

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for Tuesday, June 18, 2024 following the close of the Public Hearing scheduled 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 Kim Trowbridge
Councillor Doug Richardson
Councillor Paul Weverink

ABSENT

Councillor Polly Krier

OTHERS PRESENT

Rhonda Schell, Manager of Corporate Services/Acting CAO
Lena Martin, Manager of Financial Services
Chris Boit, Manager of Development Services
Josh Joseph, Planner

1. Call to Order

The meeting was called to order at 7:05 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R079/24: THAT the Agenda be approved as amended to allow for a late delegation request to be heard under agenda item 4 (b), as per the Anmore Procedure Bylaw section 64.

Carried Unanimously

3. Public Input

None.

4. Delegations

(a) **Dr. Hal Weinberg Scholarship Presentation**

Council presented the 2024 scholarship award to Bridget Thiele-Crocker.

(b) 1st Anmore Scouts

Bryan Mitten, 1st Anmore Scouts, presented a request for council approval to use the Hub Community Room for evening fundraisers on September 13, 2024 and November 2, 2024. The events will include an adult only bingo event (in partnership with the Anmore Youth Group) and a gala. Both events would offer alcoholic beverages. Mr. Mitten confirmed that impact on staff resources would be minimized by providing volunteers for the events, that they have an insurance policy for events, and would obtain necessary permits and licences (liquor, gaming, etc.). Events will be ticketed to control number of attendees.

Discussion points included:

- Alcohol being a draw for the event and an avenue of fundraising.
- Possibility for alcohol-free events.
- Facility Rentals Policy 78 prohibits alcohol in the rental space and the policy would need to be reviewed to allow for this.

It was MOVED and SECONDED:

R080/24: THAT Council approves of the fundraiser events to be hosted by 1st Anmore Scouts on September 13, 2024 and November 2, 2024, pending confirmation of the CAO of staff and facility availability, with alcohol beverages at the event to be discussed at a later date.

Carried Unanimously

5. Adoption of Minutes**(a) Minutes of the Regular Council Meeting held on June 4, 2024**

It was MOVED and SECONDED:

R081/24: THAT the Minutes of the Regular Council Meeting held June 4, 2024, be adopted, as circulated.

Carried Unanimously

6. Business Arising from Minutes

None.

7. Consent Agenda

It was MOVED and SECONDED:

R082/24: THAT the Consent agenda be adopted.

Carried Unanimously

(a) Anmore Fees and Charges Bylaw Amendment

Recommendation: THAT Anmore Fees and Charges Bylaw Amendment Bylaw No. 698-2024 be adopted.

8. Items Removed from the Consent Agenda

9. Legislative Reports

(a) 2023 Annual Report Presentation

It was MOVED and SECONDED:

R083/24: THAT the draft 2023 Annual Report, as attached to the agenda, be approved.

Carried Unanimously

(b) 2023 Management Report and Statement of Financial Information

It was MOVED and SECONDED:

R084/24: THAT the 2023 Management Report and Statement of Financial Information, as attached to the agenda, be approved.

Carried Unanimously

(c) 110 Hemlock Dr - Zoning Bylaw Amendment- Bylaw No. 695-2024

It was MOVED and SECONDED:

R085/24: THAT third reading be given to Anmore Zoning Bylaw Amendment Bylaw No. 695-2024.

Carried Unanimously

(d) 120 Hemlock Dr - Zoning Bylaw Amendment- Bylaw No. 696-2024

It was MOVED and SECONDED:

R086/24: THAT third reading be given to Anmore Zoning Bylaw Amendment Bylaw No. 696-2024.

Carried Unanimously

(e) Zoning Bylaw Amendment - Coach Houses

Manager of Development Services provided an overview of the report dated June 14, 2024.

