

# VILLAGE OF BELCARRA MINUTES

**REGULAR COUNCIL MEETING  
VILLAGE HALL  
MONDAY, SEPTEMBER 8, 2003  
AT 7:30 P.M.**

These are the minutes of the **Regular Meeting** of the Municipal Council for the Village of Belcarra, held Monday, September 8, 2003, at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

**COUNCIL IN ATTENDANCE:**

Mayor Ralph Drew  
Councillor Jennifer Glover  
Councillor Colin Richardson  
Councillor Jamie Ross

**ABSENT:**

Councillor Bruce Drake

**STAFF IN ATTENDANCE:**

Administrator, Moira McGregor  
Building Inspector, Larry Scott

**REGULAR MEETING  
Monday, July 28<sup>th</sup>, 2003**

1. Upon advice that there was a quorum present, Mayor Drew called the regular meeting to order at 7:30 p.m.
2. **APPROVAL OF THE AGENDA**  
It was; Moved by: Councillor Glover  
Seconded by: Councillor Ross  
**THAT** the Agenda be approved as amended to include additional items of correspondence.  
**CARRIED UNANIMOUSLY**
3. **ADOPTION OF MINUTES**
  - 3.1 It was; Moved by: Councillor Richardson  
Seconded by: Councillor Ross  
**THAT** the minutes of the Regular meeting of Council held Monday, July 28, 2003 be **ADOPTED**.  
**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**

**Cost Estimates for Road-End Improvements**

**Application for a Tree Cutting Permit Foreshore at 3884 Marine Avenue**

**Application – Road-Use Permit at 4621 Belcarra Bay Road**

**6. DELEGATIONS & PETITIONS**

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

- 7.1** Council reviewed a report from Public Works dated September 3<sup>rd</sup>, 2003, to identify the construction, upgrading and maintenance of existing public access trails and/or improvements.

Moved by: Councillor Ross  
Seconded by: Councillor Richardson

**THAT** the Prioritized Cost Estimate List of Road End Improvements dated September 3<sup>rd</sup>, 2003 as submitted by Public Works be received and the recommendations as contained therein be approved.

**CARRIED UNANIMOUSLY**

- 7.2** Council reviewed a report from Public Works dated August 12<sup>th</sup>, 2003, on behalf of the *Woodhaven Beach Club Society* to remove 1 Alder and 1 Hemlock Tree from the foreshore fronting 3884 Marine Avenue to allow for the construction of an approved Wharf Access. Public Works confirmed that the area received the required posting; no concerns from residents were received.

Moved by: Councillor Glover  
Seconded by: Councillor Ross

**THAT** subject to the terms and conditions specified in the attached Tree Cutting Permit No. 280703, approval be granted to remove 1 Alder and 1 Hemlock Tree, located to the immediate north of the proposed stair access on the foreshore fronting 3884 Marine Avenue.

**CARRIED UNANIMOUSLY**

- 7.3** Council reviewed a report dated September 3<sup>rd</sup>, 2003, from Public Works relative to an application for a Road Use Permit to install a storm sewer, manhole and catch basin to replace the open ditch at Bedwell Bay and Belcarra Bay Roads.

Moved by: Councillor Ross  
Seconded by: Councillor Glover

**THAT** the application for Road-Use Permit No. 0903003, as submitted by Public Works be received and the recommendations as contained therein be approved.

**CARRIED UNANIMOUSLY**

**Contract for Fire Safety Inspections of Public Buildings in Belcarra**

- 7.4** Council reviewed a report dated September 8<sup>th</sup>, 2003, providing information to transfer the provincial requirement of *Fire and Safety Inspections Services* for Public Buildings located within Belcarra from the *Sasamat Volunteer Fire Department* to the *Insurers Advisory Organization* Inspectors. Following discussion regarding budget costs, Council agreed to Table this item until the next regular meeting.

**Ray Creek Head Wall – Tender Summary**

- 7.5** Council reviewed a report from Public Works dated September 5<sup>th</sup>, 2003, regarding two tender bids submitted to the Village for the purpose of installing a replacement concrete head wall at the Ray Creek culvert on Bedwell Bay Road. The report noted that two submissions were received; the lowest bid was from *J. R. Boyko Contracting*. It was noted that 50% of the funding for this project is a grant from GVTA – Main Road Network.

Moved by: Councillor Ross

Seconded by: Councillor Richardson

**THAT** J. R. Boyko Contracting, being the lowest of two tender bids submitted, be awarded the contract to install a replacement Concrete Headwall at the Ray Creek Culvert, Bedwell Bay Road, at a cost of Seven Thousand Nine Hundred and Twenty (\$7,920) Dollars plus GST;

**AND THAT** a contingency of up to Eight Hundred (\$800) Dollars be made available, if required, to cover unknown costs.

