

VILLAGE OF BELCARRA MINUTES

**REGULAR COUNCIL MEETING
VILLAGE HALL
MONDAY, OCTOBER 15, 2001
AT 7:30 P.M.**

These are the minutes of the **Regular Meeting** of the Municipal Council for the Village of Belcarra, held Monday, October 15, 2001, at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

COUNCIL IN ATTENDANCE:

Mayor Ralph Drew
Councillor Bruce Drake
Councillor Larry Carlsen
Councillor Jennifer Glover
Councillor Jamie Ross

STAFF IN ATTENDANCE:

Administrator, Moira McGregor
Building Inspector, Larry Scott

**Regular Minutes
September 24, 2001**

1. Upon advice that there was a quorum present, Mayor Drew called the regular meeting to order at 7:39 p.m.

2. APPROVAL OF THE AGENDA

It was; Moved by: Councillor Carlsen
Seconded by: Councillor Glover

THAT the Agenda be approved as Amended.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

It was; Moved by: Councillor Glover
Seconded by: Councillor Carlsen

THAT the minutes of the Regular meeting of Council held Monday, September 24, 2001 be **ADOPTED**.

CARRIED UNANIMOUSLY

4. BUSINESS ARISING FROM THE MINUTES AS ADOPTED MINUTES

**Woodhaven Beach Club
Rezoning Application**

4.1 The Administrator advised that the Public Hearing relative to a rezoning application from the Woodhaven Beach Club to construct a group wharf facility is scheduled for Monday October 29, 2001 at 7:30 p.m. The regular meeting will be held following the Public Hearing.

**Ms. Hull-4168 Marine
Avenue-Highway
Encroachment Agreement**

**5. BUSINESS POSTPONED OR TABLED AT OR NOT
DEALT WITH AT A PREVIOUS MEETING**

6. DELEGATIONS & PETITIONS

6.1 Ms. Hull appeared before Council relative to the requirements for a Highway Encroachment Agreement, and more particularly, the annual fee of \$50.00. Council approved the Highway Encroachment Agreement at the regular meeting held Monday September 10th, to allow the planting of a cedar hedge on the Road Allowance.

Ms. Hull addressed concerns with Policy No. 137, being a policy to allow applications for the use of Municipal Road Right of Ways for private use. Ms. Hull agreed with most aspects of the policy, especially for permanent structures but not for vegetation. Ms. Hull stated that after reading the policy she did not understand why a hedge would be classed the same as a retaining wall. Ms. Hull further stated that she did not understand when she applied to plant a hedge on the road allowance that there would be a fifty-dollar annual fee in perpetuity.

Ms. Hull noted that before clearing the property for construction, there were trees planted to the roadside. The installation of the berm and planting of a crop of rye groundcover should act as a water barrier, however, it is our contention that the hedge will add to the water absorption and guard against berm erosion in the near term.

Council also reviewed a report dated October 11, 2001, from Public Works. The report noted that the terms and conditions regarding placement of the berm is designed to provide a stable bank, without the planting of a hedge. The report also noted that the property owners were advised that if the hedge was planted on their own property, no fee is charged. Further, when a hedge is planted in a natural state as landscaping there is no fee, however, when a hedge is used to clearly redefine the location of a property lot-line on public land, there is no difference between a fence, retaining wall or a hedge. The public perception of the property line is the hedge. Therefore under Policy No. 137 a fence is treated the same.

Council agreed with Public Works that it is not the planting of trees, it is the creation of a hedge, that eventually becomes a solid wall and leaves the impression that the hedge defines the property line and therefore is no longer public land

**Tree Cutting Application
Undeveloped Lot
3741 Senkler Road**

Following discussion Council advised Ms. Hull that she could choose to replant the trees in a random way that would perceive a “natural growth” appearance. Council would view the site and decide if a Highway Encroachment Agreement, including an annual fee, is still required; or, Ms. Hull may choose to relocate the trees within the property line, wherein a Highway Encroachment Agreement is not required.

