

COMMITTEE OF THE WHOLE MEETING – MINUTES

Minutes for the Committee of the Whole Meeting scheduled for Tuesday, October 29th, 2024 at 6:00 p.m. in Council Chambers at the Anmore Community Hub, 2697 Sunnyside Road, Anmore, BC.



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Doug Richardson
Councillor Kim Trowbridge
Councillor Paul Weverink
Councillor Polly Krier

ABSENT

OTHERS PRESENT

Karen Elrick, CAO*
Rhonda Schell, Manager of Corporate Services
Lena Martin, Manager of Financial Services**
Chris Boit, Manager of Development Services
Josh Joseph, Planner
Therese Mickelson, Mickelson Consulting Inc.
Pam Ryan, Lucent Quay Consulting
Kirsty Dick, Lucent Quay Consulting

1. Call to Order

Mayor McEwen provided opening comments regarding the format and purpose of the meeting and called the meeting to order at 6:05 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

THAT the Agenda be approved as circulated.

Carried Unanimously

3. Adoption of Minutes

(a) Minutes of the Committee of the Whole Meeting held on October 22, 2024

It was MOVED and SECONDED:

THAT the Minutes of the Committee of the Whole Meeting held on October 22, 2024, be adopted, as circulated.

Carried Unanimously

4. Business Arising from Minutes

None.

5. New Business**(a) Anmore South Neighbourhood Plan – Phase 2**

The mayor provided introductory comments and introduced Pam Ryan, of Lucent Quay Consulting to facilitate the meeting.

Ms. Ryan provided opening comments on the format and purpose of the meeting and invited the proponent to introduce themselves and provide an overview of the Land Use Scenario options that were presented at the October 15th Regular Council Meeting.

The proponent and their representatives from Placemark introduced themselves and presented an overview of the community engagement from phase 1 and the proposed land use scenarios for phase 3.

The facilitator's report of the discussion is attached and forms part of the minutes.

*Ms. Elrick left the meeting from 6:52 p.m. to 6:58 p.m. and 7:38 p.m. to 7:44 p.m.

**Ms. Martin left the meeting from 7:08 p.m. to 7:18 p.m. and 7:53 p.m. to 8:05 p.m.

The meeting was recessed from 8:08 p.m. to 8:20 p.m.

It was MOVED and SECONDED:

THAT the Committee recommend to Council that staff be directed to complete Phase 2 community engagement using the IAP2 Inform methodology and report back to Council with a Phase 3 community engagement plan; and

THAT the Committee recommend to Council that staff be directed to work with the applicant on Phase 3 of the Anmore South Neighbourhood Plan Terms of Reference based on the preferred land use discussion notes taken by the facilitator at the October 29, 2024 Committee of the Whole meeting, which will be attached to the minutes.

Carried
Councillor Richardson Opposed

6. Public Comments

None.

7. Adjournment

It was MOVED and SECONDED:

THAT the meeting be adjourned at 8:47 pm.

Carried Unanimously

“Rhonda Schell”

Rhonda Schell
Corporate Officer

“John McEwen”

John McEwen
Mayor

Anmore South Committee of the Whole
October 29, 2024
Speaking Points

Mayor McEwen

- Tonight's Committee of the Whole is focused on the Phase 2 land use scenario options presented by the Applicant and shared with Council at the October 15, 2024 Regular Council Meeting.
- We will use a workshop format so Council can have an open dialogue with the Applicant and staff to gain a better understanding of the three land use scenarios presented, including what each prioritizes.
- As per staff's recommendation, this Committee off the Whole is for Council, which means the community is invited to attend as **observers**.
- In making this recommendation, staff noted that community members have had several opportunities to share input in Phase 1, and they will have more opportunities to participate in community engagement going forward.
- Staff also recommended that we have a facilitator to lead the discussion so that all of Council – including me – can fully participate.
- We all have questions, and we look forward to the Applicant and staff addressing questions that relate to the land use scenario options as part of tonight's discussion.

- We also all have questions that may not be addressed until we move into Phase 3. The facilitator will document these so they can be tracked for future discussion.
- We appreciate having Pam Ryan, President of Lucent Quay Consulting and a member of the Mickelson Consulting team, here to facilitate our meeting this evening.
- In our terms of reference for this process, Phase 2 is designed to receive clear direction from Council on a preferred land use scenario to be used as the base assumptions for detailed studies and analysis in Phase 3.
- We are **not** selecting the **final** land use plan at this stage. That decision will be made at the end of Phase 3 after **much** more work is done.
- Phase 2 is about reaching agreement as a Council on the land use scenario that **best reflects** the potential future for Anmore South so that we can use it for the detailed studies and the results of those studies – which we know everyone is looking forward to – are meaningful and actionable.
- To support these objectives for Phase 2, we have established the following outcomes for this Committee of the Whole:
- We want to gain insight into Council's preferred land use scenario based on alignment with Strategic Plan and Council's priorities, such as density and housing forms, parks and green spaces, transportation and connectivity and community amenities. It may be one of the options presented, or it could be a new or hybrid option that emerges as a result of our discussion.
- More detailed assessments related to financial impacts and options, transportation impacts and mitigation, servicing

requirements, environmental assessments and other factors are done when we have a preferred land use scenario.

