



**VILLAGE OF BELCARRA
REGULAR COUNCIL AGENDA
VILLAGE HALL
May 11, 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/98918787320> Meeting ID: 989 1878 7320

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, May 11, 2020

Recommendation:

That the agenda for the Regular Council Meeting, May 11, 2020 be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, April 27, 2020

Recommendation:

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

4. DELEGATIONS AND PRESENTATIONS

5. REPORTS

5.1 Ken Bjorgaard, Financial Consultant, report dated May 11, 2020 regarding Investment of Surplus and Reserve Funds

Recommendation:

That the report dated May 11, 2020 regarding "Investment of Surplus and Reserve Funds" be received for information; and
That the Financial Consultant report to Council on Quotations received for Investment Vehicles.

- 7:30 pm 5.2** Guy Patterson, Young Anderson, verbal report regarding Clarification of Sharing Legal Opinions

Recommendation:

That the verbal report from Guy Patterson, Young Anderson, regarding Clarification of Sharing Legal Opinions be received for information.

- 7:45 pm 5.3** Jay Sharpe, Fire Chief, Sasamat Volunteer Fire Department, verbal report regarding Summary of the Two Fires at Turtlehead Road and Senkler Road

Recommendation:

That the verbal report from Jay Sharpe, Fire Chief, Sasamat Volunteer Fire Department regarding Summary of the Two Fires at Turtlehead Road and Senkler Road be received for information.

- 5.4** Chris Boit, Engineering Consultant, ISL Engineering and Land Services Ltd., report dated May 6, 2020 regarding Belcarra Water System

Recommendation:

That the report from Chris Boit, Engineering Consultant, ISL Engineering and Land Services Ltd., dated May 6, 2020 regarding Belcarra Water System be received for information.

- 5.5** Ken Bjorgaard, Financial Consultant, report dated May 11, 2020 regarding Fire Hall and 5-Year Financial Plan 2020 – 2024

Recommendation:

That Council direct staff to leave the 2020 – 2024 Financial Plan Bylaw as is and to provide clarification on the purpose and intent of including the fire hall capital expenditure in the 2020 – 2024 Financial Plan Bylaw through other public communication avenues and re-address the fire hall issue in the upcoming 2021 – 2025 Financial Planning / Budgeting process, based on obtaining updated information on the fire hall.

6. REPORTS FROM MAYOR AND PROJECT LEADS

- 6.1** Councillor Drake verbal report regarding the Water System Capacity for Fire Protection Committee

7. BYLAWS

- 7.1 Village of Belcarra 2020 Annual Tax Rates Bylaw No. 560, 2020**

Recommendation:

That the “Village of Belcarra 2020 Annual Tax Rates Bylaw No. 560, 2020” be adopted.

7.2 Village of Belcarra Alternative Municipal Tax Collection Scheme for 2020 Bylaw No. 562, 2020**Recommendation:**

That the “Village of Belcarra Alternative Municipal Tax Collection Scheme for 2020 Bylaw No. 562, 2020” be adopted.

8. CORRESPONDENCE/PROCLAMATIONS**Recommendation:**

That correspondence items 8.1 – 8.7 be received.

INFORMATION ITEMS

- 8.1** James Baker, Mayor, Lake Country, letter dated April 15, 2020 to the Honourable Bill Morneau, Minister of Finance regarding Interest Charged on Deferred Mortgage Payments
- 8.2** Richard Stewart, Mayor, city of Coquitlam, letter dated April 24, 2020 to Sav Dhaliwal, Chair, Board of Directors, Metro Vancouver regarding COVID-19 Pandemic – Metro Vancouver Response
- 8.3** Linda Buchanan, Mayor, City of North Vancouver, letter dated April 30, 2020 to Honourable Selina Robinson, Minister of Municipal Affairs & Housing regarding Supporting British Columbians During the COVID-19 Pandemic
- 8.4** Jay Sharpe, Fire Chief, Sasamat Volunteer Fire Department, email dated April 27, 2020 regarding Letter on the April 27, 2020 Council Agenda Quoting the Fire Chief
- 8.5** Ron Hicks & Janet Robertson, Belcarra Residents, letter dated April 25, 2020 regarding Negative Impact of Road End Sales
- 8.6** Ingrid Rice, Belcarra Resident, email dated April 25, 2020 regarding Road End Sales to Finance Belcarra Waterflow / Reservoir
- 8.7** Kim Alfreds, Belcarra Resident, email dated April 26, 2020 regarding Water Resources and Road Ends

