

## REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for Tuesday, June 4, 2024  
at 7:00 p.m. in **Council Chambers** at the **Anmore Community Hub**,  
**2697 Sunnyside Road**, Anmore, BC



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### 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  
Chris Boit, Manager of Development Services  
Josh Joseph, Planner

#### 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:

R068/24: THAT the Agenda be approved as circulated.

Carried Unanimously

#### 3. Public Input

Members of the public made comments on:

- Small Scale Multi-Unit Housing legislation affect on existing RS1 zoned properties
- Pinnacle Ridge Hillside – OCP Amendment Application, public input, tree removal, and lot sizes

#### 4. Delegations

None.

**5. Adoption of Minutes****(a) Minutes of the Regular Council Meeting held on May 7, 2024**

It was MOVED and SECONDED:

R069/24: THAT the Minutes of the Regular Council Meeting held May 7, 2024, be adopted, as circulated.

Carried Unanimously

**6. Business Arising from Minutes**

None.

**7. Consent Agenda**

It was MOVED and SECONDED:

R070/24: THAT the Consent agenda be adopted.

Carried Unanimously

**(a) Release of Resolution from In-Camera Meeting**

At the May 7, 2024 In-Camera Meeting, Council authorized the release of the following resolution to a future open Council meeting.

“THAT staff be directed to provide a summary report(s) of housing legislation and coach house requirements to an open meeting for Council’s consideration and update the Zoning Bylaw to meet Bill 44 requirements.”

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

None.

**9. Legislative Reports****(a) Bylaw 697-2024 – Zoning Bylaw Amendment – Bill 35, 44**

The Planner provided an overview and presentation of the report dated May 31, 2024. The presentation is attached and forms part of the minutes.

## Discussion Points included:

- Clarification on coach house allowances and regulations and having a scale in relation to the size of a lot to determine allowable dwellings
- Parking regulations and enforcement associated with secondary dwellings
- Emergency response implications
- Future development connection to Metro Vancouver water and sewerage
- Strata bylaws subject to the Strata Act, Local Government Act, and municipal bylaws
- Secondary suites being limited to a primary dwelling
- Building code compliance for secondary suites
- Sustainability for TransLink service in rural communities
- Prohibition to public hearings when rezoning is in compliance with the OCP
- Limiting short term rentals to either secondary dwelling or accessory dwelling

It was MOVED and SECONDED:

R071/24: THAT Council grant first, second, third and fourth reading to Anmore Zoning Bylaw Amendment Bylaw 697-2024 as amended to change all references to off street parking to 2 spaces per dwelling unit.

Carried Unanimously

**(b) Zoning Bylaw Amendment - Coach Houses**

The Manager of Development Services provided an overview of the report dated May 31, 2024.

## Discussion Points included:

- Subdivision limitations
- Stratification
- Use of garages as coach houses after inspection
- Maximum allowable size of coach houses
- Scale for lot sizes to allow for secondary dwellings

It was MOVED and SECONDED:

R072/24: THAT staff be directed to bring forward a Zoning Amendment Bylaw for Council's consideration as outlined in the report date May 31, 2024 from the Manager of Development Services entitled "Zoning Bylaw Amendment – Coach House".

Carried Unanimously

**(c) Anmore Community Hub – Facility Rentals for Meetings**

The Chief Administrative Officer provided an overview of the report dated May 31, 2024.

Discussion Points included:

- Organizations and businesses can seek facility rental approval for use outside of the policy as a delegation
- Incremental policy and Fees and Charges Bylaw reviews
- Potential and implications of having residential rates
- Concern regarding independent access to the building when staff is not present

It was MOVED and SECONDED:

R073/24: THAT Facility Rentals Policy No. 53 and Anmore Community Spirit Park Policy No. 39 be rescinded; and,

THAT Facility Rentals for Meetings Policy No. 78 be approved; and,

As amended to remove evening and weekend rentals, to allow for organizations and businesses to seek facility rental approval through a delegation to council, that the policy, fees, and charges be reviewed by the end of October 2024, and that Elections BC be approved to rent the facility outside of regular operating hours.