- We also will discuss the requirements for Phase 2 community engagement.
- We are not making decisions tonight. Any outcomes from our discussion will need to be brought forward to a future Council meeting.
- However, the facilitator has advised that at time during our discussion, she will invite members of Council to share their preferences so that we can learn where, as future decision-makers, we are leaning and what is important to focus on. These preferences will be documented as part of the workshop but will not be interpreted as consent until decisions are subsequently taken by Council.
- I'd now like to hand the meeting facilitation over to Ms. Ryan.

Anmore South Committee of the Whole Facilitator Meeting Notes

Date: October 29, 2024
Time: 6:00 p.m. to 9:00 p.m.
Version: Final

Attendees

Roles	Personnel
Committee Members	Mayor John McEwen, Councillor Polly Krier, Councillor Doug Richardson, Councillor Kim Trowbridge, Councillor Paul Weverink
Facilitator	Pam Ryan, Lucent Quay
Subject Matter Experts	Placemark/icona: Greg Moore, Paul Fenske, Teo Finseth Village team: Karen Elrick, Chris Boit, Josh Joseph, Therese Mickelson, Kirsty Dick
Technical support	Village team: Rhonda Schell, Lena Martin

Phase 2 Objectives

- Achieve clear direction from Council to inform development of a preferred land use plan to move forward to Phase 3
- Address Neighbourhood Plan Terms of Reference requirements

Targeted Outcomes

- Gain insight into Council's preferred land use scenario option based on alignment with Strategic Plan and Council's priorities related to:
 - density and housing forms
 - parks, greenways and natural areas
 - transportation and connectivity
 - community amenities and civic facilities
 - commercial space
- Achieve clarification on:
 - how the land use scenario options benefit Anmore overall
 - how data points such as financial and servicing impacts were developed
- Gain insight into any additional considerations and/or options for land use required for Phase 2
- Identify Phase 2 community engagement requirements

Discussion Topics and Notes

Agenda item
Mayor McEwen called the meeting to order and introduced the facilitator
<p>The facilitator:</p> <ul style="list-style-type: none">• Provided an overview of the agenda• Reconfirmed the goals for the evening (see above)• Flagged key intended outcomes:<ul style="list-style-type: none">– Confirm if Committee members have enough information to make an informed decision on a preferred land use scenario– Confirm what else, if anything Committee members require before advancing to phase 3– Confirm if individual Committee members' preferred option is the majority preference, are individual members prepared to accept it for the purposes of moving forward– No Council decisions, but rather open discussion, and clarity of next steps• Noted additional requests to facilitate dialogue:<ul style="list-style-type: none">– Respectful dialogue; one speaker at a time– Full participation– Creative thinking– Clarity of phases – this is phase 2– Trust the facilitator's process for the evening <p>Committee members agreed to continue the meeting as outlined above.</p>
Review and Discussion of Council and Committee Questions
<p>Land use and financial:</p> <p>The Applicant offered a brief 3D model presentation, summarizing the key similarities and differences between the three draft concepts, and key influencing factors:</p> <ul style="list-style-type: none">• All concepts include development bisected by Sunnyside Road, on hillsides, limited by waterways• Concept option 1 reflects the current application, in accordance with Anmore's Official Community Plan; concept options 2 and 3 reflect reduced density• Key differences between the options are housing form and density, park space, amount of commercial space and related services, recreational facility size; there are also minor differences in the connection to Crystal Creek• Anmore's Neighbourhood Concept Plan (to be developed) will drive the eventual rezoning process for the proposed development <p>The Applicant confirmed that the budget for each concept option was prepared at a line item level and that subsequent phases would involve additional analysis and refinement once a preferred concept option is selected (Phase 2 budgets were prepared on a per capita basis; phase 3 will involve a full study).</p> <p>Committee members asked about the assumptions for fire services and policing, concerned that the cost assumptions may be too low.</p>

Agenda item

Action: Applicant to clarify financial assumptions as part of comprehensive financial study in Phase 3.

