package of our latest AnimalSense magazine and Science & Policy newsletter. You can also find more ways to take action for animals by [signing up for Action Alerts](#) on our website.

Please let me know if you have any questions or would like to schedule a presentation from a BC SPCA representative. We are eager to work with you to make your community and our province a safer, more caring place for animals and people.

Sincerely,



Sarah Herring  
BC SPCA Government Relations Officer