



**VILLAGE OF BELCARRA
REGULAR COUNCIL AGENDA
VILLAGE HALL
April 27, 2020
7:00 PM**



This meeting is being held via Zoom Teleconference and will be recorded.
Meeting details as follows:
Click link to join meeting: <https://zoom.us/j/93732653353> Meeting ID: 937 3265 3353

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, April 27, 2020

Recommendation:

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

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, April 6, 2020

Recommendation:

That the minutes from the Regular Council Meeting held April 6, 2020 be adopted.

4. DELEGATIONS AND PRESENTATIONS

5. REPORTS

5.1 Lorna Dysart, Chief Administrative Officer, report dated April 27, 2020 regarding Update to Evangelical Laymen's Church Temporary Use Permit No. 2019-01

Recommendation:

That the area for the Temporary Use Permit No. 2019-01 for Evangelical Laymen's Church be expanded to include the adjacent building to the Tea Room to allow for bread baking to support "Breadmaking Workshops"; and
That the Evangelical Laymen's Church (ELC) access condition be revised to state that the Village must be provided with an Access Plan.

- 5.2 Ken Bjorgaard, Financial Consultant, report dated April 27, 2020 regarding Annual Tax Rates Bylaw and Alternative Municipal Tax Scheme Bylaw

Recommendations:

- 1) That the Village of Belcarra 2020 Annual Tax Rates Bylaw No. 560, 2020 receive first, second and third reading and adoption;
- 2) That the Village of Belcarra Alternative Municipal Tax Collection Scheme for 2020 Bylaw No. 562, 2020 receive first, second and third reading and adoption.

6. REPORTS FROM MAYOR AND PROJECT LEADS

7. BYLAWS

8. CORRESPONDENCE/PROCLAMATIONS

Recommendation:

That correspondence items 8.1 – 8.16 be received.

ACTION ITEMS

- 8.1 Crystal Dunahee, President, Child Find BC, letter dated April 23, 2020 regarding Proclamation for National Missing Children's Month and Missing Children's Day

Recommendation:

That Council proclaim May as Missing "Children's Month" and May 25, 2020 as "Missing Children's Day" in the Village of Belcarra

INFORMATION ITEMS

- 8.2 Sasamat Volunteer Fire Department, Board of Trustees Meeting Minutes of Thursday, February 13, 2020
- 8.3 Kiersten Enemark, Government Relations Director BC, Shaw Communications Inc., email dated April 8, 2020 regarding #ShawHelps – Supporting Communities during COVID-19
- 8.4 Val van den Broek, Mayor, City of Langley, letter dated April 9, 2020 to Sav Dhaliwal, Chair, Board of Directors, Metro Vancouver regarding COVID-19 Pandemic, Metro Vancouver Budget Mitigation Measures
- 8.5 Kerri Palmer Isaak, Chair, Board of Education, School District 43, letter dated April 9, 2020 regarding K-12 Response to the COVID-19 Pandemic in School District No. 43 (Coquitlam) (full report available at the Village office)
- 8.6 Dennis Sterritt, Mayor, Village of Hazelton, letter dated April 15, 2020 regarding UBCM Resolution regarding BC Gaming Grant
- 8.7 Marvin Rotrand Conseiller Municipal – Snowdon, Ville de Montreal, letter to Jonathan X. Cote Mayor, City of New Westminster dated April 20, 2020 regarding Support for Federal Funding Assistance for Public Transit
- 8.8 Ralph Drew, Belcarra Resident, email dated April 17, 2020 regarding Budgeting for Firehall Replacement

- 8.9 Verna Barrett, letter dated April 19, 2020 regarding Sasamat Volunteer Fire Department History
- 8.10 Des Wilson, Belcarra Resident, letter dated April 20, 2020 regarding Impact on Village Finances
- 8.11 Ian Devlin, Belcarra Resident, email dated April 21, 2020 regarding Comments on Water System Capacity for Fire Protection Committee
- 8.12 Martin Debois, Belcarra Resident, letter dated April 20, 2020 regarding Proposed Major Capital Expenditures
- 8.13 Doug Brain, Belcarra Resident, letter dated April 22, 2020 regarding “Water Supply Capacity for Fire Protection” Committee Has Never Recommended the Installation of a New Water Tank
- 8.14 Ron Davis, Belcarra Resident, email dated April 21, 2020 regarding Unsafe Parking Area on Bedwell Bay Road, Belcarra
- 8.15 The Hubbs Family, Belcarra Residents, letter dated April 22, 2020 regarding Sale of Road Ends
- 8.16 Paul Kallio, Belcarra Resident, email dated April 22, 2020 regarding Sale of Road Ends

9. NEW BUSINESS

10. PUBLIC QUESTION PERIOD

11. RESOLUTION TO CLOSE MEETING

That the April 27, 2020 meeting of Council be closed pursuant to the *Community Charter* Section 90 (1) “A part of a Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”

12. ADJOURNMENT

Recommendation:

That the April 27, 2020 Regular Meeting be adjourned.



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
VILLAGE HALL
April 6, 2020**



Minutes of the Regular Council Meeting for the Village of Belcarra held April 6, 2020 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

This meeting was held via Zoom Teleconference and was recorded.

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, Municipal Coordinator

Also in Attendance

Ken Bjorgaard, Financial Consultant, K&E Business Services
Brandon Ma, Partner, Audit, KPMG LLP
Andrew Bordignon, Senior Manager, KPMG LLP

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, April 6, 2020

Moved by: Councillor Clark
Seconded by: Councillor Drake

That the agenda for the Regular Council Meeting, March 9, 2020 be revised by adding:

Item 8.12 Deborah Struk, Belcarra Resident, email dated April 3, 2020
regarding Sale of Road Ends

Item 8.13 Sherry Chisholm, Belcarra Resident, letter dated April 3, 2020
regarding Information

And be approved as amended.

CARRIED

3. ADOPTION OF MINUTES**3.1 Regular Council Meeting, March 9, 2020**

Moved by: Councillor Clark

Seconded by: Councillor Begg

That the minutes from the Regular Council Meeting held March 9, 2020 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS**4.1 Brandon Ma, Partner, Audit and Andrew Bordignon, Senior Manager, KPMG LLP, regarding Village of Belcarra Audit report**

Brandon Ma provided a presentation on the Audit report for the year ended December 31, 2019 with an overview of the Executive Summary. Council asked pertinent questions. Discussion ensued.

B. Ma noted that the current COVID-19 outbreak is outlined in Note 17 of the Village Financial Statement as a Subsequent Event.

Mayor Belenkie thanked the Auditors on behalf of Council and staff for conducting the Audit.

4.2 Ken Bjorgaard, Financial Consultant, report dated April 6, 2020 regarding 2019 Financial Statement Report

K. Bjorgaard outlined the report providing a summary of the Village 2019 Financial Results and Financial Position.

Council asked pertinent questions. Discussion ensued.

Moved by: Councillor Begg

Seconded by: Councillor Wilder

That the Village of Belcarra 2019 Draft Financial Statements be approved.

CARRIED

5. REPORTS**5.1 Ken Bjorgaard, Financial Consultant, report dated April 6, 2020 regarding 5-Year Financial Plan 2020-2024 Bylaw No. 559, 2020**

K. Bjorgaard outlined the report noting that Bylaw No. 559, 2020 reflects the results of Council budget deliberations and related decisions. The Bylaw has been prepared pursuant to those decisions.

Council enquired with regard to exploring the potential to support Village residents under 55 who are not eligible for tax deferral through the provincial government.

L. Dysart advised that the topic of both a change in the property tax due date and the change in age for tax deferral, is being discussed with Regional Administrators. Information will be provided when it becomes available.

Moved by: Councillor Begg

Seconded by: Councillor Drake

That the Village of Belcarra 5-Year Financial Plan 2020-2024 Bylaw No. 559, 2020 be read a first, second and third time, and Adopted.

CARRIED

Councillor Clark voted in opposition

- 5.2** Ken Bjorgaard, Financial Consultant, report dated April 6, 2020 regarding Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 561, 2020

K. Bjorgaard outlined the report. L. Dysart provided clarity on the User Fee for the Fire Sprinkler System connection to the water system.

Moved by: Councillor Wilder
Seconded by: Councillor Begg

That "Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 561, 2020" be read a first, second and third time, and Adopted.

CARRIED

- 5.3** Lorna Dysart, Chief Administrative Officer, report dated April 6, 2020 regarding Ongoing Planning Studies

L. Dysart outlined the report. Council discussed moving forward with the creation of lots from Village Land (Road Ends) in order to prepare them for sale. The OCP review is currently postponed and will commence when an election may be held for OCP Review Committee members. Discussion ensued.

Moved by: Councillor Wilder
Seconded by: Councillor Begg

That the report regarding Ongoing Planning Studies dated April 6, 2020 be received for information.

CARRIED

6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES

Mayor Belenkie – Sasamat Volunteer Fire Department (SVFD) Update

Mayor Belenkie provided an update on the SVFD. He advised that operations are continuing without any complications due to COVID-19.

7. BYLAWS

- 7.1 Village of Belcarra Council Indemnity Bylaw No. 544, 2020**

Moved by: Councillor Drake
Seconded by: Councillor Wilder

That the "Village of Belcarra Council Indemnity Bylaw No. 544, 2020" be adopted.

CARRIED

Councillor Clark voted in opposition

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Drake
Seconded by: Councillor Begg

That correspondence items 8.1 to 8.13 be received.

CARRIED

INFORMATION ITEMS

- 8.1** Jonathan Cote, Mayor, City of New Westminster, letter dated March 3, 2020 regarding E-Comm Board of Directors Nominees

- 8.2 Blanka Zeinabova, Deputy City Clerk, City of Burnaby, letter dated March 6, 2020 regarding letter to UBCM Member Municipalities regarding 2020 UBCM Resolutions (full report available in the Village office)
- 8.3 Jonathan Cote, Mayor, City of New Westminster, letter dated March 9, 2020 to the Right Honorable Justin Trudeau, Prime Minister of Canada regarding National Pharmacare Program
- 8.4 Kennedy Stewart, Mayor, City of Vancouver, letter dated March 13, 2020 to Mayor & Council of the District of West Vancouver regarding Discriminatory Covenants, Language and Encumbrances on Land Titles
- 8.5 Lyn Hall, Mayor, City of Prince George, letter dated March 24, 2020 regarding UBCM Resolution – Sharing Payments from Opioid Class Action Lawsuit
- 8.6 Jerry Muir, Community Relations Manager, Lower Mainland, BC Hydro, letter dated April 2, 2020 regarding BC Hydro Response to COVID-19
- 8.7 John Willms, Belcarra Resident, email dated March 10, 2020 regarding Rebuttal to Ralph Drew's Letter
- 8.8 John Willms, Belcarra Resident, letter dated March 26, 2020 regarding Village Concerns
- 8.9 Sherry Chisholm, Belcarra Resident, letter dated March 24, 2020 regarding Sale of Road Ends
- 8.10 Shannon & Don Wightman, Belcarra Resident, email dated March 30, 2020 regarding Sale of Road Ends
- 8.11 Ralph Drew, Belcarra Resident, email dated April 3, 2020 regarding Letter to Belcarra Council regarding Objectivity of Councillors
- 8.12 Deborah Struk, Belcarra Resident, email dated April 3, 2020 regarding Sale of Road Ends
- 8.13 Sherry Chisholm, Belcarra Resident, letter dated April 3, 2020 regarding Information Councillor Clark provided comments regarding Correspondence Items 8.8 and 8.9.

Conflict of Interest

Councillor Drake declared a Conflict of Interest. He noted that due to perception of a Conflict of Interest, he will declare a Conflict of Interest with regard to the Road End on Turtlehead Road.

9. NEW BUSINESS

Conflict of Interest

Councillor Begg declared a Conflict of Interest with regard to the potential Short Term Rental and Bed & Breakfast Accommodation Policy.

Chief Jay Sharpe, Sasamat Volunteer Fire Department (SVFD)

It was requested that Chief Sharpe be invited to a Council Meeting to answer questions regarding fire suppression systems. Council members will provide questions to the Chief Administrative Officer prior to the invitation being issued.

Mayor Belenkie advised that Council members may forward questions they may have in this regard to the Chief Administrative Officer who will compile the questions for the Fire Chief.

Councillor Begg thanked staff for the work on setting up the Zoom Council meeting.

10. PUBLIC QUESTION PERIOD

Paul Kallio, Belcarra Resident, queried with regard to the status of the sale of Road Ends in the Village.

