

## REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for Tuesday, September 10, 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 Kim Trowbridge  
Councillor Doug Richardson  
Councillor Polly Krier  
Councillor Paul Weverink

### ABSENT

### OTHERS PRESENT

Rhonda Schell, Acting CAO/Manager of Corporate Services  
Chris Boit, Manager of Development Services  
Josh Joseph, Planner  
Jas Rattan, Corporate Services Clerk

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#### 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:

R102/24: THAT the Agenda be approved as circulated.

Carried Unanimously

#### 3. Public Input

Members of the public made comments on:

- Support for the renaming of Spirit Park
- Amending the wording of the plaque accompanying Dr. Hal Weinberg's photo installation

**4. Delegations**

None.

**5. Adoption of Minutes****(a) Minutes of the Regular Council Meeting held on July 16, 2024**

It was MOVED and SECONDED:

R103/24: THAT the Minutes of the Regular Council Meeting held July 16, 2024, be adopted, as circulated.

Carried Unanimously

**6. Business Arising from Minutes**

None.

**7. Consent Agenda**

Items (a)(i) and (b) were removed for consideration.

It was MOVED and SECONDED:

R104/24: THAT the Consent agenda be adopted.

Carried Unanimously

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

(ii) At the September 5, 2024 In-Camera Meeting, Council authorized the release of the following resolutions to a future open Council meeting.

“THAT staff be directed to write a letter to the Village of Belcarra in response to their request for a service review and that this letter, along with the letter from the Ministry of Municipal Affairs to the Village of Belcarra, be added to the consent agenda at the next Regular Council Meeting.”

**(c) Letter dated September 6, 2024 to the Village of Belcarra regarding the Sasamat Volunteer Fire Department, attached.**

**(d) Metro 2050 Type 3 Proposed Amendment – City of Surrey (7880 128 St)**

Recommendation: THAT the communication dated August 20, 2024 from Metro Vancouver regarding Metro 2050 Type 3 Proposed Amendment – City of Surrey (7880 128 St), be received for information.

**(e) Local Government Climate Action Program Survey Report**

Recommendation: THAT the Anmore Local Government Climate Action Program Survey Report generated on July 30, 2024, be received for information.

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

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

Discussion points included:

- Amending the wording of the plaque accompanying Dr. Hal Weinberg's photo installation

(i) At the July 16, 2024 In-Camera Meeting, Council authorized the release of the following resolutions to a future open Council meeting.

“THAT Council appoint Nancy Maloney to the Public Safety Committee.”

“THAT former Mayor Hal Weinberg be honoured by the Village of Anmore in the following ways:

1. A review of the Dr. Hal Weinberg Scholarship Fund be conducted to include the following:
  - a. Establishment of clear guidelines with a focus on Anmore community contribution criteria
  - b. Recommendations on increase of the annual scholarship amount to \$3,000 to be included in the 2025 budget for consideration
2. Rename “Spirit Park” to “Dr. Hal Weinberg Spirit Park” and to bring forward a budget allocation of \$2,000 to include signage updates and event celebration to an open Council meeting for Council's consideration.
3. A photo installation of Dr. Hal Weinberg receiving the Order of British Columbia on canvas be installed at the Anmore Community Hub with an accompanying plaque to state Order of British Columbia recipient and Mayor of the Village of Anmore with dates that he served as mayor as well as date of birth and date of death and to bring forward a budget allocation of \$1,000 to an open Council meeting for consideration.”