9. NEW BUSINESS**10. PUBLIC QUESTION PERIOD****11. RESOLUTION TO CLOSE MEETING**

That the May 11, 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 May 11, 2020 Regular Meeting be adjourned.



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



Minutes of the Regular Council Meeting for the Village of Belcarra held April 27, 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
Chris Boit, Engineering Consultant, ISL Engineering and Land Services Ltd.

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 27, 2020

Moved by: Councillor Clark
Seconded by: Councillor Drake

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

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, April 6, 2020

Moved by: Councillor Wilder
Seconded by: Councillor Clark

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

CARRIED

4. DELEGATIONS AND PRESENTATIONS

No items.

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

L. Dysart outlined the report. Bryant Ko, Director, Evangelical Laymen's Church (ELC) provided an overview of the potential plan for access. Discussion ensued.

Moved by: Councillor Clark

Seconded by: Councillor Wilder

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.

CARRIED

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

K. Bjorgaard outlined the two Bylaws and noted that the payments to other agencies such as TransLink and BC Assessment are to be paid as scheduled with the School District tax being deferred until December 2020.

Moved by: Councillor Wilder

Seconded by: Councillor Drake

- 1) That the Village of Belcarra 2020 Annual Tax Rates Bylaw No. 560, 2020 receive first, second and third reading.

CARRIED

Council discussed the Alternative Municipal Tax Scheme Bylaw.

Moved by: Councillor Drake

Seconded by: Councillor Clark

That the Alternative Municipal Tax Scheme Bylaw for 2020 Bylaw No. 562, 2020 be amended by maintaining:

- "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;" and

That 3. b) be amended to a 3% penalty as follows:

- "3. 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 3% of the portion that remains unpaid."

CARRIED

Mayor Belenkie & Councillor Begg voted in opposition

Moved by: Councillor Wilder
Seconded by: Councillor Begg

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

CARRIED

Councillor Begg voted in opposition

6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES

6.1 Water System Capacity for Fire Protection Committee

Councillor Drake outlined a proposal with regard to the benefit of having the Water System Capacity for Fire Protection Committee reconvene. The Committee would be requested to work with Chris Boit, the Village Engineering Consultant, to assist both Council and interested residents to understand, in detail, the issues and options related to the water system and fire protection.

Chris Boit outlined the Federal Grant Application that provides an option for funding related to the water reservoir. He noted that if the grant application is successful, the Village may decide, at that time, whether or not to proceed. Considerable discussion ensued.

Moved by: Councillor Drake
Seconded: Councillor Clark

Whereas the Village Committee on 'Water System Capacity for Fire Protection' (WSCFPC) has highly relevant expertise but has reported difficulty in securing some information it considers relevant; and

Whereas further public meetings of the WSCFPC could assist both Council and interested residents to understand in detail the issues and options related to the water system and fire protection; be it resolved;

That Council request that the WSCFP Committee continue its work with Village support (once the current Village staff workload associated with COVID 19 and taxes ease) to:

- 1) secure any information or documentation it considers relevant;
- 2) utilize technology such as Zoom to allow open public participation in its meetings.

CARRIED

Councillor Begg voted in opposition

7. BYLAWS

No items.

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Clark
Seconded by: Councillor Drake

That correspondence items 8.1 to 8.16 be received.