Housing forms and density:

- The Applicant did not explore an option with towers in the south, which would have afforded for more green space/park land, because during Phase 1 engagement, participants clearly stated they did not want towers.
- To create Anmore Council's preference for a "transit dense community" in this area – one that would meet the criteria for enhanced transit service – approximately 12-13 homes per acre are needed; all options satisfy this density requirement. Option 3 (lowest density) best offers "transition" zones between higher and lower density areas.
- Each scenario assumes 20% rental, of which 15% is non-market. As a result, option 3 offers the least total number of rental units, whereas option 1 offers the most.
- Option 3 puts least pressure on Village infrastructure and resources.
- Bill 44 does not affect the viability of any of the options.
- There is some flexibility to adjust the ratios of town homes and apartments to allow for the same number of homes with a larger area of designated park space; however, due to the topography of the area, the difference will be limited. There is also opportunity to work with School District #43.

Parks, greenways and natural areas:

- All options offer a park within 5 minutes of each home. More density means more parks are needed because more people need to be served with greenspace outside of their property.
- More park space can be created with higher density (building up and away from ground level); however, the change – as compared to the relative increase in greenspace available within close proximity of the area (e.g., other municipal and regional parks nearby) – would be minimal. Option 3 represents the lower limit of total greenspace.
- Cost of infrastructure (sewer, water, etc.), as well as achieving the required density for enhanced transit service were important considerations in determining the mix of housing, recreation and greenspace options outlined in the three concepts.
- Committee members expressed preference for an option that would best maximize private and other partners' investments in infrastructure to defray the strain on municipal resources (e.g. Metro Vancouver, Imperial Oil, Burrard Thermal, Port of Vancouver).
- Committee members would like options that include public restrooms and parking.

Action: Applicant to consider concept refinements that would provide higher density as compared with options 1 or 2 in exchange for additional greenspace.

Action: Applicant to share Task Force report once complete.

Transportation and connectivity:

- Each land use scenario can accommodate a Crystal Creek connection.
- Current assumptions with respect to traffic flow and related impacts are based on the number of households in each concept.

Agenda item

- A full Traffic Impact Assessment (TIA) will be conducted as part of Phase 3, once Council provides direction on the preferred draft land use scenario for the purposes of Phase 3 analysis. The TIA will consider impacts on the local and regional network, including transit effects, as well as opportunities to address such effects.
- Committee members expressed concerns with TransLink's current funding challenges, and a strong desire to "future proof" any development to help guarantee transit security for Anmore. It was noted that increased density and favourable zoning requirements (e.g., limited garages and driveway parking) offers a more compelling case for transit usage and correspondence transit investment.

Community amenities and civic facilities:

- Each concept option offers playgrounds, pavilions, flex fields and a recreational facility.
- The potential for a private recreational facility in option 3 was offered to illustrate the range of possibilities include reduced strain on municipal resources/servicing and related taxes; it is not a requirement of option 3.
- Consideration of modifying the proposed community facility in each of the draft options to include additional facilities (e.g., swimming pool, ice rink, etc.), could be discussed in a future phase of planning. This could include Anmore exploring const sharing options with other municipalities to help reduce the Community Amenity Contributions that likely would be required to fund it.

Commercial space:

- Each draft concept option assumes 15-25 year commercial build-out that includes food and pharmacy.
- Market conditions and density will dictate what specific scale and business brand (small scale independent or multi-national chain) will choose to locate here, and when they choose to do so.
- It is anticipated that some turnover will happen through to full build-out, and is generally considered a healthy way to develop, as density and community needs change over time.
- It was noted that careful planning and use of incentives could help influence the timing and type of commercial investments, with a focus on companies with local interest or proven success.
- Several Committee members expressed an interest in professional services as part of the commercial development.
- All options assume that the developer will own and manage the commercial space, leasing to service providers or stratifying/sale as appropriate.
- It was noted that commercial success depends on access, density of the catchment area, and development phasing.

Other considerations:

- All three commercial development concepts assume FireSmart best practices.
- All three concepts incorporate leading drainage standards, new rainwater drainage wells within the right of way.
- All options offer opportunities for Anmore to collect development cost charges.

Agenda item

Action: Anmore staff to arrange follow up presentation/discussion with Council on development cost charges and new provincial amenity cost charges legislation.

Once all questions had been addressed, including option for each Committee member to ask any follow up questions, the facilitator closed discussion and invited the Committee to share initial perceptions (see below).

Discussion of Initial Preferences

The facilitator invited each Committee member to share their initial thoughts based on the previous discussion, as well as any other significant observations. Specifically, the facilitator invited the Committee members to share:

- Which option does the Committee think best serves Anmore?
- Do you have a preferred option? Why?
- Are there changes/additions that would be needed to the preferred option?

