

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, October 15, 2024 at 7:00 p.m. in **Council Chambers** at the **Anmore Community Hub, 2697 Sunnyside Road, Anmore, BC**



NOTE: Written submissions directed to Council, for consideration under Public Input or Public Question Period, may be submitted to rhonda.schell@anmore.com, no later than 12:00 noon on meeting days, to be circulated to Council prior to the meeting.

This meeting's proceedings will be live streamed and available as a recorded archive on the Village's YouTube Channel: <https://www.youtube.com/@villageofanmore1199/streams>

1. Call to Order

2. Approval of the Agenda

Recommendation: THAT the Agenda be approved as circulated.

3. Public Input

**Note: To encourage civic engagement, Council welcomes your participation in the public portion of our meeting. We want to remind members of the public that matters raised here are for Council's consideration and should be constructively focused on agenda items only and not individuals. To ensure that we are providing a positive work environment in alignment with Council's Strategic Plan and the Village's Respectful Workplace Policy, we ask that Council is engaged in a manner that is respectful and productive. Please limit comments to two-minutes and save any questions for Question Period later in the meeting.*

4. Delegations

None.

5. Adoption of Minutes

(a) **Minutes of the Regular Council Meeting held on October 01, 2024**

Recommendation: THAT the Minutes of the Regular Council Meeting held October 01, 2024, be adopted, as circulated.

6. Business Arising from Minutes

None.

7. Consent Agenda

None.

8. Items Removed from the Consent Agenda**9. Legislative Reports**

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(a) Fees and Charges Bylaw Update – Anmore Community Hub – Facility Rentals

Report dated October 11, 2024, from the Chief Administrative Officer, attached.

Recommendation: THAT first, second, and third reading be given to Anmore Fees and Charges Bylaw Amendment Bylaw No. 701-2024.

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(b) Anmore South Neighbourhood Plan – Phase 2

Report dated October 11, 2024, from the Manager of Development Services, attached.

Recommendation: THAT the report entitled “Anmore South Neighbourhood Plan – Phase 2” dated October 11, 2024, by the Manager of Development Services be referred to the Committee of the Whole for further discussion and consideration relating to the land use scenarios as outlined in icona’s Phase 2 submission.

10. Unfinished Business

None.

11. New Business

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(a) Council Policy Review

Report dated October 11, 2024, from the Chief Administrative Officer, attached.

Recommendation: THAT Staff report back to Council with a policy framework for Council/Administrative categories and to conduct a review of Council policies to reaffirm or consider amendments to current policies.

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

None.

13. Mayor's Report**14. Councillors Reports****15. Chief Administrative Officer's Report****16. Information Items****(a) Committees, Commissions, and Boards – Minutes**

- Tri-Cities Healthier Communities Partnership Meeting Minutes for the meeting held April 4, 2024
- Tri-Cities Healthier Communities Partnership Meeting Agenda for the meeting held on May 23, 2024

(b) General Correspondence

- None.

17. Public Question Period

**Note: The public is permitted to ask questions of Council regarding any item pertaining to Village business. A two-minute time limit applies to speakers.*

18. Adjournment

REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for Tuesday, October 1, 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 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
- Lena Martin, Manager of Financial 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:

R110/24: THAT the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

None.

4. Delegations

None.

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on September 10, 2024

It was MOVED and SECONDED:

R111/24: THAT the Minutes of the Regular Council Meeting held September 10, 2024, be adopted, as circulated.

Carried Unanimously

6. Business Arising from Minutes

None.

7. Consent Agenda

Item (a) was removed from the consent agenda.

8. Items Removed from the Consent Agenda

(a) Letter from the Village of Belcarra dated September 26, 2024, regarding the SVFD Service Review, attached.

Mayor McEwen provided an update from the SVFD Board of Trustees regarding the cost and scope of the proposed SVFD service review.

It was MOVED and SECONDED:

R112/24: THAT the letter from the Village of Belcarra dated September 26, 2024, regarding the SVFD Service Review, be received.

Carried Unanimously

9. Legislative Reports

None.

10. Unfinished Business

None.

11. New Business**(a) Remaining 2024 Annual Events**

The Chief Administrative Officer provided an update on:

- Events budgeted and scheduled for the remainder of the year and requested direction on a fireworks display for Halloween.
- Lights to be installed on the Hub for Light up Spirit Park, to be completed by Public Works staff.

Discussion points included:

- Logistics surrounding Halloween fire works, affects on animals, prevention of smaller displays, traditions, and blocking off Ravenswood Drive.
- Other municipalities cancelling or phasing out fireworks at their events
- Events budget sufficient to host both Halloween and Light up Spirit Park in 2024
- Options to install colour changing and festive lighting on the Hub
- The Hub being made available to the public during events
- Logistics and planning surrounding the Light up Spirit Park event

It was MOVED and SECONDED:

R113/24: THAT the Village host a Halloween event to include fireworks display for a cost of up to \$3500 and that Ravenswood Drive, Alder Way, Maple Court, and Birch Wynd be blocked off for the duration of the event.

Carried Unanimously

It was MOVED and SECONDED:

R114/24: THAT the Village proceed with the 2024 Light up Spirit Park event.

Carried Unanimously

(b) Anmore Community Hub – Facility Rentals Update

The CAO provided an overview of the report dated September 27, 2024.

Discussion points included:

- Lack of facility manager to oversee social events
- Requirements for increased parking to host larger events
- Strata councils use of the Hub for annual general meetings
- Approval of phased approach
- Activities that charge participation fee requiring a business licence
- Insurance requirements
- Challenges to manage resident vs. non-resident fee
- Opportunities to make the Hub more usable for the community

It was MOVED and SECONDED:

R115/24: THAT Facility Rentals for Meetings Policy No. 78 be amended to include the provision for allowable use on evenings from 3 p.m. – 9 p.m., as available, and on weekends from 9 a.m. to 9 p.m., as available, as outlined in the amended Facility Rentals for Meetings Policy No. 78 attached to the agenda of the October 1, 2024 Regular Council Meeting, as amended to define a new User Group type for Anmore Strata Councils and that this user group not be charged a facility rental fee to conduct annual general meetings.

R116/24: THAT Community Volunteer Groups Anmore Garden Club, Anmore Youth Group (under the Community Engagement, Culture, and Inclusion Committee), Anmore Scouts, and Sasamat Volunteer Fire Department be affirmed as approved for the purpose of facility rentals.

Carried Unanimously

(c) Delegation of Development Permits and Minor Variance Permits

The Planner provided an overview of the report dated September 27, 2024.

Discussion points included:

- Clarification on the definition of minor development variance permits would be provided through a proposed bylaw
- Reasoning to transfer authority to grant DP's and DVP's to staff and that it is standard practice among most municipalities

It was MOVED and SECONDED:

R117/24: THAT Staff be directed to draft bylaws to amend Delegation of Authority Bylaw No. 615-2020 and Development Procedures Bylaw No. 553-2016 to delegate authority to grant Development Permits and Minor Development Variance Permits (DVPs) to the Chief Administrative Officer.

Carried
Opposed Councillor Richardson

(d) Advanced Voting Opportunities Costs

The Manager of Corporate Services provided an overview of the report dated September 27, 2024.

Discussion points included:

- Timelines for sending and receiving ballots
- Importance of large voter turnout
- Concerns about the cost-benefit of allowing advanced voting opportunities
- Clarifications regarding the mail-in ballot process

It was MOVED and SECONDED:

R118/24: THAT the October 1, 2024 Advanced Voting Opportunities Costs report be received for information.

Carried Unanimously

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

At the September 25, 2024 Committee of the Whole meeting, recommendations were made to amend Zoning Bylaw 568-2017.

It was MOVED and SECONDED:

R119/24: THAT Council endorse the recommendations in the draft minutes of the Committee of the Whole meeting held on September 25, 2024, as attached to the October 1, 2024 agenda under item 16 (a).

Carried Unanimously

13. Mayor's Report

Mayor McEwen reported that:

- Cell service in the Village has diminished, Telus and Rogers should be contacted
- He attended the 1st Anmore Scouts Adult Bingo event
- He attended a Metro Vancouver Council of Councils meeting on September 14th
- He attended the UBCM convention and met with BC Hydro
- He toured the TransMountain Pipeline (TMX) Westridge Marine Terminal in Burnaby.
- He attended a Committee of the Whole meeting on September 25th
- He attended the Tri-Cities Chamber of Commerce Mayor's BBQ on September 26th

14. Councillors Reports

Councillor Krier reported that:

- She attended the UBCM convention and met with BC Hydro
- She will be looking into Fortis BC grants
- She attended a Foundry meeting
- She attended a Committee of the Whole meeting on September 25th
- She attended the Metro Vancouver Council of Councils meeting
- She will chair the CECL committee meeting on October 3rd
- She has a prayer breakfast on Saturday
- She attended the Tri-Cities Chamber of Commerce Mayor's BBQ
- She attended the Rotary 25th anniversary party

Councillor Weverink reported that:

- He attended the UBCM convention and had discussion with Minister Fleming regarding a regional transportation plan

15. Chief Administrative Officer's Report

Ms. Elrick commented on:

- Reminded people to slow down during school hours and after dark
- Email notification is a much more user-friendly platform and invited the public to sign up or check with the Village if they have stopped receiving the resident notification

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

- DRAFT Committee of the Whole minutes for meeting held on September 25, 2024.

(b) General Correspondence

- Email dated September 25, 2024 from the Ministry of Children and Family Development regarding Foster Family Month.

17. Public Question Period

Members of the public asked questions regarding:

- Agenda items and cancellation of committee meetings
- Naloxone availability during community events
- Use of the Hub for cold weather events
- Affects of tree root removal on sloped areas

18. Adjournment

It was MOVED and SECONDED:

R120/24: That the meeting be adjourned at 8:49 p.m.

Carried Unanimously

Rhonda Schell
Corporate Officer

John McEwen
Mayor



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: October 11, 2024 File Number: 3900-30
Submitted by: Karen Elrick, Chief Administrative Officer
Subject: Fees and Charges Bylaw Update - Anmore Community Hub –
Facility Rentals

Purpose / Introduction

To provide an update to Anmore Fees and Charges Bylaw related to Anmore Community Hub Facility Rentals.

Recommended Option

THAT first, second, and third reading be given to Anmore Fees and Charges Bylaw Amendment Bylaw No. 701-2024.

Background

At the October 1, 2024 Regular Council Meeting, Council provided direction to staff to update the fees related to facility rentals to include a once per year no charge rental for Village of Anmore Strata Council for the purpose of conducting their Annual General Meeting (AGM).

Discussion

Facilities Rentals for Meetings Policy No. 78 has been updated to include a new user group category of Strata AGM defined as a Village of Anmore Strata Council Annual General Meeting. The Fees and Charges Bylaw Amendment Bylaw for Council's consideration applies the no charge fee for this meeting type.

Financial Implications

No income will be generated from this rental category.

Report/Recommendation to Council

Fees and Charges Bylaw Update - Anmore Community Hub – Facility Rentals

October 11, 2024

Options

1. THAT first, second, and third reading be given to Anmore Fees and Charges Bylaw Amendment Bylaw No. 701-2024.


(recommended)

OR

1. THAT the proposed Anmore Fees and Charges Bylaw Amendment Bylaw not be considered at this time.

Attachments:

1. Anmore Fees and Charges Bylaw Amendment Bylaw No. 701-2024

Prepared by:
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Karen Elrick Chief Administrative Officer

VILLAGE OF ANMORE

BYLAW NO. 701-2024

A bylaw to amend Anmore Fees and Charges Bylaw No. 608-2019

WHEREAS section 194 of the Community Charter, S.B.C., 2003, authorizes municipalities, by bylaw, to impose fees and charges for the provision of various services and/or information;

AND WHEREAS the Local Government Act authorizes a local government to amend its bylaws from time to time;

NOW THEREFORE the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

- 1. That this bylaw may be cited for all purposes as "Anmore Fees and Charges Bylaw Amendment Bylaw No. 701-2024".
- 2. That Anmore Fees and Charges Bylaw No. 608-2019 be amended as follows:
 - a) The category of Community Volunteer Group under Facility Rentals under General Administration and Corporate Services of Schedule A be amended to Community Volunteer Group / Strata AGM.
- 3. Anmore Fees and Charges Bylaw, No. 608-2019, as amended, is hereby amended accordingly.

READ a first time the		day of , 2024
READ a second time the		day of 2024
READ a third time the		day of 2024
ADOPTED the		day of , 2024

MAYOR

CORPORATE OFFICER

Report to Council

Anmore South Neighbourhood Plan – Phase 2

October 11, 2024

Council Agenda Information Regular Council October 15, 2024

VILLAGE OF ANMORE

REPORT TO COUNCIL



Date: October 11, 2024 File No. 6480-20
 Submitted by: C. Boit, P.Eng, Manager of Development Services
 Subject: Anmore South Neighbourhood Plan – Phase 2

Purpose / Introduction

To provide Council with an overview of the land use scenario options and how they were developed, seek direction for Council to schedule a Committee of the Whole in order to facilitate discussion on the three land use scenario options, and to provide Council an opportunity to provide input on Phase 2 community engagement to support development of a preferred land use option.

Recommended Option

THAT the report entitled “Anmore South Neighbourhood Plan – Phase 2” dated October 11, 2024, by the Manager of Development Services be referred to the Committee of the Whole for further discussion and consideration relating to the land use scenarios as outlined in icona’s Phase 2 submission.

Background

In March 2024, icona (the “Applicant”) began the process of creating a Neighbourhood Plan (NP) for Anmore South using the Neighbourhood Plan’s Terms of Reference (ToR) (Attachment 1) as approved by Council. The ToR outline each phase and the corresponding tasks that must be completed to ensure a structured and transparent process. The ToR also ensure that the planning process adheres to the Official Community Plan, as well as the Village’s goals and regulatory requirements. Phase 1 of the ToR is complete, and the planning process is currently in Phase 2, which involves the development of land use scenario options for consideration.

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Anmore South Neighbourhood Plan – Phase 2

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Phase 1 of the process focused on technical due diligence and community engagement. A comprehensive summary of what was learned entitled *"Anmore South OCP Amendment Application & Neighbourhood Plan Community Engagement Phase 1 Summary Report"* completed by Mickelson Consulting Inc, July 16, 2024, can be found on the Anmore South project page at [HaveYourSayAnmore.com](https://www.haveyoursayanmore.com).

As outlined in Phase 2 of the ToR, the Applicant has developed and submitted preliminary land use scenarios, which were informed by the technical assessments and community engagement conducted during Phase 1. The Applicant created three land use scenarios, each including corresponding objectives, statistical summaries, such as density and population projections, and proposed neighbourhood amenities. The following is a summary of the information provided in the Applicant's Anmore South Phase 2: Draft Land Use Options - Sept 13, 2024 (Attachment 2).

Comparing the Land Use Scenario Options

The Applicant submitted three land use scenario options to illustrate how the site can be developed with different densities, along with the impacts on the level of amenities, such as parks and natural areas, commercial space, and community facilities. In its report, icona notes the following about the presented land use scenarios: "Rooted in principles of sustainability, the Land Use Options each present a mixed-use neighbourhood set within the forest - structured according to walkable neighbourhoods, connected parks and trails, offering civic destinations in support of a full range of housing forms."

All three land use scenarios reflect the following:

- A diversity of housing forms, including the potential for non-market rental housing
- Dedicated parks and natural areas, including a network of trails
- Opportunities for local shops and services
- Opportunities for community facilities
- Active transportation and traffic considerations

The biophysical conditions, such as topography and environmentally sensitive areas, on the Anmore South lands are a major design driver and produce some constraints related to placement of infrastructure. This results in the primary source of commonality between the three land use scenarios presented. The land is generally a hillside, rising 150 metres from the southwest to northeast corner. The parcel is intersected by Doctor's Creek, Schoolhouse Creek

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and their tributaries, with incised ravines, aquatic and riparian habitat that is unsuitable for development.

