**REGULAR COUNCIL MEETING – MINUTES**

Minutes for the Regular Council Meeting scheduled for Tuesday, May 20, 2025 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
Chris Boit, Manager of Development Services
Josh Joseph, Planner
Esin Gozukara, Manager of Corporate Services
Jas Rattan, Corporate Administration Clerk

## 1. Call to Order

The meeting was called to order at 7:00pm.

## 2. Approval of the Agenda

It was MOVED and SECONDED:

R087/25: THAT the agenda of the May 20, 2025, Regular Council meeting be approved.

Carried Unanimously

## 3. Public Input

Members of the public made comments on:

- Process for amending Council meeting minutes;
- Committee terms of reference; and
- Support for the proposed Infill Policy amendment.

## 4. Delegations

### (a) Friendly Forest Preschool

Friendly Forest Preschool presented regarding their request to be recognized as an official Community Volunteer Group.

**(b) 1st Anmore Scouts**

1st Anmore Scouts presented regarding their Costa Rica trip.

**5. Adoption of Minutes**

**(a) Minutes of the Regular Council Meeting held on May 6, 2025**

It was MOVED and SECONDED:

R088/25: THAT the Minutes of the Regular Council Meeting held May 6, 2025 be adopted, as circulated.

Carried Unanimously

**6. Business Arising from Minutes**

None.

**7. Consent Agenda**

It was MOVED and SECONDED:

R089/25: THAT the Consent agenda be adopted.

Carried Unanimously

**(a) 2025 UBCM Convention – Council's Attendance and Meeting Requests**

Memo dated May 16, 2025, from the Manager of Corporate Services, attached.

Recommendation: Council to provide direction if any other member would like to attend or request a meeting at the 2025 UBCM Convention.

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

None.

**9. Legislative Reports**

**(a) Anmore Closure and Removal of Highway Dedication – Ma Murray Amendment Bylaw No. 716-2025.**

The Planner provided an overview of the report dated May 16, 2025.

Discussion points included:

- Clarification regarding the road right-of-way.

It was MOVED and SECONDED:

R090/25: THAT first, second and third reading be given to Anmore Closure and Removal of Highway Dedication – Ma Murray Amendment Bylaw No. 716-2025.

Carried Unanimously

**(b) Anmore Procedure Bylaw Clarification**

The Chief Administrative Officer provided an overview of the report dated May 16, 2025.

Discussion points included:

- Clarification regarding clause 64 in the Procedure Bylaw; and
- Clarification on amendments to the Procedure Bylaw.

It was MOVED and SECONDED:

R091/25: THAT the report dated May 16, 2025, from the CAO entitled Anmore Procedure Bylaw Clarification be received for information.

Carried Unanimously

## 10. Unfinished Business

None.

## 11. New Business

**(a) Facility Rentals for Meetings Policy No. 78 – Update**

The Chief Administrative Officer provided an overview of the report dated May 16, 2025.

Discussion points included:

- Allowing alcohol at the events and a potential for developing a policy reflecting this potential change;

- Possibility of allowing events to continue past 9PM. It was noted that the current time restrictions align with the Noise Control Bylaw;
- Concerns over parking availability; and
- Staff availability for events.

It was MOVED and SECONDED:

R092/25: THAT Facility Rentals for Meetings Policy No. 78 be amended to include:

a) insurance requirements in the amount of $2 million liability rather than $3 million for currently approved activities within the policy; and

b) rental restrictions for the Boardroom during business hours (9am – 4pm, Mon – Fri).

Carried Unanimously

It was MOVED and SECONDED:

R093/25: THAT staff report back with an additional rental facility policy that would allow for alcohol events.

Carried Unanimously

**(b) Infill Policy RLU-16 – Review**

At 7:40 p.m., Mayor McEwen and Councillor Krier recused themselves from discussion and voting on this agenda item due to plans of future infill on their properties.

The Manager of Development Services provided an overview of the report dated May 16, 2025.