It was MOVED and SECONDED:

- R105/24: THAT staff be directed to conduct a review of the Dr. Hal Weinberg Scholarship Fund and establish clear guidelines with a focus on Anmore community contribution criteria and that the budget for the scholarship be increased to \$3,000 annually, starting in 2025; and,
- THAT staff be directed to rename “Spirit Park” to “Dr. Hal Weinberg Spirit Park” and up to \$2,000 be allocated for signage updates and an event celebration, to be funded from operating surplus; and,
- THAT staff be directed to install a photo of Dr. Hal Weinberg receiving the Order of British Columbia on canvas at the Anmore Community Hub with an accompanying plaque to state Order of British Columbia recipient and Mayor of the Village of Anmore with dates that he served as mayor as well as date of birth and date of death and up to \$1,000 be allocated for the photo installation, to be funded from operating surplus; as amended, to expand on the plaque to include the following quote: "Hal Weinberg, founding Mayor of Anmore and visionary, whose innovative spirit, love of collaboration and belief in diversity helped shape this community."

Carried Unanimously

**(b) Letter dated July 31, 2024 from the Ministry of Municipal Services to the Village of Belcarra regarding the Sasamat Volunteer Fire Department, attached.**

Discussion points included:

- Councillor Weverink, Mayor McEwen and Councillor Trowbridge provided an update from the SVFD board of trustees providing context to the letter attached to the agenda
- The letter was received for information

## 9. Legislative Reports

### (a) **2860 Sunnyside Road Zoning Amendment – Bylaw No. 667-2023**

The Manager of Development Services provided an overview of the memo and report dated January 6, 2023, and noted the bylaw is now before Council as the proponent has fulfilled the requirements to complete the subdivision.

It was MOVED and SECONDED:

R106/24: THAT Council adopt Anmore Zoning Amendment Bylaw No. 667-2023.

Carried Unanimously

### (b) **Pinnacle Ridge Rezoning Application – Bylaw No. 699-2024**

The Planner provided an overview of the report dated September 6, 2024. The presentation is attached and forms part of the minutes.

Discussion points included:

- Financial sustainability of the development
- Lot coverage and floor area ratio
- Stormwater retention
- Clarifications regarding the proposed road extensions/dedications
- Challenges surrounding the site

It was MOVED and SECONDED:

R107/24: THAT Anmore Zoning Amendment Bylaw No. 699-2024, be given first reading; and,

THAT Bylaw No. 699-2024 be referred to the Advisory Planning Commission and Committee of the Whole with the following items for discussion: Community Amenity Contributions, public engagement strategy, financial sustainability and other topics staff believe to be important for community discussion; and,

THAT staff bring forward a Community Engagement Plan in relation to the rezoning of Pinnacle Ridge Hillside Development.

Carried Unanimously

**10. Unfinished Business**

None.

**11. New Business****(a) Website Redevelopment Preview**

The Manager of Corporate Services provided a verbal update on the website redevelopment project.

**(b) EDMA Update – Indigenous Engagement Requirements**

The Manager of Corporate Services provided an overview of the report dated September 6, 2024.

It was MOVED and SECONDED:

R108/24: THAT staff be directed to engage a consultant at a cost of up to \$40,000, to be funded by the Indigenous Engagement Requirement grant to meet the objectives of the IER funding program.

Carried Unanimously

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

None.

**13. Mayor's Report**

Mayor McEwen reported that:

- He attended the SVFD trustees meeting on September 19, 2024
- He attended Ma Murray Day
- He congratulated Julie Mitten on the Community Spirit Award
- He reminded residents of the 1<sup>st</sup> Anmore Scouts Adult Bingo night fundraiser
- He plans on meeting with BC Hydro to discuss SVFD funding to service Buntzen Lake
- He will attend the 2024 UBCM convention
- He raised concerns about cell coverage in the Village

#### 14. Councillors Reports

Councillor Krier reported that:

- She will attend the 2024 UBCM convention
- She thanked staff and volunteers for their work on Ma Murray Days
- She congratulated Julie Mitten on the Community Sprit Award
- She attended a Tri-Cities Food Council meeting
- She toured the SeaBus

Councillor Weverink reported that:

- He attended a Zero Waste meeting. He informed residents that Metro Vancouver is seeking feedback on the Solid Waste Management Plan and encouraged residents to participate by visiting the Metro Vancouver engagement website.
- He will attend the 2024 UBCM convention
- He congratulated Julie Mitten on the Community Spirit Award
- He mentioned that Anmore was recognized for good financial management
- He attended the SVFD trustee meeting
- He attended Ma Murray Day
- He asked about the potential for fireworks in the Village. The CAO will provide an update at the next council meeting. Councillor Richardson then asked about drone shows as an alternative.