Responding to the terrain while minimizing creek crossing impacts, all three land use scenario options share a common street network to optimize access and walkability while meeting municipal road standards. The neighbourhood is accessed from Sunnyside Road via an Upper Collector Loop through the northern half of the neighbourhood, and a Lower Collector Loop through the south. All three concepts also provide new local street connections from First Avenue and from the end of Fern Drive through the future Cordovado development east of Anmore South.

The land use scenarios propose a neighbourhood structure organized into three topographic levels—Upper, Main, and Lower—each with different characteristics but designed to maintain a walkable environment and access to natural open space. The street network is planned to link these levels efficiently, with pedestrian sidewalks, cycling routes, and planted boulevards to provide separation for people who walk/bike from vehicles on the road which together promote active transportation. The Applicant intends to maintain existing alignments and forest buffers along Sunnyside Road to minimize visual impacts.

Each of the land use scenario options presents a central neighbourhood area that includes local shops, services, a community recreation centre and public gathering spaces. These areas are intended to meet the needs of residents and provide community amenities within a central location.

In response to community input related to reducing overall density, icona has developed two additional land use scenarios, along with the scenario presented as part of the OCP amendment application, to show the trade-offs that stem from reduced density. The housing mix across all scenarios includes ground-oriented homes, with a mix of single detached, duplexes, and townhouse styles, and apartment units with buildings limited to six storeys. All three scenarios also protect sensitive ecological areas and provide more than the minimum amount of natural conservation space required for riparian areas.

The housing mix in Options 2 and 3 (additional options) shifts to more ground-oriented townhomes requiring a larger development land base. With a more land-intensive housing mix, less total area is available for additional neighbourhood parks and retained forest, while still providing parks, recreation facilities, community gathering spaces, and retail shops and

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Anmore South Neighbourhood Plan – Phase 2

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services. The two additional options also consider the proposed recreation facility being privately operated as a community club, which addresses community concerns about paying taxes for recreation services.

In addition, the conservation framework in all scenarios identifies key environmental features, including streams and riparian habitats, which are protected through a network of parks, greenways, and natural areas.

Overall, these land use scenarios aim to provide a range of residential densities, and the resulting impacts and opportunities the different density options bring while considering the topography, natural features, and community amenities and infrastructure needs of the Anmore South area. Each scenario presented includes the connection of regional sewer and water to Anmore.

Option 1 Foundation (OCP Amendment Application)

This option most closely reflects what was presented to Council and the community in Phase 1. Some members of the community supported this higher density option – or higher – in order to protect the maximum amount of natural area. Consistent with the OCP Amendment Application, Option 1 provides a local street connection from Crystal Creek Drive into the Anmore South Neighbourhood. It has the highest density, resulting in the smallest residential development footprint, which accommodates the largest natural conservation area, and the largest areas for commercial space, neighbourhood parks/amenities and recreation facilities.

Option 2 Balanced

This option reflects input from some members of the community indicating a preference for lower density and a shift to more ground-oriented townhomes, as well as single-detached homes. In exploring an alternative interface with Crystal Creek Drive, Option 2 removes the connecting local street and provides new single-family detached homes fronting onto Crystal Creek Drive instead. This option is a middle ground, with reduced density and a larger development footprint compared to Option 1, which results in less natural conservation area, less park/amenity space and smaller areas for commercial space and recreation facilities than Option 1. The recreation facility could be a municipal facility (funded through taxation) or a community club with an opt-in option for all Anmore residents, which would be run as a private business.

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Option 3 Essential

Option 3 provides the lowest density to reflect input from some members of the community requesting fewer homes overall and a higher percentage of ground-oriented housing. This level of density is the minimum density required to make servicing the development feasible. Option 3 provides a third alternative for Crystal Creek Drive – a local cul-de-sac with fronting homes accessed from within Anmore South. It has the lowest percentage of natural conservation area, as well as less neighbourhood park space and fewer park amenities, less commercial space, and a smaller recreation facility that would be operated as a community club with an opt-in option for all Anmore residents, rather than a municipal facility funded through taxation.

Baseline (Status Quo) – Current Zoning

The property is already zoned for development as an RS-1 residential zone, which allows for one-acre lots with one primary single-detached home, one secondary suite and one coach house. This current zoning is not one of the land use scenarios being proposed by the Applicant; however, it is included for comparison purposes. The existing zoning is consistent with input from some members who indicated the desire to not amend the OCP and a preference to maintain the current character and zoning of the Village.

The Applicant's report also includes a statistical analysis comparing each of the land use scenario options. While the Applicant's submission includes some information related to transportation, finance and servicing, the detailed assessments have not been conducted, submitted, and reviewed by staff, which is scheduled for Phase 3.

Next Steps

During Phase 2, it would be beneficial to the NP process for Council to provide feedback on the preliminary land use scenarios developed by the Applicant. This information is essential for the development of a preferred land use plan that would be used as the basis for Phase 3, which includes detailed technical studies.

1. Committee of the Whole Meeting

Staff recommends that Council meet as Committee of the Whole (CoW) to discuss the preliminary land use scenarios in more detail with the Applicant and staff. The CoW could be conducted as a facilitated workshop, which would provide an opportunity for Council to discuss the concepts in detail and ask questions of staff and the Applicant, which may help

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Anmore South Neighbourhood Plan – Phase 2

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provide clarity and understanding of the process and the Applicant's vision for the land. The resulting resolutions from this meeting could be brought back to a future Council meeting, to provide the direction required for Phase 3.

The proposed discussion topics for the CoW include:

Review and Provide Feedback on the Preliminary Land Use Scenarios:

- Consider and provide feedback on the housing mix, parks, natural areas, community amenities, commercial space and transportation networks for the baseline and each scenario and their alignment with Phase 1 outcomes, Council's Strategic Plan, and objectives for Anmore South.
- Review and provide feedback on the initial visioning images included with the Applicant's report.
- Assess and seek clarification on how Phase 1 community input and technical studies have been incorporated into the three scenarios.

Request Further Revisions (if needed)

Council may wish to request additional modifications to the proposed land use scenarios prior to community engagement and providing direction on a preferred land use scenario. It should be noted that detailed evaluations and technical studies are scheduled for Phase 3, when a preferred land use plan is determined.

Council may also want to provide direction on which land use scenario options are presented as part of the Phase 2 community engagement.

Provide Direction on Phase 2 Community Engagement

As part of the CoW discussion, Council would provide direction on the feedback it would like from the community related to the land use scenario elements that would help with its decision making on a preferred land use plan for Phase 3. The community engagement tools and timing in Phase 2 will depend on the content and identified outcomes that Council would like addressed. Based on community input in Phase 1, it is recognized that there is significant interest in the more detailed information that will come from key studies in Phase 3, such as transportation impacts and mitigation options, financial/tax impacts, and servicing requirements. As a result, more comprehensive community engagement is anticipated in Phase 3.

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2. Provide Direction on the Preferred Land Use Elements

Phase 2 is a critical step to determine the final elements for a preferred land use plan in Phase 3, which is required before the final, more detailed technical assessments are completed. The feedback from Council and the community collected in Phase 2 will directly inform Phase 3, where a preferred land use plan will be developed by selecting and refining elements from these scenarios, ensuring that this plan aligns with the Council's Strategic Plan.

After the completion of the Phase 2 community engagement, Council's input is crucial in determining which elements of the preliminary land use scenarios should be incorporated into the development of a preferred land use plan for further studies and community engagement in Phase 3.

Recognizing that the topography and other factors such as riparian areas provide some constraints for the land use scenario and that density decisions result in some trade-offs, staff would seek direction from Council on the preferred housing forms, parkland allocations, and priorities for commercial space and community amenities.

3. Deliverables for Phase 3

In Phase 3, several key technical studies will be conducted to ensure the feasibility and sustainability of the preferred land use plan. These studies will provide detailed analysis and guidance on critical aspects of the proposed development, ensuring that it aligns with both community objectives and regulatory requirements. These studies are scheduled in Phase 3 as per the ToR when the preferred land use plan has been developed. Each of these studies is essential to validating the feasibility of the preferred land use plan in terms of environmental sustainability, infrastructure capacity, economic viability, and transportation impacts. The findings from these technical studies may require the applicant to refine the preferred plan based on the analysis and Council's expectations.

The main technical studies should include:

Transportation Impact Assessment & Demand Management Strategy

The Transportation Impact Assessment (TIA) will analyze the impact of the proposed development on local and regional traffic, including vehicle trip generation and congestion effects. The Transportation Demand Management (TDM) strategy will

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outline measures to mitigate traffic impacts and reduce reliance on single-occupancy vehicle trips.

Civil Infrastructure Conceptual Master Plans

These studies will assess the infrastructure needs for water supply, wastewater, and rainwater management. They will ensure that the neighbourhood can be effectively serviced and connected to regional systems, while also managing the environmental impacts of stormwater.

Environmental Impact Assessment

This study will evaluate the potential effects of the development on natural habitats, particularly focusing on streams, riparian zones, and ecologically sensitive areas. It will identify any significant environmental impacts and recommend mitigation measures to protect the area's natural resources.

Financial and Economic Impact Analysis

The Financial Impact Analysis will assess the long-term costs of infrastructure and services for the development, including impacts on the Village's budget, tax base (including how it affects current taxpayers), and service delivery. The Economic Impact Analysis will examine the opportunities for broader economic benefits of the development, such as job creation and local economic growth.

Commercial Retail Analysis

This study will evaluate the viability of the proposed commercial spaces, assessing the demand for shops and services in the neighbourhood and ensuring that retail offerings align with the needs of future residents and the local economy.

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Options

- 1. THAT the report entitled “Anmore South Neighbourhood Plan – Phase 2” dated October 11, 2024, by the Manager of Development Services be referred to the Committee of the Whole for further discussion and consideration relating to the land use scenarios as outlined in icona’s Phase 2 submission.

(recommended)

OR

- 1. THAT Council direct Staff to amend the terms of reference for Anmore South’s neighbourhood plan in the following ways_____.

OR

- 2. That Council decline to proceed with the Village of Anmore Official Community Plan Designation Bylaw Amendment No. 686-2023.

Financial Implications

None at present; costs related to this application are recovered through the Applicant.

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Anmore South Neighbourhood Plan – Phase 2

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Council Strategic Plan: Alignment with Vision, Goals and Objectives

The Anmore South Official Community Plan (OCP) Amendment aligns with the vision, goals and objectives of Anmore Council's 2022–2026 Strategic Plan in the following ways:

Vision: The Village of Anmore is an independent and fiscally responsible community that values the environment, a social conscience, quality of life, and being close to nature.

Goal: We have an engaged community that is immensely proud of Anmore

Objectives:

- Create a Village Hub where people work, gather, and celebrate.
- Support community engagement.
- Increase community involvement.
- Enhance sense of community.
- Support a welcoming and inclusive community.

Project alignment:

The OCP Amendment Application and Neighbourhood Plan development involves a Village-led community engagement process that adheres to IAP2 principles, including promoting broad participation/community involvement and reporting back what was learned. The land-use scenario options presented in Phase 2 all include a pedestrian-scale, mixed-use neighbourhood at the southwest corner that provides civic facilities, parks, and other amenities to support an inclusive and welcoming community where residents can gather and celebrate, as well as commercial space where people can work and access local services.

Goal: Through collaborative relationships with government and stakeholder partners, we seek to ensure that Anmore is self-sufficient in the future.

Objectives:

- Protect and enhance the connectivity of parks and local recreational areas.
- Connect to the Metro Vancouver water system or alternative sources.
- Work collaboratively with neighbouring communities on regional priorities.

Project Alignment:

The preliminary land use scenarios involve density options that allow for more parks and local recreation amenities in the community, conservation of natural areas, and a water and sewer connection as part of the infrastructure needed for Anmore South. The planning process

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involves working with Metro Vancouver, First Nations, and neighbouring communities, and the proposed housing mix and density supports regional priorities.

Goal: We provide efficient services and strive for sustainable infrastructure to support a safe, healthy and vibrant community.

Objectives:

- Continue to provide an effective and sustainable fire service.
- Continue measures to ensure long-term fiscal responsibility.
- Maintain and enhance service levels.
- Promote and support emergency preparedness
- Apply strategic asset management

Project Alignment:

The land use scenarios presented include a mix of housing options, including opportunities for non-market rentals and apartments and townhomes that are more affordable than single-detached homes. A broader mix of housing options supports aging in place, and also offers more housing options to younger families, which in turn supports attracting volunteer firefighters. The higher density also requires connections to water and sewer to Anmore, which supports strategic asset management as well as enhancing service levels in future. The land use scenarios also include opportunities to diversify the municipal tax base to support sustainable service provision. In addition, the development promotes a safe, healthy, and vibrant community through a pedestrian/cyclist-first approach and a unified network of liveable streets and multi-use pathways.

Goal: We unleash the potential for great development that advances the interests of the community.

Objectives:

- Create a complete community with opportunities to live, work, shop and play within Anmore.
- Establish parameters for future development through community engagement.
- Consider new approaches to development that support opportunities for less expensive housing, amenities, and small commercial services.
- Leverage Anmore's natural assets.
- Practice environmental stewardship.

Report to Council

Anmore South Neighbourhood Plan – Phase 2

October 11, 2024

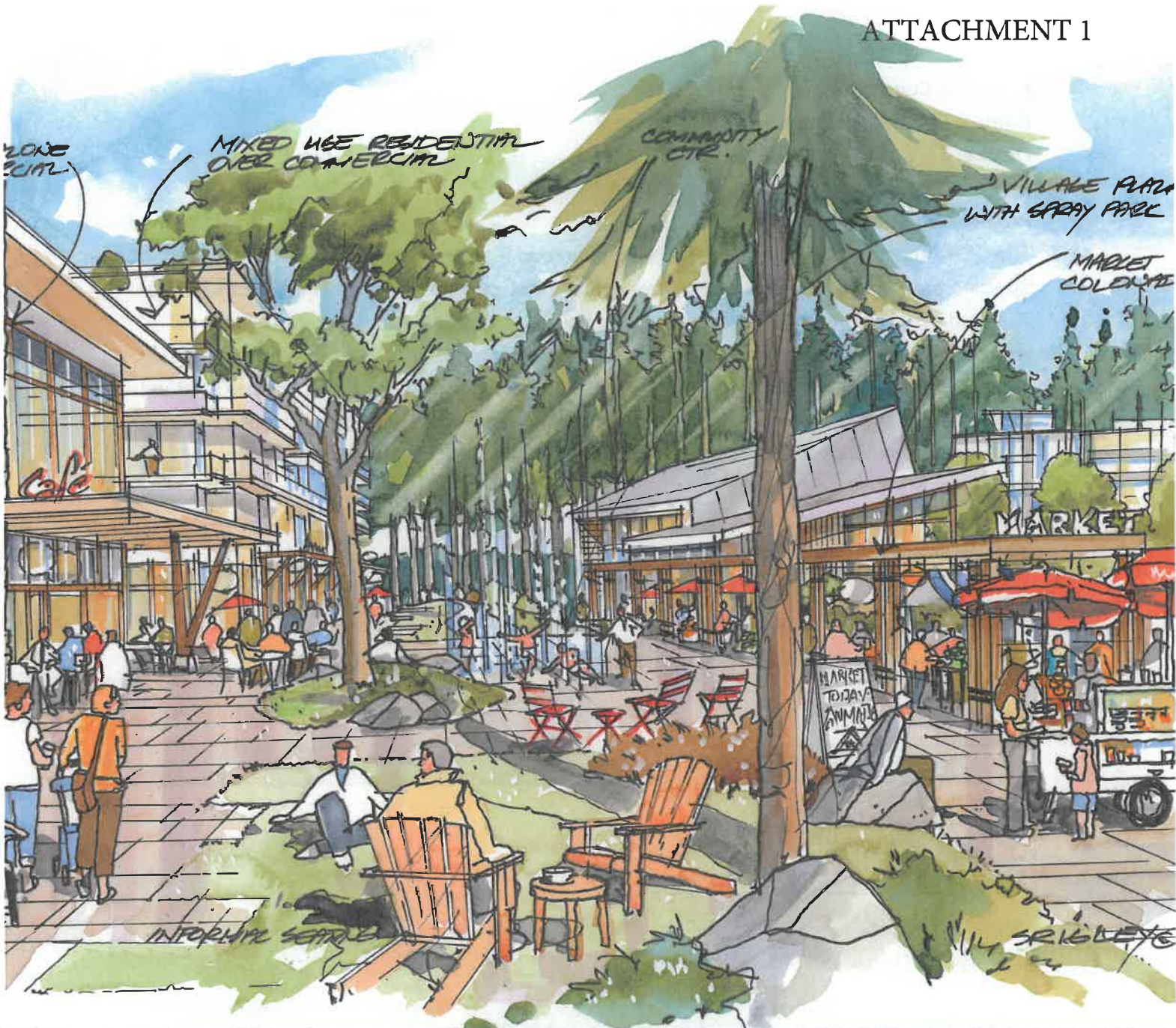
Project Alignment:

The OCP Amendment Application and Neighbourhood Plan are consistent with the area's Special Study Area overlay for a new development that can differ from other areas of Anmore. The land use scenario options include a mix of housing types and include a mixed-use area with shops, services, and a community center. The plan emphasizes the conservation of natural areas and greenways, supporting environmental stewardship and leveraging Anmore's natural assets. The planning process includes a community engagement framework designed to involve the community and collect feedback that is shared with Council to help inform decision-making.

