



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
VILLAGE HALL
October 28, 2019**



Minutes of the Regular Council Meeting for the Village of Belcarra held October 28, 2019 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

Council in Attendance

Mayor Neil Belenkie
Councillor Rob Begg
Councillor Carolina Clark
Councillor Bruce Drake
Councillor Liisa Wilder

Staff in Attendance

Lorna Dysart, Chief Administrative Officer
Paula Richardson, Administrative Services Assistant

Also in Attendance

Nancy Gomerich, NG Consulting
Ken Bjorgaard, K&E Business Services Inc.

1. CALL TO ORDER

Mayor Belenkie called the meeting to order at 7:00 pm.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, October 28, 2019

Moved by: Councillor Begg
Seconded by: Councillor Wilder

That the Agenda for the Regular Council Meeting, October 28, 2019 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, September 30, 2019

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held September 30, 2019 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

- 4.1 Ivano Cecchini, Executive Director, Facilities & Planning Services, Kerri Palmer Isaak, Trustee & Chair, Green School Committee, Barb Hobson, Board Chair and Jennifer Blatherwick, Trustee, School District No. 43 (Coquitlam) Board of Education, presentation regarding the Green School Initiative

Kerri Palmer Isaak provided a brief outline of the goal of School District 43 to create "The Greenest School in Canada". She invited Council to join the School District in advocacy for their ambitious project and the alignment of our "Green" goals to meet the needs of the community.

Ivano Cecchini provided a PowerPoint presentation – Directions 2020, Strategic Goals and Objectives as follows:

- SD43 Vision
 - Goal 1 – Achieve Student Success
 - Goal 2 – Enhance Learning Through Technology
 - Goal 3 – Foster a Sustainable Organization
- Burke Mountain Secondary Project Goal to be the "Greenest School in Canada"
- Climate Action – Progress to Date
- Program Highlights
- Environmental Stewardship
- Project Next Steps
 - Public Endorsement
 - Financial & Strategic Partnerships
 - Fundraising within our communities

Kerri Palmer Isaak outlined next steps in seeking assistance to identify potential collaborators, contributors and sponsors to achieve their ambitious goal.

Discussion ensued with Council asking pertinent questions. Mayor Belenkie thanked the members of School District 43 for their presentation.

5. REPORTS

- 5.1 Nancy Gomerich, NG Consulting, report dated October 28, 2019 regarding 2019 Third Quarter Financial Forecast Report

N. Gomerich provided a PowerPoint presentation titled the "2019 Third Quarter Financial Forecast Report", in accordance with Compliance Policy 195. She outlined the following:

- General Fund
- Water Fund
- Ward Fund
- Planning & Support Services
- Capital Expenditures
- Policy 195 Compliance

Discussion ensued. Council asked pertinent questions.

Moved by: Councillor Clark
Seconded by: Councillor Drake

That the "2019 Third Quarter Financial Forecast Report", be received for information; and
That the expenditure exceptions to Policy 195 *Financial Plan-Amendment, Monitoring & Control*, as detailed in the section in this Report titled "Compliance with Policy 195", be approved.

CARRIED

Mayor Belenkie thanked Nancy Gomerich for her years of service to Belcarra.
Ken Bjorgaard was introduced as the new Financial Consultant, who has many years of local government experience.

5.2 Lorna Dysart, Chief Administrative Officer, verbal report regarding Community Wildfire Protection Plan and Fuel Management Prescription

L. Dysart outlined the report.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That staff be directed to submit an application to the 2020 Community Resiliency Investment Program for funding to update the Village's Community Wildfire Protection Plan; and

That the Village of Belcarra's willingness to provide overall grant management be hereby confirmed.

CARRIED

5.3 Lorna Dysart, Chief Administrative Officer, report dated October 28, 2019 regarding Short Term Rentals (STR) Implementation Options

L. Dysart outlined the report. Discussion ensued. L. Dysart advised that a report will be brought back to Council outlining a Short Term Rental Policy.

Option 2: Direct staff to draft a STR policy for Council consideration.

Steps for Option 2 include:

1. Conduct preliminary research into STR policies in comparable BC municipalities
2. Draft policy based on precedent research
 - a. Review by lawyer
3. Present STR Policy to Council for consideration
4. Staff direction from Council to proceed with Zoning Bylaw Amendments
5. Zoning Bylaw Amendments:
 - a. Amend Zoning Bylaw to include definition for STR
 - b. Amend Zoning Bylaw to include STR under the definition of Home-Based Business
 - c. Public Hearing to amend Zoning Bylaw
6. Amend Fees & Charges Bylaw and Business License Bylaw to introduce requirement for business license for STR

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That Council direct staff to proceed with Implementation of Option 2 for Short Term Rentals (STR).

