

VILLAGE OF BELCARRA MINUTES

**REGULAR COUNCIL MEETING
VILLAGE HALL
MONDAY, DECEMBER 1st, 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, December 1st, 2003, at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

**COUNCIL IN
ATTENDANCE:**

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

STAFF IN ATTENDANCE:

Administrator, Moira McGregor
Building Inspector, Larry Scott

**Regular Minutes
November 17th, 2003**

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 Ross
 Seconded by: Councillor Richardson
THAT the Agenda be approved as amended to include an on-table Staff Report.

CARRIED UNANIMOUSLY
3. **ADOPTION OF MINUTES**
It was; Moved by: Councillor Glover
 Seconded by: Councillor Richardson
THAT the minutes of the Regular meeting of Council held Monday, November 17th, 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**
6. **DELEGATIONS & PETITIONS**

**Belcarra Water System
Upgrade
(Southside Robson Road)**

Public Works Building

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

- 7.1** Council reviewed a report from Public Works dated November 27th, 2003, to provide municipal authority to a group of property owners on the south side of Robson Road, known as the "*Bell Water System*". Public Works advised that the group desires to undertake infrastructure upgrading to their existing well (located on public land) in compliance with MMCD Standards. Public Works explained that the most effective approach to meet the needs of the group is to enter into a licensing agreement between the Village and the parties, which would empower them to undertake certain emergency procedures without approval from Public Works. Public Works noted that the group has not reviewed the licensing agreement; this will occur if Council supports the agreement concept. It was noted that the old name was the "Bell Water System".

Prior to consideration of a License Agreement, Council asked Public Works to obtain the following information:

- the legal name of the Water Users' Group;
- the legal status of the group, including a list of members;
- proof that all annual filings and fees are current; and
- if the group is not a legal entity, will they be applying to become one, prior to Council approving the agreement;

Mayor Drew asked the representatives in attendance if there was an urgency to get the works underway; the group advised that there was great urgency in completing the works.

Mayor Drew stated that Public Works should be authorized to issue "Road-Use Permits", on a project-by-project basis to handle the needs of the *Bell Water System* until the legal aspects are resolved. Provided:

- the Road Use Permit is signed by all participants;
- the works follows a recognised standard;
- that adequate security is provided.

Moved by: Councillor Drake

Seconded by: Councillor Ross

THAT Council authorize Public Works to issue "Road Use Permits" for the replacement and upgrading of the *Bell Water System*;

AND THAT representatives of the *Bell Water System* return to the December 15th, 2003 regular meeting establish and confirm legal status of the group.

CARRIED UNANIMOUSLY

- 7.2** Council reviewed a report from Public Works dated December

<p>Roof Replacement</p>		<p>1st, 2003 to approve funding to replace the roof on the Public Works and Generator Building.</p> <p>Moved by: Councillor Drake Seconded by: Councillor Ross THAT Council approve the allocation of, not more than, Seven Thousand Dollars (\$7,000.00) to replace the roof on the Public Works Building.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p>
<p>Councillor Ross</p>	<p>8.1</p>	<p>8. COMMITTEE REPORTS</p> <p>8.1 Public Works and Planning</p> <p>(i) Councillor Ross advised that the works to repair/upgrade the public stairs on the Marine Avenue foreshore at West Road is complete.</p>
<p>Councillor Richardson</p>	<p>8.2</p>	<p>8.2 Treaty Advisory Committee & Special Projects</p> <p>(i) Councillor Richardson reported on his attendance at the November LMTAC meeting:</p> <ul style="list-style-type: none"> • North Vancouver District, Mayor Don Bell and Coquitlam Councillor Louella Hollington, both long-term members of LMTAC, ended their terms last week; • Tsleil Waututh is picking up pace on their negotiations at the Treaty Table; • It appears that all the First Nations treaty tables seem to be active, since the “<i>Agreement-In-Principle</i>” (AIP) soon to be ratified at the Tsawwassen table. • The Musqueum Band has also ratified to proceed from stage 3 toward an AIP.
<p>Councillor Drake</p>	<p>8.3</p>	<p>8.3 Protective Services</p> <p>Councillor Drake stated that a meeting was held on November 24th, 2003 with Heather Lyle from the <i>Justice Institute</i>, in attendance, to review the updates of the Emergency Plan. Councillor Drake stated that Heather suggested that the Administrator be appointed to role of <i>Emergency Coordinator</i> and the Fire Chief be appointed as the <i>Operations Coordinator</i>; these appointments will be ratified on December 15th, 2003.</p>
<p>Councillor Glover</p>	<p>8.4</p>	<p>8.4 Environmental Affairs</p>