**CARRIED UNANIMOUSLY**

**Hazard Tree Removal  
3315 Main Avenue**

- 7.6** Council reviewed a report from Public Works dated September 3<sup>rd</sup>, 2003, regarding concerns from a resident regarding hazard trees on public land adjacent his residence. The resident noted he received independent advice from a professional tree service that there are two mature Hemlock trees and, two other dead trees that are considered a hazard on public land; he has asked the Village to remove the trees. The purpose of the report is to apply for funding to remove the trees.

Moved by: Councillor Ross

Seconded by: Councillor Richardson

**THAT** the report from Public Works dated September 3<sup>rd</sup>, 2003, be received and the recommendations as contained therein subject to Tree Cutting Permit No. 1006201 be approved.

**CARRIED UNANIMOUSLY**

Councillor Ross	8.	<b>COMMITTEE REPORTS</b>
Councillor Richardson	8.1	<b>Public Works and Planning</b>
Councillor Drake	(i)	Councillor Ross reported on the following:
Councillor Glover		The Planning Committee meeting to discuss the Camp Howdy Development scheduled for September 18 <sup>th</sup> , 2003 is cancelled.
Mayor Drew	(ii)	The Fire Protection Watermain Project on Belcarra Bay Road to Whiskey Cove and Coombe Lane will be completed on schedule.
Traffic form Camp Howdy Development a “Non-Issue”	8.2	<b>Treaty Advisory Committee &amp; Special Projects</b>
Council of Councils	8.3	<b>Protective Services</b>
Tripartite Waterfront Licence Agreement – Bedwell Bay	8.4	<b>Environmental Affairs</b>
	8.5	<b>Finance Committee</b>
	9.	<b><u>MAYOR’S REPORT</u></b>
	9.1	Mayor Drew presented comments relative to the YMCA traffic study undertaken in response to concerns raised by Port Moody Council regarding the increase in traffic on Ioco Road. The report noted that <i>Bunt &amp; Associates</i> , a well-respected consulting firm specialising in transportation planning, undertook the study. The report summarized that should the Camp Howdy property be redeveloped for residential use, the impact over the current daily camp use would be minimal.
	10.	<b><u>ADMINISTRATOR’S REPORT</u></b>
	10.1	A reminder that the GVRD Council of Council’s meeting is scheduled for Saturday September 20 <sup>th</sup> , 2003.
	10.2	Council received a letter dated August 15 <sup>th</sup> , 2003 from Sharon Houghton, VPA, Program Coordinator, in response to the April 2 <sup>nd</sup> , 2003, letter from the Village regarding changes taking place in 2005 by VPA, to transfer the current <i>Tripartite Agreements</i> to the <i>Head Licence/Sub-Licence Agreement</i> for property owners on Bedwell Bay. The Administrator will ask representatives from VPA to schedule a meeting to discuss the matter further.

<b>Bedwell Bay Facilities</b>	<b>10.3</b>	Council received a letter dated August 8 <sup>th</sup> , 2003, from Daria Hasselman, <i>Burrard Environmental Project Review Committee</i> (BERC), advising that BERC has received a number of enquiries from citizens of Belcarra regarding various options for moorage facilities on Bedwell Bay. The committee has asked the Village to state its intentions with respect to proposals to create additional moorage in Bedwell Bay. Following discussion, Council directed the Administrator to invite representatives from BERC to Belcarra for an informal meeting to discuss the options, to be followed with a subsequent public information meeting with residents.
<b>Implementation of Community Charter</b>	<b>10.4</b>	Council received a letter from the Ministry of Community, Aboriginal and Woman's Services regarding the requirements and preparation needed prior to the implementation of the <i>Community Charter</i> which comes in to effect on January 1 <sup>st</sup> , 2004. The Administrator advised that all requirements would be completed on schedule.
	<b>11.</b>	<b><u>BYLAWS</u></b>
<b>Bylaw No. 351, 2003 Exemption of Property from Municipal Taxation FIRST READING</b>	<b>11.1</b>	Moved by: Councillor Glover Seconded by: Councillor Ross <b>THAT</b> Bylaw No. 351, 2003 being a bylaw to exempt property form Municipal Taxation <b>READ A FIRST TIME</b> this 8 <sup>th</sup> day of September 2003. <b>CARRIED UNANIMOUSLY</b>
<b>Bylaw No. 351, 2003 Exemption of Property from Municipal Taxation SECOND READING</b>	<b>11.2</b>	Moved by: Councillor Richardson Seconded by: Councillor Ross <b>THAT</b> Bylaw No. 351, 2003 being a bylaw to exempt property form Municipal Taxation <b>READ A SECOND TIME</b> this 8 <sup>th</sup> day of September 2003. <b>CARRIED UNANIMOUSLY</b>
<b>Bylaw No. 351, 2003 Exemption of Property from Municipal Taxation THIRD READING</b>	<b>11.3</b>	Moved by: Councillor Ross Seconded by: Councillor Richardson <b>THAT</b> Bylaw No. 351, 2003 being a bylaw to exempt property form Municipal Taxation <b>READ A THIRD TIME</b> this 8 <sup>th</sup> day of September 2003. <b>CARRIED UNANIMOUSLY</b>
	<b>12.</b>	<b><u>CORRESPONDENCE</u></b>
		Moved by: Councillor Ross Seconded by: Councillor Glover
		<b>THAT</b> correspondence be <b>RECEIVED</b> as reviewed by Council and those requiring action be itemized below. <b>CARRIED UNANIMOUSLY</b>