Attachments

- 1. Anmore South Terms of Reference – March 2024
- 2. Anmore South Phase 2: Draft Land Use Options - Sept 13, 2024

Prepared by:
 _____ Chris Boit, P.Eng. Manager of Development Services
Reviewed for Form and Content / Approved for Submission to Council:
<i>Chief Administrative Officer's Comment/Concurrence</i>  ----- Chief Administrative Officer



Anmore South | Neighbourhood Plan Terms of Reference

March 2024

icona

+ placemark
DESIGN + DEVELOPMENT

Anmore South | Neighbourhood Plan

Terms of Reference

March 15, 2024

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ANMORE SOUTH NEIGHBOURHOOD PLAN | EXECUTIVE SUMMARY

Special Study Area | Phased Process

Given the Anmore South lands' Special Study Area (SSA) designation within the Official Community Plan and the Metro 2050 Regional Growth Strategy as a "major future development area"¹, the following process is required to realize the OCP vision and associated community benefits:

- **OCP Amendment** | the Village redesignates the Anmore South lands from *Rural (Special Study Area)* to a mix of Neighbourhood Land Uses to enable urban development forms and community amenities – the specifics of which will be determined through a Neighbourhood Plan.
- **Neighbourhood Plan** | the Proponent undertakes the preparation of a Neighbourhood Plan that illustrates and identifies detailed land use, community amenities, infrastructure servicing, and detailed planning policies. As part of the process, the Proponent will co-facilitate a comprehensive Village-led community engagement program to inform the Neighbourhood Plan.
- **Metro Vancouver Application** | the Village makes application to Metro Vancouver to update the Regional Context Statement and redesignate the Anmore South *Special Study Area* from *Rural* to *General Urban*, adjusting the Urban Containment Boundary and permitting connection to regional sanitary sewer and water services. The Metro Vancouver Application is considered following Public Hearing and 3rd Reading of the OCP Amendment.

Specific sequencing of bylaw readings and applications may evolve as the process is underway, once Council is comfortable with the neighbourhood vision, servicing requirements and development metrics anticipated by the Neighbourhood Plan.

Anmore South Neighbourhood Plan

This Neighbourhood Plan (NP) for Anmore South is essential for guiding sustainable growth and preserving the unique character of the community, ensuring that future development aligns with Village objectives and needs. The NP facilitates coordinated infrastructure and service provision within the 151ac planning area, fosters economic development, and encourages community participation, while also addressing environmental sustainability and adaptability to changing conditions.

Neighbourhood Plans serve as a bridging document between the vision of the OCP and the detailed approvals associated with zoning. They provide a site-specific development proposal and linkage to other Village of Anmore strategic plans and policies. A Proponent-led NP provides detailed guidance for managing growth within a given geographic area, structuring land use and infrastructure servicing to effectively direct development towards building a more healthy and complete community.

This Terms of Reference serves as the framework for the preparation of a NP for the Anmore South lands, including the required content, consultation process and technical studies. The NP will identify a policy framework for land use, environmental management, transportation, and requirements for servicing and financing.

¹ Village of Anmore Official Community Plan. Page 24

The NP will be prepared by a Professional Consulting Team and submitted by the Proponent according to the following summary of resources and expertise - for details refer to Schedule A:

- **Proponent's Professional Consulting Team Expertise:**
 - Master Planning and Urban Design | Placemark;
 - Community Consultation and Facilitation | Third Party Facilitator (TBD);
 - Environmental Assessment and Management | AquaTerra Environmental Consultants;
 - Archaeological Assessment and Management | Inlailawatash;
 - Landscape Architecture | SLA;
 - Geotechnical Assessment and Management | GeoPacific;
 - Transportation Engineering | Bunt & Associates;
 - Civil Engineering | Aplin&Martin;
 - Cost Recovery Analysis and Land Economics | Vann Struth Consulting Group;
 - Retail Analysis | CitySquared; and,
 - Community Amenities | RC Strategies.

Initiating the Neighbourhood Plan

Following receipt of First Reading of the OCP Amendment Bylaw for Anmore South, this Proponent-Led Neighbourhood Plan is being initiated to support future urban growth in Anmore South consistent with the intent of the OCP. The Proponent-Led Neighbourhood Plan is the process to determine the substance and detail of the Neighbourhood.

The overall intent of the Neighbourhood Plan is:

- To plan and guide the future development of the Anmore South lands as a livable master-planned neighbourhood within Anmore;
- To determine + illustrate future land uses within the Anmore South SSA for the benefit of the community; and,
- To prepare an economically viable phased neighbourhood development plan.

The Neighbourhood Plan provides:

- An inventory of the existing site and surrounding community conditions;
- Neighbourhood vision and rationale;
- Land Use Plan, neighbourhood metrics, and associated policies;
- Updated Commercial Retail Demand Analysis;
- Parks and Environmental Networks Plan and associated polices relating to provision of public amenities including civic facilities, parks, and trails (including connections to broader community);
- Identifying Ecologically Sensitive Areas to be publicly dedicated;
- Environmental protection, conservation and enhancement policies;
- Street Hierarchy Plan and associated transportation policies;
- Transportation Impact Assessment and Transportation Demand Management strategies;
- Water, sanitary and rainwater management plans and associated servicing policies;
- Infrastructure life-cycle costing information and analysis;

- Updated financial, taxation, and cost recovery analysis;
- Updated economic and jobs analysis; and,
- Development phasing and implementation policies, including prerequisites for construction.

Reference Material

The following government reference materials will be reviewed to ensure coordination with the overall planning framework:

- Village of Anmore Official Community Plan (OCP) | 2014;
- Village of Anmore Council Strategic Plan | 2022-2026;
- Anmore South OCP Amendment Application | 2023;
- Village of Anmore Road Network Plan | 2017;
- Village of Anmore Housing Needs Assessment | 2021;
- Village of Anmore Parks Master Plan | 2014;
- Metro 2050 Regional Growth Strategy | 2023; and,
- Provincial Homes for People Action Plan | 2023.

Neighbourhood Plan Terms of Reference

The Neighbourhood Plan Terms of Reference is structured according to the following:

- Schedule A – Neighbourhood Plan Scope of Work;
- Schedule B – Communication and Public Engagement Strategy;
- Schedule C – Technical Studies Terms of Reference; and,
- Schedule D – Project Checklist.

SCHEDULE A: NEIGHBOURHOOD PLAN – Scope of Work

PROCESS

OCP Requirements

As outlined in the 2014 Village OCP, the Anmore South lands are identified as a Special Study Area and are “considered as a major future development area”.

“Policy IOLU-3 outlines the Village’s requirement for any future development of the [Anmore South] Lands to be preceded by a comprehensive neighbourhood planning process, with detailed technical analysis and extensive community engagement. The Village also expects a commitment to exceptional neighbourhood performance (Policy IOLU-4) for these lands.”

Village of Anmore Official Community Plan: <https://anmore.com/wp-content/uploads/2017/06/Official-Community-Plan.pdf>

Neighbourhood Planning and Consultation Process

The Neighbourhood Plan scope of work is structured according to the following four-phased process:

PHASE 1

Technical Due Diligence – Biophysical Studies, Planning + Engineering Inventories

Phase 1 of the NP involves completing technical due diligence of the biophysical, planning, and infrastructure attributes of the planning area. The studies completed through Phase 1 will provide the analysis for understanding the opportunities and constraints of the land.

Project Initiation

- Initiation meetings with Village to review Scope of Work, milestones, schedule and resources.
- Understanding concerns and requirements of the Village of Anmore.
- Acquire available digital mapping and technical background information.

Biophysical Assessments

- The following studies will be completed as part of the NP Phase 1 process:
 - Physical: Aerial with Cadastral Overlay, Landform, Slope and Aspect Analysis;
 - Archaeological: Archaeological Impact Assessment;
 - Environmental: Environmental Baseline Assessment; and,
 - Geotechnical: Geotechnical Hazard Assessment.
- Refer to **Schedule C** for further details.

Planning and Engineering Inventories

- Planning: OCP Land Use, Zoning and Land Ownership plans;
- Engineering: public streets, water, sanitary, and drainage infrastructure plans, including utilities;
- Retail Demand Study: identification of Anmore’s commercial catchment and future supportable commercial area within the NP; and,
- Community Facilities Inventory: identification of civic facility requirements (e.g., community centre) within the NP area, including precedent information on comparable facilities.
- Refer to **Schedule C** for further details.

Community Engagement

- The proponent will have information on the NP process and the NP Phase 1 technical studies available to share as part of the community engagement.

PHASE 1 | DOCUMENT SUMMARY:

- Environmental, Geotechnical and Archaeological draft studies and associated GIS mapping;
- Biophysical Assessment Summary with Opportunities and Constraints Plan; and
- Planning, Engineering, Retail Demand, and Community Facilities Inventory Summary.

PHASE 2

Preliminary Land Use Planning + Community Input

The technical assessments and studies undertaken will inform the preparation of the preliminary land use scenarios and will be presented to the Village of Anmore and public as part of Phase 2.

Development of Preliminary Land Use Scenarios

- Based on the work completed in Phase 1, the Proponent will develop multiple Land Use scenarios (not less than 2), with corresponding objectives, statistical summary (density and population projections) and associated neighbourhood amenities.
- The NP Preliminary Land Use Scenarios will include a Visual Impact Assessment in the form of 3D modelling.

Community Engagement

- Neighbourhood Plan engagement builds on the Phase 1 understanding of the land and Anmore's context within the region by presenting Land Development Scenarios that document the potential future vision for the Anmore South lands.
- Following the International Association for Public Participation (IAP2) Spectrum, the following stakeholders will participate in Phase 2 of the NP Process as listed below – refer to **Schedule B** for more information:
 - **Council** | will be presented the Preliminary Land Use Scenarios prior to advancing to Phase 3;
 - **Village Staff** | The Consulting Team will work directly with staff throughout the process to ensure that concerns and aspirations are consistently understood and considered;
 - **School District 43** | The Proponent will engage with the School District to confirm Anmore Elementary enrollment projections and confirm future school requirements; and
 - **General Public** | In accordance with the Council-Approved Anmore South Community Engagement Plan, the Consulting Team, in collaboration with the Village, will facilitate providing the public with balanced and objective information and obtaining feedback on the NP Preliminary Land Use Scenarios, analysis, alternatives and proposed plan direction.

PHASE 2 | DOCUMENT SUMMARY:

- Preliminary Land Use Scenarios and supporting community metrics;
- Engagement and consultation materials; and,
- Documentation of Phase 2 Consultation events and community feedback.

PHASE 3

Preferred Plan, Engineering Studies and Technical Assessments

Reflecting a comprehensive evaluation of the Preliminary Planning scenarios, the Proponent will undertake the preparation of a Preferred Land Use Plan for the neighbourhood. With the preparation of the Preferred Plan and associated development metrics, the required Engineering Studies and Technical Assessments will be prepared; to be finalized as part of Phase 4.

Prepare Preferred Plan

- Based on the feedback and discussion provided during Phase 2 Consultation, the preliminary plan scenarios will be refined towards a Preferred Plan.

Engineering Studies

- The following engineering studies are required to determine the feasibility of the land uses identified in the Preferred Plan:
 - Civil: Street Hierarchy Plan, Water, Sanitary and Rainwater Management Conceptual Master Plans; and,
 - Transportation: Transportation Impact Assessment and Transportation Demand Management strategies.
- Franchise Utility Consultation (i.e., BC Hydro., Fortis, telecoms)
- Refer to **Schedule C** for further details.

Environmental Study

- Environmental Impact Assessment: the Preferred Plan will be reviewed to evaluate potential impacts on identified Valued Ecosystem Components and arrive at a determination on potential of significant adverse effects. The EIA is expected to include avoidance, mitigation and enhancement measures to conserve and promote ecological health.

Financial Study

- Financial Analysis: Assessment of life-cycle costing implications as it relates to planning, finance, engineering, and infrastructure – Refer to **Schedule C** for further details.
- Property Tax, Village Budget + Cost Impact Analysis.
- Economic + Employment Impact Assessment Update.
- Commercial Retail Demand Analysis Update.

Community Engagement

- Neighbourhood Plan engagement builds on Phase 2 towards a preferred Land Use Scenario.
- Following the International Association for Public Participation (IAP2) Spectrum, the following stakeholders will be involved in Phase 3 of the NP Process as follows:
 - **Council** | will be presented the Preferred Plan and Summary of Technical Studies prior to advancing to Phase 4.
 - **Village Staff** | the Consulting Team will work directly with staff throughout the process to ensure that concerns and aspirations are consistently understood and considered.
 - **Agencies** | the Proponent Team will engage with affected agencies to understand additional requirements of the Preferred Plan.
 - **General Public** | In accordance with the Council-Approved Anmore South Community Engagement Plan, the Consulting Team, in collaboration with the Village, will facilitate providing the public with information to assist in understanding of the studies, analysis, and Preferred Plan and obtaining feedback.
- For more information refer to **Schedule B**.

PHASE 3 | DOCUMENT SUMMARY:

- Preferred Plan and statistical summary of Land Uses;
- Visual Impact Assessment in the form of 3D Model Video;
- Draft Civil Conceptual Master Plans;
- Draft Environmental Impact Assessment;
- Draft Transportation Impact Assessment and Transportation Demand Management strategy;
- Draft Financial Analysis;
- Draft Property Tax, Village Budget + Cost Impact Analysis.
- Draft Economic + Employment Impact Assessment.
- Draft Commercial Retail Demand Analysis.
- Engagement and consultation materials; and,
- Documentation of Phase 3 Consultation events and community feedback.

PHASE 4

Neighbourhood Plan Document

The NP document provides a synthesis of all technical findings, Preferred Plan and associated metrics, figures, schedules and policies for staff review and Council consideration. The research, analysis and engagement activities carried out in the earlier phases will inform policy directions and implementation actions.

Final Neighbourhood Plan and Technical Studies

- Finalize NP based on staff feedback and Phase 3 Consultation, as well as potential new findings from Engineering and Financial studies;
- Finalize Engineering and Financial studies to reflect the NP and associated statistical summary.

Neighbourhood Plan document

- Prepare draft NP document with associated figures, schedules and policies according to the content requirements outlined in the Terms of Reference;
- Review draft NP document with Village staff;
- Finalize document.