CARRIED

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

Moved by: Councillor Wilder

Seconded by: Councillor Clark

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

CARRIED

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

Moved by: Councillor Clark

Seconded by: Councillor Drake

That a letter of support be sent to the Council of the Village of Hazelton supporting the recommendation that communities under 10,000 in BC 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."

CARRIED

- 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
- Council members and the public discussed various aspects of the following correspondence. Considerable discussion ensued.
- 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

Mayor Belenkie noted that a letter was received from Chief Jay Sharpe regarding his comments at a Water System Capacity for Fire Protection Committee meeting that was quoted in the correspondence. His letter will be included on the May 11, 2020 Council Agenda.

- 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

Notice of Motion

Councillor Wilder provided the following Notice of Motion for the May 11, 2020 Council Meeting:

1. "That the adoption of the 5-Year Financial Plan 2020-2024 Bylaw No. 559, 2020 be withdrawn; and
2. That the reference in the 2020-2024 Financial Plan Scenario "C", be amended to reflect that under Major Capital Projects provided for: a New Fire Hall in 2022 at a cost of \$4,000,000. be removed, and instead have a New Fire Hall recorded as a footnote that states an anticipated cost yet to be determined by the Sasamat Volunteer Fire Department (SVFD) Board of Trustees."

Considerable discussion ensued.

Options Regarding Telus

Councillor Drake outlined the potential option of improving fire alarms by having automated fire alarm monitoring of every house in Belcarra. He will take this matter to the WSCFP Committee.

Mayor Belenkie noted that thermal imaging cameras may be a viable option.

Debris at the Side of the Road

Councillor Begg provided information related to debris being dumped on road sides in various locations in Belcarra.

L. Dysart requested that pictures and / or license plate numbers be sent to the Village office, if available. She noted that the next Village chipping event will occur after the COVID-19 pandemic is lifted.

10. PUBLIC QUESTION PERIOD

David Goodman, Whiskey Cove Lane, enquired with regard to the potential to provide a copy of the legal opinion on Water Front Road End property sales.

Deborah Struk, Belcarra Bay Road, queried with regard to:

- building up reserves to pay for a new Water Reservoir or Fire Hall
- tree trimming on Watson Trail
- if there had been a previous practice of charging residents for use of Road Ends adjacent to their properties

11. ADJOURNMENT

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the April 27, 2020 Regular Meeting be adjourned at 9:45 pm.

CARRIED

Certified Correct:

Neil Belenkie
Mayor

Lorna Dysart
Chief Administrative Officer



COUNCIL REPORT

Date: May 11, 2020

From: Ken Bjorgaard, Financial Consultant

Subject: Investment of Surplus and Reserve Funds

Recommendation

That the report dated May 11, 2020 regarding “Investment of Surplus and Reserve Funds” be received for information; and

That the Financial Consultant report to Council on Quotations received for Investment Vehicles.

Purpose

The purpose of this report is to outline the process and plans that are being undertaken to maximize interest earnings on surplus and reserve funds.

Background

Pursuant to the *Community Charter*, local government investments are limited to the following:

- **Investment of municipal funds**

“183 Money held by a municipality that is not immediately required may only be invested or reinvested in one or more of the following:

- (a) securities of the Municipal Finance Authority;
- (b) pooled investment funds under section 16 of the *Municipal Finance Authority Act*;
- (c) securities of Canada or of a province;
- (d) securities guaranteed for principal and interest by Canada or by a province;
- (e) securities of a municipality, regional district or greater board;
- (f) investments guaranteed by a chartered bank;
- (g) deposits in a savings institution, or non-equity or membership shares of a credit union;
- (h) other investments specifically authorized under this or another Act.”