7. STAFF REPORTS/DEVELOPMENT VARIANCE PERMITS

7.1 Council received a verbal report from the Building Inspector, relative to an application to remove trees on an undeveloped lot at 3741 Senkler Road. The Building Inspector advised that there was a previous slip and erosion in this area and therefore, a compliance letter from an engineer will be required as part of the terms and conditions.

Following discussion, it was agreed that the following amendments be included as part of the terms and conditions in the permit:

- add the word “any” at the beginning of item (a);
- add the words “this will include location of Road Allowance” at the end of item (b).

Moved by: Councillor Drake

Seconded by: Councillor Carlsen

THAT the Tree Cutting Permit No. 1007201 at 3741 Senkler Road, dated October 15, 2001, be approved as Amended, subject to the terms and conditions contained therein.

CARRIED UNANIMOUSLY

The Building Inspector advised that the property would be issued a temporary access permit to the Road Allowance located at the bottom of the property. The access permit will state that no trees are to be removed from the Road Allowance.

8. COMMITTEE REPORTS

8.1 Public Works and Infrastructure Committee

(i) Councillor Carlsen reported that the Tree Chipping throughout the Village was complete and appeared to be a success as more than 34 properties left material for chipping.

Councillor Carlsen

Tree Chipping

Councillor Ross

LMTAC Presentation

Councillor Drake

**Policy No. 160 – Disaster
Response Route
Identification**

**Emergency Preparedness
Committee
Recommendations**

It was noted that for future “chipping” or “large item” pickup events, Farrer Cove South residents be asked in the mail-out to telephone the office if they require a pickup.

8.2 Planning & Special Projects

- (i) It was reported that Mayor Don Bell, Chair of LMTAC will give a presentation to the Select standing Committee on Aboriginal Affairs on Thursday, October 18th.

8.3 Protective Services

Councillor Drake introduced “Policy No. 160–Disaster Response Route Identification” being a policy to issue disaster response identification cards to employees and civilian volunteers whose presence will be required in the first 72 hours after a major disaster. Following discussion, Council agreed that the following items in the policy should be reconsidered.

- date of expiry for the cards should not coincide with the date of an election, to ensure continuity of the Emergency Preparedness members;
- cards will be issued for a three-year term;
- the Mayor, Acting Mayor, and in the absence of both, the Administrator is authorized to issue cards; and that
- Council retains the right to cancel the cards at any time.

It was agreed, the Administrator would amend the policy and bring it back to Council for reconsideration.

Councillor Drake presented a report dated October 12th, prepared by the Administrator, containing recommendations from the Emergency Preparedness Committee meeting held October 4th. Councillor Drake advised that the Committee reviewed their priorities and discussed the specific equipment needs that the Village should purchase for use in the event of a major disaster. The Committee recommended to Council that \$5,000 per annum be allocated to emergency preparedness, and if the budget allocation is not spent in any given year, the amount be held as a provision for future expenses. Following discussion it was agreed that the recommendations be deferred to the operation budget discussions in November.

Councillor Drake further advised that the Committee noted that medical supplies would be needed in an emergency, and asked that Council consider purchasing a medical triage kit. It was noted that this item is not an allowable item under the JEPP contribution program.

Moved by: Councillor Ross
Seconded by: Councillor Drake

THAT Council approve the purchase of an Emergency Medical Triage Kit, from the 2001 Operating Budget, at a cost of Four Thousand Dollars (\$4,000) as presented in the quote from Clark Rogers Inc. dated October 23, 2000.

CARRIED UNANIMOUSLY

Moved by: Councillor Drake
Seconded by: Councillor Ross

THAT Council approve a 50% cost sharing funding application to the Provincial Emergency Program for emergency equipment for a total of Seventeen Thousand Five Hundred Dollars (\$17,500) for 2001/2002 as detailed:

- | | |
|------------------------------|----------|
| 1. Satellite Telephone | \$ 1,500 |
| 2. Water Purification System | \$ 2,000 |
| 3. Emergency Generator | \$14,000 |

CARRIED UNANIMOUSLY

Councillor Drake noted that the committee asked that Council consider purchasing fuel vaults for both Villages', as part of the Joint Emergency Preparedness through the SVFD Fire Trustees. It was agreed that this item would be referred to the next SVFD Fire Trustees meeting.