Councillor Richardson reported that:

- He thanked residents for attending the council meeting.

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

Ms. Schell reported that:

- The Public Safety Committee meeting has been cancelled
- She congratulated Julie Mitten on the Community Spirit Award
- She thanked staff for their work on Ma Murray Day
- There might be traffic delays accessing Buntzen Lake due to BC Hydro work
- She requested an update from the Manager of Development Services who reported that:
  - Grass will be installed on the multi-use pathway on Sunnyside Road
  - The bus shelter installation is moving forward
  - They are moving forward with the operational yard upgrades
  - They are looking at upgrades to the Village Hall – including sound dampening
  - BC Hydro is working on upgrades at Buntzen Lake

**16. Information Items**

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

**(b) General Correspondence**

- Letter dated July 22, 2024 from Metro Vancouver regarding the report titled “BC Utilities Commission Decisions and Local Government Interests in the Energy Transition”
- Letter dated July 22, 2024 from Metro Vancouver regarding Metro Vancouver’s Solid Waste Management Plan Update
- Letter dated August 1, 2024 from the Office of the Fire Commissioner regarding the new Fire Safety Act
- Letter dated August 23, 2024 from the Canada Community-Building Fund regarding the first Community Works Fund payment for 2024/2025

**17. Public Question Period**

None.

**18. Adjournment**

It was MOVED and SECONDED:

R109/24: That the meeting be adjourned at 8:22 pm.

Carried Unanimously

**“Rhonda Schell”**

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Rhonda Schell  
Corporate Officer

**“John McEwen”**

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John McEwen  
Mayor





# **Village of Anmore Report to Council Bylaw No. 699-2024 – Zoning Bylaw Amendment (Pinnacle Ridge)**

SEPTEMBER 10TH, 2024



# Agenda

- PURPOSE/INTRODUCTION
- BACKGROUND
- DISCUSSION
- COMMUNITY AMENITIES
- SITE SERVICING
- SITE CONTEXT AND TECHNICAL STUDIES
- PROPOSED ZONING AMENDMENTS
- LEGISLATIVE COMPLIANCE
- RECOMMENDED OPTION



# Purpose

- To provide council with an introduction to the rezoning application for the pinnacle ridge hillside development lands (pinnacle ridge)



# Background

## June 2024:

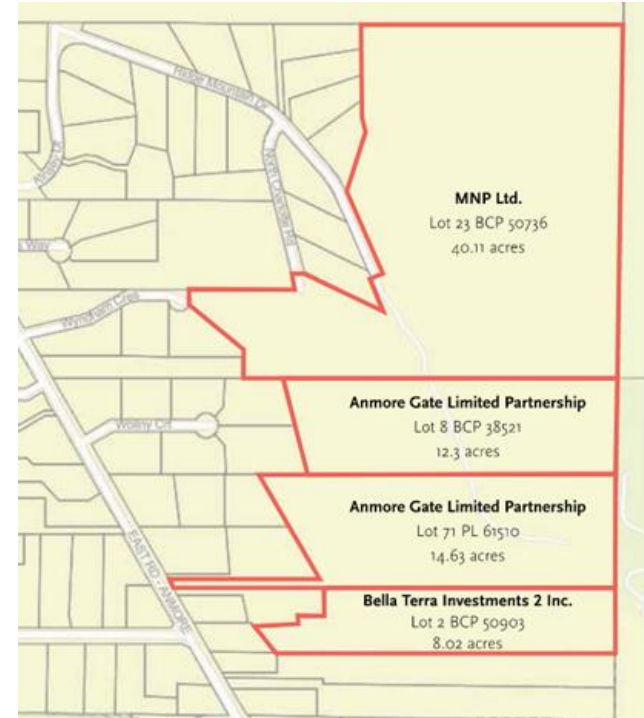
Council determined that the pinnacle ridge OCP amendment application and proposed development was consistent with the OCP (policy RLU-8 – 1.8lots/acre for new CD zones within hillside residential)

- **Direction:** staff to bring forward a zoning amendment bylaw for council's consideration

## July 2024:

owners of pinnacle ridge submitted a rezoning application.

