

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for
Tuesday, May 7, 2024 at 7:00 p.m. in **Council Chambers** at the
Anmore Community Hub, 2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

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

ABSENT

OTHERS PRESENT

Karen Elrick, Chief Administrative Officer
Rhonda Schell, Manager of Corporate Services
Lena Martin, Manager of Financial Services
Chris Boit, Manager of Development Services
Therese Mickelson, Mickelson Consulting Inc.
Paul Fripp, Partner, BDO Canada LLP *

1. Call to Order

The meeting was called to order at 7:01 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R056/24: THAT the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

None.

4. Delegations

(a) **2023 Financial Statements – Report on Financial Results for Year**

Paul Fripp, Partner, BDO Canada LLP presented the draft Financial Statements for 2023 which were distributed on table and are included as Attachment 1, and form part of the minutes.

Discussion points included:

- Comment on the net financial cash at year end
- Auditor reaffirmed that no fraud affecting the Village was detected or brought to their attention

It was MOVED and SECONDED:

R057/24: THAT the 2023 Financial Statements be received.

Carried Unanimously

* Mr. Fripp left the meeting at 7:07 p.m.

(b) Tri-Cities Community Action Team

Roxanne Saxon and Samantha Chong presented on the Tri-Cities Community Action Team and their response to the emergency health crisis around toxic drugs. The presentation is included as Attachment 2, and form part of the minutes.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on April 16, 2024

It was MOVED and SECONDED:

R058/24: THAT the Minutes of the Regular Council Meeting held April 16, 2024, be adopted, as circulated.

Carried Unanimously

(b) Minutes of the Special Council Meeting held on April 18, 2024

It was MOVED and SECONDED:

R059/24: THAT the Minutes of the Special Council Meeting held April 18, 2024, be adopted, as circulated.

Carried Unanimously

6. Business Arising from Minutes

None.

7. Consent Agenda

It was MOVED and SECONDED:

R060/24: THAT the Consent agenda be adopted.

Carried Unanimously

(a) 2024 – 2028 Anmore Five Year Financial Plan

Recommendation: THAT Anmore Five-Year Financial Plan Bylaw No. 693-2024 be adopted.; and,

THAT 2024 Anmore Tax Rates Bylaw No. 694-2024 be adopted.

(b) School District 43 2025-26 Eligible School Sites Proposal Resolution

Recommendation: THAT the School District 43 Board's proposed eligible school site requirements be accepted.

(c) Metro Vancouver Inclusionary Housing Policy Review

Recommendation: THAT the letter from Metro Vancouver dated April 18, 2024 regarding Inclusionary Housing Policy Review – Final Report and Regional Model Policy Framework, be received for information.

8. Items Removed from the Consent Agenda

None.

9. Legislative Reports**(a) 110 Hemlock Drive - Zoning Bylaw Amendment - Bylaw No. 695-2024**

The Manager of Development Services provided an overview of the report dated May 3, 2024.

Discussion points included:

- Staff commented that the map in the report is being updated and does not show the relocated Ma Murray Lane which provides additional frontage on the lot.
- Intent of infill zoning

- Possible trail development as part of Community Amenity Contribution

It was MOVED and SECONDED:

R061/24: THAT first and second reading be given to Anmore Zoning Bylaw Amendment Bylaw No. 695-2024; and,

THAT staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 695-2024.

Carried Unanimously

(b) 120 Hemlock Drive - Zoning Bylaw Amendment - Bylaw No. 696-2024

The Manager of Development Services provided an overview of the report dated May 3, 2024.

It was MOVED and SECONDED:

R062/24: THAT first and second reading be given to Anmore Zoning Bylaw Amendment Bylaw No. 696-2024; and,

THAT staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 696-2024.

Carried Unanimously

Discussion points included:

- Possible trail development as part of Community Amenity Contribution

10. Unfinished Business

None.

11. New Business

(a) Development Variance Permit Request – 3185 Sunnyside Road

The Manager of Development Services provided an overview of the report dated May 2024.

Discussion Points included:

- Clarification on the Survey Plan Showing the Location of Improvement

(page 77)

- Clarification on provincial requirements for construction with the RAR
- Alternatives to an easement
- Consultation with adjacent property owners
- That the easement runs with the title of the property

It was MOVED and SECONDED:

R063/24: THAT staff be authorized to issue notice of Council's consideration of DVP2024-01 to affected properties.

Carried Unanimously

(b) Anmore Community Hub – Facility Use

The Chief Administrative Officer provided an overview of the report dated May 3, 2024.