Mayor Drew

Mayor Drew's
Annual Address

8.5 Finance Committee

9. MAYOR'S REPORT

9.1 In this year's *Annual Address* to the community, I am going to take a slightly different approach than I have in previous years. First, I want to start by thanking our Councillors for their hard work over the last year. As I proceed through my address, you will see the broad range of issues that demand the attention of municipal Councillors, and also understand the commitment required of Councillors, particularly since all have full-time jobs and other demands on their time. Second, rather than announce a series of appointments to the various committees and committee chairs, I am simply going to recommend to Council that we maintain all appointments made last year at the *Inaugural Council Meeting*. Third, this year I have composed my address as a series short status reports on subjects that have occupied Council's attention during 2003, and that reflect Council's focus for 2004. Fourth, on a note of celebration, I want to highlight the fact that 2004 marks Belcarra's 25th anniversary since incorporation on August 22nd, 1979; and I want to invite the community to think of different ways to celebrate this milestone for our community.

Treaty Negotiations

Treaty negotiations have been an important issue over the past five years, and began with Council holding a series of public information meetings in 1999 on subjects such as Belcarra's *Inventory of Interests*. This was followed by the development of the LMTAC *First Principles*, a document that is a guide to both the negotiators and local governments as we proceed through the treaty process. As Chair of the *Lower Mainland Treaty Advisory Committee* (LMTAC), I'm pleased to report that, after nine years, the *BC Treaty Process* has produced its first *Agreement-In-Principle* (AIP) within the Lower Mainland; namely, the Tsawwassen AIP on which the *Tsawwassen First Nation* (TFN) will hold a ratification vote on December 10th. If ratified by the TFN, there will be an intensive work schedule over the next year toward a goal of having a *Final Agreement* by the end of 2004. A key part of the work plan is a series of meetings between the TFN, BC, Canada, LMTAC, GVRD and Delta, described as the *Intergovernmental Relations Side-Table* discussions. As a consequence, the coming year will be pivotal in that these discussions will put shape to the governance model for First Nations governments in the Lower Mainland.

Camp Howdy

Last year in my annual address I spoke of the rezoning application by the YMCA for their Camp Howdy property at Farrer Cove. Their proposal is arguably the most comprehensive development that might occur in Belcarra, and it represents an opportunity to be a positive impact for Farrer Cove residents, the municipality as a whole, and the YMCA. It now appears that the YMCA and the GVRD are unable to negotiate an arrangement that is financially feasible for the YMCA. This is unfortunate because it may mean that the YMCA simply sells the Camp Howdy property to the highest bidder in the international market.

Policing Costs

Last year in my annual address I spoke of the Provincial initiative to transfer policing costs to small communities with populations less than 5,000 people. This is an issue that could significantly impact Belcarra's annual municipal budget. In September, Solicitor General Rich Coleman announced that the proposal to have small communities pay policing costs was postponed for three years; that is, postponed until January 2007. Although unexpected, a reprieve is a reprieve, and we should be grateful for the delay! Even though the implementation date for the transfer of policing costs to small communities has been postponed, there is still a need to ensure that the weaknesses in the province's proposed funding formula are appropriately addressed prior to implementation. Council has been proactive on this issue over the past year, and we will continue to pursue a fair and equitable solution for the residents of Belcarra between now and 2007.

Bedwell Bay

The future of wharf development in Bedwell Bay has garnered considerable discussion during the past year. DFO has recently suggested that our municipality should revise its overall vision for Bedwell Bay if we want further consideration by *Burrard Environmental Review Committee* (BERC). Developing a *Sustainability Plan* for Bedwell Bay is an important step if we hope to positively engage both the *Vancouver Port Authority* (VPA) and BERC in exploring approaches that could meet the future needs of our community. Accordingly, Council intends to pursue development of a *Sustainability Plan* for Bedwell Bay seeking to:

- Incorporate the defined expectations of the community, BERC and VPA;
- Prepare a *Best Practices Guide* to maintain sustainable coexistence of natural and public values;

- Utilize VPA support and technical expertise as outlined in the *Burrard Environmental Management Action Plan*; and
- Create a community-based *Stewardship Committee* that includes representatives from VPA, BERC, Council, and residents of Belcarra.

Council will hold a meeting in the new year to update the community on this important issue, as all Belcarra residents need to become informed regarding the changing regulatory environment as it applies to the foreshore and riparian areas.

