



**VILLAGE OF BELCARRA  
REGULAR COUNCIL AGENDA  
VILLAGE HALL  
February 10, 2020  
7:00 PM**



**COUNCIL**

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

**1. CALL TO ORDER**

Mayor Neil Belenkie will call the meeting to order.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, February 10, 2020**

**Recommendation:**

That the agenda for the Regular Council Meeting, February 10, 2020 be approved as circulated.

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, January 27, 2020**

**Recommendation:**

That the minutes from the Regular Council Meeting held January 27, 2020 be adopted.

**3.2 Special Council Meeting, February 3, 2020**

**Recommendation:**

That the minutes from the Special Council Meeting held February 3, 2020 be adopted.

**4. DELEGATIONS AND PRESENTATIONS**

No items.

**5. REPORTS**

- 5.1** Lorna Dysart, Chief Administrative Officer & Ken Bjorgaard, Financial Consultant, report dated February 10, 2020 regarding Financing of Land Preparation / Development Costs for Road Ends

**Recommendation:**

That the Chief Administrative Officer and the Financial Consultant continue to pursue legal means to borrow funds for the preparation and development of Road End properties under Section 175 (Liabilities Under Agreements) of the *Community Charter*, and

That the scenario for developing three (3) Road End properties be pursued, should legal means be achieved, with two (2) of the properties being financed externally through the Municipal Finance Authority.

**6. REPORTS FROM MAYOR AND PROJECT LEADS****7. BYLAWS**

- 7.1** **“Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019, Amendment Bylaw No. 545, 2020”**

**Recommendation:**

That “Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019, Amendment Bylaw No. 545, 2020” be adopted.

**8. CORRESPONDENCE/PROCLAMATIONS****Recommendation:**

That correspondence items 8.1 – 8.4 be received.

**ACTION ITEMS**

- 8.1** Bonnie Stein, 2020 Dry-After Grad Co-Chair, Heritage Woods Secondary School, letter dated January 27, 2020 regarding 2020 Dry Grad Donation request.

**Recommendation:**

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

**INFORMATION ITEMS**

- 8.2** Will Pearce, Chief Administrative Officer, City of Vernon, letter dated January 24, 2020 to Lori Halls, Deputy Minister, Emergency Management BC regarding Proposed Modernization of Emergency Management Legislation.
- 8.3** Tracey Takahashi, Deputy Corporate Officer, City of Port Moody, letter dated January 30, 2020 to Jody Robertson, Corporate Secretary, E-Comm Board of Directors regarding E-Comm Board of Directors Designate

**8.4** Jay Gilbert, City Clerk, City of Coquitlam, letter dated January 30, 2020 to Mayor and Council, City of New Westminster regarding Coquitlam Council Resolution – Nomination of Representatives to the E-Comm Board of Directors

**9. NEW BUSINESS**

**10. PUBLIC QUESTION PERIOD**

**11. ADJOURNMENT**

**Recommendation:**

That the February 10, 2020 Regular Meeting be adjourned.



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
VILLAGE HALL  
January 27, 2020**



Minutes of the Regular Council Meeting for the Village of Belcarra held January 27, 2020 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  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Paula Richardson, Administrative Services Assistant

**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, January 27, 2020**

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the agenda for the Regular Council Meeting, January 27, 2020 be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, January 13, 2020**

Moved by: Councillor Begg  
Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held January 13, 2020 be adopted.

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

**4.1 Harriette Chang, Counsellor, School District 43 (SD43), Real Acts of Caring (RAC) and Leadership Students**

Harriette Chang introduced 3 Leadership Students from School District No. 43 who provided a PowerPoint presentation regarding Real Acts of Caring (RAC). It was noted that the RAC group have been making presentations for 15 years. Mayor and Council received flowers from the students.

Mayor Belenkie thanked the students for their presentation and provided Belcarra gifts to the students in appreciation.

Moved by: Councillor Wilder  
Seconded by: Councillor Clark

That Council declare "February 9 – 15, 2020 as Real Acts of Caring Week in the Village of Belcarra"

**CARRIED**

## 5. REPORTS

### 5.1 Lorna Dysart, Chief Administrative Officer, report dated January 27, 2020 regarding a Short Term Rental Accommodation and Bed & Breakfast Accommodation Policy

Councillor Wilder made a statement regarding a legal opinion she received indicating she does not have a Conflict of Interest related to the Short Term Rental Accommodation and Bed & Breakfast Accommodation Policy.