Peter Struk, Belcarra Resident, queried with regard to encroachments on Village property.

Deborah Struk, Belcarra Resident, queried with regard to the opportunity for residents to purchase Road Ends.

11. ADJOURNMENT

Moved by: Councillor Wilder

Seconded by: Councillor Begg

That the April 6, 2020 Regular Meeting be adjourned at 9:16 pm.

CARRIED

Certified Correct:

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer



COUNCIL REPORT

File: 6410-04

Date: April 27, 2020

From: Lorna Dysart, Chief Administrative Officer

Subject: Update to Evangelical Laymen's Church Temporary Use Permit No. 2019-01

Recommendations

That the area for the Temporary Use Permit No. 2019-01 for Evangelical Laymen's Church be expanded to include the adjacent building to the Tea Room to allow for bread baking to support "Breadmaking Workshops"; and

That the Evangelical Laymen's Church (ELC) access condition be revised to state that the Village must be provided with an Access Plan.

Purpose

The purpose of this report is to address questions from Council regarding the Evangelical Laymen's Church (ELC) Temporary Use Permit (TUP) process and the associated access through Belcarra Regional Park.

As a result of the recent denial by Metro Vancouver of the request by ELC for a road access agreement through Belcarra Regional Park for commercial purposes and a request from ELC to expand the approved area for the TUP for use of an adjacent bread baking building, staff is recommending two slight modifications to the proposed TUP conditions.

Background

The Village has received a Temporary Use Permit Application to permit the operation of a Tea Room and Bread & Tea Workshops by the Evangelical Laymen's Church (ELC) of Vancouver.

The Tea Room and Bread & Tea Workshops have been modestly operated for several years. Their operation has caused some administrative concerns since visitors access the ELC property via an unregistered road that crosses through Belcarra Regional Park. This road is used by Parks, Farrer Cove residents, ELC members, and others who require access.

As a condition of the initial TUP, the Village required a suitable access agreement with Metro Vancouver through Belcarra Regional Park. On November 8, 2019, Metro Vancouver Parks denied the request for a formalized access agreement through Belcarra Regional Park because the intended Tea Room and Bread & Tea Workshops Uses were determined to be commercial in nature. Subsequently, Mayor Belenkie appealed to the Chair of the Metro Vancouver Board and on February 19, 2020 was advised by letter that Metro Vancouver would not grant access to use the road for commercial purposes.

On March 10, 2020, the Village of Belcarra sent a letter to ELC providing an update on the proposed TUP conditions given the recent decision from Metro Vancouver to deny the request for a formalized access agreement through the Park. This correspondence included a revised access condition that suggested that the TUP could proceed as long as access to the ELC property is by water or by foot. In response to that letter, ELC indicated that they were amenable to the revised access condition and also indicated an interest in baking bread in the building adjacent to the Tea Room. As a result, staff is recommending two slight modifications to the proposed TUP conditions: 1) expanding the TUP area to include the adjacent building to the

Tea Room to allow for bread baking to support the Bread & Tea Workshops and 2) revising the access condition to state that the Evangelical Laymen’s Church must provide the Village with an Access Plan.

Discussion

As a result of recent events outlined in the Background section of this report, staff is recommending two slight modifications to the proposed TUP conditions, as outlined in the table below. In summary, these changes include:

1. Expanding the TUP area to include the adjacent building to the Tea Room to allow for bread baking to support “Bread Workshops” (see Condition a.)
2. Revising the access condition to state that the Evangelical Laymen’s Church must provide the Village with an Access Plan (see Condition d.)

Condition	Notes
a. The Tea Room Use and Bread & Tea Workshops Use must be contained entirely within the existing buildings and patio area identified by the red hatched line the plan attached hereto as Schedule A (“Temporary Use Permit Area”);	Proposed change: expanding the TUP area to include the adjacent building to the Tea Room to allow for bread baking. See Attachments A-1 and A-2 for proposed changes.
b. The Tea Festival Use must be contained within the area identified as “TUP Area permitting Tea Festival Use” on the plan attached hereto as Schedule A (“Temporary Use Permit Area”);	<i>No change proposed to this condition.</i>
c. An amendment to the Village of Belcarra Official Community Plan to permit Temporary Use Permits must be enacted prior to the execution of this Permit;	<i>Official Community Plan was amended to permit Temporary Use Permits on September 9, 2019.</i>
d. A formal access agreement and path maintenance agreement must be reached between Metro Vancouver and the Evangelical Laymen’s Church prior to this permit taking effect and said agreement must remain in effect for the duration of this permit; Proposed change: d. The Evangelical Laymen’s Church must provide the Village of Belcarra with an Access Plan that outlines how patrons of the Tea Room and/or Bread & Tea Workshops will access the property.	Note: The Village of Belcarra acknowledges that Metro Vancouver has denied ELC’s request for road access through the park to the ELC lands for commercial purposes. As such, the Village is requesting that ELC provide an Access Plan.
e. A “Tea Room” and/or “Bread & Tea Workshops” shall not operate on the property without a valid Business License from the Village of Belcarra;	Minor editorial change to add “Bread & Tea Workshops”

f. The Temporary Use Permit area may not be altered or improved upon in any way without the prior express written consent of the Village, such consent to be at the sole discretion of the Village;	<i>No change proposed to this condition.</i>
g. A "Tea Room" and/or "Bread & Tea Workshops" shall not operate without a Building Permit issued by the Village of Belcarra;	Minor editorial change to add "Bread & Tea Workshops"
h. Tea Room and/or "Bread & Tea Workshops" operations must cease should any deficiencies be identified by the Village of Belcarra Building Inspector and any deficiencies must be addressed prior to recommencing activities;	Minor editorial change to add "Bread & Tea Workshops"
i. No other commercial uses may be permitted under this permit other than those identified under Section 4 of this permit;	<i>No change proposed to this condition.</i>
j. A waste management plan suitable to the Village of Belcarra must be in place during the term of this TUP to prevent attracting wildlife, including maintenance of adequate signage in the Tea Room kitchen and at garbage disposal sites to encourage responsible waste disposal.	<i>No change proposed to this condition.</i>

Conclusion

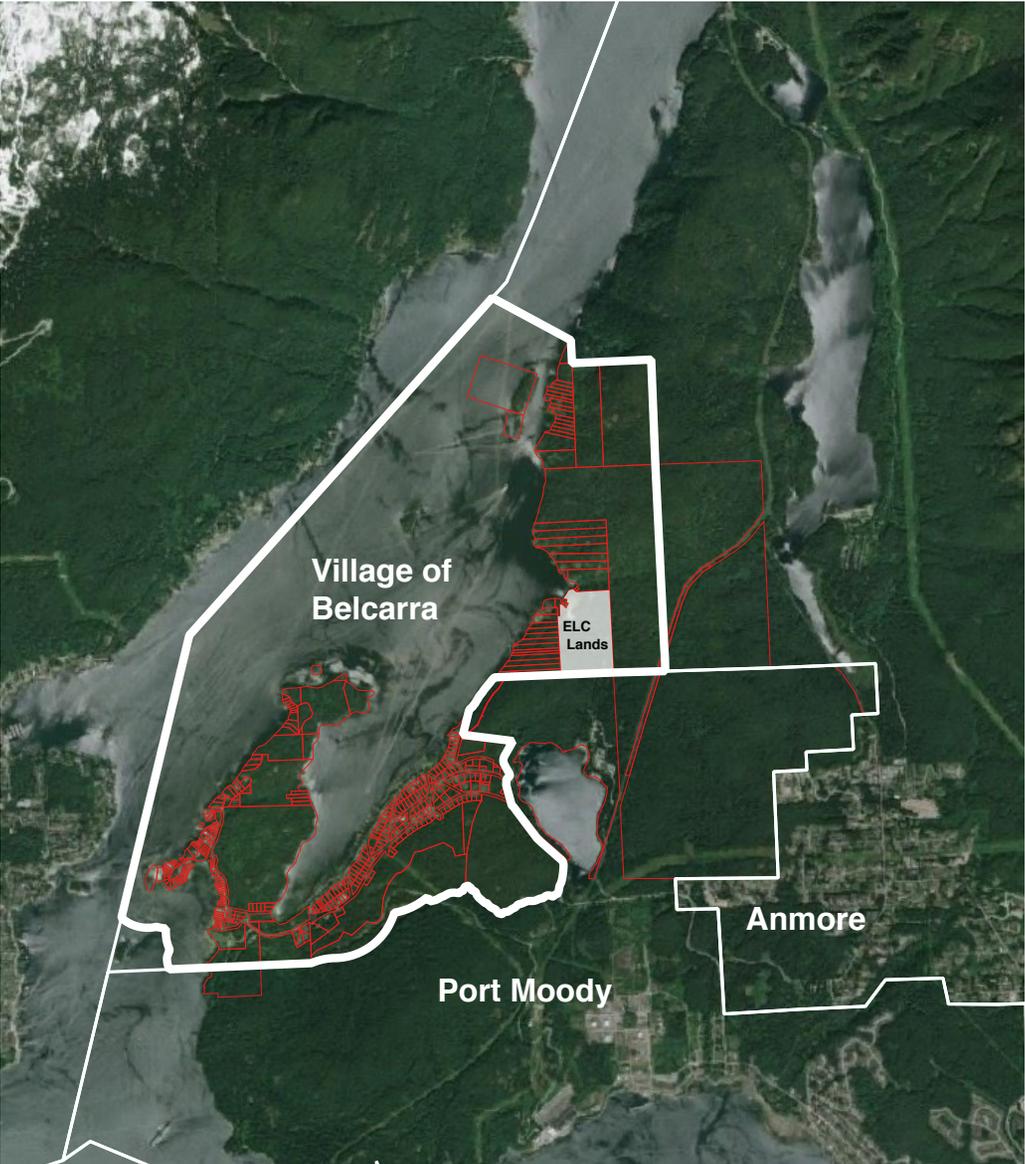
In conclusion, staff believe that the proposed changes outlined above are largely in keeping with the initial ELC TUP (see Attachment B), and that they will not result in material changes to the proposed TUP activities on the ELC property.

Should Council wish to proceed with the proposed changes outlined above, staff will draft a revised TUP for ELC.

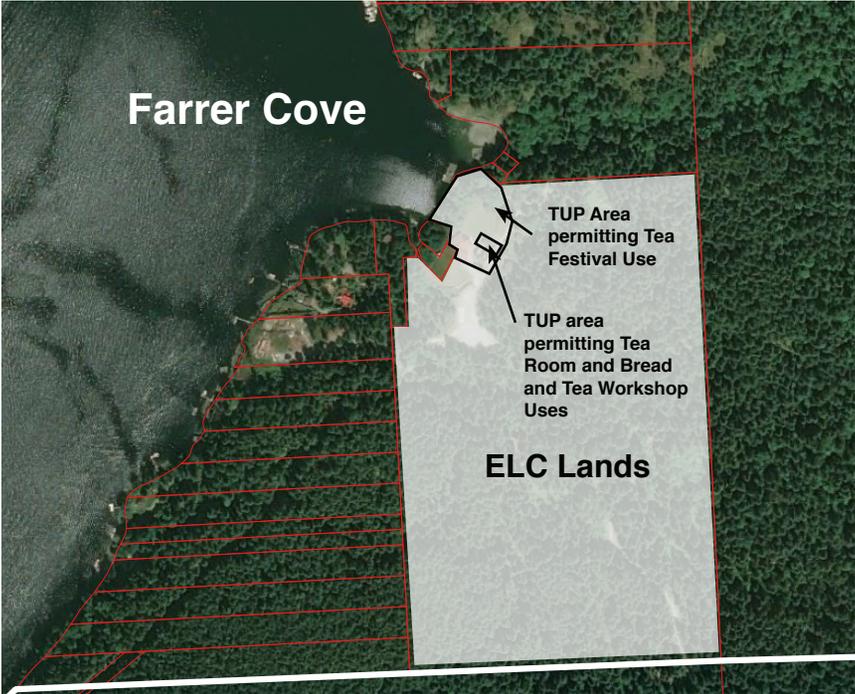
Attachments

- A1 – Current TUP area permitting Tea Room and Bread & Tea Workshop Uses
- A2 – Proposed TUP area permitting Tea Room and Bread & Tea Workshop Uses
- B – Temporary Use Permit No. 2019 – 01, ELC (8 Corners Canada Inc.)