Discussion points included:

- Clarification of accessory dwelling definition, maximum allowable size in addition to a coach house in RS1, allowable lot size defined in each zone
- Compliance managed through building permits and bylaw enforcement
- Clarification that the maximum coach house floor area allowed is 180m² in addition to the main dwelling and any secondary suite and that the coach house garage is exempt from the square footage of the coach house but not the floor area ratio
- Stratification pros and cons
- Complications associated with requiring the registered owner to occupy the primary dwelling unit or coach house as their principal residence
- Affects of the bylaw amendments on the semi-rural nature and look and feel of Anmore
- Clarification on coach house allowances and regulations and having a scale in relation to the size of a lot to determine allowable dwellings
- Building code compliance for secondary suites
- Services to lots with multiple dwellings
- Suggested amendments to the Building Bylaw

It was MOVED and SECONDED:

R087/24: THAT staff be directed to schedule a Committee of the Whole meeting to further discuss amendments to the Anmore Zoning Bylaw in relation to coach houses.

Carried Unanimously

10. Unfinished Business

None.

11. New Business**(a) Development Variance Permit Request – 3185 Sunnyside Road**

The Planner provided an overview of the report dated June 14, 2024.

Discussion points included:

- Compliance with existing covenant
- Penalties associated with building without a permit

It was MOVED and SECONDED:

R088/24: THAT Development Variance Permit DVP2024-01 be approved as recommended in the report dated June 14, 2024, from the Village Planner regarding 3185 Sunnyside Road, Anmore.

Carried Unanimously

(b) Additional Resource Requirements

The Acting CAO provided an overview of the report dated June 14, 2024.

Discussion points included:

- Opportunities to reduce tax revenue required for expanded services.

It was MOVED and SECONDED:

R089/24: THAT on-going funding for additional public works and facility related support of \$80,000 per annum be approved to be funded from accumulated operating surplus for the balance of 2024.

Carried Unanimously

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

None.

13. Mayor's Report

Mayor McEwen reported that:

- He attended the Anmore Elementary Grade 5 Leaving Ceremony and tree planting. He thanked the Garden Club and Public Works staff for their coordination.

14. Councillors Reports

Councillor Weverink reported that:

- He attended Belcarra Day on June 9
- He attended a Metro Vancouver Zero Waste Committee meeting on June 13
- Amparo Internation Wings of Hope event on June 11
- He attended the Anmore Elementary Grade 5 Leaving Ceremony and tree planting
- He attended a Renewal Development's Home Relocation and Repurposing Program Home Rescue event in Coquitlam on June 18, 2024

Councillor Trowbridge reported that:

- He attended the Canuck House Children's Hospice fundraiser on June 15

15. Chief Administrative Officer's Report

Ms. Schell commented on:

- Reminder the tax due date Tuesday, July 2
- Reminder of an Anmore South virtual workshop on June 19th from 6:30 – 8:30 pm.
- Reminder of an Anmore South Technical Open House on Tuesday, June 25, 2024 from 5-8 p.m. at the Anmore Community Hub.

16. Information Items**(a) Committees, Commissions, and Boards – Minutes**

None.

(b) General Correspondence

- Metro Vancouver Board in brief for meetings held on May 31, 2024
- Letter dated June 5, 2024 from Metro Vancouver regarding the Where Matters II - Final Report: Walkability and Greenspace Relationships with Health and Climate Change
- Letter dated June 10, 2024 from Metro Vancouver regarding the [2023 Survey of Licenced Childcare Spaces and Policies in Metro Vancouver](#)
- Letter dated June 10, 2024 from Metro Vancouver regarding a Tree Canopy Cover and Impervious Surface – 2020 Update

- Letter dated June 11, 2024 from Metro Vancouver regarding a [Tree Regulations Toolkit Update](#)

17. Public Question Period

There were no questions asked pertaining to Village business.

18. Adjournment

It was MOVED and SECONDED:

R090/24: That the meeting be adjourned at 8:12 pm.

Carried Unanimously

“Rhonda Schell”

Rhonda Schell
Corporate Officer

“John McEwen”

John McEwen
Mayor