L. Dysart outlined the proposed Short Term Rental Accommodation and Bed & Breakfast Accommodation Policy. Council discussed various aspects of the report as it relates to the draft Corporate Policy on Short Term Rental Accommodation and Bed & Breakfast. Council supported the following:

- A \$1,000.00 refundable security deposit;
- A minimum insurance requirement for the intended use, including commercial general liability for a limit of not less than two million (\$2,000,000) dollars per occurrence with respect to third party liability claims for bodily injury, property damage, personal injury, or death, with a specific rider acknowledging the use of all or part of the property as a STRA and / or B&B and showing the Village as an Additional Named Insured;
- A minimum requirement of a two night stay;
- For a Bed & Breakfast Rental, allow for single room rentals with up to 3 rooms being allowed to be rented under one rental contract (i.e. for a customer who may require 2 rooms);
- No additional Waste and Recycle Depot fees will be added for a STRA or B&B;
- Add a Business License fee for STRA and / or B&B: \$100.00 per year, at the discretion of the Chief Administrative Officer (CAO) for future years;
- Inspection fee: \$250 per year; second year inspection at the discretion of CAO;
- Add penalties for operating without a Business License, \$1,000.00 per day, per offense, at the discretion of the CAO;
- Include the definitions for STRA and B&B, as outlined in the report.

Moved by: Councillor Clark  
Seconded by: Councillor Begg

That Council adopt the Short Term Rental Accommodation (STRA) and Bed & Breakfast (B&B) Accommodation Policy; and

That staff be directed to prepare amendments to Zoning Bylaw No. 510, 2018, Fees and Charges Bylaw No. 517, 2018 and Business License Bylaw No. 277, 1995 to implement the proposed STRA and B&B Policy.

**CARRIED**

Councillor Clark left the Council meeting at 8:14 pm.

**6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES**

**7. BYLAWS**

**7.1 Village of Belcarra Building and Plumbing Code Regulation Bylaw No. 355, 2003, Amendment Bylaw No. 543, 2020**

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That the "Village of Belcarra Building and Plumbing Code Regulation Bylaw No. 355, 2003, Amendment Bylaw No. 543, 2020" be adopted.

**CARRIED**  
**Councillor Begg voted in Opposition**

**8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Drake

Seconded by: Councillor Begg

That correspondence items 8.1 to 8.4 be received.

**CARRIED**

**INFORMATION ITEMS**

- 8.1** John McEwen, Mayor, Village of Anmore, letter dated January 23, 2020 to Mayor & Council, City of Port Moody regarding Public Hearing – Ioco Lands Official Community Plan Amendment – Removal of Special Study Area Designation
- 8.2** Michael van Hemmen, Uber, email dated January 23, 2020 regarding Uber is Approved
- 8.3** Cecillia Kim & Laurie Fletcher, Citizen Relations, Lyft, letter dated January 24, 2020 regarding Lyft Officially the First Ridesharing Company to Launch in Vancouver
- 8.4** Martin Lavoie, Vice President Population Health & Chief Medical Health Officer, Fraser Health, letter dated January 24, 2020 regarding Novel Coronavirus (2019-nCoV)

Councillor Clark returned to the Council meeting at 8:17 pm.

**9. NEW BUSINESS**

No items.

**10. PUBLIC QUESTION PERIOD**

Sherry Chisholm, 4505 Belcarra Bay Road, queried with regard to the status of the sale of road ends.

Jim & Sherry Chisholm, 4505 Belcarra Bay Road, queried with regard to the acknowledgment made by the Mayor prior to the Call to Order.

**11. ADJOURNMENT**

Moved by: Councillor Begg

Seconded by: Councillor Wilder

That the January 27, 2020 Regular Meeting be adjourned at 8:40 pm.

**CARRIED**

Certified Correct:

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Neil Belenkie  
Mayor

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Lorna Dysart  
Chief Administrative Officer



**VILLAGE OF BELCARRA  
SPECIAL COUNCIL MINUTES  
VILLAGE HALL  
February 3, 2020**



Minutes of the Special Council Meeting for the Village of Belcarra held February 3, 2020 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  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Paula Richardson, Administrative Services Assistant

**Also in Attendance**

Ken Bjorgaard, Financial Consultant, K&E Business Services

**1. CALL TO ORDER**

Mayor Belenkie called the meeting to order at 6:30 pm.

