



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
VILLAGE HALL
February 26, 2018**



Minutes of the Regular Council Meeting for the Village of Belcarra held February 26, 2018 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

Council in Attendance

Mayor Ralph Drew (via Skype) (departed at 9:17 pm)
Deputy Mayor Bruce Drake
Councillor Jennifer Glover
Councillor Perry Muxworthy
Councillor Jamie Ross

Staff in Attendance

Lorna Dysart, Chief Administrative Officer
Bernie Serné, Superintendent of Public Works
Paul Wiskar, Building Inspector
Paula Richardson, Administrative Services Assistant

Also in Attendance

Nancy Gomerich, NG Consulting
Dan Watson, Brook Pooni Associates
Richard White, RWPAS Ltd.

1. CALL TO ORDER

Deputy Mayor Drake called the meeting to order at 7:30 pm.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, February 26, 2018

Moved by: Councillor Ross
Seconded by: Councillor Glover

That the Agenda for the Regular Council Meeting, February 26, 2018 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, February 13, 2018

Moved by: Councillor Ross
Seconded by: Councillor Glover

That the minutes from the Regular Council Meeting held February 13, 2018 be amended by adding the following to item 4.2:

"Rob also noted that the Fire Department boundary was to be changed and this did not, in fact, happen."

And be approved as amended.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Andy Paterson, Manager, Government Affairs / Municipal Engagement, David Nelson, Delivery Manager – Tri-Cities, and Grant Pearson, Securities Officer, Steve Rizzo, Supervisor, Postal Port Moody, Canada Post, and Corporal Neil Roemer, RCMP, NCO i/c Rural Section – Marine Ops., regarding Belcarra Postal Service

Deputy Mayor Drake welcomed the delegation from Canada Post and the RCMP. Corporal Neil Roemer gave a verbal report with regard to the recent thefts from Canada Post mail boxes in the Village. He noted that the rash of robberies was investigated by the RCMP Specialized unit who, working with Canada Post, arrested two individuals.

Residents were advised to contact the RCMP and Canada Post if they believe they are the victim of identity theft or fraud as a result of mail box tampering. The Corporal noted that visibility helps deter crime and advised that the RCMP has increased the patrols in Belcarra.

Deputy Mayor Drake noted that Block Watch may arrange to write an article on identity theft for the Barnacle Newspaper and would like to take advantage of any information Corporal Roemer may provide.

Andy Paterson outlined the efforts by Canada Post to develop a more secure mail box to help reduce break-ins. He noted that Canada Post will improve communication with Village staff to assist with providing information to residents in a timely fashion.

Considerable discussion ensued. Council queried with regard to lighting in the location of the mail boxes or relocating all mail boxes to the WARD site. Alternatives to daily mail box delivery and the importance of communication were discussed.

Andy Paterson further noted that the mail box locations are chosen for accessibility by residents. Moving the mail boxes to one location would require a written request for Canada Post consideration.

Grant Pearson suggested that with respect to the future, collecting mail regularly and reporting suspicious activity to both Canada Post and the RCMP is crucial in preventing mail theft. Camera systems work well, but only if they are constantly monitored.

David Nelson outlined options for dealing with mail including the option of having mail held at the Post Office for a specific period of time or post office box rental. Fees are applicable to both services.

Deputy Mayor Drake invited residents to ask questions of the RCMP and Canada Post representatives.

Sherry Chisholm, 4505 Belcarra Bay Road, queried with regard to Block Watch participation and lighting at mail box locations.

Deborah Struk, 4575 Belcarra Bay Road, queried with regard to the connection between the suspects under arrest and the recent mail theft in the Village.

Joe Kecskes, 4288 Bedwell Bay Road, queried with regard to repeat offenders.

Peter Clark, 5057 Whiskey Cove, queried with regard to surveillance of mail boxes and the effect on theft.

Sy Rodgers, 1080 Farrer Cove, queried with regard to delivery of junk mail.