- **Rezoning request:** Amend Anmore Zoning Bylaw no. 568-2017
- **Current zoning:** Residential 1 (RS-1)
- **Proposed zoning:** New comprehensive development (CD) zone
- **Subject lands:** Four parcels of Pinnacle Ridge





# Discussion:

## Zoning Amendment Bylaw 699-2024

### PROPOSED LAND USE PLAN

- Development proposal changes include minor alterations to site plan and an increase in total dwelling units from 261 units to 269 units
- Site area: ~75 acres.

### HOUSING MIX:

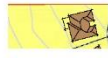
- 51 single-family dwelling units
- 46 semi-detached dwelling units
- 172 townhouses and stacked townhouses

### DENSITY:

1.25 lots per acre

3.6 units per acre

Single family homes



Semi-detached homes



Townhomes



Stacked townhomes



Green Space and Trails



Road

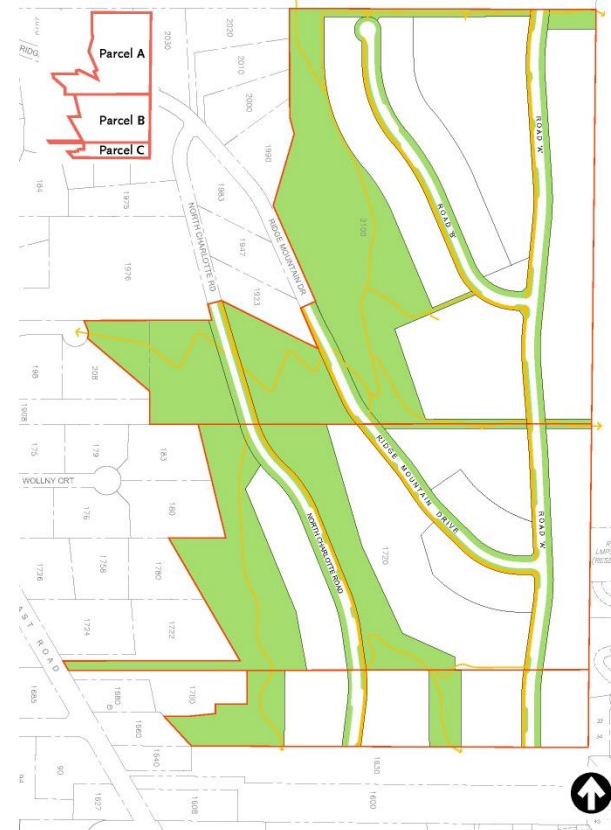




# Community Amenities

## OPEN SPACE AND TRAILS

- 25.7 acres (34% of total site) dedicated as parkland
- **POLICY RLU-11 (OCP):**
  - Provision of trails, pathways, open space or sensitive environmental areas
  - Exceeds 30% amenity contribution for cd zones
- **POLICY P&TLU-6 (OCP):**
  - Supports primary and secondary priorities for parkland dedication:
    1. Provision of trails and pathways
    2. Preservation of natural habitat