**2. APPROVAL OF THE AGENDA**

**2.1 Special Council Meeting, February 3, 2020**

Moved by: Councillor Begg  
Seconded by: Councillor Drake

That the agenda for the Regular Council Meeting held February 3, 2020 be approved as circulated.

**CARRIED**

**3. REPORTS**

**3.1 Ken Bjorgaard, Financial Consultant, report dated February 3, 2020 regarding Draft 2020 – 2024 Financial Plan**

K. Bjorgaard provided a PowerPoint presentation and outlined the Draft 2020 – 2024 Financial report as follows:

- General Operating Fund
- Water Operating Fund
- Waste & Recycle Depot (WARD) Operating Fund
- Capital Plan
- Reserve & Surplus Projections
- Property Tax & User Fees
- Comparative Benchmarks
- Next Steps

Considerable discussion ensued with regard to various aspects of the report. Council members discussed the feasibility of the concurrent sale of 2 or 3 Road Ends. Council asked pertinent questions.



K. Bjorgaard will research the information requested related to early payment of Municipal Finance Authority loan.

Moved by: Councillor Begg  
Seconded by: Councillor Drake

That staff be directed to prepare a report to address the implications of accelerating the preparation / development of Road End properties for sale in 2020; with a development option for three (3) Road End properties being provided as well as a development option for seven (7) road end properties; and

That the 2020 Budget show General Capital Reserve funding of \$175,000 for one (1) of the road end properties with external financing being explored for the other properties under the two options; and

That staff be directed to contact the Municipal Finance Authority with regard to the timing and payout amount to retire the existing debt for the Village Water System.

**CARRIED**

Moved by: Councillor Begg  
Seconded by: Councillor Wilder

That Council approve a 15% increase in Property Taxes for 2020.

**CARRIED**

Moved by: Councillor Drake  
Seconded by: Councillor Begg

That Council approve a 10% increase in Property Taxes for each year, from 2021 to 2024, inclusive.

**CARRIED**

**3.2** Lorna Dysart, Chief Administrative Officer & Ken Bjorgaard, Financial Consultant, report dated February 3, 2020 regarding Council Indemnity Increase

K. Bjorgaard outlined the report. L. Dysart noted that the recommended change in the way the Consumer Price Index (CPI) is calculated for the Council Indemnity Bylaw, will be beneficial. Considerable discussion ensued.

Moved by: Councillor Begg  
Seconded by: Councillor Drake

That Council indemnity increases be calculated on the basis of the Vancouver Consumer Price Index (CPI) for the preceding 12-month period ending October 31 of each year, prior to the calendar year in which any increases would take effect; and  
That staff be directed to prepare the appropriate bylaw for Council consideration.

**CARRIED**

**Councillor Clark voted in opposition**

3.3 Lorna Dysart, Chief Administrative Officer & Ken Bjorgaard, Financial Consultant, report dated February 3, 2020 regarding Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019, Amendment Bylaw No. 545, 2020 – Amended for Priority Projects

K. Bjorgaard outlined the report. He noted that under Provincial Legislation an amendment to the Financial Plan is required to include the Official Community Plan review for \$100,000 that will be funded from Community Gas Tax fund and \$175,000 for Road End development that will be funded from the General Capital Fund.

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That “Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019, Amendment Bylaw No. 545, 2020”, receive first, second and third readings.

**CARRIED**

**4. PUBLIC QUESTION PERIOD**

Mary Begg, 3424 Marine Avenue, queried with regard to the sale of Road Ends and the interest expressed by potential purchasers.

Sy Rodgers, 1080 Farrer Cove, queried with regard to the percent of interest currently being charged on the Water System loan.

**5. ADJOURNMENT**

Moved by: Councillor Begg  
Seconded by: Councillor Clark

That the February 3, 2020 Regular Meeting be adjourned at 9:11 pm.