It was noted that a consumer's choice option is available by registration at the Post Office that will stop junk mail delivery to a resident mail box. Canada Post is obligated, by law, to deliver mail addressed to the resident.

Jim Chisholm, 4505 Belcarra Bay Road, queried with regard to the mechanical design of the mail box locks and whether keys may be duplicated.

Deputy Mayor Drake thanked Corporal Neil Roemer, Andy Patterson, David Nelson, Grant Pearson and Steve Rizzo for their attendance and the information provided.

5. REPORTS

5.1 Nancy Gomerich, NG Consulting, report dated February 26, 2018 regarding Award of Contract to WestCoast Actuaries for Actuary Work

N. Gomerich outlined the report noting that if the Village does not proceed with obtaining the actuarial valuation, the auditors would not be in a position to issue an audit report with a qualification (or scope limitation). Discussion ensued. Council asked pertinent questions with regard to:

- The complexity of the Actuary estimate
- The requirement to do annual reports after the initial numbers are established

Moved by: Councillor Glover

Seconded by: Councillor Ross

That the Village contract with WestCoast Actuaries to provide an actuarial valuation of sick leave benefits as at December 31, 2017 (with comparables for fiscal 2016) for a fee of \$2,000.

CARRIED

5.2 John Stubbs, Chair and Ken Mikkelsen, Committee Member, Zoning Advisory Committee, report to Council.

John Stubbs outlined the Zoning Advisory Committee (ZAC) report noting the following:

- The committee was formed to undertake a substantial review of the Village of Belcarra Zoning Bylaw and make recommendations to Council on changes and improvements.
- As indicated in the ZAC Terms of Reference, ZAC members reviewed, researched, discussed and proposed changes on a number of regulations in the draft Bylaw presented to Council
- ZAC consisted of 17 Belcarra residents including one member of Council, Councillor Jamie Ross. John Stubbs was elected Chair by the committee and Martin Greig, Vice-Chair.
- ZAC was supported by Village Staff and Planning Consultants; Richard White of RWPAS; Laura Beveridge, Dan Watson and Chi Chi Cai of Brook Pooni Associates.
- ZAC also heard presentations from Robert Bradbury, Architect, and City of Richmond Sustainability Manager Brendan McEwan spoke regarding the BC Energy Step Code.

Ken Mikkelsen outlined the ZAC engagement process as follows:

- ZAC meetings were held for 14 months commencing in January 2017.
- Three Open Houses were attended by the community covering the breadth of the Village:
 - Open House #1 – 29 residents attended
 - Open House #2 – 100 residents attended
 - Open House #3 – 61 residents attended
- Substantial correspondence, including emails and comment forms were submitted by residents and shared with ZAC

Ken Mikkelsen noted the ZAC recommendations include:

- 9 new or changed definitions;
- 6 new general regulations
- New and modified residential zones based on the zones in the current Zoning Bylaw
- A new zone not applied to any specific property but intended to serve as a template for potential future alternative housing opportunities in the Village
- Changes to the regulations within the zones to address considerations such as height, maximum house sizes, the siting of coach houses, subdivision and new sustainability requirements based on the BC Energy Step Code.

John Stubbs concluded by thanking the Committee for their considerable contribution and countless hours of volunteer time devoted to this process. He further thanked Richard White, Dan Watson and Laura Beveridge for their patience and commitment and to Councillor Jamie Ross for his balance of Committee work and his position on Council. J. Stubbs also thanked staff for their support. He commented on the process of many lively, active and substantive discussions that resulted in the report presented to Council.

Deputy Mayor Drew thanked John Stubbs and Ken Mikkelsen for the presentation and Committee members for their hard work and commitment. Mayor Drew congratulated ZAC members on the report and the work it entailed. Councillor Ross also thanked John Stubbs for his leadership and noted that the Committee held many intense meetings. He stated that Committee members contribution to the community was outstanding.

