

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for
Tuesday, September 12, 2023 at 7:00 p.m. in **Multipurpose Room at
Anmore Elementary School, 30 Elementary Road, Anmore, BC**



ELECTED OFFICIALS PRESENT

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

ABSENT

OTHERS PRESENT

Karen Elrick, Chief Administrative Officer
Rhonda Schell, Manager of Corporate Services
Chris Boit, Manager of Development Services
Carmen Disiewich, Executive Assistant

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R094/23: THAT the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

Members of the public commented on:

- Council Committee draft Terms of References

4. Delegations

None.

5. **Adoption of Minutes**

(a) **Minutes of the Special Council Meeting held on June 29, 2023**

It was MOVED and SECONDED:

R095/23: THAT the Minutes of the Special Council Meeting held on June 29, 2023, be adopted, as circulated.

Carried
Councillor Richardson Opposed

(b) **Minutes of the Regular Council Meeting held on July 18, 2023**

It was MOVED and SECONDED:

R096/23: THAT the Minutes of the Regular Council Meeting held on July 18, 2023, be adopted, as circulated.

Carried Unanimously

6. **Business Arising from Minutes**

None.

7. **Consent Agenda**

Items a, b, and c were removed from the consent agenda.

It was MOVED and SECONDED:

R097/23: THAT the Consent agenda be adopted.

Carried Unanimously

(d) **Sasamat Volunteer Fire Department**

Recommendation: THAT the correspondence dated July 28, 2023 from the Village of Belcarra regarding the Sasamat Volunteer Fire Department, be received for information.

8. Items Removed from the Consent Agenda

a) Municipal Security Issuing Resolution

It was MOVED and SECONDED:

R098/23: THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of the Fall Borrowing Session, the sum of two million five hundred thousand dollars (\$2,500,000) as authorized through Anmore Community Hub Loan Authorization Bylaw No. 663-2022 and confirm that Metro Vancouver consented to our borrowing over a 25-year term on July 28th,2023 under Metro Vancouver Regional District Security Issuing Bylaw No. 1367, 2023.

Carried Unanimously

b) Local Government Climate Action Program Year 2 Survey Report

It was MOVED and SECONDED:

R099/23: THAT the Anmore Local Government Climate Action Program Year 2 Survey Report generated on July 24, 2023, be received for information.

Carried Unanimously

c) 2023 Next Generation 911 Funding – Approval Agreement & Terms and Conditions of Funding

It was MOVED and SECONDED:

R100/23: THAT the correspondence dated August 3, 2023 from the Union of BC Municipalities regarding the 2023 Next Generation 911 Funding – Approval Agreement & Terms and Conditions, be received for information.

Carried Unanimously

9. Legislative Reports

(a) Anmore Drinking Water Conservation Plan Bylaw Amendment

The Manager of Corporate Services, provided an overview of the staff report and proposed bylaw amendment which updates water restrictions consistent with Metro Vancouver regulations.

It was MOVED and SECONDED:

R101/23: THAT Council give first, second, and third readings to Anmore Drinking Water Conservation Plan Amendment Bylaw No. 684-2023.

Carried Unanimously

(b) 2301 Sunnyside Road Zoning Amendment – Bylaw No. 685-2023

The Manager of Development Services, provided an overview of the infill application which is consistent with the Village's infill policy.

R102/23: THAT Council give first and second readings to Anmore Zoning Amendment Bylaw No. 685-2023.; and

THAT staff be directed to set a date for a public hearing for Anmore Zoning Amendment Bylaw No. 685-2023.

Carried Unanimously

10. Unfinished Business

None.

11. New Business

(a) Council Committee Terms of Reference

The Manager of Corporate Services provided a brief overview of the staff report and changes to the Terms of References for each committee of council.

It was MOVED and SECONDED:

R103/23: THAT the Terms of References for the Community, Engagement, Culture and Inclusion Committee, Environment Committee, Finance Committee, Parks and Recreation Committee and Public Safety Committee, as attached to the report dated September 8, 2023 from the Manager of Corporate Services entitled, Council Committee Terms of Reference, be adopted.

Carried Unanimously

Discussion points included:

- Administrative support at meetings
- Clarification on which committee mandate recreation activities falls within

(b) Award of 2023 Capital Works

The Manager of Development Services provided an overview of the staff report and ISL Engineering recommendations for awarding the 2023 Capital Works Tender.