NP Adoption Process

- Village staff prepare report on Neighbourhood Plan and present to Council;
- Provide NP document and the final Technical Appendices for public review;
- NP bylaw to be adopted as per legislative requirements.

PHASE 4 | DELIVERABLES:

- Final NP document; and,
- Final Technical Studies formatted as a Technical Appendix to the NP.

A Project Checklist will be maintained and shared to ensure all requirements are completed before advancing to the next phase of the process. Refer to **Schedule D** for current Project Checklist.

NEIGHBOURHOOD PLAN DOCUMENT CONTENT

The specific contents of the Neighbourhood Plan may evolve as work is undertaken and community priorities are understood. The Neighbourhood Plan will generally be structured to include the following:

Overview

- Rationale for NP
- Alignment with OCP

Neighbourhood Vision

- A Vision for the Neighbourhood
- Sustainable Planning Principles
- Neighbourhood Character

Neighbourhood Land Uses – Descriptions and Policies

- Residential: Single Family, Duplex, Townhome, Apartment
- Mixed-Use
- Commercial
- Institutional – Civic Centres, Infrastructure, etc.
- Public Parks: Neighbourhood, Community and Natural Parks
- Environmentally Sensitive Areas (ESAs)

Neighbourhood Infrastructure – Descriptions and Policies

- Transportation:
 - Street Network, Cross-Sections and Hierarchy
 - Cycling Network
 - Pedestrian Network
 - Transit Network
 - Transportation Demand Management
- Servicing:
 - Water Conceptual Master Plan
 - Sanitary Conceptual Master Plan
 - Rainwater Conceptual Master Plan

Implementation

- Conceptual Development Phasing
- Neighbourhood Plan Form + Character Guidelines (direction on urban design, public realm, etc.)
- Regulatory Requirements
- Pre and Post Construction Regulations

Schedules

- Land Use Plan
- Park and Trails Plan (including active parks + protected natural open space)
- Street Hierarchy Plan
- Transportation + Transit Network Plan
- Active Transportation Network Plan (pedestrian + cycling)
- Water Conceptual Master Plan
- Sanitary Conceptual Master Plan
- Rainwater Conceptual Master Plan (including stormwater management infrastructure)
- Conceptual Phasing Plan

Figures

- Neighbourhood Plan Context
- Cadastral Base (including Anmore South boundary and ownership)
- Planning Inventory (existing zoning, land use designation, SSA)
- Engineering Inventory (existing streets + civil infrastructure)
- Aerial Plan
- Site Analysis Plans (topographic slope, landform + aspect)
- Environmental Summary Plan (watercourses, wetlands, Environmentally Sensitive Areas, etc.)
- Walkable Neighbourhoods (walkshed and pedestrian network)
- Images and renders of Neighbourhood Character and Form
- Illustrative Site Plan

Technical Appendix

- Neighbourhood Plan Technical Studies
- Community Engagement Summary
- Professional Consulting Team

FILES + DOCUMENT MANAGEMENT

Preparation of the NP will involve a variety of software systems, including AutoCAD, MicroStation, InfraWorks, SketchUp, ArcGIS, MS Word, MS Excel, Adobe Creative Suite, and civil + transportation engineering modelling software. The Consulting Team will coordinate with Village staff to provide files required to support staff review. Following adoption of the NP, PDF + GIS-ready files of approved Schedules + Figures will be submitted.

RESOURCING: PEOPLE AND EXPERTISE

Proponent and Representative

The NP will be submitted by the Proponent and prepared by the Professional Consulting Team. The Proponent is responsible for assembling the Professional Consulting Team, and the financial costs associated with the preparation of the NP and review by Village staff. Once accepted, the NP will become a Village of Anmore advisory document to the OCP.

Professional Consulting Team Expertise

A number of professional disciplines are required to work together to develop the Anmore South NP.

- **Proponent's Professional Consulting Team Expertise:**
 - Master Planning and Urban Design | Placemark;
 - Community Consultation and Facilitation | Third Party Facilitator (TBD);
 - Environmental Assessment and Management | AquaTerra Environmental Consultants;
 - Archaeological Assessment and Management | Inlailawatash;
 - Landscape Architecture | SLA;
 - Geotechnical Assessment and Management | GeoPacific;
 - Transportation Engineering | Bunt & Associates;
 - Civil Engineering | Aplin&Martin;
 - Cost Recovery Analysis and Land Economics | Vann Struth Consulting Group;
 - Retail Analysis | CitySquared; and,
 - Community Amenities | RC Strategies.

Village of Anmore

- **Village of Anmore Staff**
Village staff will review the NP Technical Studies and will consult with Village Departments as required.
- **Council**
The Proponent will be available to meet with Council to present progress on the NP.

SCHEDULE B: COMMUNICATION AND PUBLIC ENGAGEMENT STRATEGY

The Village of Anmore's *Anmore South OCP Amendment Application & Neighbourhood Plan Development Community Engagement Plan* was approved by Council on February 20th 2024. The Proponent will collaborate with the Village of Anmore on public engagement in accordance with the Approved, Village-led engagement framework. This Schedule B: Communication and Public Engagement Strategy (CPES) has been prepared to describe potential public engagement for the Anmore South Neighbourhood Plan process.

The CPES covers the following key elements:

- Consultation Objectives;
- Consultation Formats + Outcomes; and
- Engagement Structure Next Steps.

CONSULTATION OBJECTIVES

The CPES identifies the following objectives for the Anmore South Neighbourhood Plan process:

- Fair Process: accessible and inclusive notification, communication and engagement of stakeholders;
- Equitable Stakeholder Involvement: rational information, communication and response to stakeholder feedback and queries; and,
- Transparent + Timely Communication: easy to understand information provided in a timely manner to permit stakeholders to be informed about the project, ask questions and provide input.

CONSULTATION FORMATS + OUTCOMES

Consultation Formats

The CPES identifies the following range of potential on-line and in-person communication formats:

- Village of Anmore project website and social media notices, plan information + updates;
- Council Workshops;
- Village-hosted Council Advisory Committee Meetings, Workshops, and Small Group Meetings;
- Village-hosted Open Houses with information boards, annotated plans and perspective renderings, 3D models and animated videos; and,
- Public Feedback Surveys.

In addition, regular technical review meetings with Village staff will be used to involve the Village of Anmore in the Neighbourhood Plan process.

Open Houses, Workshops + Meetings

Village-hosted events are expected to be held to engage the Anmore community by providing information on the Neighbourhood Plan and collecting feedback. The specific format and sequencing of events will be determined in collaboration with Village staff and will align with the planning processes underway. Materials prepared for the events will make use of annotated plans and infographics, 3D site models and fly-through videos to communicate complex or technical information and concepts.

The events are expected to conform to the following process:

- Events will be held for the Anmore South Neighbourhood Planning process;
- Events will be advertised through mailouts, newspaper, and on-line notifications;
- Events will be hosted in local facility to ensure an accessible meeting venue; and,
- The Proponent Team will prepare required materials and information, and will co-facilitate events.

Village Staff Meetings

The Proponent Team will work directly with Village staff through regular in-person meetings throughout the Neighbourhood Plan process.

Council Workshops

The Proponent Team will work with staff + Council to provide accurate information and gather feedback regarding the Neighbourhood Plan. Materials prepared to support Council Workshops will make use of annotated plans and infographics, 3D site models and fly-through videos to communicate technical information and concepts.

Committee of Council Working Groups

The Proponent Team will meet with staff + Committees of Council to inform them on the Neighbourhood Plan and to gather feedback. The Working Group Sessions will make use of annotated plans and infographics, 3D site models and fly-through videos to communicate technical information and concepts.

On-line Consultation Options:

- Project page – hosted on Village website. The project page will serve to inform residents and the public and provide the opportunity to:
 - learn more about the project (written, plans, videos);
 - review plans and reports;
 - learn about the status of the project;
 - be notified about upcoming meetings or milestones;
 - provide comments and ask questions.
- Project information may also be shared on the Proponent’s project website.

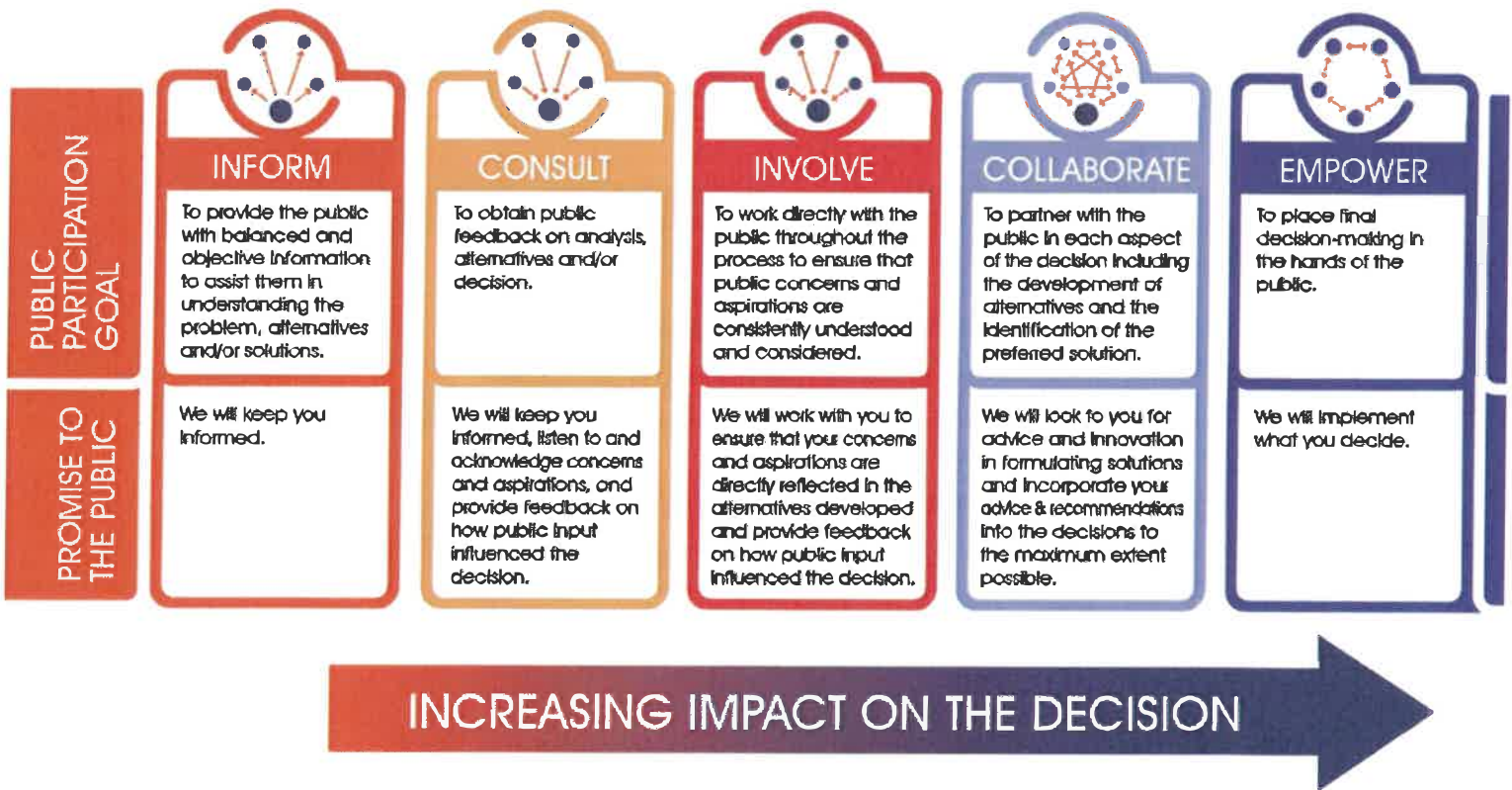
Consultation Outcomes

Through undertaking a range of communication formats, events and methods, the CPES is intended to satisfy the stated objectives for a Fair Process, with Equitable Stakeholder Involvement, and Transparent and Timely Communication.

ENGAGEMENT STRUCTURE NEXT STEPS

The Proponent will collaborate with Village staff to detail the methodology of engagement, the purpose + objectives of each engagement phase, detailed schedule of events, and how input will be used to inform subsequent steps of the process. Each phase of engagement is expected to be flexible to allow for additional engagement for new and emerging topics, as required.

IAP2 Spectrum



SCHEDULE C:

TECHNICAL STUDIES – Terms of Reference

ENVIRONMENT

Environmental Baseline Assessment

An Environmental Baseline Assessment will be conducted in Phase 1 of the NP process. Undertaken by a Registered Professional Biologist (R.P.Bio), and following provincial methodologies and professional standards, the required Environmental Baseline Assessment will identify environmental values and resources on-site to help inform the development opportunities and constraints planning.

The R.P. Bio responsible for the Environmental Assessment will continue to provide support and guidance with respect to environmental issues throughout the neighbourhood design process.

Environmental Impact Assessment

In Phase 3 of the NP process, once direction on the Preferred Plan is confirmed, an Environmental Impact Assessment is required to predict environmental effects of the neighbourhood design concept, including:

- Identifying potential adverse environmental effects;
- Proposing measures to mitigate adverse environmental effects;
- Predicting whether there will be significant adverse environmental effects, after mitigation measures are implemented;
- Identifying habitat compensation opportunities (if required); and,
- Proposing a follow-up program to verify the accuracy of the environmental assessment and the effectiveness of the mitigation measures.

The Environmental Impact Assessment is a planning and decision-making tool, with the following objectives:

- Minimize or avoid adverse environmental effects before they occur; and,
- Incorporate environmental factors into decision making.

GEOTECHNICAL

Geotechnical Hazard Assessment Report

Phase 1 of the NP process will require a high-level geotechnical assessment that identifies major geotechnical limitations in the NP area. The Geotechnical Hazard Assessment will identify and characterize areas where naturally occurring geologic events, in particular slope instabilities and rockfall hazards within or adjacent to proposed development areas, present potential hazards or challenges. Areas where anthropologic changes to the natural terrain have created potential geologic hazards will be identified in the assessment. The report will provide guidance to designers for siting housing and roadways with respect to avoiding the influence areas of identified potential geologic hazards.

ARCHAEOLOGICAL

Archaeological Impact Assessment Report

Phase 1 of the NP process requires preparation of an Archaeological Impact Assessment (AIA). The AIA presents the archaeological research and methodology, including biophysical and cultural setting context, as well as the results of the fieldwork, assessments of potential archeological sites and recommendations for future archaeological management during neighbourhood build-out.

Consideration will be given to include local First Nations in the development of the AIA. This may include hiring a First Nations company to complete the AIA itself.

RETAIL DEMAND

NP Retail Demand Analysis

A Retail Demand Analysis will be undertaken to understand the Village of Anmore's current market for retail and service commercial space in order to determine the composition and magnitude of retail space that may be warranted within the Anmore South NP over the projected buildout of the community. The final Retail Demand Study will reflect potential changes in market trends, built commercial nodes and the proposed NP design. The study will allocate the commercial floor space within the NP and will comment on retail composition, land requirements and building footprint.

Once the Preferred Plan unit mix and population projections have been determined, the Retail Demand Analysis will be updated to reflect the final commercial floor space areas and allocations.

COMMUNITY FACILITIES INVENTORY

NP Community Facilities Inventory

As part of the NP planning inventory, the community facility requirements including, but not limited to, civic centres and parkland will be identified and positioned within the NP area. The Proponent will review, consult and inventory the Community Facilities for the NP. The inventory will include a precedent review of comparable facilities including the major program, area requirements, building size, and approximate cost.

STREET NETWORK + TRANSPORTATION

Street Engineering

As the NP planning proceeds, refinement of proposed street network alignments will be required to achieve planning and development objectives. The Anmore South street network will utilize suitable street standards for hillside development and will strive to reduce the physical, visual and environmental impact of new road construction and better accommodate pedestrian and cycling needs.

