

VILLAGE OF BELCARRA MINUTES

**REGULAR COUNCIL MEETING
VILLAGE HALL
MONDAY, JANUARY 7, 2002
AT 7:30 P.M.**

These are the minutes of the **Regular Meeting** of the Municipal Council for the Village of Belcarra, held Monday, January 7, 2002, at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

COUNCIL IN ATTENDANCE:

Mayor Ralph Drew
Councillor Larry Carlsen
Councillor Jennifer Glover

ABSENT:

Councillor Bruce Drake
Councillor Jamie Ross

STAFF IN ATTENDANCE:

Administrator, Moira McGregor
Building Inspector, Larry Scott

1. Upon advice that there was a quorum present, Mayor Drew called the regular meeting to order at 7:35 p.m.
2. **APPROVAL OF THE AGENDA**
It was; Moved by: Councillor Carlsen
Seconded by: Councillor Glover
THAT the Agenda be approved as circulated.
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, December 10, 2001 be **ADOPTED** as circulated.
CARRIED UNANIMOUSLY
4. **BUSINESS ARISING FROM THE MINUTES AS ADOPTED MINUTES**
5. **BUSINESS POSTPONED OR TABLED AT OR NOT DEALT WITH AT A PREVIOUS MEETING**

**Swift Heron Society
Application to Rezone
Waterlot Fronting
3750 Marine Avenue**

6. DELEGATIONS & PETITIONS

**7. STAFF REPORTS/DEVELOPMENT VARIANCE
PERMITS**

- 7.1** Council reviewed a report from Michael Rosen, Municipal Planner dated December 20th, 2001, relative to a revised rezoning application from the Swift Heron Society to accommodate a group wharf facility on a waterlot fronting 3750 Marine Avenue. Due to physical constraints associated with the previous application and the off-street parking limitations, the Society decided to seek another location.

The report noted that the immediate upland owner is a member of the society, and that the Vancouver Port Authority has confirmed that the waterlot is available.

Following a site visit with the applicants, the Building Inspector has offered two options to address the bank stability.

- a) That the wharfage facility on the road allowance be designed in such a manner that future Village works that may be needed to address the instability problem would not be impeded by the society's facility; or
- b) That the wharfage facility on the road allowance be designed in such a manner that it could be removed by the Society within 60 days notice at no expense to the Village, if and when the Village needs to undertake works to address the instability problem.

The Building Inspector noted that Option (b) is the preferred option and is also recommended by the Engineer. Both options were discussed with the applicants and option b appeared to be acceptable.

Moved by: Councillor Carlsen

Seconded by: Councillor Glover

THAT Council give First and Second Reading to Village of Belcarra Zoning Bylaw Amendment Bylaw No. 333, 2002 and instruct staff to schedule a Public Hearing and prepare the necessary notification; and

THAT the Highway Encroachment Agreement that the Swift Heron Society enters into with the Village include a clause that will obligate the society to install certain works within the road allowance in such a manner that the works could be removed if so required by the Village.

CARRIED UNANIMOUSLY

**Bylaw No. 333, 2002
Amendment Zoning Bylaw
No. 253, 1995**

**Bylaw No. 333, 2002
Amendment Zoning Bylaw
No. 253, 1995**

**Request for compensation
to replace a Metal Flume to
contain run-off from a
Watercourse located on the
property at 4675 Belcarra
Bay Road**

Moved by: Councillor Glover
Seconded by: Councillor Carlsen
THAT Bylaw No. 333, 2002 being a Bylaw to amend the Belcarra Zoning Bylaw No. 253, 1996 be **READ** a **FIRST** time this 7th day of January 2002.

CARRIED UNANIMOUSLY

Moved by: Councillor Carlsen
Seconded by: Councillor Glover
THAT Bylaw No. 333, 2002 being a Bylaw to amend the Belcarra Zoning Bylaw No. 253, 1996 be **READ** a **SECOND** time this 7th day of January 2002.

CARRIED UNANIMOUSLY

- 7.2 Council reviewed a report from Public Works initiated by a letter from the property owner at 4675 Belcarra Bay Road, asking Council to consider compensation to replace a metal flume located on his property to contain runoff from a watercourse.

Public Works referenced the most recent letter dated December 22nd, 2001 from the property owners and noted that there are about 4 issues to be dealt with; corrosion from the road salt on the pipe; volume of road water through the redesign of Belcarra Bay Road after the pipeline work; siting of the watercourse; and a comment about the relocation of the flume internal to the property and adjacent property.

The Public Works Superintendent noted that he did not at anytime, recommend to the property owners to purchase galvanized metal flume pipe, he did however, provide the name of a manufacturer who supplied similar pipe used by the municipality. Public Works further noted that because the property owners state that damage to the pipe is done by water and salt from the road, he spoke to the company Spiral-Lock and was advised that the supplier was unaware of any problems resulting in the use of road salt. The road salt only impacts on the pipe when it's raining. It leaves the road and gets flushed through the system. The Ministry of Highways uses galvanized piping in their culverts and the Village also uses galvanized piping in the culverts and flumes. Public Works showed pictures of an upstream flume, which was put in the same time as the culvert, approximately 1975, and shows very little signs of wear and tear.