Discussion points included:

- Clarification on the allowable density for parcels that are 2800$m^2$;
- Average slope requirements in the current policy;
- Maintaining the look and feel of the neighbourhoods;
- Rigidity of the language in the current policy;
- Panhandle lots and ensuring safe access for the fire department;
- Concerns over a case-by-case evaluation framework; and
- How many lots would be included.

It was MOVED and SECONDED:

R094/25: THAT the report dated May 16, 2025, entitled Infill Policy RLU-16 – Review from the Manager of Development Services, be received for information, and;

AND THAT staff be directed to report back regarding options to amend OCP Infill Policy RLU-16 and to include criteria such as:

- double frontage and aspect of how the lot is going to be subdivided and how that can impact the minimum requirements;
- approximately how many lots would be eligible for infill with the changes implemented, avoiding as much as possible what measures could be put in place to avoid multiple discretionary case-by-case approval scenarios;
- reporting back on ways to address the site slope average and appropriate bench building areas; and
- measures regarding panhandle in terms of either consultation with Chief Jay Sharpe or addressing through rezoning.

Carried Unanimously

Mayor McEwen and Councillor Krier returned to the meeting at 8:10 p.m.

**(c) Council Mail and Correspondence Policy**

The Manager of Corporate Services provided an overview of the report dated May 16, 2025.

It was MOVED and SECONDED:

R095/25: THAT Policy No. 44 – Municipal Correspondence Policy be rescinded;

AND THAT Policy No. 80 – Council Mail and Correspondence Policy be adopted.

Carried Unanimously

**(d) Additional Resource Request**

The Chief Administrative Officer provided an overview of the report dated May 16, 2025.

Discussion points included:

- Deadlines that apply for Freedom of Information requests.

It was MOVED and SECONDED:

R096/25: THAT funding for additional corporate office related support of up to $20,000 be approved to be funded from unrestricted operating surplus for the balance of 2025.

Carried Unanimously

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

None.

**13. Mayor's Report**

Mayor McEwen reported that:

- He attended May Days in Port Coquitlam on May 10th;
- He attended the Anmore Community Market on May 10th and noted it was a great success;
- He noted that it is National Public Works Week and thanked Village's Public Works staff; and
- He thanked the Sasamat Volunteer Fire Department for their work in containing the recent house fire.

**14. Councillors Reports**

None.

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

Ms. Elrick commented on:

- Tax notices were mailed out last week. Residents are encouraged to contact Village Hall if they have not received their notice. There is a potential for a Canada Post strike however, there are several payment options available and penalties for late payment will still apply;
- The winning name for the Name the Dump Truck contest will be announced shortly; and
- The Village will be continuing public engagement on Spirit Park.

**16. Information Items**

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

- None.

**(b) General Correspondence**

- Letter dated April 23, 2025, from City of Enderby regarding Bill 7-2025: Economic Stabilization (Tariff Response) Act.
- Letter dated April 29, 2025, from Village of Telkwa regarding Pacific Northern Gas.
- Metro Vancouver Board in Brief, April 2025.

## 17. Public Question Period

Members of the public asked questions regarding:

- Reviewing and updating the OCP;
- Referendums for matters not involving financial implications;
- Additional funding for Corporate Office related support;
- Letter to Council from the MLA for Port Moody-Coquitlam;
- Public input process for proposed developments;
- Community Engagement, Culture and Inclusion Committee (CECI) compliance with the Accessibility Act;
- Process for amending Council meeting minutes;
- Enforcement of sign removal;
- Clarification regarding clause 64(b) in the Procedure Bylaw;
- Clarification on figures cited by the Mayor during a recent radio interview; and
- Reasons for serving on Council;

## 18. Adjournment

It was MOVED and SECONDED:

R097/25: THAT the meeting be adjourned at 8:41 p.m.

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|---|---|
| **“Esin Gozukara”** | **“John McEwen”** |
| ______________________________ | ______________________________ |
| Esin Gozukara | John McEwen |
| Corporate Officer | Mayor |