**CARRIED**

Certified Correct:

\_\_\_\_\_  
Neil Belenkie  
Mayor

\_\_\_\_\_  
Lorna Dysart  
Chief Administrative Officer



## COUNCIL REPORT

**Date:** February 10, 2020

**From:** Lorna Dysart, Chief Administrative Officer & Ken Bjorgaard, Financial Consultant

**Subject:** Financing of Land Preparation / Development Costs for Road Ends

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### Recommendation

That the Chief Administrative Officer and the Financial Consultant continue to pursue legal means to borrow funds for the preparation and development of Road End properties under Section 175 (Liabilities Under Agreements) of the *Community Charter*; and

That the scenario for developing three (3) Road End properties be pursued, should legal means be achieved, with two (2) of the properties being financed externally through the Municipal Finance Authority.

### Purpose

The purpose of this report is to inform Council on the issue of financing further land preparation / development costs for Road Ends, as per the Council request at the Council budget meeting held February 3, 2020. Related information is also provided on the potential payout of the Village water debt.

### Background

The 2020 Draft Budget includes funding in the amount of \$175,000 for the preparation and development of one (1) Road End lot (cost estimate based on Lion's Bay experience) with the funding coming from the General Capital Reserve fund. Council requested information on financing options for developing further Road Ends under two (2) scenarios based on estimated cost of \$175,000. per lot:

- 3 lots (lot 1 funded by General Capital Reserve Fund in the amount of \$175,000; plus 2 additional lots funded by short term debt financing in the amount of \$350,000.)
- 7 lots (lot 1 funded by General Capital Reserve Fund in the amount of \$175,000; plus 6 additional lots funded by short term debt financing in the amount of \$1,050,000.)

The Chief Administrative Officer and the Financial Consultant have investigated the available short term financing / borrowing options as provided for under the *Community Charter* to achieve the goal of Council. The two (2) short term borrowing or financing options are:

- a) short term capital borrowing under Section 178, and
- b) liabilities under agreements as outlined in Section 175.

The short term capital borrowing provided for under Section 178 is not feasible as this debt is limited to \$50 per capita (insufficient for funding requirements), which leaves Section 175 as the remaining option. Our legal counsel was asked as to whether the financing could be structured so as to fall under Section 175 (liabilities under agreements) of the *Community Charter*. Legal Counsel has asked for more time to determine if a structure may be developed under this Section. Should this option not be available, the Village would be required to develop the one (1) Road End for \$175,000. that is currently in the draft 2020 budget. This Road End will be approved for early development based on the recent Financial Plan Amendment Bylaw No. 545, 2020.

The legislated liability debt servicing cost limit for Belcarra (maximum annual principal and interest payments), which are the function of specific revenue sources, is \$409,359. The water servicing debt is \$235,444, which leaves \$173,915 of available annual debt serving cost for principal and interest payments. A three (3) year \$350,000 loan (3% per annum interest rate) to develop two (2) additional lots would result in annual debt payments of approximately \$120,000. This amount may be accommodated with the Village liability debt servicing limit of \$173,915. A three (3) year financing period should provide enough time to develop and sell Road End properties.

In regard to the current water debt, the 10-year paydown or payout opportunity will occur in October of 2022. The requirement to notify the Municipal Finance Authority is due by September of 2022 if the Village wants to retire or pay down the debt. The payout amount at that time will be \$3.16 million.

Council should be aware that the Village needs to establish a process for preparing and developing the Road End properties into legal saleable lots, including an established budget for all associated costs including planning, surveying, legal and engineering. It is important that these costs be controlled during the development process in order to maximize net revenue proceeds. This may include entering into formal competitive quotation processes for certain services.



**VILLAGE OF BELCARRA  
5-Year Financial Plan 2019 – 2023  
Bylaw No. 531, 2019  
Amendment Bylaw No. 545, 2020**



A bylaw to amend the 5 Year Financial Plan for the years 2019 – 2023.

WHEREAS pursuant to Section 165 of the *Community Charter*, “Village of Belcarra 5-Year Financial Plan 2019– 2023 Bylaw No. 531, 2019” was adopted on March 11, 2019; and

AND WHEREAS pursuant to Section 165 of the *Community Charter*, the Financial Plan may be amended by bylaw at any time.

NOW THEREFORE the Municipal Council of the Village of Belcarra, in open meeting assembled, enacts as follows:

1. This Bylaw shall be cited for all purposes as the “Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019, Amendment Bylaw 545, 2020”.
2. “Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019” is hereby amended by deleting Schedule A – Financial Plan in its entirety and replacing it with the amended Schedule A – Financial Plan attached to and forming part of this Bylaw.