NP Transportation Network Design Considerations

Street Network

The neighbourhood street network will be designed to foster easy, convenient and comfortable walking and cycling throughout the community. The street network will be sensitive to topography and have multiple connections with relatively direct routes. With the exception of boulevards, streets will be kept as narrow as possible to limit environmental and topographic impacts. Traffic calming will be employed where appropriate and recommended by the Transportation Engineer.

The pattern of new community streets will ensure each street is tailored to its purpose and connected as a network to allow choice and flexibility in moving through the community. The proposed NP Street Network will:

- Provide Collector + Local Street alignments;
- Adhere to applicable street standards;
- Incorporate cycling and pedestrian routes;
- Incorporate potential transit circulation;
- Incorporate streetscape elements such as trees, vegetation and street furniture;
- Include connections to existing and future neighbourhoods; and
- Include traffic control details - signals or roundabouts.

Cycling Network

The neighbourhood street design will reflect a comprehensive network of pedestrian, cycling and multi-use trails that provide an immediate alternative to auto dependency for local neighbourhood trips.

The Proponent will prepare a Cycling Network that takes into consideration the natural topography and proposed street grades, as well as the integration of on and off-street bike paths, and location of end-of-trip facilities at major neighbourhood destinations, such as shopping nodes, schools and parks.

Pedestrian Network

Providing alternatives to auto dependency for local neighbourhood trips, the NP will create a positive pedestrian realm through the provision of pathways, street trees, and boulevard landscaping that responds to the topography and celebrate scenic viewscales.

The Proponent will prepare a Pedestrian Network that not only includes on-street sidewalks, but also provides an off-street network of trails, greenways and multi-use pathways.

Transit Network

The Proponent will consider transit integration with the NP Transportation Network by which the residents of Anmore South can be adequately served by future transit services. The plan will identify potential future bus connections, and stops and exchanges, as applicable.

Transportation Impact Assessment (TIA) and Transportation Demand Management (TDM)

The Proponent will complete a Transportation Impact Assessment (TIA) to determine the impacts of the full development build-out of the Preferred Plan on the existing road network of the surrounding neighbourhoods. The TIA will recommend phased street network improvements as required to accommodate future build-out of the neighbourhood. The TDM will outline measures to reduce the use of single-occupancy vehicle trips.

SERVICING

Water Engineering Plan

The NP will include a conceptual Water Engineering Plan that:

- Includes a strategy to connect the neighbourhood to regional and existing water trunk infrastructure;
- Includes watermain routing to reflect NP layouts and includes off-site tie-in locations, reservoirs, booster pumps, and PRVs;
- Completes required water modelling; and,
- Includes a written summary of the proposed Water Engineering Plan, along with associated plans and construction and life-cycles cost estimates to a level C.

Sanitary Engineering Plan

The NP will include a conceptual Sanitary Engineering Plan that:

- Includes a strategy to connect the neighbourhood to regional sanitary trunk infrastructure;
- Includes sanitary routing to reflect NP layouts and identifies off-site tie-in locations and pump stations;
- Completes required sanitary modelling; and,
- Includes a written summary of the proposed Sanitary Engineering Plan, along with associated plans and construction cost estimates to a level C.

Rainwater Management Plan

The NP will include a conceptual Rainwater Management Plan that:

- Includes rainwater routing to reflect NP layouts and identifies off-site tie-in and on-site discharge areas;
- Completes required rainwater modelling;
- Includes a written summary of the proposed Rainwater Management Plan, along with associated plans and construction cost estimates to a level C.

Franchise Utility Consultation

Franchise utilities, including but not limited to gas, electricity, and telecommunications are an important part of servicing a neighbourhood, local area, and community. They provide residents and business owners with essential services that are necessary to operating a home, business, or community service. During the planning process it will be important to consult with service providers to ensure that interruptions in service are avoided, services can be extended to new growth areas, and associated costs can be mitigated. In addition to the local distribution systems, planners will consider corridors for trunk gas mains, feeder plants for BC Hydro, trunk fiber optic lines, and cellular tower locations.

NP Infrastructure Cost Recovery Analysis

The NP will include the preparation of a Financial Model that reflects the neighbourhood design with accuracy and resolution in terms of cost, phasing, and forecast housing absorption, providing information relating to the following:

- DCC: Identify eligible DCC projects, estimate associated costs, and calculate DCCs values;
- Community Amenities: Costs and financing for parks and community facilities/improvements;
- Employment: Estimated jobs generated by commercial and institutional land uses; and,
- Taxation Revenue: Additional tax revenue by phase, compared to expenses of new development, accounting for emergency services, operations and replacement funding.

SCHEDULE D: PROJECT CHECKLIST – Terms of Reference

Neighbourhood Plan Component	Status
Phase 1	
Physical Inventory Plan Set with Cadastral Overlay, Landform, Slope and Aspect Analysis	<input type="checkbox"/>
Planning Inventory Plan Set with OCP Land Use, Zoning and Land Ownership	<input type="checkbox"/>
Engineering Inventory Plan Set with Public Streets, Water, Sanitary, Rainwater, Utility Infrastructure, Rights-of-Way, and Easements	<input type="checkbox"/>
Archaeological Impact Assessment	<input type="checkbox"/>
Environmental Baseline Assessment	<input type="checkbox"/>
Geotechnical Hazard Assessment	<input type="checkbox"/>
Biophysical Assessment Summary with Opportunities + Constraints Plan	<input type="checkbox"/>
Commercial Retail Demand Study	<input type="checkbox"/>
Community Facilities Inventory	<input type="checkbox"/>
Phase 1 Complete	
Phase 2	
Land Use Scenarios (at least 2) with objectives, statistical summary, and neighbourhood amenities	<input type="checkbox"/>
Visual Impact Assessment (3D Model)	<input type="checkbox"/>
Phase 2 Consultation Materials	<input type="checkbox"/>
Phase 2 Consultation Feedback Summary	<input type="checkbox"/>
Phase 2 Complete	
Phase 3	
Preferred Land Use Plan with objectives, statistical summary, and amenities	<input type="checkbox"/>
Street Hierarchy Plan	<input type="checkbox"/>
Draft Civil Engineering Study, including:	<input type="checkbox"/>
Water Conceptual Master Plan	<input type="checkbox"/>
Sanitary Conceptual Master Plan	<input type="checkbox"/>
Rainwater Conceptual Master Plan	<input type="checkbox"/>
Draft Transportation Impact Assessment	<input type="checkbox"/>
Draft Environmental Impact Assessment	<input type="checkbox"/>

Retail Demand Study Update	<input type="checkbox"/>
Draft Financial Analysis	<input type="checkbox"/>
Visual Impact Assessment Update (3D Model)	<input type="checkbox"/>
Phase 3 Consultation Materials	<input type="checkbox"/>
Phase 3 Consultation Summary	<input type="checkbox"/>
Phase 3 Complete	
Phase 4	
Draft NP Document	<input type="checkbox"/>
Final Civil Engineering Study, including:	<input type="checkbox"/>
Water Conceptual Master Plan	<input type="checkbox"/>
Sanitary Conceptual Master Plan	<input type="checkbox"/>
Rainwater Conceptual Master Plan	<input type="checkbox"/>
Final Transportation Impact Assessment	<input type="checkbox"/>
Final Environmental Impact Assessment	<input type="checkbox"/>
Final Retail Demand Study	<input type="checkbox"/>
Final Financial Analysis	<input type="checkbox"/>
Final NP Document	<input type="checkbox"/>
Phase 4 Complete	



icona

+ placemark
DESIGN + DEVELOPMENT

Anmore South

Phase 2 : DRAFT Land Use Options

Initial Submission

Sept 13, 2024



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Implementing What We Heard | DRAFT Land Use Options

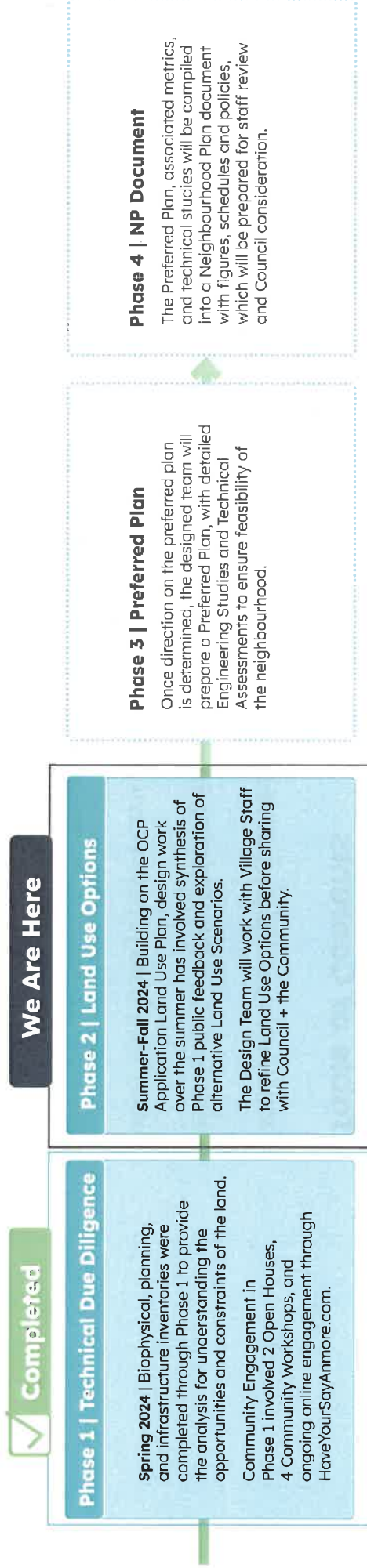
Evaluating the Options | Comparison Table

Where We Are | Neighbourhood Plan Phase 2

Placemartk is pleased to present the Anmore South Neighbourhood Plan Draft Land Use Options for review by Village of Anmore Staff.

In accordance with Phase 2 of the Council-approved Terms of Reference, the Land Use Options have been prepared based on the Anmore South OCP Amendment Application Plan (March 2023), as well as technical findings and community feedback from Phase 1 of the process.

Phased Neighbourhood Planning Process



Where We Left Off | Planning Foundation

Phase 1 | Technical Due Diligence + OCP Application Land Use Plan

Technical Assessments

Phase 1 involved inventory + analysis to understand the opportunities + constraints of the land, including:

- Detailed Terrain Analysis;
- Archaeological Impact Assessment;
- Environmental Baseline;
- Geotechnical Hazard Assessment;
- Planning + Engineering Inventory;
- Retail Demand Study; and,
- OCP Application Assessments - Transportation Report, Fiscal + Economic Impact Analysis, and Fire Impact Assessment.

Community Engagement

To support the target outcomes of the Council-approved Engagement Strategy, Village-led Phase 1 engagement included:

- Notifications;
- Open Houses;
- Workshops; and,
- Have Your Say Anmore Website.

OCP Application Land Use Plan

As the foundation for the Neighbourhood Plan design, the OCP Amendment Application Plan was shared with the community - envisioning:

- ~50% of the lands publicly-dedicated for civic use, parks, natural areas + greenways;
- >9 acres of active public parks;
- Active transportation network with safe livable streets trails + multi-use public paths;
- Mix of homes - 3,100-3,500 units for 6,100-6,700 ppl. over 25-year phased build-out;
- Range of tenures, including below-market rental and 15 dedicated SVFD units.



What We Heard | Phase 1 Consultation Take Aways

KEY THEMES



HOUSING FORMS + CHOICES

- Diversify Housing Mix**
 - Aging in place/ Young families
 - Ground oriented living
 - Include affordability
- Reduce Density**
 - Right-size for Anmore
 - Manage population growth
 - Scale of development
- Minimize Visual Impact**
 - Respond to topography
 - Building heights
 - Landscape buffer
- Cluster Development**
 - Respect Environmentally Sensitive Areas
 - Retain forest character
 - Consolidate built areas
- Enduring Form & Character**
 - Retain village scale
 - High quality construction
 - Generous public realm



TRANSPORTATION

- Reduce New Traffic Volumes**
 - Promote Transportation Demand Management initiatives
 - Improve vehicular and pedestrian connectivity
 - Pedestrian oriented streets
- Prioritize Safe Streets**
 - Prioritize pedestrian movement
 - Ensure dark-sky lighting
 - Provide off-road trail network
- Promote Public Transit**
 - Increase frequency of service
 - Connect with rapid transit hubs
 - Improve transit facilities
- Diversify Active Transportation**
 - Expand trail and cycling network
 - Improve accessibility
 - Connect neighbourhood nodes
- Consider Off-Site Roads**
 - Status of David Ave connection
 - Improve Iaco Road capacity
 - Port Moody congestion



PARKS + NATURAL AREAS

- Retain Forest Character**
 - Respect ecologically sensitive areas
 - Protect unique natural conditions
 - Integrate buildings with natural topography
- Improve Park Program and Distribution**
 - Tailor for growing community
 - Scale facilities with neighbourhood size
 - Parks within 5-min walk of homes
- Expand Park Amenities**
 - Add sport-specific facilities
 - Provide flexible space
 - Address range of recreational needs
- Connect Parks with a Network of Trails**
 - Connect trails to community destinations
 - Ensure hierarchy of trail types
 - Design trails for a diversity of users
- Protect Wildlife Habitat**
 - Integrate wildlife corridors
 - Respect riparian areas
 - Enhance aquatic habitat



SHOPS, SERVICES + FACILITIES

- Provide a Neighbourhood Heart**
 - Design public gathering spaces
 - Central position with convenient access
 - Connect with streets and green-ways
- Create Amenities for Anmore**
 - Establish a commercial heart
 - Provide for a recreational facility
 - Don't compete with the Village Hub
- Establish Recreational Facilities**
 - Reduce dependence on Port Moody
 - Sport-specific Space
 - Provide room for events and celebrations
- Promote Financial Sustainability**
 - Provide space for local shops and services
 - Create local jobs + expand tax base
 - Connect Anmore South to water + sewer services
- Strengthen Village Character**
 - Promote every-day social interaction
 - Design to a village scale
 - Support walkable services

Planning Anmore South | Structuring the Options

The Neighbourhood Plan leverages the OCP and Metro Vancouver Special Study Area designation, enabling a complete community in Anmore South while maintaining the Village's semi-rural character.

Rooted in principles of sustainability, the Plan Options each present a mixed-use neighbourhood set within the forest – structured according to walkable neighbourhoods, connected parks and trails, offering civic destinations in support of a full range of housing forms.

CONTEXT

Anmore South sits at the lowest elevation within Anmore, well below it's surrounding neighbours. Despite being industrially-logged in the early 1900s, Doctor's Creek and Schoolhouse Creek remain defining features of the land's second-growth forest - enabling retention and enhancement within the neighbourhood.

Anmore South's hillside topography rises dramatically from gentle terraces in the south climbing 150m to the northeast next to Ravenswood.

Balancing the competing interests of neighbourhood development with conservation planning, the Conservation and Recreation Framework ensures the protection of the functional integrity of the natural systems; the recreational opportunities for outdoor activities; and natural features that define the area's landscape character.

NEIGHBOURHOOD VISION

Working with the land, the Options propose a socially-diverse neighbourhood with an active transportation network of liveable streets, community greenways, and accessible forest trails – all within a 5-minute walk of each home. Contributing to a more complete Village, the Options include a vibrant neighbourhood heart with local shops and services, a community recreation centre, and market square – providing local employment and allowing Anmore's retail spending to stay in the community.

Protecting what's important, all Options respect the system of streams and riparian habitat within a public network of dedicated parks, greenways, and natural areas.

NEIGHBOURHOOD STRUCTURE

Responding to the site's hillside landform and forested character, the Neighbourhood Options are structured according to a series of three distinct topographic bands. While each topographic level reflects a distinct landscape experience and character, they all share a walkable scale with direct access to natural open space.