Councillor Glover

8.4 Environmental Affairs

- (i) Councillor Glover reported on the Environmental Committee meeting held on Tuesday October 9th, and advised that the committee is currently reviewing material on groundwater protection as a focus for next year.

Councillor Glover noted that she would be attending with the Administrator a two-day workshop on Indian Arm hosted by the Tsleil-Waututh.

Mayor Drew	8.5	Finance Committee
	(i)	Mayor Drew advised that preparations are underway to host a Capital Works Information Night in November for the year 2002.
	(ii)	Mayor Drew reported on the recent UBCM Conference and advised that the province has stated that they will not reduce the Small Community Protection Grant.
	9.	<u>MAYOR'S REPORT</u>
	10.	<u>ADMINISTRATOR' S REPORT</u>
	11.	<u>BYLAWS</u>
Bylaw No. 330, 2001 Amendment to the Subdivision Servicing and Development Bylaw No. 133, 1989	11.1	Moved by: Councillor Carlsen Seconded by: Councillor Ross THAT Bylaw No. 330, 2001 being a bylaw to amend the Subdivision Servicing and Development Bylaw No. 133, 1989 be ADOPTED this 15 th day of October, 2001. CARRIED UNANIMOUSLY
Bylaw No. 331, 2001 Exempt property from Municipal Taxation	11.2	Moved by: Councillor Glover Seconded by: Councillor Carlsen THAT Bylaw No. 331, 2001 being a Bylaw to exempt from taxation certain lands and improvements used principally for recreation purposes be ADOPTED this 15 th day of October, 2001. CARRIED UNANIMOUSLY
Bylaw No. 332, 2001- Amendment to Zoning Bylaw No. 253, 1996	11.3	Moved by: Councillor Ross Seconded by: Councillor Carlsen THAT second reading approved on the 14 th Day of September, 2001 of Bylaw No. 332, 2001 being a bylaw to amend Zoning Bylaw No. 253, 1996 is hereby RESCINDED this 15 th Day of October 2001. CARRIED UNANIMOUSLY
Bylaw No. 332, 2001 Amendment to Zoning Bylaw No. 253, 1996	11.4	Moved by: Councillor Carlsen Seconded by: Councillor Glover THAT Bylaw No. 332, 2001 being a bylaw to amend Zoning Bylaw No. 253, 1996 be READ SECOND TIME AS AMENDED this 15 th Day of October 2001. CARRIED UNANIMOUSLY

<p>K.M. Burpee, Chair Fraser-Burrard Community Justice Society</p>	<p>12.</p>	<p><u>CORRESPONDENCE</u></p> <p>Moved by: Councillor Drake Seconded by: Councillor Ross</p> <p>THAT correspondence be RECEIVED as reviewed by Council and those requiring action be itemized below. CARRIED UNANIMOUSLY</p>
<p>Lynda Floyd, Assistant to Regional Committees, GVRD</p>	<p>12.1</p>	<p><u>Letter dated September 19, 2001</u> asking Council for a grant of \$336 in 2002 to support the Community Youth Justice Program.</p> <p>Moved by: Councillor Carlsen Seconded by: Councillor Glover</p> <p>THAT the request for a grant from the Community Youth Justice Program be deferred to the budget discussions. CARRIED UNANIMOUSLY</p>
<p>Valerie Vaughn Griffiths, Royal Canadian Legion</p>	<p>12.2</p>	<p><u>Letter dated September 27, 2001</u> requesting Council to express support for the West Coast Express in its bid to the federal government to grant the commuter rail authority access to the Final Offer Arbitration given the excessive track rates levied by CPR.</p> <p>Moved by: Councillor Ross Seconded by: Councillor Glover</p> <p>THAT Council write a letter of support. CARRIED UNANIMOUSLY Councillor Bruce Drake Abstained</p>
<p>Johnny Carline, CAO, GVRD</p>	<p>12.3</p>	<p><u>Letter dated October 1, 2001</u> inviting members of Council to attend and participate in the Remembrance Day Ceremony, Sunday November 11, 2001 at 10:00 a.m.</p> <p>Councillor Ross will advise if he will be available to attend the ceremony to represent Belcarra. The Village will purchase a wreath.</p>
	<p>12.4</p>	<p><u>Letter dated September 26, 2001</u> asking Council to endorse the Protocol for GVRD Capital Projects, including permit issues.</p> <p>TABLED to the next meeting as a page was missing. Mayor Drew asked the Administrator to review the policy and bring a recommendation forward.</p>