Historically and generally speaking, the Village has invested its long term funds in the Municipal Financial Authority (MFA) bond fund and its short term funds have remained in the bank earning interest. The MFA has three pooled investment funds with different investment time horizons as follows:

1. Money Market Fund – for investments of less than one year
2. Intermediate Fund – for investments from one to three years
3. Bond Fund – for investments of more than three years

The current and historical performance of the MFA bond fund is as follows:

As of March 31, 2020	1 Month Non- annualized %	3 Months Non- annualized %	Year-to-Date Non- annualized %	1 Year %	3 Years Annualized %	5 Years Annualized %	Since Inception Annualized %
MFA Bond Fund	0.09	1.71	1.71	3.20	2.05	1.80	5.78
FTSE Canada Short Term Overall Bond Index	0.13	1.80	1.80	3.00	1.88	1.52	5.51

*Portfolio and benchmark performance is net of total fees and expenses of 20 basis points per annum

The Village bank, the Toronto Dominion, pays interest on the Village cash balances of prime minus 2%. In January of this year prime was 3.95%, however, prime has now dropped to 2.45% which means that the Village is currently earning minimal interest on its bank cash balances of 0.45%.

The keys to maximizing interest earnings on the Village surplus and reserve funds, and the steps that have been undertaken and that will be undertaken to achieve maximum returns, are as follows:

- **Cash Flow Projections** (determines how much money is available to invest and for how long) – a robust cash flow projection system has been implemented which may be easily be updated based on changing inputs and assumptions. Cash inflows, outflows and balances are projected on a monthly basis over an initial 3 year period and on an annual basis for the 2 years thereafter for a total 5 year projection period.
- **Solid Long-Term Financial Plan** – having a solid long-term financial plan (at least 5 years as per the *Community Charter*) is essential to predicting cash needs and related balances particularly when larger capital projects are being funded from reserves that need to be available for these major projects. The Village 2020 budget includes funds to develop an asset management / long-term financial plan, which should lead to better projections of future cash needs.
- **Quotations** – the above noted cashflow projections have produced a schedule of available funds which may be invested for various time periods. This schedule will be sent to various investment dealers, brokers and banks to obtain quotations for investment vehicles which comply with the *Community Charter* and which maximize investment returns. Once received, these quotations will be compared to projected returns from the MFA pooled funds.
- **Banking** – there will always be the need to have some very short term funds on hand in the bank to provide for immediate operating needs. In order to maximize interest earning on bank deposits, a comparison will be undertaken with other local government banking arrangements with the view of negotiating better interest rates on short term bank cash deposits.

In evaluating the various investment products, the real cost of administration will be taken into account, which varies from one investment product and institution to another, as well as the need to maintain liquidity, particularly when the future is less predictable.



#503, 4190 Lougheed Hwy., Burnaby, BC V5C 6A8 T: 604.629.2696 F: 604.629.2698

To:	Village of Belcarra	Date:	May 6, 2020
Attention:	Lorna Dysart	Project No.:	32482
Reference:	Belcarra Water System		
From:	Chris Boit, P.Eng		

ISL has been requested by the Village to review the existing water system and provide comments on its adequacy in providing water for firefighting purposes. We have conducted a high level review, to determine if there are potential deficiencies in the water system. It should be noted that, if the Village were to proceed with constructing a new reservoir, in depth reviews and models should be generated to ensure accurate fire flows and pressures within the distribution network.

Fire Flow Analysis

There are no set industry standards that instruct Municipalities on how they should design their firefighting. Typically, most Municipalities refer to the Fire Underwriter Survey (FUS) guidelines, as this ensures their residents can insure their personal properties against fire damage. However, water system design requirements are also set out in subdivision and development bylaws. Municipalities should consider both of these methods when developing Fire flows and ensure the minimum requirements of FUS are obtained.

Bylaw 492, 2015 - Subdivision and Development

- 2.8 Fire flow & Design Requirements**
For subdivisions served by the Village of Belcarra water system and those not served by the Village of Belcarra Water System.