Environmental Protection

One of the first things that we did as a community after incorporation was to establish protective zoning for Belcarra's watershed areas. Now, with the increasing use of the regional park, our challenge is to continue protecting the watersheds from human activity. In recognition of the importance of protecting watersheds and aquifers, the province established a grant program to assist with signage for identifying watershed areas. Council took advantage of that program, and this year installed signage at access points to Belcarra's watershed areas in order to educate both residents and the public. In recent years, the *BC Ministry of Water, Land & Air Protection* (WLAP) has given official designation to the *Belcarra Aquifer*, and installed an observation well for the purpose of monitoring groundwater level fluctuations and water quality of the *Belcarra Aquifer* as part of the provincial aquifer monitoring program. Council now sees the need to pursue a program of community education regarding groundwater management and protection during the coming year, as it is essential that we continue vigilantly protecting our community water supplies.

Fire Protection

The summer of 2003 will go into the BC record books as the worst forest fire season in the past 100 years, and is a stark reminder of the vulnerability faced by communities at the interface with forested areas. For the past six years, Council has made fire protection capital expenditures a priority and has spent over \$800,000 since work commenced on the fire hydrant water main system. During this past summer, extension of the water line from Salish Road to Whiskey Cove Lane was undertaken at an overall cost of \$64,400 that extended fire hydrant coverage to the end of Coombe Lane. This work completes the fire hydrant water main system for the southwest portion of Belcarra. It is anticipated that another three years and a further \$400,000 will be required to complete the fire hydrant water main system in the northeast portion of our community. It is a large undertaking, but by applying a long-term perspective

and planning for a series of projects constructed over a number of years, Council is achieving the overall objective on a pay-as-you-go basis.

Fire Department

Our fire protection and emergency response “corner stone” is the *Sasamat Volunteer Fire Department* (SVFD) that has provided an outstanding level of service since it started in 1977. This past year marked the 25th anniversary of the SVFD, and we should reflect on the many accomplishments of the fire department. The SVFD is debt-free, new training facilities were completed in 1997, and we have been benefiting from a long-standing policy of replacing equipment and vehicles on a pay-as-you-go basis. In 1998 the SVFD acquired its newest pumper truck at a cost of \$300,000 fully funded from the SVFD *Equipment Replacement Reserve*, and by year-end SVFD will take delivery of a new “Rescue & Safety” truck, also at a cost of \$300,000. Again, this purchase will be fully funded from the SVFD *Equipment Replacement Reserve*.

Emergency Preparedness

In 2003, the municipality received provincial funding approval to hire a consultant to review and update Belcarra’s *Emergency Disaster Plan*. The plan has not been updated since 1992, and was not current with legislative requirements. Following a proposal process, Council approved the *Justice Institute of BC* to work with staff and Belcarra’s *Emergency Preparedness Committee* to update the *Emergency Disaster Plan*. In October, a mini-tabletop “Wildfire Exercise” was held at the Village Hall, an appropriate exercise intended to review and discuss response procedures for a wildfire scenario in Belcarra. Members of the *Emergency Preparedness Committee*, municipal staff, RCMP, BC Ambulance, and the *Provincial Emergency Program* all participated. The purpose of the exercise was to identify available community resources, and required external assistance. The committee is now working on a number of tasks required to complete the *Emergency Disaster Plan* by March 2004. In the new-year, the committee will be holding “Orientation Workshops” on *Emergency Social Services* for Council and residents, and will introduce the new plan at that time.

Emergency Generator

In 2003, Belcarra received provincial funding from the *Joint Emergency Provincial Program* (JEPP) to purchase a new 35 KVA Emergency Generator. The existing emergency generator was unable to meet the specifications required under the federal/provincial emergency preparedness legislation, and the

new generator is to ensure that Belcarra's *Emergency Operations Centre* (EOC) will be fully functional during a disaster. An addition to the Public Works Building is currently being constructed to accommodate the new emergency generator, and electrical modifications to both municipal buildings will be completed in 2004. The total cost of this project is \$46,000 of which \$8,525 is funded by JEPP and \$3,500 by SVFD who will purchase the existing emergency generator. In keeping with Council's philosophy to proceed on a pay-as-you-go basis, the project is being phased over a two-year period.