## Road Dedication

### OCP POLICY T-16:

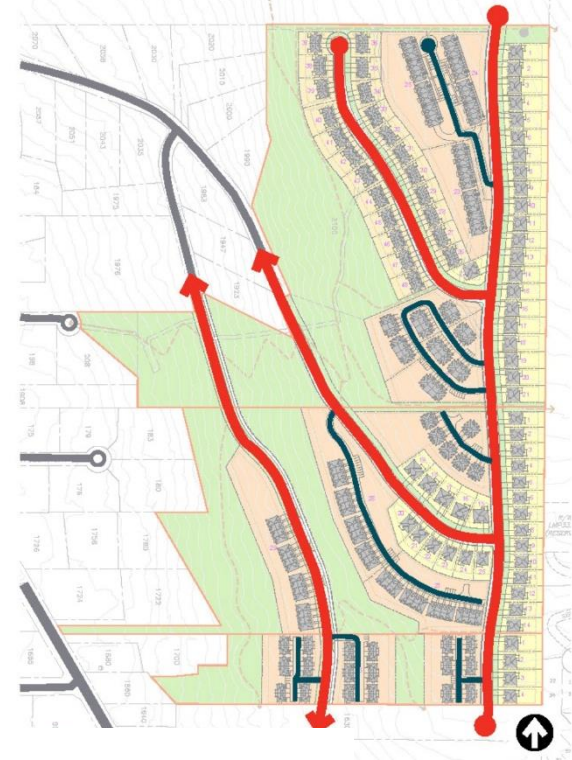
- North charlotte road extension:
  - Proposed extension towards charlotte crescent to the south as a minor collector road




### RIDGE MOUNTAIN DRIVE EXTENSION:

- Extends east to new road dedications (road A and road B)
- Potential extension to lands beyond to the north and south

### PUBLIC ROAD RIGHT-OF-WAY FEATURES:

- Multi-use pathways along roads
- 114 parallel parking spaces



- Existing road 
- Proposed public road 
- Proposed strata road 



## Landscape & Architectural Guidelines

### **ARCHITECTURAL DESIGN PRINCIPLES:**

- Reflects Anmore's semi-rural character
- Contemporary with upscale modern, craftsman, and French country elements
- Uses traditional materials, natural light, and textures that blend with the environment

### **REGULATION:**

- Statutory building scheme to regulate the architectural and landscaping guidelines
- Protective covenant: establish an Environmental Management Area (EMA)

### **RECOMMENDATION:**

- Applicant provide further studies relating to tree management and fuel loads to inform the implementation of Firesmart BC principles.





# Provision of Amenities

## **PHASED DEVELOPMENT AGREEMENT (*LOCAL GOVERNMENT ACT S. 516*):**

- Phased development agreement (PDA) between Village and Landowner
- Sets terms for provision of amenities, and phasing and timing of development.
- Terms for the registration of covenants under *Land Title Acts. 219*
- Provides regulation assurances for both local governments and landowners.
- Staff intend to consult legal counsel regarding the implication of a PDA for the Pinnacle Ridge Proposal.

## **RECOMMENDATION:**

- Land dedication finalized during subdivision stage to mitigate unknown risks, costs, and liability associated with public lands prior to subdivision approval



# Site Servicing

## **POTABLE WATER SYSTEM**

- Design brief based off previous technical studies, village's water utility master plan, and data from the city of port moody.

### **Preliminary design**

- Extend existing water mains along proposed road extensions from north charlotte road and ridge mountain drive .
- Stubs at new road ends for future water main extensions.
- Detailed system design, analysis and water modeling to be provided by the applicant as the application proceeds.

### **Staff review**

- Consideration of water system capacity and resiliency for hillside developments regarding wildfire emergency preparedness.
- Staff intend to discuss alternative options with the applicant and port moody.

### **Recommendation:**

- Detailed system design, analysis and water modeling be required prior to third reading and adoption.



