

**Village of Anmore
Regular Council Meeting
Tuesday, December 10th, 2013, 7 p.m.
Held at Anmore Elementary School Portable**

Apologies for possible errors and omissions – it can be difficult to hear and understand some councilors from the public chairs.

Present Mayor: Heather Anderson

Councilors: Tracy Green, John McEwen, Kerri Palmer Isaak, Anne-Marie Thiele

Chief Administrative Officer: Tim Harris

Manager of Public Works: Kevin Dicken

Manager of Corporate Services: Christine Milloy

Village Planning Consultants: Brent Elliot, Kate Lambert

1. **Call to Order** The meeting was called to order at 7:08pm, after a Council of the Whole meeting held at 6:30pm. Two members of the public attended.
2. **Additions and Deletions to the Agenda** There were none.
3. **Approval of the Agenda** The Agenda was approved.
4. **Petitions and Delegations** There were none.
5. **Adoption of the Minutes** There were recommendations followed by motions to adopt minutes of seven Special and Regular Council Meetings held on the following dates: September 28, 2013, September 30, 2013, October 8, 2013, October 15, 2013, October 22, 2013, November 12, 2013, November 26, 2013. With allowance for one minor 'typo' adjustment, all were adopted.
6. **Business Arising from the Minutes.** There was none.
7. **Bylaws** There were no issues dealing with bylaws.
8. **Correspondence** The recommendation that all correspondence circulated and filed in the village office be received, was carried.

(a) A letter dated November 28, 2013 from Mark Ferrari, Secretary-Treasurer, School District 43 (Coquitlam) was attached for consideration.

Attachments to the letter provided information, determined by development plans and predicted need, about likely future school sites in the district. According to these projections a second elementary school is planned for Anmore. After some discussion, Council opted to defer decisions as to whether to accept the proposal for the school site until the January 14, 2014 meeting, so that staff may have an opportunity to confer with Mr. Ferrari.

9. Committee Reports and Recommendations

a. Joint Family Court and Youth Justice Committee

A letter dated September 16, 2013 (received November 27, 2013) from Denise Peternell, committee Clerk, outlined new Terms of Reference for the Joint Family Court and Youth Justice Committee. Anmore initially had two seats on this committee but now under the new terms is only allowed one. Council decided to continue on with two representatives because it would be unfair to remove a member at this time (half way through the term).

b. Environment Committee

An e-mail dated December 5, 2013 from Councilor Green, on behalf of the Environment Committee, noted the following recommendations for council's consideration:

- i) Mechanisms to ensure protection of watercourses not located within a DPA (*development permit area*) be evaluated and bylaw(s) be revised accordingly; and
- ii) The OCP (*official community plan*) include language regarding the need and intent to also protect the smaller watercourses which are not located within the proposed DPAs

Among the points discussed were: ideally the whole village would be classified environmentally sensitive, there are proposed development permit areas along Mossom, Schoolhouse and Anmore creeks and steeply sloped areas, the health of these creeks depend on the health of the systems which feed them, some of the maps used by the OCP committee were wrong, e.g. Anmore Creek and Schoolhouse Creek are not connected, planners are still working on wording, there will be "language" to protect the health of the water systems,

10. Unfinished Business – There was none.

11. New Business

a. The Council Meeting Schedule for 2014 was presented

b. A Corporate Strategic Plan Progress Report and Proposed Amendments was presented by Planning Consultant, Brent Elliot

The report was dated December 10, 2013. The strategic plan is reviewed annually to determine how commitments and planned actions have been addressed or completed. Some issues are reprioritized, and/or deferred according to emerging needs, resources or extra time required.

Examples of Milestone (completed) Actions mentioned are: decommissioning of the old Village Hall, revision of the Village Website, construction of Mossom Creek culvert, development of a chlorination Plant (original grant 2005) and award of Emergency Preparedness grant, establishment of an Invasive Plant Management Plan, exploration of a Non-Curbside Recycling Pilot Program, work with Port Moody to provide recreational and library services.

Emergent Milestone Actions for 2014 are: Water System Modeling, Organics Curbside Pick-up, Village Hall concept planning, Parks master plan.

Revised and deferred Milestone Actions are: Fees and Charges bylaw update, wildfire protection planning, emergency evacuation planning, retain/ recruit volunteers, arrange shared use agreements with SD43.

Examples of Milestone Actions that have been reprioritized to 2014 and beyond are: Wildfire Protection Plan Project, Establish Surface Run-off Strategy/ Mapping/ GPS, Green Gym Installation, Update Zoning Bylaw & Building Bylaw.

Some previously begun actions had been termed legacy projects in this report. Council decided to change this term to read “2014 and beyond” as some of the other ‘unfinished’ targets read.

c. Village of Anmore Age-Friendly Action Plan

Kate Lambert, community planner, explained the 23-page plan to council. As part of the Anmore Official Community Plan update, Anmore launched an Age-Friendly planning initiative to address the needs and capacities of people from all age groups within the community – from infancy through to the senior years. Presently approximately 34% of residents are 45-64 years of age. 7% are 65 years and up in Anmore, compared to 15% in Vancouver and 18% in Belcarra. Anmore has a higher percentage of youth than the BC average. A grant of \$20 000 has been provided for this project.

There a small Working Group (including three couples) who met to create an ‘age-friendly’ planning initiative for Anmore. The report says eleven on page three and lists 14 in the working group on page 21. All residents had previously been invited to participate.

Suggested priorities resulting from this group’s discussions and findings are:

- To encourage flexibility in residential policy and creativity from the development community to address the housing needs of seniors, including smaller homes on smaller lots and accessible design elements
- To incorporate Age-Friendly components into a Parks Master Plan, such as an accessible trail standard. In the long-term, aim to develop a connected trail network in the Village, which would incorporate accessible trail options

- To initiate a volunteer-run “Welcome Wagon” to provide basic information about the Village to new residents and establish connections between new and current residents that will foster an inclusive and engaged population

d. Official Community Plan Update: Engagement Summary

This 20 page report plus attached questionnaire and comments were summarized in detail by Kate Lambert who explained that the purpose of the review is to present preliminary results from the open house discussions and feedback from the comment form. Before the final draft of the OCP the APC (Advisory Planning Commission) and the Planning Consultant will reflect on proposed policy changes in light of the community’s comments.

Editor’s Note: The questionnaire on which much of this review is based was not sent to all residents the way other information, such as the Christmas party details, often is. No reason was provided during the summary as to why there did not appear to be an active plan to seek wider participation for something so important. The percentage of residents responding was not provided, however there were approximately 25 people who commented on each of the two questionnaires. It was also not clear whether the questions and questionnaires being used to inform the consultants are consistent with the guidelines for conducting surveys.

e. Water Utility Master Plan

Kevin Dicken, Manager of Public Works presented a written proposal to assess the current water system infrastructure in order to provide information for the development of a comprehensive Water Utility Plan. The plan would establish any deficiencies that affect the immediate and long-term function of the existing water infrastructure assets. Initially, the plan would require a consultant to compile reference data

f. Solid Waste Collection

Kevin Dicken, Manager of Public Works, presented a detailed five page ‘report’ to council about solid waste collection. The report is intended to provide background before a new request from bidders for waste collection is issued. The process described in the report would help Anmore achieve the regional waste diversion goals, respond to provincial initiatives, provide best overall value to resident in terms of service and price. The new contract would begin August 1, 2014.