Community Charter

Last, but not least, the new *Community Charter* will come into effect on January 1st, 2004; a comprehensive piece of legislation that will provide municipalities a framework for local government activities and services. This legislation will apply to all municipalities that previously operated under the *Local Government Act*, and its purpose is intended to allow municipalities to be innovative in meeting the needs of their respective communities. The *Community Charter* clarifies rules for council meetings, conflict of interest, and ethical standards, and establishes requirements for reporting council matters to its citizens. For this purpose, staff is currently preparing a new "Procedure Bylaw" for Belcarra that, for example, will include provisions for a council member who is unable to be physically present at a meeting to electronically participate in the meeting. Another provision of the *Community Charter* is "Bylaw Forums" that will be created to replace court decisions for minor bylaw infractions. Council and staff will be reviewing all regulatory changes in the new-year to ensure compliance with the new legislative requirements.

As is evident from the foregoing, the coming year will be both busy and exciting, and I am confident that Council and its committees can meet the challenges and achieve their objectives.

Moved by: Councillor Ross

Seconded by: Councillor Richardson

THAT the 2003 Mayors Annual Report be received.

CARRIED UNANIMOUSLY

<p>Bill 75 – Significant Project Streamlining Act</p>		<p>Moved by: Councillor Ross Seconded by: Councillor Glover THAT the Committees appointed by Council in 2003 are reaffirmed for 2004. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> </p>
	<p>10.</p>	<p><u>ADMINISTRATOR’S REPORT</u></p> <p>10.1 Council reviewed a report from the Administrator dated November 26th, 2003 regarding Bill 75 – <i>Significant Projects Streamlining Act</i>. This Act authorizes cabinet to designate certain projects as “provincially significant” these projects may be fast tracked by the province, without local government input.</p> <p>Moved by: Councillor Drake Seconded by: Councillor Ross THAT Belcarra Council supports the position of the Union of BC Municipalities (UBCM) regarding Bill 75 – <i>Significant Projects Streamlining Act</i> and urges the Minister of State for Deregulation, Honourable Kevin Falcon, to amend Bill 75 to exclude local government. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> </p>
<p>Revenue Anticipation Borrowing Bylaw No. 354, 2003</p>	<p>11.</p>	<p><u>BYLAWS</u></p> <p>11.1 Moved by: Councillor Drake Seconded by: Councillor Glover THAT Bylaw No. 354, 2003 being a bylaw to provide for the borrowing of such sums of monies as may be requisite to meet the lawful expenditures for the year 2004 be ADOPTED this 1st Day of December 2003. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> </p>
<p>Building and Plumbing code Regulation Bylaw No. 355, 2003</p>	<p>11.2</p>	<p>Moved by: Councillor Glover Seconded by: Councillor Richardson THAT Bylaw No. 355, 2003 being a bylaw for the administration and enforcement of the Building and Plumbing Code regulations in the Village of Belcarra be READ a FIRST time this 1st Day of December 2003. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> </p>

Moved by: Councillor Richardson

Seconded by: Councillor Drake

THAT Bylaw No. 355, 2003 being a bylaw for the administration and enforcement of the Building and Plumbing Code regulations in the Village of Belcarra be **READ** a **SECOND** time this 1st Day of December 2003.

CARRIED UNANIMOUSLY

12. CORRESPONDENCE

13. PROCLAMATIONS

14. NEW BUSINESS

15. UNFINISHED BUSINESS

16. NOTICES OF MOTION

17. PUBLIC PARTICIPATION

**George McRae
Bedwell Bay road**

- 17.1** George McRae advised that he and some other residents from Pleasantside have formed the "*Ioco Lawn Bowling Society*" and are a legal society. Mr. McRae stated that the society made a presentation to Port Moody Council to contact *Imperial Oil* and ask if they would donate the old lawn bowling site at the corner of First Avenue and Ioco Road; *Imperial Oil* agreed.

**Peter Boekhout
Robson Road**

- 17.2** Peter Boekhout advised Council that he noticed that someone must have been renovating as he saw rolls of carpet put into the household garbage container. Mr. Boekhout stated asked if Council would be installing a camera at the site.

Mayor Drew stated that a camera or gating the site have been discussed by Council.

**John Willms
Belcarra Bay Road**

- 17.3** John Willms asked if there were big changes to the *Building and Plumbing Code Bylaw 355*.

The Building Inspector advised that the new bylaw clarifies the responsibility of the owner and building official.

18. TERMINATION OF REGULAR MEETING

Moved by: Councillor Ross

Seconded by: Councillor Drake

THAT the Regular Meeting of Council **TERMINATES** at
9:40 p.m. **CARRIED UNANIMOUSLY**

CERTIFIED CORRECT

Mayor Drew

ADMINISTRATOR
M. McGregor