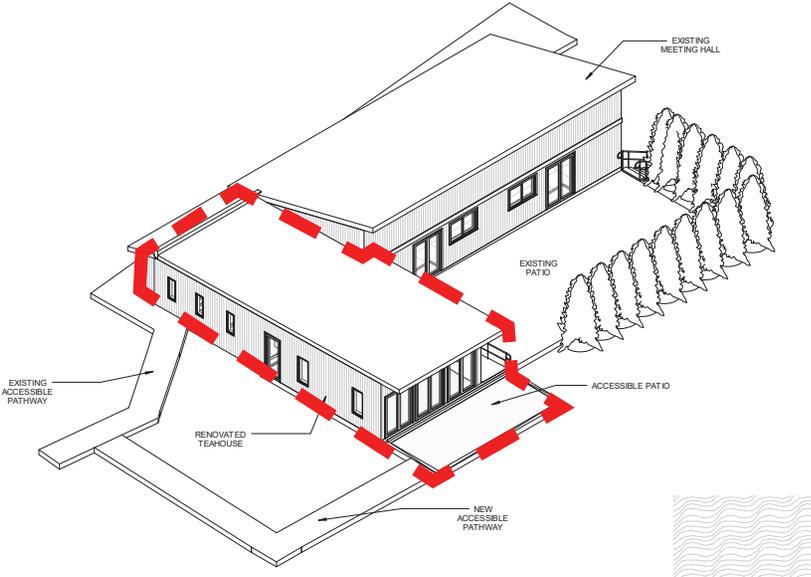
Temporary Use Permit Area and Tea Room Location on Evangelical Laymen’s Church (ELC) Lands, in Belcarra, BC



ELC Lands in context of Village of Belcarra

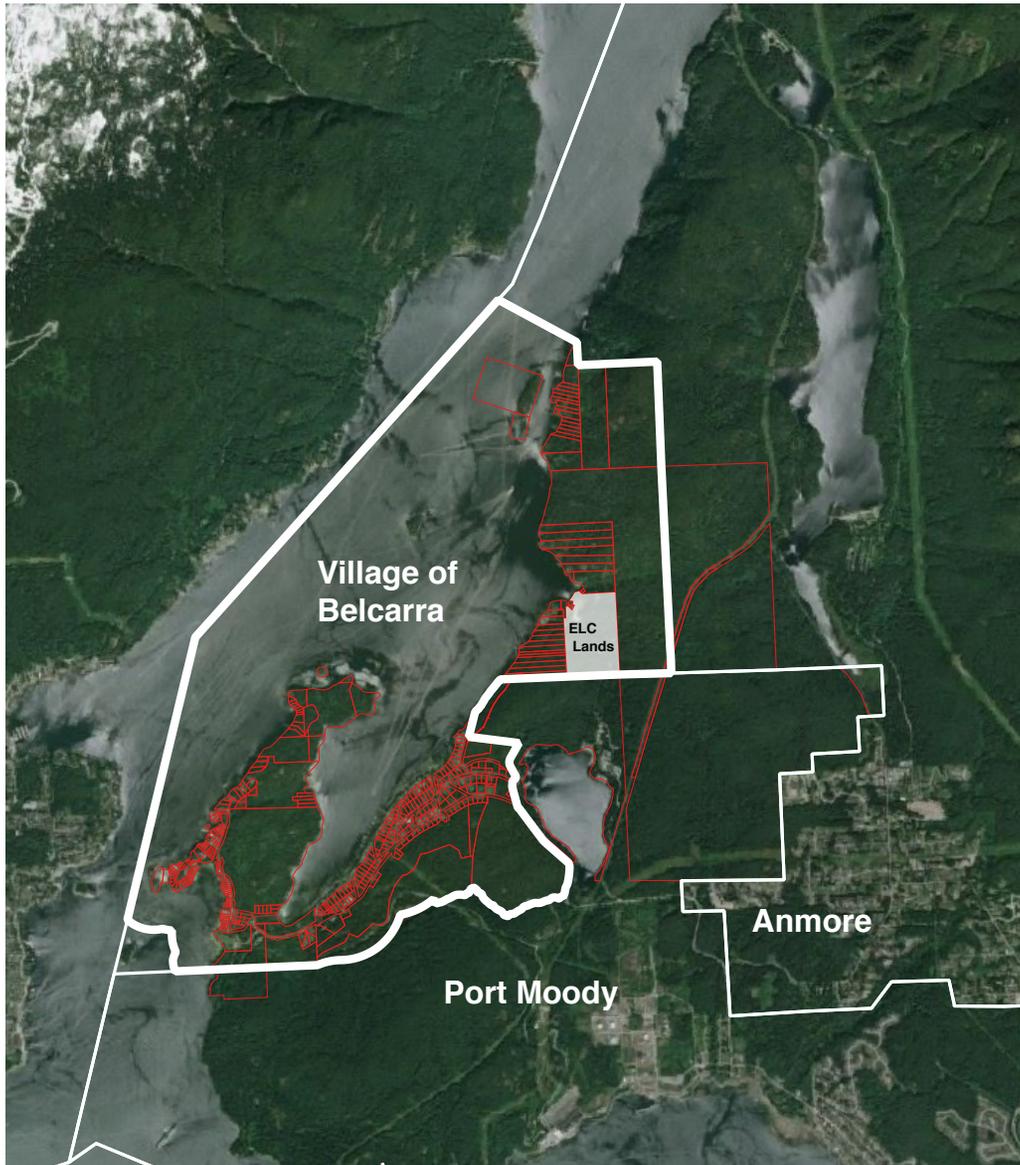


TUP areas in context of ELC Lands

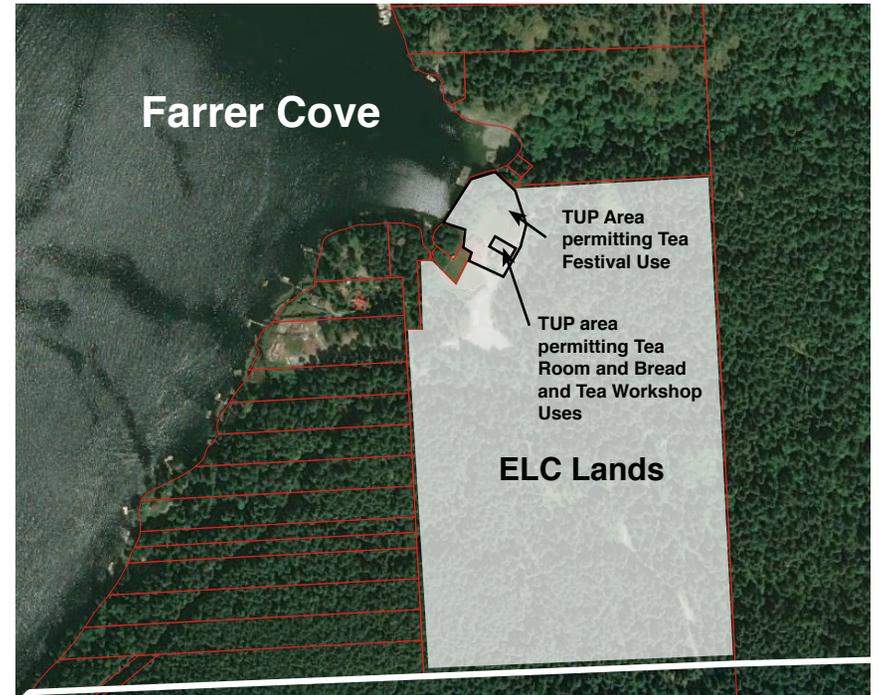


TUP area permitting Tea Room and Bread and Tea Workshop Uses outlined in dashed line

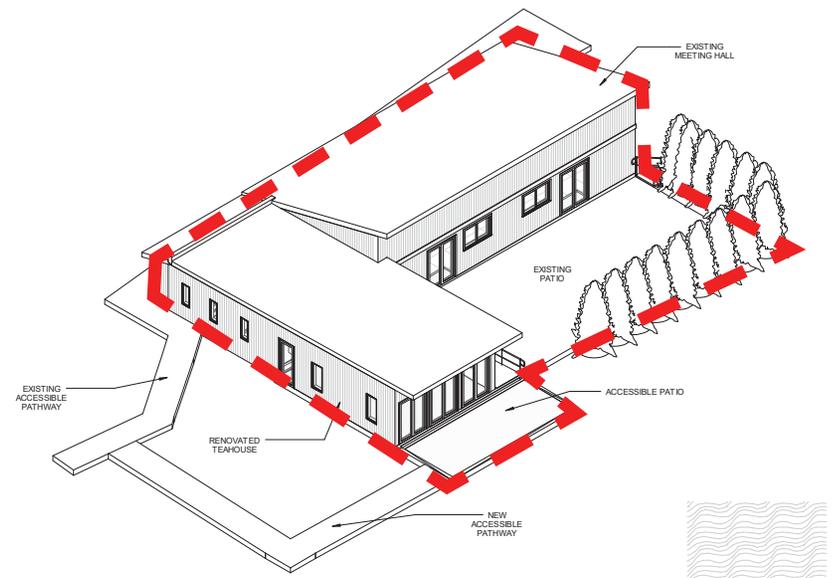
Temporary Use Permit Area and Tea Room Location on Evangelical Laymen's Church (ELC) Lands, in Belcarra, BC



ELC Lands in context of Village of Belcarra



TUP areas in context of ELC Lands



TUP area permitting Tea Room and Bread and Tea Workshop Uses outlined in dashed line



VILLAGE OF BELCARRA
Temporary Use Permit No. 2019 – 01
8 Corners Canada Inc.



TEMPORARY USE PERMIT NO. 2019-01

Issued pursuant to Section 493 of the *Local Government Act, RSBC 2015, c. 1*

1. This Permit is issued to:
 8 Corners Canada Inc.
 Incorporation Number BC1041748
 #148 – 1489 Marine Drive
 West Vancouver, BC V7T 1B8

(hereinafter called the “Permitee”) as the owner and/or authorized occupier of that certain parcel of land situate in the Village of Belcarra, in the Province of British Columbia, and more particularly known and described as:

Parcel Identifier: 013-595-695

Legal Description: PARCEL “E” (EXPLANATORY PLAN 10236)
 WEST HALF OF THE NORTH WEST QUARTER
 SECTION 30 TOWNSHIP 39 NEW
 WESTMINSTER DISTRICT

Civic Address: 3000 CAMP HOWDY ROAD
 BELCARRA, BC
 V3H 5B6

(hereinafter called the “Lands”)

2. This Permit is issued subject to compliance with all bylaws of the Village of Belcarra (hereinafter referred to as the “Village”), except as specifically varied or supplemented by this Permit.
3. The Lands have been designated as a Temporary Use Permit Area in “Village of Belcarra Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 541, 2019”.
4. Notwithstanding “Village of Belcarra Zoning Bylaw No. 510, 2018”, as amended, but subject to the terms and conditions contained herein, permission is hereby given to temporarily use a portion of the Lands as identified herein for the following purposes:
 - “Tea Room,” defined as the use of premises for the primary purpose of selling and serving prepared food and non-alcoholic beverages to the public during hours of operation, where food and non-alcoholic beverages are consumed on the premises;
 - Tea Festivals;
 - Breadmaking and Tea Workshops; and
 - Uses of a similar nature.

5. The Temporary Use Permit shall be carried out according to the following conditions:
 - a. The Tea Room use and Breadmaking and Tea Workshops must be contained entirely within the existing building and patio area identified as "Tea Room Location" on the plan attached hereto as Schedule A ("temporary use permit area");
 - b. The Tea Festival use must be contained within the area identified as "TUP Area" on the plan attached hereto as Schedule A ("temporary use permit area");
 - c. An amendment to the Village of Belcarra Official Community Plan to permit Temporary Use Permits must be enacted prior to the execution of this Permit;
 - d. A formal access agreement and path maintenance agreement must be reached between Metro Vancouver and the Evangelical Laymen's Church prior to this permit taking effect and said agreement must remain in effect for the duration of this permit;
 - e. A "Tea Room" shall not operate on the property without a valid business license from the Village of Belcarra;
 - f. The Temporary Use Permit area may not be altered or improved upon in any way without the prior express written consent of the Village, such consent to be at the sole discretion of the Village;
 - g. A "Tea Room" shall not operate without a Building Permit issued by the Village of Belcarra;
 - h. Tea Room operations must cease should any deficiencies be identified by the Village of Belcarra Building Inspector and any deficiencies must be addressed prior to recommencing activities;
 - i. No other commercial uses may be permitted under this permit other than those identified under Section 4 of this permit;
 - j. A waste management plan suitable to the Village of Belcarra must be in place during the term of this TUP to prevent attracting wildlife, including maintenance of adequate signage in the Tea Room kitchen and at garbage disposal sites to encourage responsible waste disposal.
6. The Temporary Use Permit Area shall be developed strictly in accordance with the terms and conditions and provisions of this Permit. This Permit does not constitute a rezoning, subdivision approval, sign permit or building permit.
7. This permit is not transferable.
8. This permit shall lapse three (3) years from the date of issuance.