THAT a budget of \$6,000 be approved for standby and on call staff costs for facility use; and,

THAT first, second, and third reading be given to Anmore Fees and Charges Bylaw Amendment Bylaw No. 698-2024

Carried Unanimously

**10. Unfinished Business**

None.

**11. New Business****(a) UBCM Meeting Requests**

It was MOVED and SECONDED:

R074/24: THAT staff be directed to request the following Minister meeting requests at the 2024 UBCM Convention scheduled for September 16 – 20, 2024:

Minister of Transportation regarding connectivity and transportation throughout the region.

Carried Unanimously

**(b) Committee Recommendations**

The Chief Administrative Office provided an overview of the report dated May 31, 2024.

It was MOVED and SECONDED:

R075/24: That the report dated May 31, 2024 entitled “Council Committee Recommendations” prepared by the Chief Administrative Officer be received for information.

Carried Unanimously

**(c) Pinnacle Ridge Hillside – OCP Amendment Application**

The Manager of Development Services provided an overview of the report dated May 31, 2024, that indicated this application was in alignment with the OCP and an amendment was not required.

Discussion Points included:

- Existing single-family dwellings subject to Bill 44
- Alignment with OCP
- Charlotte Crescent roadway extension
- Septic provision to be discussed at the rezoning stage and approved by external agencies
- Density requirements for fiscal responsibility
- Housing types and density
- Public engagement opportunities through rezoning process

- CD Zoning purpose

It was MOVED and SECONDED:

R076/24: THAT an Official Community Plan Bylaw Amendment based on the December 2023 Pinnacle Ridge Hillside application be drafted and brought forward for consideration for first reading.

Motion Failed  
 Opposed Councillor Trowbridge  
 Opposed Councillor Krier  
 Opposed Councillor Weverink  
 Opposed Councillor Richardson

It was MOVED and SECONDED:

R077/24: THAT Staff be directed to bring forward a rezoning amendment bylaw, including housing type and density, for Council’s consideration in relation to the Pinnacle Ridge Hillside application.

Carried  
 Opposed Mayor McEwen

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

None.

**13. Mayor’s Report**

Mayor McEwen reported that:

- He attended PoCo May Days on May 11
- He attended the Tri Cities Chamber of Commerce Economic Summit on May 14
- He attended a Welcome Pole brushing ceremony at təmtəmíxʷtən (Belcarra Regional Park) on May 15
- He attended the Eagle Mountain Middle School Entrepreneur Fair on May 28
- The Garden Club completed planting at the Anmore Community Hub on May 29 and thanked volunteers and staff
- Carmen Disiewich is retiring
- He expressed concern about fireworks and suggested potential for drone for events

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**14. Councillors Reports**

Councillor Krier reported that:

- She attended 2 Healthier Community Partnership meetings
- She participated in McHappy Day
- She attended the Tri Cities Chamber of Commerce Economic Summit Poco days
- She attended PoCo May Days
- She commended the Garden Club work at the Anmore Community Hub and thanked volunteers
- She attended a Tri-Cities Food Council meeting
- She will attend a Port Moody Town Hall meeting regarding new legislation
- She will attend a Metro Vancouver Regional Culture Committee meeting

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

Ms. Elrick commented on:

- Tax notices have been mailed, payment due date is July 2
- Anmore South Engagement Workshops on June 12, 13, and 19

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

None.

**(b) General Correspondence**

- Letter dated May 9, 2024 from UBCM regarding the 2023 CEPF grant for the Anmore Emergency Operations Centre

**17. Public Question Period**

Members of the public asked questions regarding:

- Bylaw Enforcement Officer vacancy and hours of enforcement
- Legislation regarding short term rentals
- Traffic infractions and safety
- Acknowledgement of BC Seniors Week
- Administrative correction on the Village website

**18. Adjournment**

It was MOVED and SECONDED:

R078/24: That the meeting be adjourned at 9:39 pm.

Carried Unanimously

**“Rhonda Schell”**

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Rhonda Schell  
Corporate Officer

**“John McEwen”**

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John McEwen  
Mayor