Flow	Land Use	Zoning	Design Fire Flow (F) litres/sec.	Interim Fire (f) litres/sec.
Residential	Single Family	RS-1	60	45
	Single Family	RS-2	60	45
	Cluster Housing	RS-2, RS-3	120	90
Suburban	Rural & Recreational A-1		60	45
	Campgrounds		60	45
Institutions		P-1	90	65
Commercial &, Industrial	Isolated Commercial		90	65
	Small Grp. Commercial		120	90

Figure 1: Extract from Subdivision and Development Bylaw 492, 2015

The above table establishes a flow of **60 l/s** for residential properties and **90 l/s** for Institutions. We have discounted Commercial as the Village currently does not have properties that fall within this category.

Fire Underwriter Survey (FUS) Guidelines

FUS develops fire flow requirements by reviewing buildings within a Municipality and applying statistical analysis, likelihood of fire and the potential to spread the fire. The following is a sample analysis of required fire flows for the Village hall (a copy is contained at the end of this memo).

1.	Type of Construction	1.5	Choose Type of Construction from Table A	
			Box-> Wood Frame (All Combustible)	
	Ground Floor Area	450 m ²	see footprint calculations --->	
	Height in Storeys	1		
Step 1	Required Fire Flow	7000 L/min		117 L/s
2.	Fire Hazard Occupancies	Charge	Choose Classification	----->
		0.85	Box-> Limited Combustible	
Step 2	Required Fire Flow	5950 L/min		99 L/s
3.	Sprinkler Protection			
	Choose Classification From Table C	Charge		
Box->	No Sprinklers	0		
	Choose Additional Credits (If Applicable)			
Box->	Standard Water Supply for Both System and Fire Hose I	0.1		
	Total Charge	0.1		
Step 3	Sprinkler Protection Deduction	595.03 L/min		10 L/s
4.	Exposures			
		Separation	Charge	
	Side A	30.1 to 45m	0.05	
	Side B	>45m	0	
	Side C	>45m	0	
	Side D	>45m	0	
	Total Charge		0.05	
Step 4	Exposure FF Charge	297.52 L/min		5 L/s
	Total Required Fire Flow	5653 L/min		94 L/s
	=Step 2-Step 3+Step4			
	Rounded Answer	6000 L/min		100 L/s

Based on the above analysis, FUS requires a demand supply of 100 l/s.

Note, that an important determining factor of flow rate, is based upon Exposure (step 4). This requirement is typically based on the adjacent property, because fire fighters are concerned with limiting the spread of fire to adjacent properties. In Belcarra, there is a large separation between properties. However, it is ISL's opinion that exposure would be determined by separation from the tree line in Belcarra's case. As the trees have the potential to spread fire through the undergrowth and canopy to the next property. If the same building were evaluated, with this type of exposure, the following flows are determined:

1.	Type of Construction	1.5	Choose Type of Construction from Table A	
			Box-> Wood Frame (All Combustible)	
	Ground Floor Area	450 m ²	see footprint calculations --->	
	Height in Storeys	1		
Step 1	Required Fire Flow	7000 L/min		117 L/s
2.	Fire Hazard Occupancies	Charge	Choose Classification	----->
		0.85	Box-> Limited Combustible	
Step 2	Required Fire Flow	5950 L/min		99 L/s
3.	Sprinkler Protection			
	Choose Classification From Table C	Charge		
Box->	No Sprinklers	0		
	Choose Additional Credits (If Applicable)			
Box->	Standard Water Supply for Both System and Fi	0.1		
	Total Charge	0.1		
Step 3	Sprinkler Protection Deduction	595.03 L/min		10 L/s
4.	Exposures			
		Separation	Charge	
	Side A	30.1 to 45m	0.05	
	Side B	0 to 3m	0.25	
	Side C	0 to 3m	0.25	
	Side D	0 to 3m	0.25	
	Total Charge		0.75	
Step 4	Exposure FF Charge	4462.7 L/min		74 L/s
	Total Required Fire Flow	9818 L/min		164 L/s
	=Step 2-Step 3+Step4			
	Rounded Answer	10000 L/min		167 L/s

If the tree exposure is considered, there is a significant jump in the required flow rate to 167l/s from 100 l/s.