AUTHORIZING RESOLUTION PASSED by the Village Council on the ____ day of _____, 20__.

IN WITNESS WHEREOF this Permit has been executed by the Permittee and this Permit is hereby issued by the Village the ____ day of _____, 20__.

8 CORNERS CANADA INC.

By its authorized signatories:

Signature

Print Name: _____

Title: _____

Signature

Print Name: _____

Title: _____

VILLAGE OF BELCARRA

By its authorized signatories:

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

8 Corners Canada Inc.
Temporary Use Permit #2019-01

Schedule A

Temporary Use Permit Area





COUNCIL REPORT

Date: April 27, 2020

From: Ken Bjorgaard, Financial Consultant

Subject: Annual Tax Rates Bylaw and Alternative Municipal Tax Scheme Bylaw

Recommendations

- 1) That Village of Belcarra 2020 Annual Tax Rates Bylaw No. 560, 2020 receive first, second and third reading and adoption.
- 2) That Village of Belcarra Alternative Municipal Tax Collection Scheme for 2020 Bylaw No. 562, 2020 receive first, second and third reading and adoption.

Purpose

The purpose of this report is to present the Annual Tax Rates Bylaw and the Alternative Municipal Tax Collection Scheme Bylaw for first, second and third reading and adoption.

Background

Annual Tax Rates Bylaw

The 2020 Annual Tax Rates bylaw reflects the tax rates required to raise municipal taxes for 2020, as approved in the recently adopted “2020 – 2024 Financial Plan Bylaw No. 559, 2020”, as well as the tax rates required to raise the funds requisitioned by the Metro Vancouver Regional District, pursuant to the *Community Charter*, as follows:

- “197 (1) Each year, after adoption of the financial plan but before May 15, a council must, by bylaw, impose property value taxes for the year by establishing tax rates for
- (a) the municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan, and
 - (b) the amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body.”

Alternative Municipal Tax Collection Scheme Bylaw

The *Community Charter* allows for Alternative Municipal Tax Collection Schemes under Sections 235 and 236, which differ from the General Tax Collection Scheme as follows:

- a) The General Tax Collection Scheme is the normal tax due date of July 2 with a 10% penalty applied to late payments received immediately after this due date.
- b) The Alternative Municipal Tax Collection Scheme may include one or more dates on which all or part of the property taxes are due and may establish penalties and interest to be applied in relation to payments made after the tax due date.

The Alternative Municipal Tax Collection Scheme Bylaw provides for some relief for taxpayers for 2020 by allowing for a staggered late payment penalty of 2% for payments received after July 2, 2020 and on or before September 2, 2020 and a further 8% penalty for payments received after September 2, 2020. As required by the *Community Charter*, owners must be given the opportunity to elect to pay under the General Tax Collection Scheme or the Alternative Municipal Tax Collection Scheme, with the Alternative Scheme applying should an owner not chose to elect an option. This however becomes a moot point in terms of this bylaw, as who would chose to pay the 10% penalty under the General Tax Collection Scheme as at July 3, 2020, versus the 2% penalty under this bylaw. These changes will necessitate some changes to the Village of Belcarra Tax Notice which will be forwarded for printing within the next 2 weeks.

As stated in the Bylaw, the penalty dates and related late payment penalties do not apply to the Village Class 6 (business and other) and Class 8 (recreation / non-profit) properties as the Province of BC recently stipulated that the Penalty Date for these properties will be October 1, 2020. The Village has a few properties that fall within these two classifications; therefore, an exception has been provided for within the Bylaw for these properties.



VILLAGE OF BELCARRA
2020 Annual Tax Rates
Bylaw No. 560, 2020



A bylaw to set Tax Rates for 2020

WHEREAS pursuant to the provisions of the *Community Charter*, a municipality must, by bylaw, adopt a Financial Plan before the 15th of May in each year;

AND WHEREAS the Municipal Council caused to be prepared a Five-Year Financial Plan for the period 2020 – 2024 inclusive;

AND WHEREAS pursuant to the provisions of the *Community Charter*, a Council must, by bylaw, and before the 15th of May in each year, impose property value taxes for the year by establishing tax rates for:

- a) municipal funding for the Year 2020 of the Five-Year Financial Plan; and
- b) to meet taxing obligations for the Year 2020 in relation to the Greater Vancouver Regional District.

NOW THEREFORE, the Council of the Village of Belcarra enacts as follows:

1. This Bylaw may be cited for all purposes as “Village of Belcarra 2020 Annual Tax Rates Bylaw No. 560, 2020”.
2. Council does hereby impose and levy the rates for the Year 2020 for each property class appearing on Schedule “A”, attached to and forming part of this bylaw.
3. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of the
2020 Annual Tax Rates Bylaw 560, 2020

Lorna Dysart, Chief Administrative Officer

SCHEDULE “A”

2020 Rates Established by Council
 (Dollars of Tax/\$1000 assessed value)

Taxation Class	General Municipal Purposes	Metro Vancouver Regional District Purposes
Class 1 Residential	1.43025	0.23505
Class 2 Utilities	5.00588	0.82278
Class 6 Business/Other	3.50411	0.57587
Class 8 Recreational/Non-Profit	1.43025	0.23505



VILLAGE OF BELCARRA
Alternative Municipal Tax Collection Scheme for 2020
Bylaw No. 562, 2020



A bylaw to establish an Alternative Municipal Tax Collection Scheme for 2020

WHEREAS pursuant to Part 7, Division 10, Section 235 of the *Community Charter* a municipality may establish an Alternative Municipal Tax Collection Scheme;

AND WHEREAS the Alternative Municipal Tax Collection Scheme may include one or more dates on which all or part of the property taxes are due and may establish penalties and interest to be applied in relation to payments made after the Tax Due Date;

AND WHEREAS pursuant to the *Community Charter*, Section 236, an owner may elect which of the following Tax Schemes to use by giving written notice of their choice of election to the Village of Belcarra before June 30, 2020:

- a) Section 234, the General Tax Collection Scheme; or
- b) Section 235, the Alternative Municipal Tax Collection Scheme;

AND WHEREAS pursuant to Section 236 of the *Community Charter*, if an owner does not make an election, the established Alternative Municipal Tax Collection Scheme applies.

NOW THEREFORE, the Council of the Village of Belcarra enacts as follows:

1. This Bylaw may be cited for all purposes as "Village of Belcarra Alternative Municipal Tax Collection Scheme for 2020 Bylaw No. 562, 2020".
2. Property taxes for 2020 year are due on July 2, 2020.
3.
 - a) If all or part of the property taxes for 2020 are not paid by the July 2, 2020, due date, the Village of Belcarra will add to the unpaid property taxes a penalty equal to 2% of the portion that remains unpaid;
 - b) If all or part of the property taxes for 2020 are not paid by September 2, 2020, the Village of Belcarra will add to the unpaid property taxes a further penalty equal to 8% of the portion that remains unpaid.
 - c) The penalty dates and related percentages in 3 a) and 3 b) above do not apply to class 6 (business and other) and class 8 (recreation/non-profit) properties as the penalty date and related percentage for these properties are as stipulated by the Province of BC.
4. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.
5. This bylaw will automatically repeal and cease to have force and effect on December 31, 2020.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of the
Alternative Municipal Tax Collection Scheme for 2020 Bylaw No. 562, 2020

Lorna Dysart, Chief Administrative Officer

Child Find

BRITISH COLUMBIA

RECEIVED

APR 23 2020

FILE NO. 0630-01

Serving British Columbia Since 1984
 Provincial Toll Free: 1.888.689.3463 www.childfindbc.com

April 23, 2020

Dear Mayor and Councilors,

Re: Proclamation for National Missing Children's Month and Missing Children's Day

I write today on behalf of Child Find British Columbia. Child Find BC requests that your local government proclaim May as Missing Children's Month and May 25th as missing Children's Day.

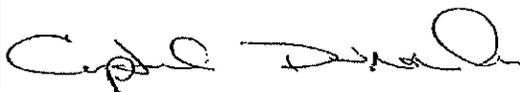
Child Find BC provides "ALL ABOUT ME" ID Kits with child finger printing and photos, to at no cost to families and Child Find BC hosts these Child Find ID Clinics throughout BC. Child Find BC provides education, including public speakers, literature and tips for families to assist them in keeping all of our children safe.

We hope that you will raise this proclamation for consideration to your Council and your community at your next meeting.

Most recent reporting from the RCMP show that over 6,800 cases of missing children were reported in British Columbia and over 40,000 cases in Canada. Through the support of municipal governments like yours we are able to educate and bring awareness to thousands of BC families on this important issue.

Thank you so much for your consideration of this request and your continuing commitment to Community Services in BC and the children and families of BC. If you have any questions regarding this request please contact the Child Find BC office at 1-888-689-3463.

Yours truly,



Crystal Dunahee President, Child Find BC

Victoria Office
 2722 Fifth Street, 208
 Victoria, BC V8T 4B2
 (250) 382-7311
 Fax (250) 382-0227
 Email:
childvicbc@shaw.ca

"A charitable non-profit organization working with searching families and law enforcement to reduce the incidence of missing and exploited children."

*A Missing Child is
 Everyone's
 Responsibility*



If you or your organization would like to host an "All About Me" ID clinic, have an idea for an event in your community or would like literature and information on becoming a member and supporter of Child Find BC, please call us at 1-888-689-3463.

RECEIVED

**SASAMAT VOLUNTEER FIRE DEPARTMENT (SVFD)
BOARD OF TRUSTEES MEETING**

APR 17 2020

FILE NO. 7200-02

Minutes of the Regular Meeting of the Sasamat Volunteer Fire Department (SVFD) Board of Trustees held at 7:00 p.m. on Thursday, February 13, 2020 in the Anmore Fire Station, 2690 East Road, Anmore, British Columbia.

MEMBERS PRESENT:

- Chair, Councillor Darrell Penner, Port Coquitlam
- Mayor Neil Belenkie, Belcarra
- Councillor Bruce Drake, Belcarra
- Mayor John McEwen, Anmore
- Fire Chief Jay Sharpe, SVFD
- Councillor Kim Trowbridge, Anmore
- Councillor Paul Weverink, Anmore

MEMBERS ABSENT:

- Councillor Liisa Wilder, Belcarra

STAFF PRESENT:

- Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver
- Jennifer Arabsky, Office Supervisor, Corporate Services, Metro Vancouver

1. ADOPTION OF THE AGENDA

1.1 February 13, 2020 Regular Meeting Agenda

It was MOVED and SECONDED

That the SVFD Board of Trustees adopt the agenda for its regular meeting scheduled for February 13, 2020 as circulated.

CARRIED

2. ADOPTION OF THE MINUTES

2.1 September 19, 2019 Regular Meeting Minutes

It was MOVED and SECONDED

That the SVFD Board of Trustees adopt the minutes of its regular meeting held September 19, 2019 as circulated.

CARRIED

3. INVITED PRESENTATIONS

No items presented.

4. REPORTS FROM COMMITTEE OR STAFF

4.1 2019 Financial Actuals – Sasamat Fire Protection Service

Report dated January 29, 2020 from Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver, presenting the 2019 Financial Actuals for the Sasamat Fire Protection Service for review by the Sasamat Volunteer Fire Department (SVFD) Board of Trustees.

Trustees were provided with a briefing of the 2019 Financial Actuals highlighting the expenditure year end actuals against the budgeted amounts, noting overall the function was under budget by \$8,480 or 3.8%. Discussed was the difference in actuals and commitments versus year to date actuals, this is money held against purchase orders or registered transactions. The level of detail provided along with available drill downs was accepted as sufficient.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information a status update of the 2019 financials as presented in the report "2019 Financial Actuals – Sasamat Fire Protection Service" dated January 29, 2020.

CARRIED

4.2 2020 SVFD Quarterly Work Plan

Report dated January 29, 2020 from Greg Smith, Chief Technology Officer, Corporate Services, Metro Vancouver, providing the priorities and work plan for the Sasamat Volunteer Fire Department for the year 2020 for review by the Sasamat Volunteer Fire Department (SVFD) Board of Trustees.