## SEPTIC LOCATION AND SIZING PLAN

- Preliminary site septic plan and location
- Based on housing units, size, and potential secondary suites
- Type 3 Septic Systems:
  - Individual systems for single-family lots
  - Communal systems for townhome strata lots

### **Further assessments needed:**

- Additional engineering assessments for feasibility
- Consider soil suitability, topography, hydrogeological/environmental sensitivities
- Assess potential groundwater, surface water impacts, and cumulative effects
- Fraser health authority approves systems discharging to the ground with sewage flow < 27,000 litres/day

### **Recommendation:**

- Detailed septic design/study required for communal system for site slope development before granting third reading



# Site Context & Technical Studies

## Site overview:

- Hillside development with steep slopes
- Presence of watercourses and forested areas

## Site plan design:

- Clustered development on gentle slopes to the east
- Parkland dedicated to steeper slopes
- Aims to minimize disturbances to hillside and natural environment
- Aligns with best practices for hillside development

## Technical studies:

- Preliminary studies submitted to address environmental concerns and hazards
- Further studies and assessments are required



# OVERVIEW ENVIRONMENTAL ASSESSMENT

## **Environmental conditions identified:**

- Wildlife and wildlife habitat
- Species at risk
- Ecosystems and aquatic ecosystems

## **•Regulatory considerations:**

- Several streams regulated under:
  - Water Sustainability Act
  - Riparian Areas Protection Regulation
  - Fisheries and Oceans Canada

## **•Development implications:**

- Provincial approvals and development permits needed for streams and riparian areas
- Possible minor site plan modifications in the northern parcel

## **•Recommendations:**

- Prepare a project-specific Environmental Impact Assessment (EIA) for development phases
  - Build on OEA objectives & develop detailed measures and monitoring plans to mitigate environmental impacts



## GEOTECHNICAL ASSESSMENT

### •PRELIMINARY ASSESSMENT:

- On all four parcels
- Evaluated against terrain, hydrology, and other factors

### •KEY RISKS IDENTIFIED:

- Erosion and surface washouts caused by site disturbances may cause potential debris flow downslope

### •MITIGATION MEASURES:

- Erosion and sediment control measures
- Stormwater management plan
- Village requires Erosion and Sediment Control Permits (prior to construction, excavation, and land grading)

### •SLOPE STABILITY:

- Development feasibility confirmed if recommendations incorporated into overall design
- Additional design and grading plan reviews should be conducted by a Qualified Professional

### •STAFF RECOMMENDATIONS:

- Place a covenant (Local Government Act s. 219) on title to ensure adherence to ongoing and updated geotechnical recommendations and measures



# HYDROGEOLOGICAL INVESTIGATION REPORT

## KEY FINDINGS:

### •GEOLOGICAL & SUBSURFACE CONDITIONS:

- Detailed description of soil and hydrogeological conditions

### •SEEPAGE ANALYSIS:

- Estimated no significant groundwater seepage (pooling) into excavation sites

### •GROUNDWATER IMPACT ASSESSMENT:

- Low risk of groundwater subsidence (subduction/sinking of land)
- No impacts to nearby water wells
- No significant impacts from Mossum Creek (west) and West Noons Creek (east)
- No impacts from surface water drainage features

### •RECOMMENDATIONS:

- Report recommends a Groundwater Management Plan be proposed with measures included in Erosion and Sediment Control Plan
  - Address seepage and precipitation during construction
  - Address seepage and runoff post-construction for basements
- Measures for the proposed development to be reflected in a covenant on title (LGA s.219)



## STORMWATER STRATEGY

### Technical studies

- Preliminary Storm Sewer Layout
- Detailed design and calculations will be required

### •Recommendations:

- S. 219 Covenants be placed on title for the construction, repair, maintenance and replacement of an appropriate storm water system as defined through further design and assessments.
- Include design recommendations outlined in the geotechnical site assessment

## TREE INVENTORY AND ASSESSMENT REPORT

### Recommendations

- Tree Inventory and Assessment Report prior to third reading
- Hazard trees identified and removed prior to land dedications
- Tree Retention Plan and restrictive covenant be placed on title prior to subdivision approval