UPPER | matching the elevation of Anmore Elementary School, Ravenswood Drive and Fern Drive, the Upper level serves as a transition with existing neighbourhoods, extending Fern Drive to Sunnyside.

MAIN | intersecting Sunnyside at its eastern boundary and extending diagonally across to Crystal Creek Drive in the northwest, the neighbourhood's Main level provides for a gentle unifying grade across the site and a central mixed-use social heart with direct access from Sunnyside Road;

LOWER | establishing Anmore's western gateway at First Avenue and Sunnyside Road, the Lower neighbourhood level provides contiguous gentle lands suitable for active parks and recreation.

LIVEABLE STREET NETWORK

Owing to the hillside topography of the lands, there are limited street routing options to link the Upper, Main and Lower 'neighbourhood levels' within a coherent street network.

Subsequently, all three Neighbourhood Options share a common street network and central mixed-use social heart to optimize access and walkability while minimizing the impact of streets through site sensitive design.

Neighbourhood accessed is structured from Sunnyside Road through an upper collector street looping through the northern half of the neighbourhood, and a lower collector street linking the neighbourhood to the south. To limit impacts to the existing forest and ecological values along Sunnyside Road, the existing alignment is maintained along with a forest buffer.

Allowing choice and flexibility in moving through the community, the street network serves to distribute traffic while also linking Anmore South to the larger Village. All neighbourhood streets include safe pedestrian sidewalks, cycling routes and planted boulevards with dark-sky light standards.

HOUSING DIVERSITY

Protecting the forested character and riparian habitat, all three Neighbourhood Options share a common development footprint within a network of parks, greenways and natural areas.

All three Neighbourhood Options provide a socially diverse mix of housing forms, from ground-oriented homes with individual yards to single-level apartment living, with no buildings exceeding 6 storeys.

Working to sensitively integrate new development with the land, all three Neighbourhood Options provide a series of clustered neighbourhoods centered around common parks and civic destinations.

SOCIAL HEART

Common to all three Neighbourhood Options is the position and program of the mixed-use social heart with local shops and services, a community recreation centre, and market square - located centrally with direct access off Sunnyside Road.

With a focus on delivering community amenities within a walkable village scale, the Options community centre can also support community programs including outdoor education and community healthcare delivery.

Implementing What We Heard | DRAFT Land Use Options

The Neighbourhood Plan Land Use Options move beyond the OCP Application Land Use Areas - providing detailed layouts illustrating the potential + capacity of the lands.

The street network and location of the Mixed-Use Centre are fixed across the options - due to the major site constraints of topography, environmental areas, and alignment of Sunnyside Road. Select elements of each Option can be evaluated and considered for implementation in the Preferred Plan.

OPTION 1 | Foundation Plan (OCP)



Foundation Plan | Option 1 details the Vision of the Anmore South OCP Amendment Application - providing 3,500 homes and a full complement of parks, recreation facilities, community gathering spaces, and retail shops + services.

Concentrating a greater portion of homes in 4-6 storey apartment forms leaves more land available for neighbourhood parks and retained forest.

OPTION 2 | Balanced Plan



Balanced Plan | Option 2 responds to community feedback from Phase 1 public engagement by moving towards a ground-oriented townhome-forward housing mix, with 2,450 total homes.

With a more land-intensive housing mix, less total area is available for neighbourhood parks and retained forest, while still providing parks, recreation facilities, community gathering spaces, and retail shops + services.

OPTION 3 | Essential Plan



Essential Plan | Option 3 responds to community feedback from Phase 1 public engagement with an even higher proportion of ground-oriented townhomes in the housing mix - 1,990 total homes.

This option provides parks, recreation facilities, community gathering spaces, and retail shops + services to meet the needs of a lower projected future population.

Implementing What We Heard | DRAFT Land Use Options

OPTION 1 | Foundation Plan (OCP)

Housing Forms + Choices

- Reflecting the OCP Application Plan, Option 1 provides 3,500 homes for a projected 6,390 residents;
- Includes an apartment-focused housing mix with 100 Single-Family of Duplex homes (3%), 400 townhomes (11%), and 3,000 apartments (86%);

Transportation

- Livable Streets + Active Transportation Network;
- Results in lower peak hour vehicle trip generation;
- Provides greatest opportunities for Transportation Demand Management, with higher population to support car-share and community shuttle.

Parks + Natural Areas

- -10.7 acres of active Park;
- Potential park amenities including playgrounds, pavilions, and gathering space - as well as opportunities for significant programming such as flexible field space;
- Dedicates 61 acres (40%) of the land as Natural Conservation Framework.

Shops, Services + Facilities

- Shops and Services located at Mixed-Use Centre on Sunnyside Road and First Avenue;
- Public recreation facility to meet neighbourhood demand;
- Highest projected housing yield provides greatest net taxation benefit for Village of Anmore.



Implementing What We Heard | DRAFT Land Use Options

OPTION 2 | Balanced Plan

Housing Forms + Choices

- Provides lower total density than the Foundation Plan Application Plan - with 2,450 homes for a projected 4,830 residents;
- Reflects a shift towards ground-oriented housing, with 55 Single-Family homes (2%), 745 Townhomes (30%), and 1,650 apartments (67%);

Transportation

- Livable Streets + Active Transportation Network;
- Lower relative density than OCP Application Plan results in lower peak hour vehicle trip generation;
- Provides opportunities for Transportation Demand Management.

Parks + Natural Areas

- -8.7 acres of Neighbourhood Park;
- Potential park amenities including playgrounds, pavilions, and gathering space;
- Dedicates 55 acres (36%) of the land as Natural Conservation Framework.

Shops, Services + Facilities

- Shops and Services located at Mixed-Use Centre on Sunnyside Road with secondary commercial node on First Avenue;
- Higher project population allows Recreation Facility to operate as Private or Public Community Centre;
- Lower number of new ratepayers provides lower expected net taxation benefit for Village of Anmore compared to Option 1.



Implementing What We Heard | DRAFT Land Use Options

OPTION 3 | Essential Plan

Housing Forms + Choices

- Provides lowest total density of all Options - with 1,990 homes for a projected 4,060 residents;
- Shifts further to ground-oriented housing mix with 80 Single-Family homes (4%), 750 townhomes (37%), and 1,180 apartments (59%);

Transportation

- Livable Streets + Active Transportation Network;
- Lower relative density results in lower peak hour vehicle trip generation;
- Provides opportunities for Transportation Demand Management.

Parks + Natural Areas

- ~5.6 acres of Neighbourhood Parks;
- Potential park amenities including playgrounds, pavilions, and gathering space;
- Dedicates 52 acres (34%) of the land as Natural Conservation Framework.

Shops, Services + Facilities

- Shops and Services located at Mixed-Use Centre on Sunnyside Road;
- Recreation facility envisioned as Private Community Club to ensure existing Anmore taxpayers don't pay for Anmore South facility;
- Lower number of new ratepayers provides lower expected net taxation benefit for Village of Anmore compared to Options 1 + 2.



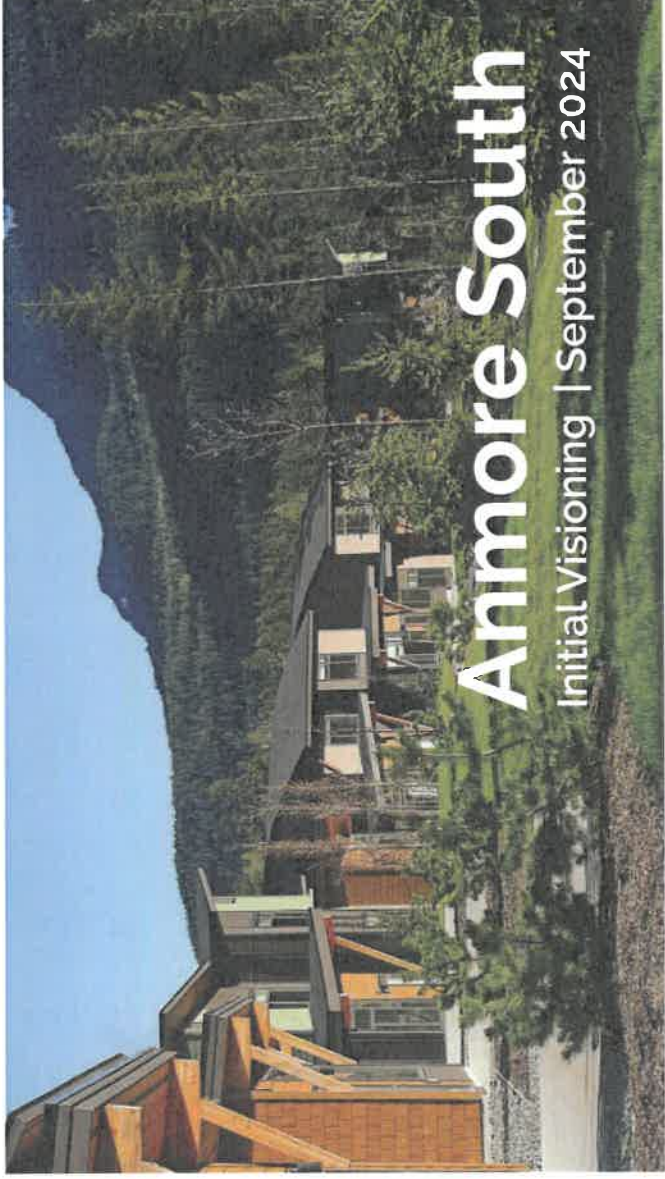
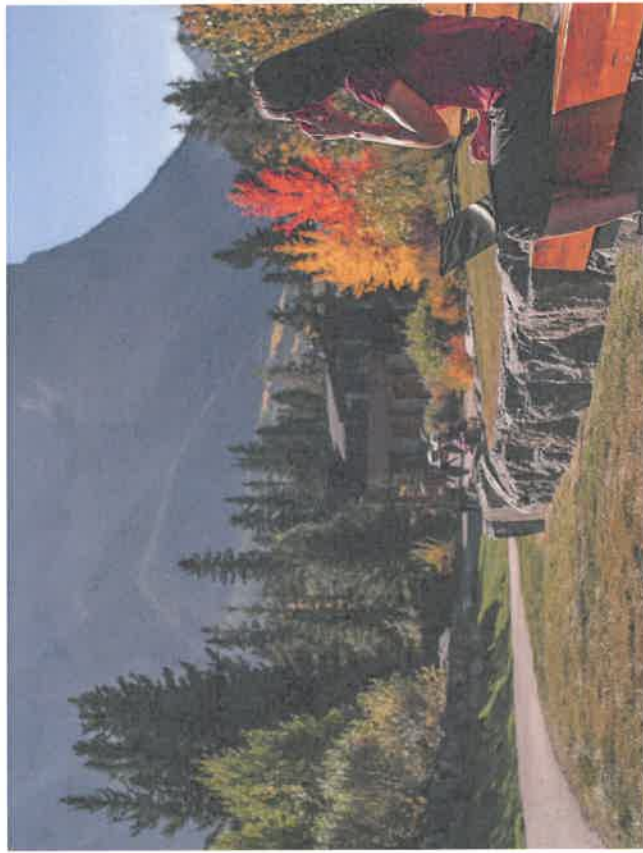
Evaluating the Options | Phase 2 - Land Use Options Comparison

	Option 1 Foundation (OCP)	Option 2 Balanced	Option 3 Essential	RS-1 Status Quo (Baseline)
Housing				
Total Homes	3,500	2,450	1,990	85
SF/Duplex	100	55	80	85
Townhome	400	745	730	0
Apartment	3,000	1,650	1,180	0
Potential Affordable Homes (non-market rental)	-105	-75	-59	0
Estimated Population	6,390	4,850	4,060	247
Residential Development Footprint	-54 acres	-63 acres	-68 acres	-111 acres
Parks + Natural Areas				
Neighbourhood Park	-10.7 acres	-8.7 acres	-5.6 acres	-2.4
Park Amenities	Playgrounds, Pavilions, Flex Field, Sports Courts, Pump Track	Playgrounds, Pavilions, Flex Field, Sports Courts	Playgrounds, Pavilions, Flex Field	None
Natural Conservation Framework	-61 acres	-55 acres	-57 acres	~29 acres
Retained Riparian + ESA Habitat	✓	✓	✓	✓
Total Trail Length	>3km	~3km	~3km	None
Retained Perimeter Forest Buffer	-4 acres	-3.1 acres	-2.5 acres	None
Community Facilities				
Mixed-Use Neighbourhood Centre	✓	✓	✓	None
Commercial Location	Sunnyside Rd + First Ave	Sunnyside Rd + First Ave	Sunnyside Rd	None
Estimated Commercial Area*	-65,000 sq ft	-50,000 sq ft	35,000 sq ft	None
Civic Centre	-25,000 sq ft (Public Centre)	-20,000 sq ft (Private or Public)	~15,000 sq ft (Private Club)	None
Active Transportation + Traffic				
Livable Street Network	✓	✓	✓	Rural Local Streets
Expected Peak Hour Vehicle Trips without TDM	1,320	960	780	34
Expected Peak Hour Vehicle Trips with TDM	990	720	585	N/A
Transit Supportive	✓	✓	✓	No
Crystal Creek Drive Interface	Full Street + Trail Connection	Homes fronting Crystal Creek	No Crystal Creek Dr connection	No Crystal Creek Dr connection
Finance + Servicing				
Estimated Taxation Impacts*	+\$700,000 annually	+\$500,000 annually	+\$398,000 annually	Negative Taxation Impact
Servicing Considerations	Metro Van Connection	Metro Van Connection	Metro Van Connection	Independent Septic
Community Input				
Responds to Phase 1 Community Input	✓	✓	✓	N/A

*Note: Commercial Area and Taxation Impact Estimates are based on private metrics from OCP Amendment Application studies. Per the Terms of Reference, updated analysis will be conducted in Phase 3 of the NP Process.