Trustees were provided with a high level 2020 SVFD Work Plan outlining the quarterly priorities. Having this plan in place allows for performance measurement and aligns with Metro Vancouver committee practices. Jay noted that in the first quarter the meeting with Anmore regarding Burrard Commons can be marked as canceled. Also commented was the \$25,000 grant application submitted for wildland firefighting to UBCM appears to be under consideration. Any further items can be added as required.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees endorse the work plan as presented in the report dated January 29, 2020 titled "2020 SVFD Quarterly Work Plan".

CARRIED

4.3 Fire Chief's Report

Report dated February 13, 2020 from Jay Sharpe, Fire Chief, SVFD, presenting Trustees the Fire Chief's updates for the period.

Trustees were provided with updates on:

Manpower

Static numbers, Field Incident Technicians now being broken out.

Equipment

Ladder 7 had a major front brake issue that took several days to repair. It was out of service for approximately two weeks.

Engine 1 has had some issues related to error codes. It also had a recall notice about the front spring mounts. Part of the challenge is this was made by an Ontario based company and despite it being in the contract that they have service here, they do not. As this is still a new piece of equipment, Greg will discuss with purchasing to follow up with vendor.

Finalizing spec document to Metro Vancouver for their input as to what needs to be in the RFP for the Engine 3 replacement tender.

Belcarra has agreed to loan an enclosed trailer to the fire department for the purposes of storing wildland firefighting (WLFF) equipment in it. Potential in long range planning to consider purchase of trailer and consider mobility.

Halls and Grounds

Maintained by Municipal Staff, cleaned by Jewels, contract cleaners – now in direct contact with company.

Training structure at the Anmore Fire Hall, storage unit for the ATV - marine dehumidifier added to prevent mold on equipment, looking at having some vents installed or foam insulation applied, potential to add power.

Old training structure at the Belcarra Fire Hall is a potential safety risk and will need to be removed.

Training

Three new recruits went through training, 2 to start immediately, 1 in the next couple of months.

16 firefighters attended a live fire training session using the Township of Langley Live Fire Training Centre. It was the first time for ten of those that did attend. Mike Bolam was able to lead the exercise as an ex Burnaby firefighter saving considerable money.

Public Education

Ongoing fire hall tours with school age groups.

Goal set this year is to spend more time at the two schools. Especially Eagle Mountain Middle School.

Old Business

Rogers cell tower – Negotiations underway to have tower erected on Anmore City hall site. Anmore will not complete deal if SVFD antenna or their radio tower can't be added. Should solve a lot of challenges with coverage.

Noted was Electoral Area A is applying for a grant for VOIP and there may be opportunity to disperse technology throughout the region helping with coverage.

Reports and Information

Total of 6 calls as of the report, 3 calls since report.

Noted calls are down as compared to the same time last year likely due to slightly lower percentage of calls from BCEHS. The Fire Chief Association is talking in

depth on the matter as concern for life safety and humane practice, Ministry of Health can be addressed with concerns.

Two major structures fires in 2019, both electrical in nature, one property saved, the other a total loss. Best advice – monitored alarm systems (can add to earlier arrival of FD), and no use of space heaters. Positive media coverage in second event, adjacent Elementary school was shut down due to smoke blowing in its direction.

Retirement of Jol Drake and Dave Gregory resulted in a change in the structure of the senior officer positions, they are helping with the transition. Now a Deputy Chief, Operations, Mike Bolam, and a Deputy Chief Administration, Colin Richardson, are in place better aligning with the roles. The Ops Chief oversees Training, Suppression and Safety, the Admin Chief oversees personnel, logistics, equipment, continuing education and recruitment. Sophie Gable will continue on with the administration role to help with the work.

Noted was Jay is still working on the long range planning over 5 to 10 years considering the additions with the Fire Underwriters Survey to life span of certain equipment, e.g. hoses and turnout gear. Noted was it is challenging to predict growth in Anmore, Belcarra should be mostly static due to land availability. An asset inventory with replacement dates will help support the planning and reserves to fund equipment purchases can be maintained appropriately. Noted was the full time fire chief is in the approved budget as well as the continued admin support.

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees receive for information the report dated February 13, 2020, titled “Sasamat Volunteer Fire Department Fire Chief’s Report”.

CARRIED

5. INFORMATION ITEMS

No items presented.

6. OTHER BUSINESS

Wildland firefighting – second pumper required for wildfire suppression? Likely not useful in situation as evacuation notice likely to be in place in large event, smaller events could use more mobile equipment: sprinkler kits; off road compatible vehicle and trailer to move equipment; etc. Port Moody road closures that affect Belcarra and Anmore can still pose a challenge to location of equipment, potential to consider two small kits versus one large, but then needed are ways to transport both kits.

Wildfire public education – urban interface component in fire departments public education. Anmore provides preparations in communications with residents, Belcarra now has an emergency co-coordinator and will be delivering communications. Anmore is producing an publishing specialty sprinkler recommendations. Noted was bark mulch should not be used and removed, trees should be cleared a safe distance from house, and cedar shingle roofs should be removed.

BC Hydro has now a life guard on duty at Buntzen Lake.

Belcarra still requires a large water reservoir; current reservoir is not sufficient to provide optimal fire protection. It is a top priority of the Village to get a large reservoir funded and built ASAP.

March 4 a workshop will take place regarding the long term funding for the fire halls.

Meeting scheduling - three meetings for the year scheduled in January, will adjust Octobers meeting to September 17 due to conflict, and can adjust, cancel and add meetings as required. Individual meeting invites will be sent to ensure appointments in calendars.

Scheduled 2020 meetings:

- Thursday, June 18, 2020
- Thursday, September 17, 2020

7. **ADJOURNMENT/CONCLUSION**

It was MOVED and SECONDED

That the Sasamat Volunteer Fire Department (SVFD) Board of Trustees adjourn its regular meeting of February 13, 2020.

CARRIED
(Time: 7:58 p.m.)

Subject: FW: #ShawHelps - Supporting Communities during COVID-19 FILE NO. 0230-01

From: Kiersten Enemark

Sent: Wednesday, April 8, 2020 3:10 PM

Subject: #ShawHelps - Supporting Communities during COVID-19

Dear Mayor Belenkie and Members of Council,

During times of emergency, we recognize local governments are working hard to maintain service to their citizens, while also supporting the health and well-being of their employees. As you manage the COVID-19 pandemic, we wanted to reach out and update you on our community initiatives, as well as provide assurance that our network operations and services continue to be depended upon by residents and businesses during these difficult times.

Supporting Communities

We launched the [#ShawHelps](#) initiative, which includes:

- A \$1 million donated to support Community Food Centres Canada to reduce food insecurity and physical isolation in Canada's most vulnerable populations;
- Free [Digital Educational Programming](#) to help K-12 students supplement their learning while school facilities are closed;
- Two months credit to all Shaw customers currently signed up to the Government of Canada's "Connecting Families" initiative.
- **Free Public WiFi:** We opened the Shaw Go WiFi Network to the public. This allows the public to access the internet and WiFi calling for free at over 91,000 hotspots in Canada, including 26,000 hotspots in British Columbia.
- **Freedom Mobile:** We are providing 400,000 Freedom Mobile customers with an extra 2GB of data/month for 2 months. This initiative will ensure that our customers who had low-data plans can access the critical information they need during the crisis and stay in touch with loved ones.
- **Shaw Cable:** Giving all Shaw Cable customers free access to several TV channels at no additional cost to keep their families informed and entertained, including CBC News Network, CTV News Channel, Treehouse and Disney Jr.
- **Shaw Internet:** As always, Shaw does not have data caps on our broadband internet service, and we don't charge overage fees on our wireless service.

Supporting Businesses

- Shaw as an organization has initiated a Business Continuity Planning team and an Emergency Operating Committee. These teams are closely monitoring our network and systems to ensure optimal performance and a robust plan is in place to mitigate impacts from increased connectivity demands

- While Shaw retail locations are closed, residential customers use self-install for consumer products which can be delivered safely to their homes. Currently, 22 Freedom Mobile stores have remained open.
- Shaw has expanded its work-from-home program to its employees.

During times of emergency, we recognize connectivity has never been more important. For that reason, our hope is to continue to work closely with local government to ensure we continue to provide high quality network connectivity.

Please do not hesitate to reach out if there is anything Shaw can do to be of further support.

Best Regards,

Kiersten

Kiersten Enemark Government Relations Director (British Columbia)
Shaw Communications Inc.



CITY OF
LANGLEY

RECEIVED

APR - 9 2020

FILE NO. 450-01

OFFICE OF THE MAYOR

Langley City Hall, 20399 Douglas Crescent, Langley, BC Canada V3A 4B3
 mayor@langleycity.ca

April 9, 2020

Mr. Sav Dhaliwal
 Chair, Board of Directors
 Metro Vancouver
 Metrotower III, 4730 Kingsway
 Burnaby, BC V5H 0C6

Via Email: chair@metrovancover.org

Dear Chair Dhaliwal,

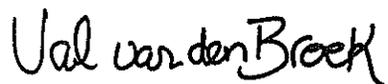
Re: COVID-19 Pandemic, Metro Vancouver Budget Mitigation Measures

On behalf of Langley City Council, I want to express our sincere appreciation for the work of the Metro Vancouver Board of Directors and staff in dealing with the impacts arising from the COVID-19 pandemic and maintaining continuity of essential services during this extraordinary and unprecedented time.

Langley City, similar to other local governments across BC and the country, is facing significant financial pressures due to the loss of revenues from traditional sources and the potential of tax payment deferrals. We recognize the financial hardship that our residents and business owners are facing. In fact, they are placing increasing pressure on local governments to enact tax relief measures such as waiving utility penalties, deferring utility payment deadlines, and/or deferring property tax deadlines. To this end, Langley City Council has directed staff to develop a budget mitigation package that will include, but not be limited to, the deferral of capital projects, deferral of service level increments, and reduction of operating budget. There is no doubt that difficult decisions will need to be made to provide relief measures on property taxes by curtailing or eliminating services and programs that have traditionally been offered, some of which may have staffing impacts. Any discretionary and/or 'nice to do' services and programs will be scrutinized and not immune to potential budget cuts. We believe taking this action is the appropriate and responsible thing to do for our residents and business owners during this crisis.

We recognize that Metro Vancouver is facing your own financial pressure during this pandemic. We urge Metro Vancouver to carry out a budget mitigation exercise similar to ours, so that any potential budget reductions within MVRD, MVHC, GVWD and GVS&DD will flow through to member municipalities. Doing so will demonstrate leadership and accountability to your members during this difficult and challenging time. Langley City is more than willing to assist in any way possible and be part of the solution. As we have heard over and over during this crisis, we are in this together.

Yours truly,
CITY OF LANGLEY

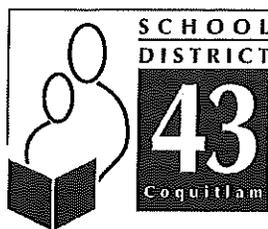


Val van den Broek
Mayor

cc: Langley City Councillors
Members, Metro Vancouver Board of Directors
Municipal Councils, Metro Vancouver Member Municipalities

RECEIVED

APR 14 2020



550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-939-6758

FILE NO. 0460-01

Learning for a Lifetime

BOARD OF
EDUCATION

CHAIR:

Kerri Palmer Isaak

VICE-CHAIR:

Craig Woods

TRUSTEES:

Jennifer Blatherwick

Barb Hobson

Carol Cahoon

Lisa Park

Christine Pollock

Michael Thomas

Keith Watkins

April 9, 2020

Mayor and Council
City of Coquitlam
via email: mayor_council@coquitlam.ca

Mayor and Council
City of Port Moody
via email: council@portmoody.ca

Mayor and Council
Village of Belcarra
belcarra@belcarra.ca

Mayor and Council
City of Port Coquitlam
via email: citycouncil@portcoquitlam.ca

Mayor and Council
Village of Anmore
via email: village.hall@anmore.com

Dear Mayor and Council:

At School District No. 43 (Coquitlam) Board of Education Public Board Meeting held on April 7, 2020 the Board received an extensive presentation from the Superintendent/CEO, Patricia Gartland, regarding the K-12 Response to COVID-19 in School District No. 43(Coquitlam).