Discussion Points included:

- Gradual phase in of programming, services, and rentals
- Option for draft policies to be referred to appropriate committees and Committee of the Whole before adoption

- Cost recovery potential from market rate rental revenue
- Uses of building public spaces and fee schedule for residents and user groups
- Staff use of the boardroom during business hours
- Potential for future booking software options to integrate into Village website
- RFP for commercial space

It was MOVED and SECONDED:

R064/24: THAT Staff be directed to report to Council with a draft Policy and Fees and Charges Bylaw update to reflect all the recommendations included in the report dated May 3, 2024 from the Chief Administrative Officer entitled Anmore Community Hub – Facility Use.

Carried Unanimously

(c) Future Election Voting Opportunities

The Manager of Corporate Services provided an overview of the report dated May 3, 2024.

Discussion Points included:

- Additional voting opportunities and improving mail ballot voting
- Legislation changes in 2022 in relation to mail ballot voting

It was MOVED and SECONDED:

R065/24: THAT the May 3, 2024 Future Election Voting Opportunities be received for information.; and,

THAT staff be directed to bring back a report on the costs associated with additional voting opportunities.

Carried Unanimously

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

Staff provided introductory comments on select committee legislation and the advisory roles of committees, work that is complete or in progress on committee recommendations, and staff capacity for new projects.

It was MOVED and SECONDED:

R066/24: THAT staff report to council on committee recommendations, staff resources, and capacity.

Carried Unanimously

13. Mayor's Report

Mayor McEwen invited Ms. Mickelson from Mickelson Consulting to provide a statement on the public engagement session that took place on May 4, 2024 regarding Anmore South and the engagement principles that are being used to seek community input. The statement is included as Attachment 3, and form part of the minutes.

Mayor McEwen reported that:

- He participated in a tour of the completed Bowen Island Fire Station on April 19
- He attended a Port of Vancouver meeting on April 29
- He met with a resident to discuss infill zoning and process on April 30
- He attended the LMLGA Annual Conference from May 1 – 3
- He attended the Anmore South Open House at the Anmore Community Hub on May 4
- He attended the Eagle Ridge Hospital Foundation Fundraising Gala on May 4
- He participated in the Hike for Hospice on May 5

14. Councillors Reports

Councillor Krier reported that:

- She attended the Port Coquitlam Volunteer Awards
- She attended the Tri-Cities Chamber of Commerce Business Excellence Awards
- She attended the LMLGA Annual Conference
- She participated in the Hike for Hospice
- She toured the Sasamat Outdoor Center
- She attended the Anmore South Open House at the Anmore Community Hub
- She reminded all that May 8th is McHappy Day

Councillor Weverink reported that:

- He participated in a tour of the completed Bowen Island Fire Station
- He toured the Vancouver Landfill with the Metro Vancouver Zero Waste Committee
- He participated in the Hike for Hospice
- He attended the Anmore South Open House at the Anmore Community Hub

Councillor Richardson reported that:

- He chaired the Public Safety meeting on April 11 and encouraged residents to volunteer to join the committee

Councillor Trowbridge reported that:

- He attended the Anmore South Open House at the Anmore Community Hub

15. Chief Administrative Officer's Report

Ms. Elrick commented on:

- Utility bills were mailed out and due on May 17
- The Alertable Emergency Notification launch for Emergency Preparedness Week, encouraged residents to sign up for Anmore emergency alerts

16. Information Items

(a) Committees, Commissions, and Boards – Minutes

- Minutes of the Community Engagement, Culture, and Inclusion Committee held on July 22, 2021
- Minutes of the Environment Committee meeting held on November 18, 2021
- Minutes of the Parks & Recreation Committee meeting held on November 17, 2021
- Minutes of the Tri-Cities Healthier Communities Partnership meeting held on January 25, 2024

(b) General Correspondence

- Letter dated April 16, 2024 from the District of North Vancouver regarding

Support for Resolution Black Bear Cub Conflict Response by British Columbia Conservation Officer Service

- Letter dated April 24, 2024 from the Lung Transplant Housing Support, Transplant Support BC regarding Housing is Healthcare Resolution Support
- Metro Vancouver Board in Brief for meetings held on April 26, 2024

17. Public Question Period

Members of the public asked questions regarding:

- Anmore times no longer being available at the Hub
- The Village’s transition to electric tools and vehicles
- The procedure to submit written questions to Council for Public Question Period

18. Adjournment

It was MOVED and SECONDED:

R067/24: THAT the meeting be adjourned at 8:56 pm.

Carried Unanimously

“Rhonda Schell”

Rhonda Schell
Corporate Officer

“John McEwen”

John McEwen
Mayor