Jo Ledingham, Belcarra Park	<p>12.5 <u>Letter dated October 10, 2001</u> asking that Council reconsider the removal of the “No Parking” signs at Midden Road or replace the signs with “No Parking After 9:00 p.m.”</p> <p>Councillor Glover stated that there are always at least 2 or 3 cars parked in this area. The Administrator stated that she received a call from Ron Woods of the GVRD and he stated that people still park in the area but some of the people will leave when they see the No Parking signs. Without the signs there will be a lot more people parking in this area. GVRD has stated that if they get a call from residents about parking they will refer it back to the community as having removed the No Parking signs.</p> <p>The Administrator stated that it may help if the signs stated no parking after 9:00 pm. Councillor Ross stated that he feels that the signs are a deterrent however perhaps the Village should request Coquitlam Towing drive around at night.</p> <p>Public Works stated that when it comes to parking regulations throughout the Village, there are different standards, depending on the area. Mayor Drew stated that if Council does not spell it out then they will have no grounds to do anything. Having no signs or rules will create a worse problem.</p> <p>Moved by: Councillor Ross Seconded by: Councillor Drake</p> <p>THAT parking restrictions be posted that will require No Parking after 9:00 pm until 8:00 a.m.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
AFFORDABLE HOUSING WEEK	<p>13. PROCLAMATIONS</p> <p>Moved by: Councillor Carlsen Seconded by: Councillor Glover</p> <p>13.1 THAT Belcarra Council PROCLAIMS the week of October 14th to 20th, 2001 as “AFFORDABLE HOUSING WEEK”.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
WHITE RIBBON DAYS	<p>13.2 THAT Belcarra Council PROCLAIMS the week of November 25th to December 6th, 2001 as “WHITE RIBBON DAYS”.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
WORLD FOOD DAY	<p>13.3 THAT Belcarra Council PROCLAIMS October 16th, 2001 as “WORLD FOOD DAY”.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>

	14.	NEW BUSINESS
	15.	UNFINISHED BUSINESS
Gate Signage	15.1	Councillor Drake advised that he has spoken to the GVRD and they have indicated that they will put a sign at the gate indicating visitors that they have missed the turnoff. Councillor Ross asked if the gate is permanently closed and will the sign reflect that it is closed. Councillor Drake stated that they are still working on the wording for the sign. A suggestion was made that it state the "This Gate is normally closed."
	16.	NOTICES OF MOTION
	17.	PUBLIC PARTICIPATION
Joe Kecskes Bedwell Bay Road	17.1	Mr. Kecskes stated that he would like to have that area changed back to Residential Parking Only. Mr. Kecskes asked if he was not able to park on the south side is he able to park on the north side. Mayor Drew stated that Council will revisit this item if it becomes a problem.
	17.2	Mr. Chisholm asked if Council would list the grants separately on the financial statements.
Jim Chisholm Belcarra Bay Road	20.	TERMINATION OF REGULAR MEETING Moved by: Councillor Ross Seconded by: Councillor Glover THAT the Regular Meeting of Council TERMINATES at 10:25 p.m. CARRIED UNANIMOUSLY

C E R T I F I E D C O R R E C T

Mayor Drew

ADMINISTRATOR
M. McGregor