<b>Mayor Trasolini, Port Moody</b>	<b>12.1</b>	Moved by: Councillor Ross Seconded by: Councillor Glover <b>THAT</b> Council directs the Administrator to write to Mayor Trasolini inviting the Mayor and Council of Port Moody to a meeting hosted by Belcarra at a date convenient to both parties following the UBCM Convention.
<b>E-COMM Board of Directors for the 2003/4 Year</b>	<b>12.2</b>	Moved by: Councillor Glover Seconded by: Councillor Ross <b>THAT</b> Mayor John Kinsbury, City of Coquitlam, be appointed to the E-COMM Board of Directors to represent the municipalities of Belcarra, Coquitlam, New Westminster, Port Coquitlam and Port Moody. <b>CARRIED UNANIMOUSLY</b>
<b>Terry Fox Run</b>	<b>12.3</b>	Councillor Ross and Administrative Assistant Lynda Buller will be participating in the Terry Fox Run, Sunday September 13 <sup>th</sup> , 2003.
<b>WORLD TEACHERS DAY</b>	<b>13.</b>	<b>PROCLAMATIONS</b>  Moved by: Councillor Glover Seconded by: Councillor Richardson
<b>CITIZENSHIP WEEK</b>	<b>13.1</b>	<b>THAT</b> Belcarra Council <b>PROCLAIMS</b> October 5, 2003 as <b>“WORLD TEACHERS DAY”</b> .
<b>WASTE REDUCTION WEEK</b>	<b>13.2</b>	<b>THAT</b> Belcarra Council <b>PROCLAIMS</b> the week of October 13 to 19, 2003 as <b>“CITIZENSHIP WEEK”</b> .
<b>NATIONAL FIREFIGHTERS WEEK</b>	<b>13.3</b>	<b>THAT</b> Belcarra Council <b>PROCLAIMS</b> the week of October 20 to 26, 2003 as <b>“WASTE REDUCTION WEEK”</b> .
<b>No Parking Signs Midden Road</b>	<b>13.4</b>	<b>THAT</b> Belcarra Council <b>PROCLAIMS</b> the week of September 7 to 13, 2003 as <b>“NATIONAL FIREFIGHTERS WEEK”</b> <b>CARRIED UNANIMOUSLY</b>
	<b>14.</b>	<b>NEW BUSINESS</b>
	<b>15.</b>	<b>UNFINISHED BUSINESS</b>
	<b>15.1</b>	Council directed the Public Works Superintendent that the times on the “No Parking Signs” on Midden Road be changed to “No Parking” after 9:00 pm from 10:00 pm when the “ <i>Parking Regulation and Enforcement Bylaw 350, 2003</i> ” is being amended.

<b>Jim Chisholm</b> <b>Belcarra Bay Road</b>	<b>16. NOTICES OF MOTION</b>
<b>Jim Chisholm</b> <b>Belcarra Bay Road</b>	<p><b>17. PUBLIC PARTICIPATION</b></p> <p><b>17.1</b> Mr. Chisholm asked who has to pay for the fire inspection of public buildings in the Village. Mr. Chisholm suggested that all fire inspections on public buildings be charged an appropriate fee.</p> <p>Larry Scott advised that under the <i>Fire Services Act</i> the municipality is responsible for regular inspections for all public buildings.</p> <p><b>17.2</b> Mr. Chisholm asked about making sprinklers for houses mandatory.</p> <p>Mayor Drew stated that this requires an amendment to the Zoning Bylaw and is pending.</p>
	<p><b>18. TERMINATION OF REGULAR MEETING</b></p> <p>Moved by: Councillor Glover Seconded by: Councillor Richardson</p> <p><b>THAT</b> the Regular Meeting of Council <b>TERMINATES</b> at 9:05 p.m. <b>CARRIED UNANIMOUSLY</b></p>

**CERTIFIED CORRECT**

---

**Mayor Drew**

---

**ADMINISTRATOR**  
**M. McGregor**