In initial comments, four of the Committee members preferred option 3 with modifications that include elements of option two. One member preferred an option not presented that would include significantly higher density in towers and townhomes on 30% of the developable area, offset by 70% park space. The Applicant advised that towers are not an option for this development.

BREAK

In-depth Discussion of Committee Comments and Feedback

The facilitator invited Committee members to share additional comments. *Because several members offered the same comments, all comments are summarized below, without attribution to a specific person. Detailed notes are available if required:*

- Desire to ensure sufficient level of density to provide for services needed, including water and sewer connections to Anmore.
- General agreement that the density of option 3 is preferred, and responds to input from community members with no towers, while signaling a shift away from single family housing (one Committee member disagreed, instead preferring towers concentrated in one area, and suggesting that residents may not fully understand the beneficial tradeoffs of increased density).
- General desire to tweak option 3 with a goal of providing more greenspace and connected trail spaces (including suggestions for more apartments and fewer townhomes) – one suggestion to reduce the number of townhomes to 695 and increase the number of apartments to 1,400.
- Mixed preferences for recreational facilities:
 - Some desire for less structured park facilities and more open space
 - Some would like to leverage coordination with SD #43 to maximize use of existing facilities rather than building a new community centre
- Appreciation that there is already a lot of regional green space nearby.
- Appreciate efforts to create a “separate but connected” extension of Anmore; do not want to limit density on the Anmore South lands to only south of Sunnyside Road; one concern that the concepts were too spread out and should have more density within the total space.

Agenda item

- Strong desire for a Crystal Creek connection.
- Recognition that local commercial space is needed; some interest in early delivery of senior living spaces and a community daycare.
- One Committee member expressed concern that option 3 would not be financially viable for the Village.
- Strong interest in a more detailed feasibility analysis and business case, to follow in Phase 3, confirming required municipal infrastructure costs like water/sewer/septic, a better understanding of fire and policing requirements, and potential cost-sharing/partnerships; questions as to what infrastructure is essential vs. optional.
- Questions as to how this development compares cost-wise with other recent developments in the area (e.g., Hillside and Cypress Village).

Applicant Response to Committee Comments and Feedback

The Applicant representatives offered the following final comments:

- Option 3 can be tweaked in response to Committee's comments
- The selection of the location of the community centre was intentional – to create synergies with future use; however, there are opportunities to reconsider this
- Each concept was developed in response to community input to date – each create the desired gentle transition from single family areas to higher density areas.
- All three concepts offer significantly more park land than is typical for a development of this size
- Even option 3 offers significantly more density than elsewhere in Anmore.
- Phase 3 financial analysis will include the level of detail that Committee members requested; this will be completed following Council direction on the preferred land use scenario, which is a necessary input to such analysis

Discussion Recap

There being no further comments or questions, the facilitator asked members of the Committee to reconsider the meeting objectives:

- Do Committee members have enough information to make an informed decision on their preferred land use scenario? *All Committee members agreed that they do.*
- What else, if anything do Committee members need to know for this phase before referring to Council? *Discussion included the need to confirm:*
 - That the Applicant would prepare a modified option 3, with a connection to Crystal Creek, and slightly more density to allow for more park space with programming, including further engagement with SD #43 (one dissenting).
- Is there support to conduct phase 2 engagement and if so, about what?
 - Committee members agreed that Phase 2 public engagement should be an “inform” level of engagement to complete Phase 2, with a more detailed “consultation” level of engagement to follow in Phase 3, once outstanding financial questions and other technical studies are completed.
 - It was suggested that the question of tower height be brought back to the public for input before selecting a preferred land use scenario; however, the Applicant offered

Agenda item
<p>that it would not pursue such an option because market analysis shows that it would not be profitable to do so</p>
<p>Community Engagement Considerations:</p> <ul style="list-style-type: none"> • Ms. Mickelson presented considerations for the next phase of public engagement, based on the intent to provide an “inform” level of engagement to complete Phase 2, including advising of work to date and next steps, including when residents will have answers to outstanding questions: <ul style="list-style-type: none"> – Have Your Say engagement page update once Council confirms the land use scenario to take forward – Direct mailer to all residents – Display boards at municipal hall for viewing during upcoming holiday events – Target engagement period for Phase 2: beginning late November 2024 and as early as January-February 2025 for Phase 3 (subject to completion of required technical studies by the Applicant, and analysis and discussions with Village staff)
<p>Summary and Next Steps</p> <ul style="list-style-type: none"> - Committee of the Whole to provide report and recommendation to Council at the November 19, 2024 meeting - Council to confirm decision on preferred land use plan to move to Phase 3 studies and community engagement - Staff to initiate Phase 2 community engagement as directed and continue meeting with Applicant to advance Phase 3