

## VILLAGE OF ANMORE

### COMMITTEE OF THE WHOLE MEETING AGENDA

Agenda for the Committee of the Whole Meeting called for November 12, 2013  
at 6:30 p.m. at Anmore Elementary School (portable classroom), 30 Elementary Road

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1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: THAT THE AGENDA BE APPROVED.

3. **Adoption of Meeting Minutes**

(a) **Minutes of the Meeting held on March 5, 2013**

Recommendation: That the minutes of the Committee of the Whole meeting held on March 5, 2013 be adopted.

(b) **Minutes of the Meeting held on July 9, 2013**

Recommendation: That the minutes of the Committee of the Whole meeting held on July 9, 2013 be adopted.

4. **New Business**

(a) **Village Operations – Update**

Staff to present an update on village operations.

5. **Adjournment**

Recommendation: THAT THE MEETING BE ADJOURNED.

## VILLAGE OF ANMORE

### COMMITTEE OF THE WHOLE MEETING MINUTES

Minutes of the Committee of the Whole Meeting held on Tuesday, March 5, 2013  
at Anmore Elementary School (portable classroom), 30 Elementary Road, Anmore, BC

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#### **ELECTED OFFICIALS PRESENT**

Mayor Heather Anderson  
Councillor Tracy Green  
Councillor John McEwen  
Councillor Kerri Palmer Isaak  
Councillor Ann-Marie Thiele

#### **STAFF PRESENT**

Tim Harris, Chief Administrative Officer  
Christine Milloy, Manager of Corporate Services

#### **1. Call to Order**

Mayor Anderson called the meeting to order at 6:15 p.m.

#### **2. New Business**

##### **(a) Village Hall – New Building**

Council discussed the initial process for building a new municipal hall, and identified the following steps to be undertaken.

- Staff to compile a needs analysis for the new municipal hall.
- Staff to send a letter to the Smurthwaite family identifying that the process of planning for a new municipal hall is beginning, and confirm if the funds from the development agreement be used towards the hall if a community space is incorporated.
- Council to meet with Staff to discuss their needs for a new municipal hall.
- Discuss putting together conceptional drawings.
- Go out to the public with designs for their input.

Council agreed to schedule a Public Meeting on Monday, April 29, 2013 at 7:00 p.m. to discuss thoughts and ideas on the old village hall.

**3. Adjournment**

It was MOVED and SECONDED:

**“THAT THE MEETING BE ADJOURNED.”**

**CARRIED UNANIMOUSLY**

The meeting adjourned at 7:02 p.m.

Certified Correct:

Approved:

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Christine Milloy  
Manager of Corporate Services

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Heather Anderson  
Mayor

## VILLAGE OF ANMORE

### COMMITTEE OF THE WHOLE MEETING MINUTES

Minutes of the Committee of the Whole Meeting held on Tuesday, July 9, 2013  
at Spirit Park (behind Village Hall), 2697 Sunnyside Road, Anmore BC

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#### **ELECTED OFFICIALS PRESENT**

Mayor Heather Anderson  
Councillor Tracy Green  
Councillor John McEwen  
Councillor Kerri Palmer Isaak  
Councillor Ann-Marie Thiele

#### **STAFF PRESENT**

Christine Milloy, Manager of Corporate Services  
Kevin Dicken, Manager of Public Works

#### **1. CALL TO ORDER**

Mayor Anderson called the meeting to order at 7:03 p.m.

#### **2. NEW BUSINESS**

##### **(a) Village Hall – Municipal Building**

Council and staff discussed the process for the design and construction of a new municipal building. Highlights of discussion included:

- two parcels of land are the most viable locations: the existing location and the municipal land adjacent to the lower parking lot, at the corner of Ravenswood and Sunnyside.
- staff to conduct a needs analysis on the future use of the space
- identify what heritage/historical pieces from the existing building could be used in the new building
- public input is important on the design and future use of community space
- whether to hire a project manager, and when in the process it could be done

Council requested staff to conduct a needs analysis, and to speak with Brent Elliott to confirm whether CitySpaces could organize a public session, and further to research the project in the City of North Vancouver (i.e. leasing out municipal land at John Braithwaite Community Centre).

Public input was received as follows.

Joe Hooker, 2403 Sunnyside Road, suggested that the Village provide residents with a set number of choices for the new building, within budget.

Council agreed to focus on the following steps:

1. Needs assessment to be completed by staff.
2. Financial assessment of the proposed building.
3. Public session to be held in October 2013.
4. Invite Brent Elliot to discuss this matter with Council on July 16.

Kevin Dicken suggested that council may wish to consider retaining the 2006 addition of the Village Hall for use prior to building a new municipal hall, specifically noting:

- main floor could be used as temporary council chambers
- bottom floor could remain in use for archive filing and other storage
- finish the construction of the public washrooms
- confirm whether Green Gym grant money could be used for completion of the washrooms
- incorporate addition into new building; building would remain separate with a connection to make it look like it was part of the new construction
- this would be cost dependant.

### **3. ADJOURNMENT**

The Meeting adjourned at 8:16 p.m.

Certified Correct:

Approved:

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Christine Milloy  
Manager of Corporate Services

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Heather Anderson  
Mayor