The report also provided a Ministry of Highways 1979 drawing showing an existing culvert in the same location and the 1991 building permit application drawings from the property owner, which also shows the existence of a culvert.

The property owner stated that in his opinion, this is not a natural watercourse and there appears to be no real evidence or records from the Ministry of Highways to support this hypothesis. The runoff from the watercourse is clearly not the natural route of a natural watercourse and he believes it was diverted by the adjacent property in order to build their house. In addition, he believes the volume of water has more than tripled since the road was reshaped and paved in 2001.

Council noted that staff has undertaken a huge amount of effort and research trying to identify the original watercourse flow and what the facts are. Council stated that the key point of responsibility is to the property owner who has to maintain and clean out the culvert when it is on their property.

Following discussion Council advised that there would be no compensation to replace the metal flume pipe.

8. COMMITTEE REPORTS

Councillor Carlsen

8.1 Public Works and Infrastructure Committee

Councillor Ross

8.2 Planning & Special Projects

Councillor Drake

8.3 Protective Services

Councillor Glover

8.4 Environmental Affairs

(i) Councillor Glover advised that the first meeting of the Environmental Committee is set for January 8, 2002. The committee will plan and prioritize events for 2002, such as Earth Month in April, aquifer studies, and stream stewardship issues.

(ii) Councillor Glover noted that there has been good feedback from residents regarding the Salvation Army used clothing bin.

(iii) Councillor Glover reported on her attendance at the BIEAP open house on December 11, 2001, which was held to receive feedback on the report titled the Consolidated Environmental Management Plan for Burrard Inlet. The open house was not well attended.

Mayor Drew

8.5 Finance Committee

MATI 3 Communication Credit Course for the designation Certified Municipal Clerk	<p>(i) Mayor Drew advised that the Administrator is working on the year-end accounting to get ready for the audit. Budget 2002 discussion material is also being prepared. Mayor Drew asked that the bulk of the information be ready by the end of January 2002.</p>
	<p>9. <u>MAYOR'S REPORT</u></p>
	<p>10. <u>ADMINISTRATOR' S REPORT</u></p>
	<p>10.1 The Administrator is requesting that Council approve her application to attend Mati 3. This course is a continuation of the Public Administration studies and will give the designation of Certified Municipal Clerk.</p>
	<p>Moved by: Councillor Carlsen Seconded by: Councillor Glover THAT Council approves the Administrator to attend the Mati 3 Communication Credit Course from Sunday April 28th to Friday May 3rd, 2002 at Bowen Lodge, as the final education requirement for the Certified Municipal Clerk designation. CARRIED UNANIMOUSLY</p>
Belcarra Day 2002	<p>10.2 TABLED to the next meeting</p>
Northeast Sector Strategic Tourism Task Force Project Authorization	<p>10.3 Council reviewed a report dated January 2002 regarding the terms and conditions letter for the hiring of a consultant to develop a strategic tourism plan. This item has been raised at the Mayors Meetings and is now coming to Council for support.</p>
	<p>Moved by: Councillor Glover Seconded by: Councillor Carlsen THAT Council approve the letter from the Chamber of Commerce dated December 4, 2001, outlining the terms and conditions for the hiring of a Consultant to develop a Strategic Plan; and THAT Council agrees to commit One Hundred and Sixty Dollars (\$160.00) as Belcarra's portion of the Twenty-Five Thousand Dollars (\$25,000) based on the Simon Fraser Formula to the tourism plan development project. CARRIED UNANIMOUSLY</p>
	<p>11. <u>BYLAWS</u></p>
	<p>12. <u>CORRESPONDENCE</u></p>

Douglas Baker, Director of Development, ARC Arts Council

12.1

Moved by: Councillor Carlsen
Seconded by: Councillor Glover

THAT correspondence be **RECEIVED** as reviewed by Council and those requiring action be itemized below.

CARRIED UNANIMOUSLY

Letter dated December 20, 2001 requesting a grant contribution from Belcarra for the 2002/2003 fiscal year in the amount of \$300.00.

Moved by: Councillor Carlsen
Seconded by: Councillor Glover

THAT the request for a grant from the ARC Arts Council be deferred to the budget discussions.

CARRIED UNANIMOUSLY

13. PROCLAMATIONS

14. NEW BUSINESS

15. UNFINISHED BUSINESS

16. NOTICES OF MOTION

17. PUBLIC PARTICIPATION

18. TERMINATION OF REGULAR MEETING

Moved by: Councillor Carlsen
Seconded by: Councillor Glover

THAT the Regular Meeting of Council **TERMINATES** at 9:00 p.m. **CARRIED UNANIMOUSLY**

CERTIFIED CORRECT

Mayor Drew

**ADMINISTRATOR
M. McGregor**