APPENDIX

Initial Visioning



Anmore South

Initial Visioning | September 2024

CONTENTS

Section 1 | Homes

Section 2 | Civic + Commercial

Section 3 | Streetscapes

Section 4 | Trails + Paths + Greenways

Section 5 | Parks

Section 6 | Amenities

SECTION 1
Homes

- Single Family
- Townhomes
- Apartments



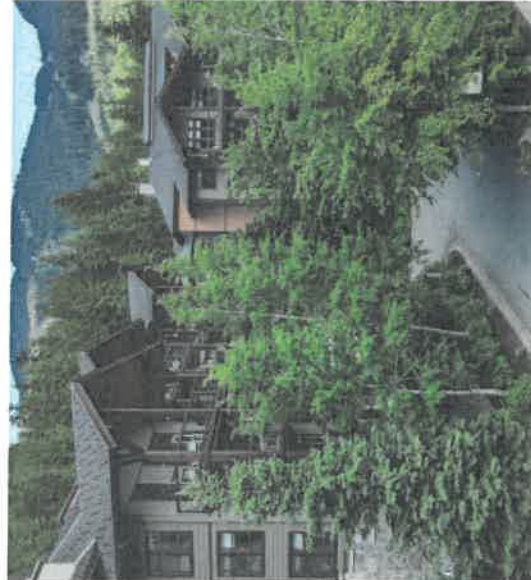
Single Family



Townhomes

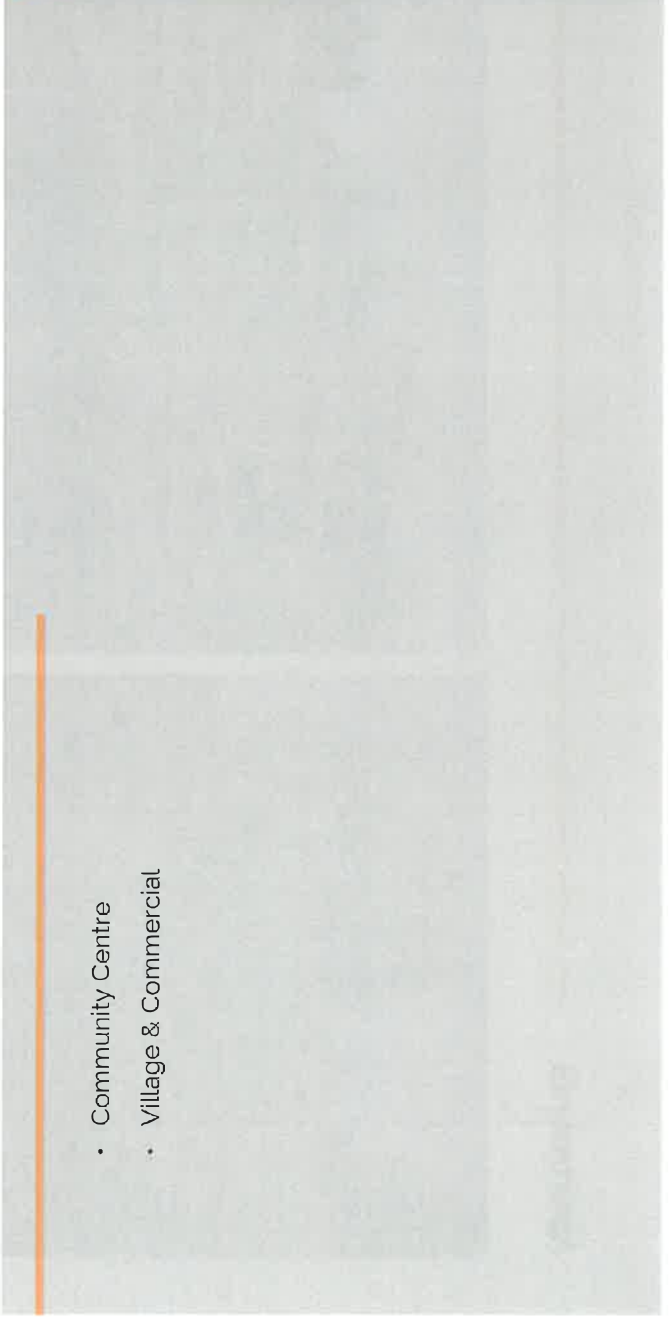
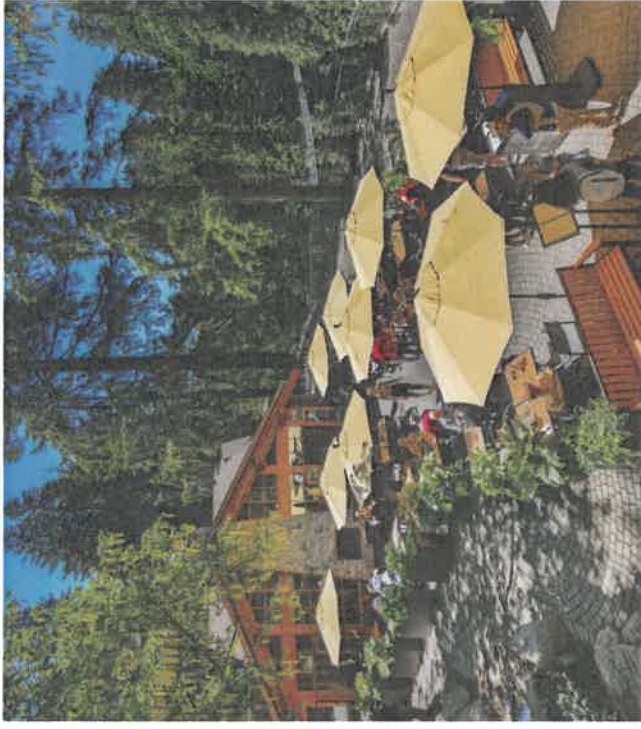


Apartments



SECTION 2
Civic + Commercial

- Community Centre
- Village & Commercial



Community Centre



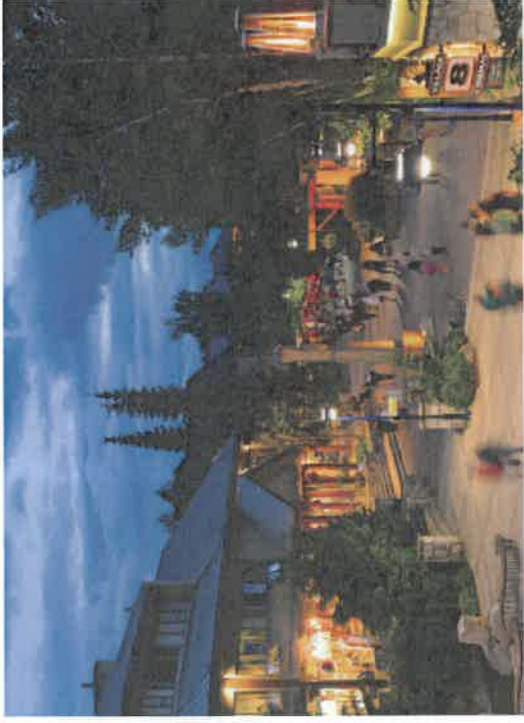
Community Centre



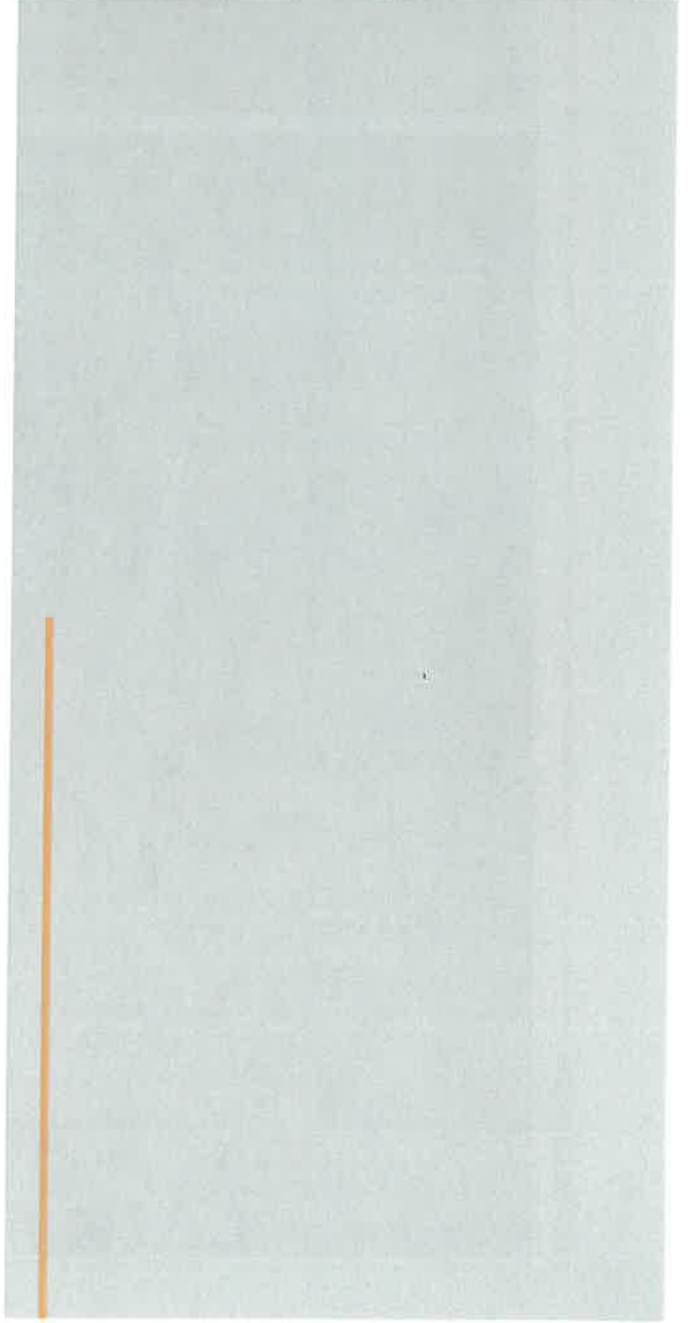
Village Core



Village Core



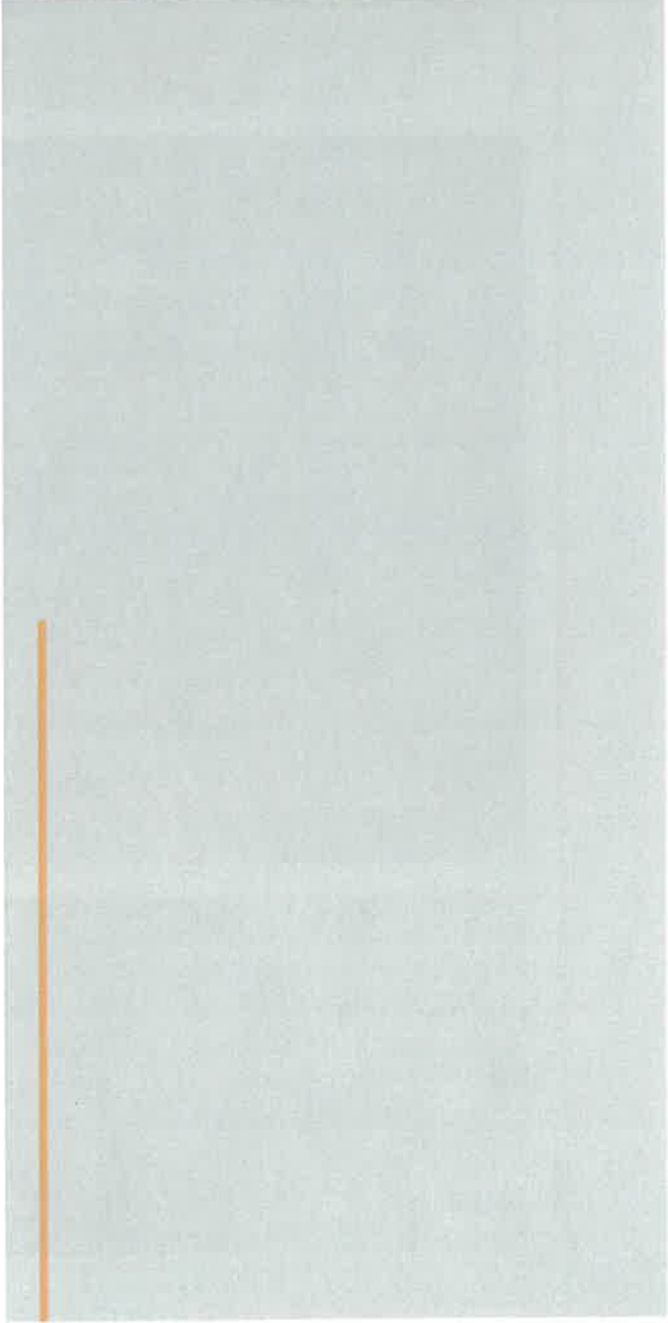
SECTION 3
Streetscapes



Streetscape



SECTION 4
Trails + Paths + Greenways



Trails



Paths



Greenways



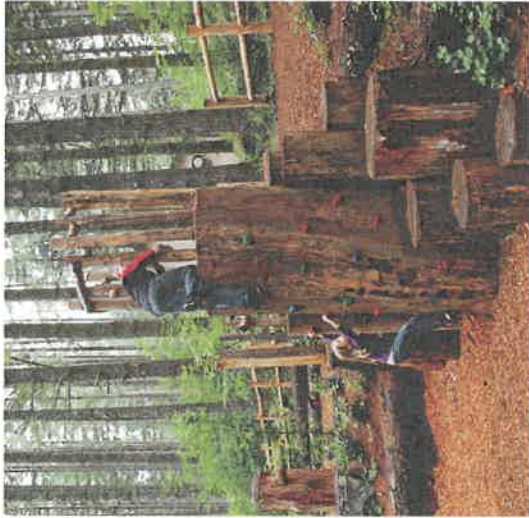
SECTION 5

Parks

- Neighbourhood Parks
- Community Parks



Neighbourhood Parks



Community Parks



SECTION 6
Amenities



Amenities



Amenities



Neighbourhood Plan Phase 2 | DRAFT Land Use Plans

OPTION 1 | Foundation Plan (OCP)



LAND USE

5%	Ground Oriented	3.20 ha 791 ac
4%	Multi-Family Townhome	2.14 ha 526 ac
24%	Multi-Family Apartment	14.54 ha 3609 ac
3%	Mixed Use	1.75 ha 432 ac
1%	Civic Community Centre	0.44 ha 1.09 ac
7%	Neighbourhood Park	4.32 ha 1075 ac
49%	Protected Natural Area + Greenways	24.44 ha 6039 ac
16%	Road ROW	9.98 ha 2466 ac
100%		61.14 ha 15108 ac

OPTION 2 | Balanced Plan



LAND USE

2%	Ground Oriented	1.07 ha 264 ac
27%	Multi-Family Townhome	16.39 ha 4098 ac
13%	Multi-Family Apartment	7.84 ha 1937 ac
2%	Mixed Use	1.06 ha 262 ac
1%	Civic Community Centre	0.44 ha 1.09 ac
6%	Neighbourhood Park	3.49 ha 862 ac
36%	Protected Natural Area + Greenways	22.26 ha 5501 ac
13%	Road ROW	8.60 ha 2125 ac
100%		61.14 ha 15108 ac

OPTION 3 | Essential Plan



LAND USE

5%	Ground Oriented	3.05 ha 754 ac
24%	Multi-Family Townhome	17.74 ha 4388 ac
9%	Multi-Family Apartment	5.62 ha 1389 ac
2%	Mixed Use	0.65 ha 161 ac
1%	Civic Community Centre	0.44 ha 1.09 ac
4%	Neighbourhood Park	2.26 ha 560 ac
35%	Protected Natural Area + Greenways	21.81 ha 5409 ac
15%	Road ROW	9.37 ha 2315 ac
100%		61.14 ha 15108 ac



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: October 11, 2024 File Number: 0340-50
Submitted by: Karen Elrick, Chief Administrative Officer
Subject: Council Policy Review

Purpose / Introduction

To provide Council with the opportunity to review Village of Anmore policies.

Recommended Option

THAT Staff report back to Council with a policy framework for Council/Administrative categories and to conduct a review of Council policies to reaffirm or consider amendments to current policies.

Background

Policies are high level guiding documents for the organization and should encompass general principles to guide and direct present/future conditions and decisions and support accountable, transparent, and efficient administration of communication between members of the public/interested parties and Council. Policies should not include prescriptive actions and rules, which should be included in a procedure document

Policies differ from bylaws as a bylaw is a regulation enacted in accordance with the powers conferred in an Act. More generally, a bylaw is a law set forth by a governmental authority and imposes rules and defines actions, including fines, if someone is not compliant with the bylaw.

If a bylaw is enacted in respect of a particular topic or issue, it is not necessary to have an accompanying policy, however some policies may be developed to support bylaws.

Report/Recommendation to Council

Council Policy Review

October 11, 2024

Village of Anmore Councils have adopted various policies in the past which have not been categorized or reviewed on any regular interval. As a result, there are policies that are over 30 years old that may no longer meet the needs of the organization, may be redundant, or in conflict with current legislation or Village bylaws. It is best practice to conduct regular periodic review of organizational policies in order to assure alignment of the overarching strategic priorities set by Council.

Additionally, historically, there has been no categories identified to differentiate between Council and Administrative Policies.

Council Policies generally have a community impact or signification organizational impact and must be approved by Council resolution:

Eg: Filming Policy
Reserve Policy
Tangible Asset Policy

Administrative Policies are generally internal to the Village, related to the day-to-day operations and should be approved by the Chief Administrative Officer, in consultation with the Senior Leadership Team.