Typically, in most Municipalities the Civic buildings are generally the largest structures. However, in Belcarra that is not the case and it is not unreasonable to see properties in excess of 9000 sq ft. If such a property were considered, flow rates of approximately 225 l/s would be required.

As you can see, there is are a variable number of flow rates that could potentially be accepted as correct. The decision on which one to apply, becomes a risk tolerance decision for the Village.

If we were to base our fire flow requirement on the Village's existing Bylaw, the Village should be considering a Fire flow that meets 90 l/s. As this is the recommend flow for Institutions and the category the Village Hall falls within.

The existing Bylaw does not refer to the required duration of fire flow. Therefore, we recommend basing the duration of fire flow as identified in the FUS, which is between 1.75 and 2 hrs. We would recommend the upper limit of 2 hours.

REQUIRED DURATION OF FIRE FLOW	
Fire Flow Required (litres per minute)	Duration (hours)
2,000 or less	1.0
3,000	1.25
4,000	1.50
5,000	1.75
6,000	2.0
8,000	2.0
10,000	2.0
12,000	2.5
14,000	3.0
16,000	3.5
18,000	4.0

Figure 2: Extract from FUS

Therefore, the amount of water required to fight a fire would be:

Volume of water for fire flow = (90 l/s x 60 x 60) x 2hrs = 648,000 liters.

Reservoir sizing

To determine the size of a required reservoir, a number of factors need to be considered, fire flow, residential demand for water and the supply rate of water.

Typically, when determining a reservoir capacity, a theoretical water demand is developed. For the purpose of this memo we have not undertaken this process as it will take a significant amount of time and cost. Therefore, for this review we have referred to OPUS' report dated August 4th, 2017. Within this report, it identifies maximum daily flow rates (residential demand) established via a flow meter. The maximum flow recorded was 2.5 l/s. In lieu of theoretical numbers, we feel it is appropriate to base our analysis on this actual recorded flow rate.

The village's supply of potable water is supplied by the District of North Vancouver. The original agreement between the two parties was for the supply of 14 l/s. However, this was later revised to 21 l/s.

Using the identified flow rates, we can determine the flow capacity within the Village's system

$$\begin{aligned}
 \text{Flow Capacity} &= \text{Supply rate} - (\text{Fire Demand} + \text{Residential flow demand}) \\
 &= 21 - (90 + 2.5) \\
 &= -71.5 \text{ l/s}
 \end{aligned}$$

Therefore, during a fire there needs to be storage to offset the deficient flow of 71.5 l/s

$$\begin{aligned}
 \text{Storage required} &= 71.5 \times 60 \times 60 \times 2 \text{ hrs} \\
 &= 514,800 \text{ liters or } 515 \text{ m}^3
 \end{aligned}$$

The existing Tatlow reservoir has an operational storage volume of approximately 300,000 liters, which is less than the required storage volume required. The existing reservoir can supply 70 mins of fire flow at 90 l/s.

Risk Consideration

The current infrastructure with the Village has provided residents with the ability to insure their homes against Fire. Many property owners are under the impression that there is a standardized level for fire protection and once this is met, they can be assured they are adequately protected and that everyone has the same level of service, i.e protection in Belcarra is the same as in Vancouver. However, this is not the case and the costs of insurance reflect this. There are 5 levels of Dwelling protection grades, higher the level the better the system and the lower the cost of insurance. The following table identifies these:

Dwelling Protection Grades.	Simplified "3 tier" system.	Insurance Companies refer to this grade as :
1		
2	Table 1	Protected
3A		
3B	Table 2	Semi - Protected
4	Table 2 Or Table 3	Semi – Protected Or Unprotected
5	Table 3	Unprotected

Belcarra is currently assessed as 3A. To achieve a grade of 3A the following is required.

