

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”

Rhonda Schell
Corporate Officer

“John McEwen”

John McEwen
Mayor