Eg: Mobile Device Policy
Purchase Card Policy
Working Alone Policy

Discussion

Staff recommend that a policy review process be undertaken:

1. Identify framework and categories (function areas/departments)
2. Identify and differentiate Council and Administrative policies
3. Bring forward existing policies and recommendations for updates to seek Council direction on affirming, updating, or repealing existing policies

Through the recommended review process, staff would request that Council consider recommended changes and adopt those changes if in agreement, make additional changes as determined through discussions by Council, and affirm staff recommendations as to type of policy – Council or Administrative.

Report/Recommendation to Council

Council Policy Review

October 11, 2024

While it is anticipated that some of the changes would be minor (eg updating language, positions); others would reflect changes since the policies were last adopted (eg Use of Audio Tapes – 1993, Anmore Museum Policy – 1992)

Once framework and categories are determined, staff would recommend presenting Council with a sub-set of policies for review. Policy review would be ongoing as staff bring forward more sets of policies to Council over the coming year.

Financial Implications

None.

Communications / Civic Engagement

Policies will be posted on the Village website.

Corporate Strategic Plan Objectives

Maintain and enhance service levels

Support the great staff in Anmore

Options

1. THAT Staff report back to Council with a policy framework for Council/Administrative categories and to conduct a review of Council policies to reaffirm or consider amendments to current policies.

(recommended)

1. *That Council decline to consider an organizational policy review at this time.*

Attachments:

None.

Report/Recommendation to Council

Council Policy Review

October 11, 2024

Prepared by:



Karen Elrick
Chief Administrative Officer

**TRI-CITIES HEALTHIER COMMUNITIES PARTNERSHIP
MEETING MINUTES**

Attendees: Glenn Pollock, Co-chair, Port Coquitlam Councillor
 Dr. Cheryl Young, Co-chair, Tri-Cities Medical Health Officer Fraser Health
 Dr. Xuan Zhao, Public Health Resident, Fraser Health
 Ann Johannes, Community Development Liaison, Coquitlam Public Library
 Orion Warje, PACes Community Health Specialist, Fraser Health, Chair, Early Childhood Development
 Holly Barrington, Early Years Specialist, MCFD North Fraser
 Claire MacLean, CEO SHARE Family & Community Services
 Graham Danziger, Recreation Manager, Port Coquitlam
 Jim LaCroix, Recreation Manager, Coquitlam
 Vera LaFranc, Executive Director, Fraser Northwest Division of Family Practice
 Brynn Fominoff, Director Community Services, Fraser Health
 Jackie Hong, Project Manager, Tri-Cities Local Immigration Partnership
 Steve Kim, Councillor, City of Coquitlam
 Jennifer Blatherwick, Executive Director, ACCESS Youth Outreach Society
 Polly Krier, Councillor, Village of Anmore; Homelessness Task Group Coordinator
 Lynn Heinrich-Chutskoff, Chair, Middle Childhood Matters Committee
 Richelle Foulkes, Community Health Specialist, Fraser Health

CALL TO ORDER

1. Welcome, Territorial Acknowledgement and Introductions

The meeting was called to order at 9:35am. We acknowledge that we are on the traditional, ancestral unceded territory of the k^wik^wə^łəm (Kwkwetlem First Nation). We thank the k^wik^wə^łəm who continue to live on these lands and care for them, along with the waters and all that is above and below.

COMMITTEE BUSINESS

2. Adopt Minutes: Minutes from the January 25, 2024 meeting are approved

3. Action Items:

- Jasmin Chatrath, Injury Prevention Lead, Fraser Health, sent partners the slide deck and Briefing Note from the January 25th presentation
- Thabata da Costa sent partners the Anti-Racism Toolkit: How to Report Incidents of Racism

NEW BUSINESS

4. Tri-Cities HCP Priority Setting 2024-2026

Dr. Young led a discussion with partners on Tri-Cities HCP priority topic areas for 2024-2026. The following discussion ensued:

- Strength of the HCP is networking and connections, but there is an opportunity to support alignment of work across municipalities
- We need a narrow focus to help achieve deliverables
- HCP can have a role in raising awareness of the role housing has on health. We can help voice support for a daytime hub for people who are unhoused. We also

recognize a less visible population of people who are homeless, particularly women, children and youth

- There is a new accessibility requirement for municipalities and organizations. People who have physical or mental disabilities need to be consulted to develop these plans. HCP can support this work
- Municipalities are looking at accessibility and climate action. There is potential to align efforts with both these topics
- Accessibility is important for seniors. As this population grows, we will need to consider accessibility, aging in place, assisted living, and supporting seniors to stay in their community. We should also include caregiver supports
- Creating culturally safe experiences in the community and healthcare settings is important
- Safety in the community is another concern. We can consider features of the built environment (e.g. street lighting), but also safe social environments and public perceptions on community safety. There are resident-run Block Watch groups, and a youth-led transit oriented group called Inter-Regional At-Risk Youth Link (IRAYL)
- Vision Zero can be influential in the Tri-Cities. There are more active transportation users but more interaction with cars. Education is important, and we can look to support align across municipalities on their strategies.
- Access to primary care is another gap. The Division has a strong attachment strategy, but it is helpful to share information across partners. We can look at alignment and access on various health care centres and clinics, and partner roles in helping attract physicians/care providers
- Food security is another important topic but we recognize the work of the Tri-Cities Food Council (TCFC) and would look to support, not duplicate
- The HCP can support climate change and coordination across cities. There are important equity considerations when it comes to climate change; we can look to support the most vulnerable populations (e.g. seniors during the heat dome). Municipalities have Emergency Response teams. HCP could be a place for key information sharing. Clean air is another climate-related topic where our HCP can help spread information/education. When it comes to climate change, we may have limited capacity to influence larger-scale organizational change
- Several topics we could focus on look at capacity building and leveraging ongoing efforts. We can play a role in helping partners connect, information sharing on various projects and policies and to identify gaps. Building on what is already happening and specifically looking to identify and address gaps could be a good role for the HCP
- Municipalities have staff working on a range of these topics. There are also senior-focused and youth-focused committees. We can invite city staff from each municipality to come present on the various strategies they are working on and see where we can align and support the work.
- Some topics are timely policy or action windows of opportunity that are coming up this year. Other topics would be more valuable for information sharing and connecting across partners. There are also topics that come up ad hoc that can be shared for education or information
- Next steps: narrow down our list of topic areas to prioritize what we would like to focus on based on opportunities for HCP action vs information sharing
- **Action: Cheryl & Richelle** to send out a poll to HCP partners to prioritize our list of identified topic areas. **Partners** to complete the poll. We will review results at the May HCP meeting.

STANDING ITEMS

5. HCP Social Connectedness and Mental Health & Wellness Sub-committees Update:

- Partners of both committees had a joint meeting on February 16th. Partners agreed to combine the two committees into one Mental Wellness & Social Connectedness subcommittee moving forward.
- Partners expressed interest in two activities: 1) reviewing local resource guides for mental health services and potentially developing population-specific guides as needed; 2) social connectedness literature review on community-level policies and programs that are shown to enhance connectedness.

6. Emerging Issues Partner Roundtable

Community Health Centre

- Councillor Pollock recognized several partner efforts to facilitate conversations between Fraser Health, The Alex and Ministry of Health on opening a community health centre at The Alex.

Homelessness Task Group:

- Polly is looking for a site to host a Community Connect Day
- The Tri-Cities needs a location for the Emergency Weather Response (EWR) Shelter next winter. The EWR has been at Kyle Centre for the past several years but a location is needed for winter 2024/2025. Kyle Centre was open as much as possible, but hours were 9pm-7am, which can be difficult when it is dark and cold before/after those hours
- Winter Shelter: moving forward with the same model as last season with rotating locations through churches. Progressive Housing operates the shelter. If there are other locations, please connect with Polly. Ideally, there would be a 24/7 winter shelter from October-April, but we currently only offer nightly shelters at churches

The Foundry:

- Foundry is currently working on the Youth Hub. They held their initial Leadership Table meeting. Efforts are underway to recruit youth for the Youth Table and the Family Table that will provide input on services and building design. Foundry aims to recruit a diverse group of youth, so please connect with Claire if you know of any youth that might be interested in participating.
- We are still looking for a space for the Foundry.

Tri-Cities Food Hub:

- SHARE chairs the Tri-Cities Food Hub with 8 other local organizations that help provide food to people in need. The group recently applied for a grant for infrastructure and supplies to better meet growing needs.

Richelle, Fraser Health Community Health Specialist will be away on maternity leave starting in May.

NEXT MEETING

7. **Next Meeting:** Thursday, May 23, 2024, in-person at the Port Coquitlam Community Centre, 9:30-11:00 am.

**TRI-CITIES HEALTHIER COMMUNITY PARTNERSHIP
MEETING AGENDA**

DATE: Thursday, May 23, 2024, 9:30 – 11:00 am

LOCATION: Port Coquitlam Community Centre, 2nd Floor Boardroom, 2150 Wilson Ave, Port Coquitlam; or Online Microsoft Teams

CALL TO ORDER

1. Welcome, Territorial Acknowledgement & Introductions

We acknowledge that we are on the traditional, ancestral unceded territory of the kwikwəłə'm (Kwikwetlem First Nation). I thank the kwikwəłə'm who continue to live on these lands and care for them, along with the waters and all that is above and below.

COMMITTEE BUSINESS

2. Review Agenda & Action Items

3. Adoption of Meeting Minutes from April 4, 2024

NEW BUSINESS

4. Tri-Cities Pride Allies & Influencing Safe Environments for 2SLGBTQ+ Students in Schools

Presentation from Orion Warje, Tri-Cities Pride Allies Chair and PACEs CHS, and Leah Lyth, Tri-Cities Healthy Schools Public Health Nurse to present on the Tri-Cities Pride Allies and ongoing work in the District and local schools to influence safer environments for 2SLGBTQ+ students.

- History: at TC CYC - lots of interest in inclusivity and LGBTQ+ issues but few actions ongoing, so TC Pride Allies was formed as a community of practice.
- A joint subcommittee of the ECD and MCM tables
- Now 12 members with 5 part of the LGBTQ+ community and 7 allies
- Starting with awareness and info sharing.
- First project - easy to digest info sheets for the community
- Research day every November - TC Pride Allies had a table
- Many ongoing requests for projects!
- Collaborating with TC Pride Society to form a LGBTQ+ Youth Committee
- Book Club for seniors, all invited including allies. Providing support for older age group supports families (e.g. including grandparents of queer kids)
- Gender neutral bathroom awards idea
- SD 43 - FH and the SD collaborated to create teaching resources on sexual orientation and gender identity.
- Language materials in collaboration with TC Pride Society, a middle school staff, and the school's GSA
- Resource sheet created on supports including mental health supports for LGBTQ+ youth and families, adaptable to other communities

- Next: School district website overhaul, increasing displays of support for staff, SOGI policy, increasing opportunities for youth voice
- PoCo – potential interest in a presentation for youth staff?
- Easiest to implement gender neutral bathrooms during building phase. If already built, signage for e.g. “trans folks welcome”, there are workarounds

ACTION - if interested in presentation that Orion/Leah gave, contact Orion
 ACTION - Orion to f/u with Graham / Graham to f/u Orion regarding presenting to PoCo staff who work with youth including summer programming
 ACTION - Orion to send the info sheets to the group available to be shared widely
 ACTION - Leah to send the supports resource sheet for LGBTQ+ youth and families
 ACTION - Leah/Orion to share ppt

5. Tri-Cities HCP Priority Setting & Reflect Survey Results

Dr. Young shared the results of the Tri-Cities HCP Priority Setting and Reflection Survey. Members discussed top actionable priorities for 2024-2026:

Mental Wellness and Social Connectedness

	Google doc	Specific actions
Mental Wellness & Social Connectedness	Existing Efforts/Committees -HCP sub-committee -Foundry -Develop or share resources and information to support navigation and raise awareness of available services -Identify evidence-based policies and programs implemented at the local level that enhance social connections	Standing updates from HCP MW&SC Sub-Cte Standing updates on Foundry (HCP MW&SC Sub Cte?) BC Healthy Communities C&Y Mental Wellbeing for local governments toolkits: <ul style="list-style-type: none"> - Presentation from VCH/BC Healthy Communities - Sub-Cte to review actions

- o See attached powerpoint for Specific actions
- o Claire to provide regular updates on behalf of SHARE re Foundry
- o Vera and Sam - happy to join sub-cte

ACTION: Shaina to add Vera and Sam to MWSC sub-cte

ACTION: MWSC to explore use of the Healthy Communities C&Y Mental Wellbeing for local governments toolkits

Housing and healthy built environment

	Google doc	Specific actions
Housing & Healthy Built Environment	<ul style="list-style-type: none"> -Presenting equity-related data on built environment (e.g. tree canopy coverage in low vs high income neighbourhoods) -Provide data and recommendations on how much green space, childcare spaces, 3:30:30 Rule, etc. should be incorporated into a neighbourhood plan/new development -Bring health/ equity lens to OCP renewals 	<p>FH can support with providing data and interpretation on request ?Any opportunity for action thereafter?</p>
	<ul style="list-style-type: none"> -Education on core housing needs -Advocating for below market housing; -Coordinated approach to integrating health into housing plans (e.g. planning for health service delivery needs in density planning) -Raising awareness of role housing has on health -Educating community on housing needs 	<p>?Any ideas/opportunities for advocacy actions?</p>

- Interest to keep data on housing needs current, working with BC Housing, working on both tables with BC Housing and Metro Van, to keep data on housing needs for the five cities up to date.
- All five cities are required to update housing needs reports. Idea to bring that work together in one place for all five munis? cities trying to deal with legislation coming down from the province.

ACTION: Cathy - to connect with her team to see if they have interest in data

ACTION: Graham to review H&HBE b) (the second row on slide 6) with his council to see if they have any actions

ACTION: Cathy to bring to next meeting, there is a provincial timeline.

Physical activity and literacy

	Google doc	Specific actions
Physical activity & literacy	-Asset map of active park spaces for youth (11-18 yrs) -Engaging middle years/youth in planning for park spaces	- FH can support
	-Education on unstructured, free play and outdoor play -Education on screen time and sedentary behaviour	FH can support with providing evidence and data interpretation on request ?Any ideas/opportunity for action thereafter?

- For the first row, interest in engaging with those in low income housing and teens , to get their take on their needs . Low income housing - working with BC Housing to support youth in those neighborhoods .

ACTION: Graham - will f/u with poco on the parks side

Child and youth engagement

	Google doc	Specific actions
Child & youth engagement	-Sharing youth health data -Education on substance use and overdose crisis	-2023 Adolescent Health Survey data by school district available now. FH available to support with data presentation (with SD43 permission). Discussion on how partners outside of the SD can play a role?
	-Incorporating youth perspectives into municipal and organization plans, e.g. accessibility plans, climate action plans	? Any ideas/opportunity for action?

-Engaging children/ youth outside of school

- Cities with a youth committee: PoCo, Coquitlam, Port Moody all do
 - Idea would be for cities to routinely engage their youth ctes and youth ambassadors into their plans
 - Idea: a memo from the HCP to all local governments to routinely include youth ctes on their action plans
-

For other topics:

- Supports for children with support needs – There is a provincial cc committee, may have update in a few months from Vera
- Claire can loop back in after election
- Holly – in regard to the EY mandate - for CYSN - anything for public to see, Holly may be able to present to HCP on contracts for community agencies, present on services available in TC - what initiatives are happening from CYSN .

ACTION: Holly to talk to director if possible.

- Decision to have standing item updates from committees:

HHTG – Polly, Claire and or Cathy

ECD & MCM -

SAS - Ken not here

ACTION: Shaina to f/u with Ken to confirm if he'd like to do a standing update at future HCPs

Others:

ACTION - Shaina to circulate membership list

Reminder for all: Any member can do presentations not just FH! Just let Shaina know and we'll put you on the agenda

STANDING ITEMS

6. HCP Sub-committee Updates

7. Emerging Issues Partner Roundtable

NEXT MEETING

8. **Date:** Thursday, July 25, 2024, 9:30-11:00 am