It was MOVED and SECONDED:

R104/23: THAT Council approve the award of the contract for the 2023 Capital Works for a total contract price of \$1,953,273.00, including GST, to Lafarge Canada Inc.; and,

THAT the Village enter into negotiations to remove a portion of scope for the Sunnyside Multi-Use Pathway to bring the works within the allocated budget.

Carried Unanimously

Discussion points included:

- The process of awarding the contract and negotiating the scope
- The portion of the trail that will be completed

(c) Public Alerting System

The Manager of Corporate Services provided a brief overview of the staff report and the recommended Public Alert System.

It was MOVED and SECONDED:

R105/23: THAT the Village subscribes to the Alertable public alerting system;
and,

THAT Public Alerting System Policy 74, attached as Appendix A,
be adopted.

Carried Unanimously

Discussion points included:

- The use of sirens as an alerting system
- Alternate uses of the communication system

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

None.

13. Mayor's Report

Mayor McEwen reported that:

- the deadline for committee volunteer applications is September 15th and encouraged members of the public to apply.
- he will be meeting with BC Hydro at the 2023 UBCM convention regarding the Buntzen Lake reservation system.
- he attended the Sasamat Volunteer Fire Department Trustee meeting on September 6, 2023
- the High Fire Danger Rating is still in effect.
- the Sasamat Volunteer Fire Department Trustee meetings are public.
- he will be attending the Tri-Cities Chamber of Commerce Mayors' BBQ on September 14, 2023.
- the Anmore Community Hub construction update is at interior finishing stage and completing septic. Grand opening is expected late November or early December.
- he attended the Port of Vancouver Annual General Meeting on September 12, 2023
- he has received complaints recently for Airbnb's with issues related to back yards being rented for parties, parking issues, and the affects on rental housing.

14. Councillors Reports

Councillor Trowbridge reported that:

- he attended the Sasamat Volunteer Fire Department (SVFD) Trustee meeting and noted the need for replacement of both halls in Anmore and Belcarra and encouraged the community to stay informed and attend public meetings of the SVFD Trustees

Councillor Richardson reported that:

- he has received concerns from residents regarding Ravenswood Drive septic fields, the cost of policing, and tree removal on Ravenswood Drive.

Councillor Krier reported that:

- she, and other Council members, toured the SkyTrain Operations and Maintenance Centre (OMC), Maintenance Shop, and Machine Shop on August 24, 2023
- she will be attending the 2023 UBCM convention, September 19-22

15. Chief Administrative Officer's Report

- photo contest info and deadline for submission is September 15th
- reminder that the bears are quite active right now in preparation for the winter, please secure garbage and green waste, wash bins, secured bins after, lock cars

16. Information Items

(a) General Correspondence

- Letter dated July 15, 2023, from the Township of Spallumcheen regarding a Recycling Program for Antifreeze Containers and Used Oil Collection at the Armstrong Spallumcheen Diversion and Disposal Facility
- Metro Vancouver Board in brief for meetings held on July 28, 2023
- Letter dated July 31, 2023 from the Peace River Regional District regarding BC Wildfire Service Fire Fighting Equipment
- Email dated August 17, 2023 from the BC Epilepsy Society regarding a Proclamation Request

It was MOVED and SECONDED:

R106/23: THAT the general correspondence be received.

Carried Unanimously

17. Public Question Period

Mayor McEwen made a statement regarding the tree removal on Ravenswood Drive, the arborist report recommendations, and planning for the land is forthcoming. Mayor McEwan also commented on the need to realign Ravenswood Drive.

Members of the public asked questions regarding:

- Ravenswood lot tree removal, associated costs, who authorized the works, selection of arborist, what the land will be used for, the affects on the environment and wildfires.
- Monitoring and inspection of replanting trees that have been removed.
- National Day of Truth and Reconciliation promotion on Village signboards and website.

- Land acknowledgment on Village documentation and website.

18. Adjournment

It was MOVED and SECONDED:

R107/23: THAT the meeting be adjourned at 8:28 pm.

Carried Unanimously

“Rhonda Schell”

Rhonda Schell
Corporate Officer

“John McEwen”

John McEwen
Mayor