Superintendent Gartland's report highlighted the actions taken by the Board of Education and SD43 staff following the suspension of in-class instruction on March 17, 2020 by the Ministry of Education under the direction of the Provincial Health Officer, Dr. Bonnie Henry. The Ministry of Education has provided School District's with four guiding principles to inform our actions to address the COVID-19 pandemic, including:

1. Ensure a healthy and safe environment for all students, families, and employees.
2. Provide the services needed to support children of our essential workers.
3. Support vulnerable students who may need special assistance.
4. Provide continuity of educational opportunities for all students.

These principles remain front of mind as we proceed through this pandemic and attached to this letter is the comprehensive report received at the public meeting. As we continue to navigate this current environment, we welcome your questions and comments and look forward to taking collaborative action where applicable, as we are all in this together.

Yours truly,

SCHOOL DISTRICT NO. 43 (COQUITLAM)

Kerri Palmer Isaak, Chair
Board of Education

cc: Board of Education
Patricia Gartland, Superintendent
Chris Nicolls, Secretary Treasurer

Corporation of the
VILLAGE OF HAZELTON
Office of the Mayor

P.O. Box 40
4310 Field St.,
Hazelton, B.C. V0J 1Y0



Tel (250) 842-5991
Fax (250) 842-5152
www.hazelton.ca

April 15, 2020

File: 0550-01
file NO. 0450-01

****Sent Via Email****

RECEIVED

APR 16 2020

Dear Mayor and Council

Re: BC Gaming Grant

In British Columbia (B.C.), it is difficult for communities under 10,000 to have access to funds for programs and services in relation to Arts and Culture, Sport, Public Safety, Environment and Social Services. We understand that smaller communities do not all have gaming facilities, but this does not mean that members in our communities do not travel and spend money in communities that do have gaming facilities.

The Province of B.C. has already committed to revenue sharing with First Nations under this Program, why not extend this to communities under 10,000? Having the opportunity to apply for the Community Gaming Grants would benefit small communities and would support the delivery of ongoing (and/or new) programs.

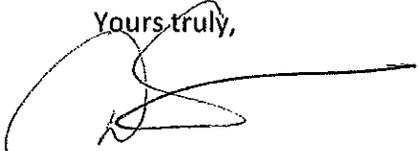
The Village of Hazelton Council asks your Council to endorse the following resolution and support the resolution at the Union of BC Municipalities Convention.

"THAT the Council of the Village of Hazelton supports the recommendation that communities under 10,000 in B.C. should be considered to be eligible to apply for the Community Gaming Grants Program for Arts and Culture, Sport, Public Safety, Environment and/or Social Services".

We hope that you will join the Village of Hazelton, with your support, we hope to achieve the possibilities of municipalities under 10,000 to be able to apply for the BC Gaming Grant.

Thank-you for your consideration.

Yours truly,



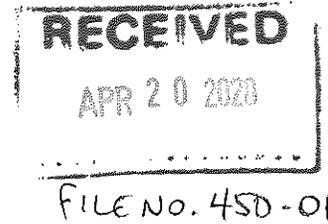
Dennis Sterritt
Mayor



**Borough Mayor and
City Councillors' Office**
5160 Décarie, Suite 610
Montréal (Québec) H3X 2H9

Tel. : 514-868-3196

marvin.rotrand@montreal.ca



BY E-MAIL

April 20, 2020

Jonathan X. Cote
Mayor, City of New Westminster
511 Royal Avenue
New Westminster, B.C.
V3L 1H9

Dear Mayor Cote,

I write to you in your capacity as Chair of Translink's Mayors Council. I noted last week that Mayors in the Greater Vancouver area went public to indicate that Translink, the local transporter, would have to massively cut services, possibly abolish routes and may have to shut down by June because of a lack of liquidity.

Your situation is not unique. COVID-19 has precipitated a massive loss in public transit ridership with an accompanying catastrophic decline in revenues for transit operators.

Here in our own city the Autorité régionale de transport métropolitain revealed that the four transit operators in the Greater Montreal area have lost \$90 million collectively in revenues since early March due to ridership decline.

In Toronto, the TTC has announced a weekly loss of between \$18 and \$20 million. That story received significant media coverage.

With transit agencies coast to coast losing huge amounts of revenues and on some on the verge of closing, the Canadian Urban Transit Association (CUTA) is seeking municipal motions of support for its request for federal funding to stabilize public transport until the end of the crisis.

You can consult CUTA's request through this link:

<https://cutaactu.ca/en/news-media/latest-news/public-transit-needs-federal-support-now>

CUTA is seeking an immediate \$1.2 billion to stabilize transit and then an injection of \$400 million per month until ridership rebuilds to again attain its February 2020 level. Transit experts predict it could take years to rebuild ridership - that work from home, online shopping and fear of being with others in collective transport will see transit ridership depressed for at least the medium term.

Without funding now, we will lose all the gains of the past decades in terms of modal shift to sustainable transit. Windsor Transit serving greater Windsor, Ontario recently shut down for at least 3 weeks due to its revenue shortfall. We can't assume the same won't happen soon to other transit agencies affecting short term service as well as long term capacity to serve the public.

Attached please find a suggested text for a motion for your Council to adopt. If your municipality does adopt such a motion, please send a copy to Marco D'Angelo, the CEO of CUTA through the following email DAngelo@cutaactu.ca

I would very much appreciate if you could share this information with the other municipalities comprising Translink's Mayors Council in the hope they too would adopt similar motions.

You can reach Mr. D'Angelo at CUTA at 416-365-9800 ext. 617 for additional information.

Permit me to thank you for your consideration.

Yours truly,



Marvin Rotrand
Conseiller municipal - Snowdon
Ville de Montreal
514 774 1073

DECLARATION TO URGE THE GOVERNMENT OF CANADA TO PROVIDE URGENT FUNDING TO ASSURE THE VIABILITY OF PUBLIC TRANSIT DURING THE COVID-19 PANDEMIC AND TO AID TRANSIT OPERATORS REBUILD RIDERSHIP

Whereas the situation of an unprecedented drop in public transit ridership provoked by the COVID-19 outbreak accompanied by massive revenue losses is affecting public transit agencies right across Canada putting in jeopardy their financial viability and future ability to operate;

Whereas the Canadian Urban Transit Association (CUTA) Canada's largest public transport lobby, the membership of which includes most Canadian transit agencies, has called for urgent emergency funding to address the immediate liquidity issues of transit operators while providing financial stability while ridership rebuilds;

Whereas CUTA estimates as many as 40 per cent of systems may require bridge funding over the coming months requiring some \$1.2 billion to help them keep the buses and trains running;

Whereas CUTA is seeking \$400 million a month to keep services running as fare box and other revenue drop by up to 100 per cent;

Whereas CUTA notes that it will likely take some time for transit operators to rebuilt ridership to February 2020 levels during a gradually return to more normal economic activity;

Whereas without a quick infusion of funds by the Government of Canada it is impossible to assure that the gains made over the past decade in growing the modal share of all rides taken via collective transit will not be lost;

Whereas while transit is a provincial jurisdiction, only the Government of Canada has the budgetary capacity to stabilize public transit during the COVID-19 emergency;

It is proposed by

Seconded by

That New Westminster City Council endorse CUTA's request to the Government of Canada for emergency funding to provide immediate liquidity to transit operators and on-going funding to alleviate revenue loss as ridership rebuilds;

That a copy of this motion be sent to the Prime Minister of Canada, the Minister of Transport of Canada and the Minister of Finance of Canada.

Subject: FW: Budgeting For Firehall Replacement

File No. 100-01

From: Ralph Drew

Sent: Friday, April 17, 2020 3:19 PM

Subject: Re: Budgeting For Firehall Replacement

RECEIVED

APR 17 2020

April 17th, 2020.

Dear Mayor Belenkie and Belcarra Councillors,

Re: Budgeting For Firehall Replacement

I write in follow-up to my letter to Mayor and Council dated April 3rd, 2020, wherein I raised the question as to why Council is budgeting and increasing taxes for a replacement firehall when it is the responsibility of the 'Sasamat Fire Department' — a function of 'Metro Vancouver'. This is an important question which deserves a proper response from Mayor and Council.

The 'Village of Belcarra' does not "own" either the firehall or the property (on which it is located) and therefore does not have authority to replace the firehall on its own initiative. Both are assets of the 'Sasamat Fire Department' in which Belcarra holds a 50% interest. It is the statutory responsibility of the SVFD 'Board of Trustees' to plan, budget and requisition property taxes required to replace the Belcarra firehall, not the 'Village of Belcarra'.

The SVFD governance model, which is distinctly different from other municipal fire protection models, means that including the replacement of the firehall in the municipal budget is not in accordance with generally accepted accounting principles. Further, including potential firehall expenditures in the municipal budget distorts Belcarra's financial plan and its subsequent funding through taxation. Council needs to advise the municipal auditors regarding the structure of the SVFD governance model, obtain much needed professional guidance with respect to this matter, and amend the 2020 municipal budget before the May 15th deadline.

The foregoing also begs the question as to why Mayor Belenkie is not consulting with Fire Chief Jay Sharpe regarding all fire protection matters. The SVFD Fire Chief has considerable training, expertise and experience — considerably more than Mayor Belenkie — and Fire Chief Sharpe also has the responsibility for fire protection matters within the 'Village of Belcarra'.

Mayor Belenkie has a duty to consult the SVFD Fire Chief and to work closely with Fire Chief Sharpe on all matters related to fire protection within the 'Village of Belcarra'.

Ralph Drew

Belcarra, B.C.

From: Verna Barrett
Sent: Sunday, April 19, 2020 5:21 PM
Subject: Letter to Mayor and Council

RECEIVED

APR 20 2020

FILE NO. 100-01

LETTER TO THE BARNICLE

As the former GVRD (now called Metro) Director of Area B and subsequently the First Mayor of the Village of Belcarra, I would like to clear up some of the confusion and rumours about the SVFD going around right now in Belcarra Village. I was only involved from 1975 until 1982 when I stepped down from the Belcarra Council to go back to school and then left the area in 1984. Fire Chief Jay Sharpe has informed me of the SVFD sequence of events since 1982.

When I set up the Sasamat Volunteer Fire Department I had to do it under the Provincial Water Rights Department rather than Municipal Affairs for two very good reasons. Under Municipal Affairs the GVRD Board which acted as the Council (as per the Municipal Act) for unincorporated Area B, they would then have absolute control over any proposed fire service and would be in position to "discourage" or "hamper" our wishes or desires. They were quite rightly afraid that any amenity or improvement in Bedwell Bay/Woodhaven or old Belcarra would increase the real estate cost of the properties they planned to buy or expropriate for the proposed Belcarra Regional Park.

However under Water Rights the procedure would allow "local control" by we the people selecting a local Board of Fire Trustees and the Regional District could not interfere with the new volunteer fire service since the Dept. of Water Rights were established by the Province long before the Dept. of Municipal Affairs and thus has precedence. Whether this "precedency" has ever actually been challenged in court, the Water Rights staff would/could not comment.

So in 1977 we the people had voted in favour of a contiguous "Defined Area Of Improvement" in Electoral Area B called the SVFD with a seven (7) member locally selected Board of Fire Trustees to provide fire protection to the IOCO townsite, the Imperial Oil refinery, Anmore, Bedwell Bay and Belcarra. Imperial Oil had asked to be included because they believed that serving as the tax base for a fire service would shield (in the eye of Municipal Affairs) them Port Moody's desire to annex the refinery and its lands.

This however has created an anomaly in Metro, in that the other 20 municipalities were already incorporated before they established their fire departments. In Anmore and Belcarra we did the opposite, we had a fire department service before we incorporated as villages, so as a result the SVFD is not a "municipal property" of either village, but is a legal entity by and onto itself. The end result is that the fire hall in Belcarra and the land is NOT a municipal facility like the Public Works yard, or the Garbage & Recycling depot and/or the Municipal Hall. It also means that the two Mayors and Aldermen "sitting as Village Councils" legally CANNOT make unilateral decisions or promises about the SVFD operating budget, procedures, staffing or long range financial goals. Equally the Village Councils alone CANNOT legally assume SVFD present or future debt – ONLY the Board of Fire Trustees have the authority to levy taxes to retire a SVFD debt.

BUT: two mayors and two residents (who might be aldermen) from each village can and do "wear two hats"; one hat is their position on a Village Council and the other hat is that of a Fire Trustee. The trick is not to get the "two hats" mixed up, this takes skill and experience. When a Village Council person feels strongly about a particular issue, his/her duty is to first convince the Board of Trustees, not the residents/tax payers of their Village.