CARRIED

5.4 Lorna Dysart, Chief Administrative Officer, report dated October 28, 2019 regarding Potential Designated Anchorage Area (DAA) Engagement Summary Report

L. Dysart outlined the report noting that a Public Information Meeting was held at the Village Hall with the Port of Vancouver. Councillor Wilder chaired the event. A Designated Anchorage Area (DAA) Feedback Form was made available to residents at the event, on the Village website and at the front counter of the Village Office. A total of 24 responses were received.

Considerable discussion ensued regarding various aspects of proceeding with implementation of a DAA. The requirement for a DAA was not deemed to be a priority due to potential cost of removal of derelict vessels. The recently passed Federal Bill C-64 *The Wrecked, Abandoned or Hazardous Vessels Act* provides Federal assistance in this regard.

Moved by: Councillor Wilder

Seconded by: Councillor Drake

That the Potential Designated Anchorage Area (DAA) Engagement Summary Report dated October 28, 2019 be received for information.

CARRIED

5.5 Lorna Dysart, Chief Administrative Officer, report dated October 28, 2019 regarding Sasamat Volunteer Fire Department Request for Belcarra Cargo Trailer

Mayor Belenkie provided background on the Belcarra Cargo Trailer. Discussion ensued.

Moved by: Councillor Begg

Seconded by: Councillor Wilder

That the report dated October 28, 2019, regarding the Sasamat Volunteer Fire Department (SVFD) request for the donation of the Cargo Trailer be received for information; and

That discussions continue with SVFD regarding this request.

CARRIED

6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES

No items.

7. BYLAWS

No items.

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That correspondence items 8.1 to 8.11 be received.

CARRIED

ACTION ITEMS

- 8.1 Honourable Katrine Conroy, Minister of Children and Family, letter dated October 2, 2019 regarding the declaration of October 2019 as "Foster Family Month" in British Columbia

Moved by: Councillor Drake

Seconded by: Councillor Clark

That October 2019 be declared as "Foster Family Month" in the Village of Belcarra

CARRIED

INFORMATION ITEMS

- 8.2 Rhonda Vanderfluit, Registrar, Youth Parliament of BC, Alumni Society, letter dated September 12, 2019 regarding British Columbia Youth Parliament, 91st Parliament (full report available in the Village office)
- 8.3 Peter Clark, Belcarra Resident, letter received October 2, 2019 regarding Revenue Generation Committee Recommendation on Sale of the Road End at Whiskey Cove Lane
- 8.4 Kim Harris, Belcarra Resident, letter dated October 3, 2019 regarding Subdivision of Property Beside Her House
- 8.5 Council Committee Meeting Minutes:
a) Revenue Generation Committee – September 17, 2019
b) Tree Committee – July 17, 2019
- 8.6 Sasamat Volunteer Fire Department, Board of Trustees Meeting Minutes of September 19, 2019
- 8.7 Tony S.C. Lee, Senior Manager, Real Estate Services, Properties, BC Hydro, letter dated October 8, 2019 regarding BC Hydro Support for the Creation of Road Parallel to Existing BC Hydro's Distribution Line
- 8.8 Susan Chalmers, Community Energy Coordinator, Community Energy Association, letter dated October 9, 2019 regarding Climate Leaders Institute Conference, November 7 – 8, 2019
- 8.9 Sandy Stokes, Corporate Officer, Village of Pouce Coupe, letter dated October 10, 2019 regarding Support for the City of Enderby Motion regarding Fostering Transportation Network Services in Small Communities
- 8.10 Kailah Knittle, Manager of Communications & Events, Eagle Ridge Hospital Foundation, dated October 10, 2019 regarding Thank You for Your Generous Silent Auction Contribution to the Eagle Ridge Hospital Foundation Evening of Caring
- 8.11 Jack Froese, Mayor, Township of Langley, letter dated October 16, 2019 regarding Inter Municipal Ride – Hailing Business Licence

9. NEW BUSINESS

No items.

10. PUBLIC QUESTION PERIOD

Jim Chisholm, 4505 Belcarra Bay Road queried with regard to parking requirements for Short Term Rentals.

David Goodman, 5163 Whiskey Cove Lane, queried with regard to the timeline for the Road End report.

Dave Warren, 4925 Robson Road, queried with regard to the original purchase of the Cargo Trailer.

11. ADJOURNMENT

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the October 28, 2019 Regular Meeting be adjourned at 8:49 pm.

CARRIED

Certified Correct:



Neil Belenkie
Mayor



Lorna Dysart
Chief Administrative Officer