# Part 9 - Proposed Zoning Bylaw CD-8

## PERMITTED USES AND MINIMUM PARCEL SIZE:

Permitted Primary Use	Permitted Secondary Uses
One Family Dwelling	Secondary Suite Accessory Buildings and Structures Home Occupation
Two-Family Dwelling	
Townhouse	
Stacked Townhouse	

Permitted Use	Minimum Parcel Size	Minimum Parcel Width
One-Family Dwelling	700 m <sup>2</sup>	18 m
Two-Family Dwelling	890 m <sup>2</sup>	24 m

## BILL 44 CONSIDERATIONS

- Does not apply to private covenants
- Statutory Building scheme to prohibit secondary suites in Two Family Dwelling and Townhouses





## BUILDING SETBACKS, SIZE AND HEIGHT

### FLOOR AREA RATIO (FAR) & HEIGHT

Permitted Use	Maximum Number per Parcel	Maximum Size	Maximum Building Height
One-Family Dwelling	1	0.60 FAR	11 m
Two-Family Dwelling	1	0.60 FAR	11 m
Townhouses	n/a	0.60 FAR	11 m
Stacked Townhouse	n/a	0.60 FAR	11 m
Accessory Buildings and Structures	1	90 m <sup>2</sup>	8 m

### SETBACKS

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	6.0 m	7.6 m	2.0 m	2.0 m
Accessory Buildings and Structures	6.0 m	7.6 m	2.0 m	2.0 m

### SITE COVERAGE

- 45% parcel coverage for one-family and two-family dwellings
- 60% parcel coverage for townhouses

Small lot sizes are required for clustered development.

Inclusion of secondary suites in the one-family dwelling units would necessitate a higher FAR and site coverage.



## **OFF-STREET PARKING**

- 0.2 visitor stalls per townhome
- 1 disabled persons parking or 1% of the total required parking for a strata lot (whichever is greater)
- Aisle, access and maneuvering standards

## **PRIVATE AND SHARED AMENITY AREA STANDARDS**

- design, location, size, maintenance for strata parcels

## **LANDSCAPING**

- Subject to existing landscaping bylaws
- requirements for front yard and overall site landscaping standards

## **WATSE COLLECTION**

- Strata parcel waste collection standards
- Access and maneuvering requirements



# Part 2 - Definitions

**Townhouse** a building containing 2 or more attached principal dwelling units characterised by individual ownership each having separate ground-oriented access.

**Stacked Townhouses** means townhouses, except that two principal dwelling(s) are arranged vertically so that dwelling(s) may be placed wholly or partially over the other dwelling. Each principal dwelling will have an individual access to outside, not necessarily at finished grade, provided that no more than two units share a corridor, steps, or path.

**Attached** means a building or structure physically connected by a common wall at least 3m in length providing internal connections to all enclosed spaces within all buildings or structures. For the purposes of this definition, buildings or structures connected solely by a roof will not be considered attached.

**Strata Parcel** means a strata parcel as defined by the Strata Property Act;



# Legislated Requirements

**Notice of Council's consideration of Bylaw 699-2024 was given prior to first reading in accordance with section 467 of the LGA.**

**\*\*All legislated requirements have been met and Council may grant first reading of the proposed Amendment Bylaw.**



# Public Engagement

## **PUBLIC ENGAGEMENT PLAN**

- Recommended given the scale of the proposed development
- Informal process and may include open houses, workshops etc.
- Provide council with insights to community needs
- Inform residents of the proposed development



# Recommended Option

1. THAT Anmore Zoning amendment Bylaw no. 699-2024, be given first reading; and,

THAT Anmore Zoning Amendment Bylaw no. 699-2024 and the development proposal be referred to the Advisory Planning Commission and Committee of the Whole with the following items for discussion: community amenity contributions, public engagement strategy, financial sustainability and other topics staff believe to be important for community discussion; and,

THAT staff bring forward a Community Engagement Plan in relation to the rezoning of Pinnacle Ridge Hillside Development.



# Questions?