So only when sitting as Fire Trustees are the two Mayors and

other Trustees (who could be aldermen in their respective Villages) are they empowered to prepare annual Operating, Equipment and Reserve Budgets, plus establishing criteria for training, number of volunteers, equipment purchases, etc. etc. along with the Fire Chief. These approved budget numbers are then relayed to the two villages as the SFVD tax levy.

When Port Moody finally successfully annexed the Imperial Oil Refinery and the IOCO townsite, the SVFD lost it's fat tax base but Municipal Affairs ruled that Imperial Oil had to continue paying its 90% share of the original \$150,000 debt incurred to build the two halls, buy a new truck and outfit some volunteers. On the plus side, the "defined area" was reduced to Anmore and the Village of Belcarra. About the same time when Anmore was trying to become a village, Municipal affairs decided that the seventh Trustee should be an impartial GVRD Board member, Alderman Darrell Penner of Port Coquitlam now occupies that position, the SVFD has become one of the "functions" of the Metro along with other functions like Pollution Control or Regional Parks. Metro includes the SVFD as a "line item" along with the Assessment Authority on the annual municipal tax notice to residents of the two villages but this does not mean Metro has any authority over the operation or budgets or takes any fiscal responsibility for the SVFD simply because Metro does NOT own the SVFD.

Chief Jay Sharpe tells me that yes the two original halls do not meet current Building Code specs (they are 40+ years old), yes they do not meet current earthquake criteria, and yes they are in the same situation as many schools, churches, and other public buildings in B.C. The Board of Trustees are aware of this, have agreed that they need repair or replacement bearing in mind that retro-fitting is usually more expensive and less rewarding than building new. New and old Reserve funds will be used for this some time in the future, but NOT in 2021 !!, they do not qualify as an emergency expense. First the Board of Trustees have to agree on a funding formula that is fair and

equitable to both Village Councils and their tax payers.

Speaking personally, I am very proud of my "baby", and long may it thrive due to the enthusiastic dedication of the Volunteers and the hopefully pragmatic, non political decisions by the Board.

Verna C. Barrett

RECEIVED

APR 20 2020

FILE NO. 100-01

Mayor and Council,

Given the excessive impact on the village finances of a proposed new firehall (\$ 4.0 million) and water reservoir (\$3.8 million), I think it is reasonable for residents to be assured that council has exercised all due diligence with respect to the need for and costing of alternatives for these installations. Assuming this is so, I would be grateful if you could direct me to the relevant council documents that address these issues.

Firehall:

1. Where would I find a copy of a recent structural engineering assessment recommending the replacement of the firehall and the alternative of retrofitting the current building to bring it up to seismic standards?
2. I note that a 2018 needs assessment by Johnston Davidson Architecture estimates that the cost for a new Belcarra firehall at \$1.75-1.85 million rather than the \$4.0 million figure being used by council. Why the discrepancy?
3. As per former Mayor Drew's recent comments that the jurisdiction of the firehall and grounds rests with the Sasamat Fire Department Board of Trustees rather than the village, where would I find a record of the board supporting the need and financing options for a replacement or retrofitted hall?
4. Has any thought been given to replacing both the Belcarra and Anmore firehalls with a new common hall and financing the enhanced hall through the sale of one or both sites that the present halls occupy?

Water Reservoir:

1. I see that the recent Water System Capacity for Fire Protection Committee report did not recommend a new reservoir but rather recommended an engineering evaluation of the current village water supply and the need for additional supply for fire suppression. Has such a report been completed?
2. I understand that the council's proposed new reservoir, based on the consumption rate used during the 2017 Turtlehead fire, will provide only a small additional period of water supply for local structural fires ?
That this additional supply will be marginal seems to be supported by our Fire Chief's response to the water committee (March 19/19) that " the outcome of the Senklar and Turtlehead fires would not have been different given additional resources" ?
3. I assume that our local fire trucks and water supply will be of marginal value for fighting wildfires (presumably water bombers would be used) and so a new reservoir would have limited value in this situation?
4. What water conservation actions have council proposed to augment our firefighting water supply? For example, whatever happened to the original plan to impose a water use charge for our municipal supply?

Thank you for your consideration of these questions,

Respectfully, Des Wilson

Subject: FW: Comments on Water System Capacity for Fire Protection Committee - Revision 1
Attachments: 2010-08-08 FUS Letter to VOB.pdf

file no. 0360-20-WISC

RECEIVED

APR 21 2020

From: Ian Devlin

Sent: Tuesday, April 21, 2020 8:46 AM

Cc: Brain, Douglas; Jim & Sherry Chisholm; Kim, Tom; Martin Desbois

Subject: Comments on Water System Capacity for Fire Protection Committee - Revision 1

To Mayor and Council

I am most concerned about the turmoil amongst groups in the Village of Belcarra. Our Water System Capacity for Fire Protection Committee seems to be drawn into the discussion. I believe that understanding the context or timeline from which the correspondence was written will provide Council with an understanding of this information and help them deal with a very real emerging problem. Our Committee has not discussed the flow of 60L/sec nor the expenditure of an estimated \$3.8M for the installation of a new water tank. We could not find any supporting documentation to make such a recommendation. The committee interim report (dated May 2019) was presented to Council and that was the last time the committee met - almost a year has passed with lots of Council action on this issue.

The committee was very frustrated with the lack of a paper trail on the engineering and documentation regarding decisions being made on design and construction of the domestic potable water system. The committee could not be provided with requested correspondence from the Village Office, despite repeated requests for some documentation to be provided. The only document we found was the letter (see attached) from the Fire Underwriters Survey (FUS) to Larry Scott, Public Works Superintendent, dated **August 8, 2010**. This document was found by one of our committee members embedded in comments to the committee from Walt Bayless. This letter was included in the Interim Report and formed the basis for the committee recommendations, in the absence of any other supporting documents.

It is very important to remember the timelines for this letter from FUS in relation to the potable water project. The Village of Belcarra did not have a functioning potable water system at that time and used the fire departments tanker truck to supply water to fires. There was a proposed water system design that was presumably presented to FUS by Larry Scott, but no paper trail has been found.

The following dates are important when referencing the **August 8th, 2010** letter included in our committee interim report:

- 1) that the marine pipeline work was awarded to Vancouver Pile Driving on **August 12, 2010**,
- 2) the North Vancouver Vault and Dean Place work was awarded to Merletti Construction on **May 9, 2011**,
- 3) the Midden Building and Tatlow Pump Station work was awarded to on **June 27, 2011**.
- 4) the Municipal Watermains Phase I work was awarded to Mission Contractors on **September 13, 2010**,
- 5) the Municipal Watermains Phases II and III work was awarded to Sandpiper Contracting on **August 8, 2011** and **November 16, 2011**, respectively.

Another letter was received by the Village Office, from FUS to Larry Scott dated **October 18, 2010** that did not appear to have any further action. This letter was a proposal to conduct a Fire Underwriters Survey outlining an absolute minimum water supply for a municipal-type water supply to have:

- 1) Storage Volume: 110,000L (24,000IG)
- 2) Delivery: Pipe distribution network with listed fire hydrants
- 3) Flow Capacity: Maximum Daily Consumption + minimum
 - a. 910LPM (15.2L/sec) for 2 hours
 - b. 1820 LPM (30L/sec) for 1 hour
- 4) Residual Pressure: 20 psi residual pressure during flow

In a letter dated **March 1, 2019** to Lorna Dysart from the Manager of Utilities, District of North Vancouver outlined Belcarra Water supply scenarios including an increase in District of North Vancouver peak supply flow to 30 or 60 L/second. I understand that a follow-up discussion was held to determine what was contemplated in the statement that, “Upgrades to the Village of Belcarra system would be required”.

In a letter dated **January 8, 2020** to Lorna Dysart, Village of Belcarra from Chris Boit he indicated that his firm ISL was requested to review potential options to upgrade the existing water distribution system, in order to provide adequate flows and volumes for firefighting purposes. He states that he “uncovered” a design memo by Opus (now WSP) entitled “Potable Water Storage Increase” . That proposal was addressed to Bernie Serné, Public Works Superintendent Village of Belcarra dated **August 4, 2017** and was never provided to the Water System Capacity for Fire Protection Committee despite repeated requests for documents on the water system. This proposal has a design “trade off” of added chlorination because of the extra storage tank flows. I suggest that Council would have received a vastly different Interim Report if our committee had that reference document.

Council has a very difficult decision to make as it appears that this past paper trail has left many questions unanswered. There are numerous technical questions that must be answered before proceeding with changes to the water system. Belcarra’s water system is a dual-purpose system used for domestic potable water and for fire fighting. Both functions must be taken into consideration in the design and not just one half of the use. High fire pipe flows could impact on the safety of the domestic potable water and may not be necessary.

In summary, I wanted Council to be aware that our Committee has not discussed the flow of 60L/sec nor the expenditure of an estimated \$3.8M for the installation of a new water tank and request that our committee is not referenced when discussing either of these items.

Regards

Ian Devlin P.Eng.(retired)
Chairman, Water System Capacity for Fire Protection Committee

Attachment: August 1st, 2010 Letter from Fire Underwriters Survey to Village of Belcarra



FIRE UNDERWRITERS SURVEY

A SERVICE TO INSURERS AND MUNICIPALITIES

c/o Risk Management Services

August 8, 2010

Larry Scott, Public Works Superintendent
Village of Belcarra
4084 Bedwell Bay Road
Belcarra BC, V3H 4P8

Subject: Water Supply System Improvements in Belcarra

Dear Sir,

At your request, Fire Underwriters Survey has reviewed the potential impacts of the improvements to the water supply system servicing the Village of Belcarra. The improvements have been considered from the perspective of compliance with Fire underwriters Survey "Water Supplies for Public Fire Protection" and the fire insurance grading and classification system used in Canada.

Background

The Village of Belcarra has not in the past provided a potable water system but has operated several non-potable water reservoirs, distribution pipes and hydrants for the purpose of public fire protection. These efforts have been recognized as minimally achieving the requirements to be recognized for fire insurance grading purposes and as such, published fire insurance grades have indicated the recognition of water supplies for fire protection within the Village.

Current Situation

The Village of Belcarra is currently considering making alterations to water supplies that would allow the Village to provide a potable water supply to constituents. Fire Underwriters Survey has been asked to comment on design considerations with respect to potential changes to fire insurance grade status.

Comments

We have briefly reviewed the report "VILLAGE OF BELCARRA POTABLE WATER STUDY PREFERRED OPTION PRE-DESIGN" authored by Dayton and Knight Ltd. And dated December, 2006.

Key details we have considered are as follows:

1. The area is currently serviced by two reservoirs,
 - a. Tatlow Road Reservoir (270 cubic metres @ TWL=87.44m)
 - b. Dutchman Creek Reservoir (246 cubic metres @ TWL=39.074m)
2. The Dutchman Creek Reservoir will be decommissioned
3. The Tatlow Road Reservoir will be expanded to a volume of 371 cubic metres
4. Domestic demand on the potable water system have been estimated at:
 - a. 14LPS total demand including parks and all domestic uses
 - b. This value is suggested as an estimate of Max Day Demand for the community
5. Proposal includes a supply main from the District of North Vancouver capable of providing 14LPS that would refill Tatlow Road Reservoir
6. The Tatlow Road Reservoir would feed the distribution piping and hydrants
7. Distribution piping and hydrants to be expanded
8. All service areas would be able to achieve a minimum of 30LPS flow rate through hydrants with a minimum residual pressure of 20psi (except at the east end of Main Avenue)
9. The service areas that cannot through gravity achieve the minimum flow rate of 30LPS with a minimum residual pressure of 20psi are proposed to be serviced by an inline booster pump.

The proposed design would meet the minimum requirements of Fire Underwriters Survey and the recognized fire insurance grade of the Village of Belcarra would not be adversely affected by this project. However, it is important to note several things:

1. The fundamental minimum design requirement is for the system to be capable of providing 30LPS + Max Day Demand simultaneously for 1 hour with a minimum residual pressure in the system of 20 psi.
2. The system design is absolutely minimalistic with respect to providing water supplies for fire fighting that would be recognized for fire insurance grading purposes.
3. Steps should be taken to improve the water supply system on an ongoing basis to ensure that as the risk within the community increases (with new buildings, etc.) that the capacity of the water supply system also increases to match the increased demand, both in terms of domestic needs (increased Max Day) and in terms of increased required fire flows.
4. The system must be maintained and tested in accordance with relevant standards to maintain its fire insurance grade status. Fire Underwriters Survey will periodically request to review documentation of maintenance and flow testing.
5. Knowing that the water supply system as designed would not provide the recommended fire flows for the types of structures being protected, fire prevention and mitigation measures are strongly encouraged to reduce the risk of loss of life and property when a fire occurs. Particularly, provision of the earliest possible fire suppression response is recommended, as the earlier the response, the greater the chance of successful outcome with limited resources.