Moved by: Councillor Ross
Seconded by: Councillor Glover

That the Zoning Advisory Committee (ZAC) report dated February 26, 2018 be received; and

That the Zoning Advisory Committee (ZAC) report be referred to staff to bring forward to the next Regular Council Meeting for consideration of first reading and referral to Public Hearing.

CARRIED

A recess was called at 9:15 pm. The meeting reconvened at 9:20 pm.

Mayor Drew left the meeting at 9:17 pm.

6. REPORTS FROM MAYOR AND PROJECT LEADS

No items presented.

7. BYLAWS**7.1 Village of Belcarra Council Indemnity Bylaw No. 514, 2018**

Moved by: Councillor Muxworthy

Seconded by: Councillor Glover

That the "Village of Belcarra Council Indemnity Bylaw No. 514, 2018", be adopted.

CARRIED

8. CORRESPONDENCE/PROCLAMATIONS

Moved by: Councillor Ross

Seconded by: Councillor Glover

That correspondence item 8.1 – 8.7 be received.

CARRIED

ACTION ITEMS

- 8.1** P.M.S.S. Grad and After Grad Committee, Port Moody Secondary School, dated February 15, 2018 regarding a Donation Request for a Dry After Grad Celebration.

Moved by: Councillor Glover

Seconded by: Councillor Ross

That Council donate \$100.00 to the Port Moody Secondary School Dry After Grad Celebration and \$100.00 to the Heritage Woods Secondary School Dry After Grad Celebration.

CARRIED

INFORMATION ITEMS

- 8.2** Rick Berrigan, Mayor, Village of Chase, dated January 18, 2018 regarding letter to Honourable George Heyman, Minister of Environment and Climate Change Strategy regarding Prevention of Quagga and Zebra Mussels
- 8.3** Letters to Honourable Mike Farnworth, Minister of Public Safety and Solicitor General regarding Revenue from Cannabis Sales – Equitable Share between Province and Local Governments
- a) Rick Berrigan, Mayor, Village of Chase, dated January 18, 2018
- b) Greg McCune, Mayor, City of Enderby, dated February 20, 2018
- 8.4** Lisa Helps, Mayor, City of Victoria, letter dated February 8, 2018 to Honourable Selina Robinson, Minister of Municipal Affairs and Housing regarding Request to Provincial Government to Take a Leadership Role in Housing Affordability
- 8.5** Peter McCartney, Climate Campaigner, Wilderness Committee, dated February 9, 2018 regarding Kinder Morgan Pipeline (full report available at the Village office)
- 8.6** Ron Hovanes, Mayor, Town of Oliver, dated February 16, 2018 regarding letter to Honourable John Horgan, MLA, Premier of British Columbia regarding Alberta – British Columbia Trade War

- 8.7 Leslie Wallace and Mauro Comensoli, Lucava Farms Inc., Comensoli Foods Inc., dated February 16, 2018 regarding Response to Letter from Kerri Palmer Isaak, Chair, Board of Education, School District 43 (Coquitlam) regarding Application Under Access to Cannabis for Medical Purposes

9. **NEW BUSINESS**

10. **PUBLIC QUESTION PERIOD**

Joe Kecskes, 4288 Bedwell Bay Road, queried with regard to a new attendant at the Waste and Recycle Depot and disposal of Styrofoam.

Bernie Serné advised that as of July 1, 2018 there will be a ban on Styrofoam in Metro Vancouver. Styrofoam should be taken to Return-It for disposal.

Jim Chisholm, 4505 Belcarra Bay Road, queried with regard to the lids on the compost bin at the Waste and Recycle Depot.

11. **ADJOURNMENT**

Moved by: Councillor Muxworthy

Seconded by: Councillor Ross

That the February 26, 2018 Regular Meeting be adjourned at 9:30 pm.

CARRIED

Certified Correct:



Bruce Drake
Deputy Mayor



Lorna Dysart
Chief Administrative Officer