READ A FIRST TIME on February 3, 2020

READ A SECOND TIME on February 3, 2020

READ A THIRD TIME on February 3, 2020

ADOPTED by the Council on

\_\_\_\_\_  
Neil Belenkie  
Mayor

\_\_\_\_\_  
Lorna Dysart  
Chief Administrative Officer

This is a certified a true copy of  
Village of Belcarra 5-Year Financial  
Plan 2019– 2023 Bylaw No. 531, 2019, Amendment Bylaw 545, 2020

\_\_\_\_\_  
Chief Administrative Officer

Village of Belcarra 5-Year Financial Plan 2019 – 2023 Bylaw No. 531, 2019,  
Amendment Bylaw No. 545, 2020

**Schedule A - Financial Plan**

	2019	2020	2021	2022	2023
<b>REVENUES</b>					
Municipal property taxes	732,714	750,939	769,787	789,108	808,913
Water parcel taxes	233,498	233,498	233,498	233,498	233,498
Grants in lieu of taxes	10,926	11,089	11,256	11,426	11,598
Fees and charges					
Recycle & refuse fees	115,766	120,357	123,043	125,789	128,596
Water fees	256,259	273,888	293,404	315,544	340,110
Penalties & interest on fees and taxes	11,055	11,055	11,055	11,055	11,055
Permits and licences	97,650	97,650	97,650	97,650	97,650
Other	6,088	6,266	6,529	6,760	7,521
Interest income	27,100	27,100	27,100	27,100	27,100
Conditional operating transfers, other govt's	382,975	139,987	109,014	110,056	111,115
Unconditional transfers, other govt's	309,300	309,300	309,300	309,300	309,300
Municipal Finance Authority debt actuarial	28,300	33,700	39,300	45,144	28,294
	2,211,631	2,014,829	2,030,936	2,082,430	2,114,750
<b>EXPENSES</b>					
Legislative	92,013	91,995	93,605	115,248	96,922
Administration (incl. Planning & Development)	742,036	806,595	677,262	688,210	700,012
Transportation	294,999	299,298	303,667	308,109	312,624
Recycle & refuse	106,484	109,006	111,593	114,246	116,967
Water system	202,900	211,856	226,001	259,623	261,584
Long-term debt interest (water system)	128,800	128,800	128,800	128,800	128,800
Amortization	287,100	287,100	287,100	287,100	287,100
	1,854,332	1,934,650	1,828,028	1,901,336	1,904,009
<b>ANNUAL SURPLUS / (DEFICIT)</b>					
	357,299	80,179	202,908	181,094	210,741
Add back: Amortization expense	287,100	287,100	287,100	287,100	287,100
Add back: Water meter inventory expense	4,728	4,728	4,728	4,728	4,728
Deduct out: Debt actuarial revenue	(28,300)	(33,700)	(39,300)	(45,144)	(28,294)
Transfers from reserves for operations	6,946	1,946	1,946	38,246	1,946
Transfers (to)/ from surplus for operations	33,529	17,850	9,850	9,850	9,850
<b>CASH AVAILABLE FROM OPERATIONS</b>					
<b>FOR CAPITAL &amp; RESERVES</b>	661,302	358,103	467,232	475,874	486,071
Water debt principal repayment	(106,645)	(106,645)	(106,645)	(106,645)	(106,645)
Transfers (to) non-statutory reserves	(55,900)	(55,900)	(55,900)	(55,900)	(55,900)
Transfers (to) statutory reserves for capital	(257,757)	(265,558)	(274,687)	(283,329)	(293,526)
Transfers from non-statutory reserves for operating	0	100,000	0	0	0
Transfers from statutory reserves for capital	185,700	309,200	146,500	199,000	256,000
Capital expenditures	(426,700)	(339,200)	(176,500)	(229,000)	(286,000)
<b>FINANCIAL PLAN BALANCE</b>	0	0	0	0	0

**HERITAGE WOODS SECONDARY SCHOOL**  
1300 David Avenue, Port Moody, BC V3H 5K6  
Phone: 604-461-8679 Fax: 604-937-8055



file No. 1850-01

**Village of Belcarra Community Grant Application**  
4084 Bedwell Bay Road  
Belcarra BC, V3H 4P8  
E-mail: [belcarra@belcarra.ca](mailto:belcarra@belcarra.ca)  
Phone: (604) 937-4100