Michael Currie, GFireE, ASCT
Fire Protection Specialist
Fire Underwriters Survey

RECEIVED

8.12

APR 22 2020

April 20, 2020

FILE NO. 0360-20-WSC

To Mayor, Councilors and fellow residents

I write this letter to express my concerns on Council's proposed major capital expenditures. As a professional engineer with considerable experience in infrastructure projects and as a member of the Belcarra Water Supply Capacity for Fire Protection (WSFP) Committee since its inception, I fail to understand how Council came to this decision.

In June 2019, the WSFP Committee recommended that the Village undertake an engineering assessment of the fire flow requirements for Belcarra together with a condition assessment of the water supply system. We have yet to see a signed report presented to the residents of VOB. Eventual upgrade alternatives if warranted should only be investigated after thorough review and acceptance of these initial reports by the residents of Belcarra.

The selection of appropriate firefighting capabilities can only be made based on a good understanding of the risks, costs and probability of fire events. Everyone would prefer having the best firefighting capabilities, but do we need it and can we afford it?

In my opinion, the suggestion that Belcarra urgently needs a new water tank at considerable costs without any supporting justifications lacks the expected level of due diligence from elected officials.

Yes, a new larger tank will indeed provide additional water for fire-fighting but it pales in comparison to what Anmore and other neighboring municipalities have. Proceeding with this expensive capital investment without any supporting justifications or evaluation of trade-offs will lead to undue hardship on many residents of VOB.

The VOB water supply system was put to an unusual challenge on April 9 2017 during the Turtlehead fire event. It should be understood that

April 20, 2020

few water reservoirs are designed for two simultaneous house fires combined with rapid fire spread in the surrounding trees. This unusual combination is beyond the capabilities of most water reservoirs including that of Council's proposed \$3.8M water tank.

SVFD's principal focus on that day was to control the spread of fire and we should be thankful to the perseverance of the talented members of SVFD who achieved this objective.

Council and residents should be made aware of the facts with respect to the aforementioned incident. During the Turtlehead fire event, the Belcarra water system delivered 206,800 liters of water which is over 190% of the minimum Fire Underwriters Society (FUS) fire flow volume requirements, at a flow rate that exceeded 60L/s, or twice the minimum 30L/s FUS fire flow requirements.

As summarized in the July/August 2018 edition of the Belcarra Barnacle, the Village subsequently reviewed the operational constraints of the VOB water system. At the start of the Turtlehead fire, water levels in the reservoir were at 70% and the District of North Vancouver (DNV) inflows initiated only when the water level dropped to below 63%.

This review led to several VOB water supply enhancements which included raising the minimum water levels in the reservoir and the addition of remote monitoring and triggering of inflows from DNV upon receipt of a fire call. Further optimization measures are possible and should be investigated. Belcarra's water delivery system for firefighting is well beyond the minimum FUS requirements!!

I have further concerns regarding the \$3.8M ballpark estimate which is not in any way a true cost estimate as it lacks formal design and review of the entire water system. This ball park figure could easily double in

cost after considerations of SCADA upgrades, booster pump/pressure release valve and backup generator station additions, upgrades to the distribution network, road access and security measures to the new tank, archaeological investigations with potential mitigation measures and, increases in maintenance costs.

The Village of Belcarra is a small village with a limited tax base which needs to carefully prioritize its capital investments based on sound financial and governance decisions to remain sustainable. The lack of due diligence and of a strong business case which supports the proposed capital investments are of great concern.

The assessment of Belcarra's water supply system by a Consultant and/or Subject Matter Experts and the subsequent development and evaluation of viable upgrade alternatives if warranted needs to be performed with rigor and objectivity.

Mayor and Council are strongly encouraged to use the expertise of the WSFP Committee (or preferably a Group) to work with the Consultant on the review of the current water supply system and on viable cost-effective improvement measures if required. These include for example water efficiency in the Village and the use of foam materials commonly found for firefighting when water supply is limited.

It goes without saying that monies spent now on due diligence will be monies spent wisely, and could well lead to considerable cost savings while maintaining or improving a viable and safe water system.

Martin Desbois

RECEIVED

APR 22 2020

To Mayor and Council:

FILE NO. 0360-20-WSC

The 'Water Supply Capacity for Fire Protection' Committee has never recommended the installation of a new water tank.

Terms of reference of the WSCFPC: "The primary goal for the WSCFPC is to assess the existing water system in Belcarra and its capabilities to support all fire fighting efforts."

"The second goal of the WSCFPC is to identify opportunities to support the Sasamat Volunteer Fire Department (SVFD) in its goals of wildfire and structural protection."

Term of Committee Appointment: To December 31, 2020 unless the work of the committee is completed prior to that date.

Only one interim report was presented by the Committee; a PowerPoint presentation by Ian Devlin in May, 2019. Since that date, no further meetings of the Committee have been held to discuss the direction of this water project.

The addition of a compressed air foam system (CAFS) was briefly discussed by the committee as one method to augment our fire fighting capacity but was not investigated at the time.

Following the Turtlehead fire, changes were made to the electronic level controls to better manage water levels and recharge rate of the Tatlow water reservoir which improved the overall performance of the water system. As a consequence, and according to the SCADA charts of the water flow, at no time during the Senkler fire did the Tatlow tank level drop below 36% and a water flow rate of approx. 35 L/s was maintained for 1h 50min.

A March 1st, 2019, DNV memo to the VOB from the DNV GM Engineering; item 5: "Preliminary modeling shows that the DNV system is likely capable of supplying 30 or 60 L/s at the existing VOB feed without immediate impact to the DNV system."

Doug Brain

Subject: FW: Unsafe parking area on Bedwell Bay Road, Belcarra

FILE NO. 100-01

From: RON DAVIS

Sent: Tuesday, April 21, 2020 8:38 PM

Subject: Unsafe parking area on Bedwell Bay Road, Belcarra

To: The Mayor and Belcarra Council

Attention Lorna Dysart

Please include the pictures I will send you with this letter to be included in the next council meeting

I will send you these pictures separately after this email, Thanks

I am writing this letter to bring attention to what I believe is an unsafe parking area on Bedwell Bay Road in Belcarra. The roadside parking area I am concerned about is located immediately to the west of the 30 km sign, north of the yellow parking gate, at the entrance to the Belcarra Park parking lot. The new Midden road blockade is to the left. There is a new bus stop on the south side with a crosswalk at the curve of the road. There are approximately 10 to 12 spaces of allowable parking spots along this section that I think should be changed to No Parking signs. This parking area is used mainly for visitors going to the park. The nearby resident parking along Midden Road has generous parking for all Belcarra residents to park and enjoy access to the park and trails. Residents do not need the extra 12 parking spots on Bedwell Bay road.

On busy weekends, I have witnessed several unsafe traffic situations, where people have stepped out of their cars onto the roadway. There are often people crossing the road at the same time without using the crosswalk. When cars stop to wait for parking spots, there are often cars that try passing while traffic is coming from the other direction. There is extremely poor visibility from both directions because of the curve on the road at both ends of the parking spots. I have seen cars doing u-turns while vehicles are travelling in both directions. People unload their kayaks etc. on to the road adding to the congestion. Cars don't always slow to the 30 km speed limit. There is too much activity on this small section of the roadway, increasing the chances of an accident.

For those of you that may not know, there were two 16 years olds that tragically died in a car accident in this exact location several years ago when there was much less traffic.

I would hate to see someone seriously hurt or killed when it was preventable.

Respectfully,

Ron Davis



RECEIVED

APR 22 2009

FILE NO. 100-01

Dear Mayor and Councillors,

We write to express our concern over Road End lots 20 and 21 being considered for sale. This area encompasses a well-used pedestrian trail that the youth of our community use to safely access the bus stop and each other's houses. The alternate route is dangerous having the youth walk down a narrow shoulder on the steep section of Bedwell Bay Rd between Main and Kelley. The area encompassed by lots 20 and 21 is also the access to the community mail boxes. Furthermore, it is the only access to one of the adjacent property's driveways.

There are several other road ends in Belcarra that are not in regular public use, nor are they the only access to established homes. We strongly suggest that they would be more suitable choices.

These are also two of the less valuable road ends therefore they would generate less revenue than many of the other choices.

This area is also a much treasured community green space and a habitat corridor highly frequented by deer and other wildlife.

On another note, many people are drawn to Belcarra properties due to the privacy factor. The construction of dwellings on road ends 20 and/or 21 would result in a complete loss of privacy for all the neighbouring homeowners. The loss of privacy would diminish the value of our homes which for most, if not all of us, is our main source of financial security.

We strongly urge you to consider that all the road ends be examined more thoroughly and more consultation be undertaken before any decisions are made, or money spent. The sale of road end lots 20 and 21 will have a greater negative impact on Belcarra and its residents than other possibilities.

We feel full transparency on the part of the revenue generation committee and the Village council is imperative moving forward.

Sincerely,
The Hubbs Family

Subject: FW: To Belcarra Mayor and Council

From: Paul Kallio
Sent: Wednesday, April 22, 2020 11:57 AM
Subject: To Belcarra Mayor and Council

file NO. 100-01

RECEIVED

APR 22 2020

To Belcarra Mayor and Council

Hello. I hope all is well and practising safe distancing.

I moved to Belcarra about 30 years ago with a 5 year absence that just ended recently. I am officially back and can't believe the changes in Belcarra and the world generally.

When I returned, a neighbour informed me that the road allowances may be up for sale, and one of them is beside me. To the best of my knowledge, neither my father or I received any official notification of that possibility. I find this hypocritical, that for 20 years I've been trying to get permission for some village trees, on that road end, to be either removed or pruned. During that process everyone in the vicinity is notified, and if anyone objects the trees remain untouched. Now a house may go up next to me on that same property with very little info or power to stop.

I remember about 20 years ago there was another attempt to access road ends. At that time, certain residents strongly objected, threatened legal action and rallied other neighbours that the "sky was falling" and that the same could happen elsewhere. That attempt failed, and now those same residents are amongst the strongest advocates. If anyone recognizes this story I must be speaking some truth.

It seems to be mostly hear say to whether we require the additional water tank in the first place. This being the main reason for selling the road ends. Reading the Barnacle it is obvious that the facts are not clear since it is facts that the writers are debating. The present water committee for Belcarra is not recommending the tank. The fire department, although they would never say "no" to something bigger or better, are not engaging in this debate, so maybe it is not necessary. The water committee has confirmed that the present water system has been improved since the house fires that identified the water issue in the first place.

So why is this issue being pursued by some so aggressively. Strangely there are residents that feel that the Mayor should be able to pursue this agenda even if the counsel as a whole do not agree. Those same residents want some in counsel to recuse themselves for they disagree with the Mayor and have a perceived conflict of interest. The truth is that all those in the Mayors office have an equal voice and no one dictates over the others.

Furthermore, there is now more time than ever for this process. We are in a world crisis, nothing is being done quickly and real estate is not selling. It is about the worst time to try to sell the road ends. Remember buy low, sell high.

If the sale of road ends goes further than just financing the water tank, it still does not solve any ongoing shortfall that some might perceive the village financing may be experiencing. I lived in White Rock for 5 years and watched Towers go up, parking rates go up and still, taxes go up. The belief that to welcome more residents into an area to help pay local taxes is basically flawed. The infrastructure costs go up as population goes up.

Some believe that selling the road ends would possibly make it more affordable to buy property in Belcarra. I believe this is also false. I watched my fathers property in Coquitlam double in value some years ago, unfortunately after he sold, when it was deemed a sub dividable lot. Therefore the smaller lot was as expensive as the previous larger lot.

Lastly, what do we want Belcarra to look like going forward. Do we want Main Ave to look like St. John street in Port Moody. If what is proposed goes through it would definitely open the door to subdividing current properties. This appears to be the conflict of interest some in the Barnacle are also referring to. If future wealth was my main concern then that alone would have me an advocate for selling the road ends. If I were in council and had the same opinion as the Mayor, would I be asked to recuse myself, because of this conflict of interest?

As I mentioned at the beginning I have just returned to Belcarra, currently still putting my affairs in order. I have not set enough time aside for this particular issue to study all the facts. I believe, as I stated earlier, we are in no rush. Please publish the facts and move in a direction the village and counsel, can agree on. Dividing the village is not a sensible act.

Sincerely, Paul Kallio