January 27, 2020

**RECEIVED**

JAN 27 2020

**Attention: Belcarra Community Grant Committee**

The annual Heritage Woods Secondary School 2020 Dry-After Grad will be held at the school from 11:30pm to 4:30 am on June 6, 2020. It immediately follows the formal Graduation Dinner & Dance. The Dry-After Grad allows the grads to continue their Graduation celebration in a safe, substance-free environment filled with games, food, prizes and entertainment.

The Dry-After Grad is organized by parent volunteers and is funded primarily through ticket sales. We would like all grads to attend the event. Financial assistance is available for Grads who may require help purchasing their ticket.

The event requires significant planning and plenty of parent volunteer effort! A dedicated parent group is well underway with plans to make Graduation safe and memorable for the class of 2020. We would greatly appreciate your financial contribution to the Heritage Woods Secondary School 2020 Dry-After Grad.

Donations can be made payable to Heritage Woods Secondary, please note "2020 After Grad" on cheque. Should you have any questions, please do not hesitate to contact Bonnie Stein!

Yours truly,

Bonnie Stein  
HWSS 2020 Dry-After Grad Co-chair

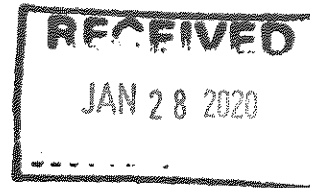


City of Vernon  
3400 30th Street  
Vernon, BC V1T 5E6

P: 250.545.1361  
F: 250.545.7976  
www.vernon.ca

January 24, 2020

File Ref: 7130-02



Attn: Citizen Engagement  
PO Box 9484 Stn Prov Govt  
Victoria, BC V8W 9W6

Lori Halls  
Deputy Minister, Emergency Management BC  
PO BOX 9850 Stn Prov Govt  
Victoria, BC V8W 9T5

FILE NO. 0450-01

Thank you for the opportunity to provide feedback to the proposed modernization of emergency management legislation. The City understands the Province's desire to shift emergency management from response to mitigation and better preparedness, and also the ultimate cost effectiveness of such an approach. Minimizing risk is cost effective in the long run.

Local authorities will require significant resources, support and time to shift the approach. Moving forward, mandating greater consideration of current and future risk when considering development in hazardous areas does not pose a significant issue. Stronger legislation to enable local authorities to say "no" would be helpful in this regard, as there is a real cost to mitigating against potential risks.

Proposed legislated and regulatory requirements of local authorities include the need to identify and assess hazards, risks and vulnerabilities, establish associated mitigation plans, develop response and recovery plans, develop business continuity plans, and undertake training and exercises and a review cycle. While much of this work is being undertaken for priority risks in our communities, there are no dedicated staff for this and funding comes from very tight municipal budgets over time. Additional staff resources and funding are required in order to move this issue forward in a timely fashion.

Recovery to reduce future risk and enhance resilience is everybody's goal, but local authorities have faced significant challenges with this in practice. The Province's desire to see "building back faster and better" is admirable, but a lofty goal from the perspective of local authorities. With minimal staff complements and bare bones budgets, many communities have neither the capacity nor funding to "build back faster and better" on a schedule dictated by disasters. Significant provincial support is required to realize this objective, including revisiting funding restrictions to restoration only to pre-disaster conditions and the eighty percent ceiling for approved recovery costs.

Additionally, it is concerning to read that the Province is considering requiring post-disaster needs assessments and post-disaster recovery plans as a condition of receiving provincial recovery funds and the renewal of recovery powers. Considerable time is going to be required for local authorities to build this capacity in their organizations. Provincial funding and training to help create and enable this function is desirable. As is a transition time to the implementation of the new legislation. If it comes into effect in 2021 as has been indicated, will post-disaster needs assessments and recovery plans be required to access recovery funding if there is significant flooding in the spring?





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The proposed requirements to consult with local First Nations and expansion of the definition of "emergency" to include actions to protect community well-being and indigenous cultural sites requires additional information in order for us to fully understand the implications.

The vast majority of our community is already constructed and wasn't built recently. It will take a long time to adapt development designed for a different climate to address rapidly changing local conditions. Local authorities' capacity to affect adaptation of privately held developed lands is limited. Finger pointing at local authorities with blame for enabling the development challenges of our times isn't the answer. Nor is it necessarily correct, given the evolution of local development authority in BC.

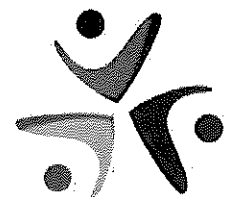
A comprehensive and sustained provincial public awareness campaign would greatly assist the transition to an "all of society approach" to emergency management.

Yours truly,



Will Pearce, CAO

Cc: Mayor and Council  
UBCM Members



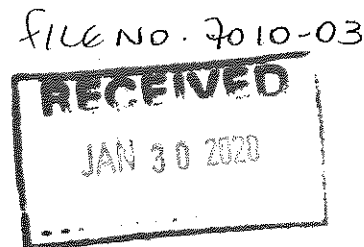
**PORT MOODY**  
CITY OF THE ARTS

100 Newport Drive, Port Moody, B.C., V3H 5C3, Canada  
Tel 604.469.4500 Fax 604.469.4550  
www.portmoody.ca

January 30, 2020

File: 01-0375-20-26

Jody Robertson  
Corporate Secretary  
E-Comm Board of Directors  
Via Email: [jody.robertson@ecomm911.ca](mailto:jody.robertson@ecomm911.ca)



Dear Ms. Robertson,

**Re: E-Comm Board of Directors Designate**

At the Regular Council meeting held on January 28, 2020, Port Moody Council passed the following resolution:

RC20/096-097

WHEREAS Port Moody has outstanding concerns regarding non-emergency call handling in the long term;

AND WHEREAS Port Moody Council believes in the principle of gender parity on government boards;

THEREFORE BE IT RESOLVED THAT City of Port Moody Councillor Zoë Royer be nominated for the E-COMM 911 Board of Directors to represent Belcarra, Burnaby, Coquitlam, New Westminister, Port Coquitlam, and Port Moody for a term beginning January 2020 to December 2022;

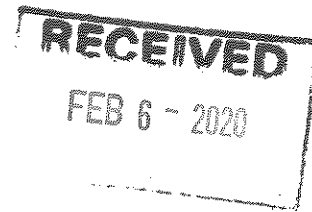
AND THAT the Village of Belcarra and the Cities of Burnaby, Coquitlam, New Westminister, and Port Coquitlam be requested to support this nomination;

AND THAT Port Moody Council support gender parity and diversity on the E-Comm 911 Board of Directors.

Sincerely,

Tracey Takahashi  
Deputy Corporate Officer

cc: Village of Belcarra  
City of Burnaby  
City of Coquitlam  
City of New Westminister  
City of Port Coquitlam



January 30, 2020  
 Our File: 01-0550-05/000/2020-1  
 Doc #: 3635320.v1

FILE NO. 7010-03

Mayor and Council  
 City of New Westminster  
 511 Royal Avenue  
 New Westminster, BC V3L 1H9

Dear Mayor Coté and Council:

**RE: Coquitlam Council Resolution – Nomination of Representatives to the E-Comm Board of Directors**

In response to your letter of December 11, 2019, please be advised that at the January 27, 2020 Closed Council Meeting for the City of Coquitlam the following resolution was adopted:

That Council inform the Belcarra – Burnaby – Coquitlam – New Westminster – Port Coquitlam – Port Moody E-Comm shareholder grouping that the City of Coquitlam continues to support the existing rotational system for the nomination of E-Comm Board representatives until such time that E-Comm completes its governance review and communicates its new governance model to its stakeholders.

Should you have any questions or require further information with respect to this matter please contact me directly at 604-927-3013 or [jgilbert@coquitlam.ca](mailto:jgilbert@coquitlam.ca).

Yours truly,

Jay Gilbert  
 City Clerk

CC: Village of Belcarra  
 City of Burnaby  
 City of New Westminster  
 City of Port Coquitlam  
 City of Port Moody

City of Coquitlam  
 3000 Guildford Way  
 Coquitlam, BC Canada V3B 7N2  
 Reception Desk: 604-927-3000  
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File #: 01-0550-05/000/2020-1 Doc #: 3635320.v1