Public Water Supply

Water supply system designed in accordance with Fire Underwriters Survey standard "Water Supply for Public Fire Protection" must meet all minimum standards specified in the document. In general terms, to meet all minimum standards, the water supply system should be designed to be capable of providing required fire flows simultaneously with Maximum Daily Consumption at a minimum residual pressure of 138 kPa (20 psi), and have not less than 110,000 Litres (24,000 l.gal) in available storage.

Fire Department

Apparatus

For each fire hall with a Dwelling Protection Grade 3A, fire apparatus must include a minimum of one triple combination pumper rated at not less than 3000 LPM (625 l.gpm at 150 psi) and designed in accordance with:

- Underwriters' Laboratories of Canada (ULC) S515 Automobile Fire Fighting Apparatus, or
- National Fire Protection Association (NFPA) 1901 Standard for Automotive Fire Apparatus

Credit for fire apparatus will be based on evidence of reliability indicators including the listing of apparatus by ULC, design specifications, fire pump service test records, age, maintenance history, etc. Apparatus is evaluated from the perspective of the capacity to provide structural fire protection.

To be credited, apparatus must be stored in a suitably constructed and arranged fire hall.



Fire Force

For each fire hall with a Dwelling Protection Grade 3A, the credited available responding fire force will include at a minimum:

- 1 Fire Chief (required to respond but not required to be on-duty)
- 15 auxiliary fire fighters scheduled to respond

Emergency Communications

An adequate and reliable means of receiving alarms of fire and dispatching fire fighters is necessary (ex. public fire number, pagers etc.).

Fire Protection Service Area

The boundary of the protected area must be clearly established and registered with the Provincial Government.

Based on the terms laid out by the Fire Underwriter Survey, the Village may not be meeting several requirements, namely the required fire flows/storage and possibly a suitable Fire Hall. The Fire Hall may be unsuitable because it does not meet current Health and Safe Codes and Seismic requirements.

The Village meets the requirements of appropriate fire force, but it should be noted that the fire fighters are volunteers and not career fire fighters. Therefore, the Village will likely have increased response times to an emergency, which is likely to increase the intensity of incident. Also, as the fire department is not manned by career fire fighters, they could potentially be in a position where the lead fire fighter is not an experienced member of the crew. This could consequently lead to an increase in time fighting the fire, which would result in more water to fight the fire. As the Village relies on Volunteers to fight fires, we would recommend providing the best tools available, as the Health and Safety of these individuals should be paramount, as they do not receive compensation for the risk they expose themselves to.

Next Steps

The following are high level next steps for the Village to undertake

1. Village to decide if they want to proceed with the construction of a new reservoir
2. Continue applying for Grant funding opportunities
3. Engage Engineering consultant to review potential locations and sizing of proposed reservoir.
4. Apply for use of Crown Land (if required)
5. Complete Concept designs for reservoir
6. Apply for Federal and Provincial permits, such as Environmental assessments, Archeology
7. Complete Detailed designs
8. Complete Tender Documents and issue for tender
9. Select and award to Contractor
10. Construct Reservoir
11. Commission Reservoir and tie into the existing water system

Recommendations

Based on the afore mentioned analysis, it is ISL's opinion that the Village of Belcarra should investigate options for increasing capacity within the water network, to ensure they meet the requirements as set out by FUS.

If you should have any further questions, please contact the undersigned.

Regards

Chris Boit, P.Eng

Determination of Required Fire Flow

FUS, 1999

Existing Developments

LOW EXPOSURE

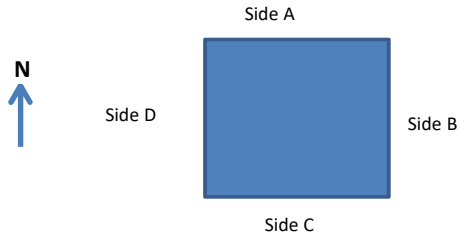
Location:

Village Hall



Address:
4084 Bedwell Bay Rd, Belcarra, V3H 4P8

Exposure Calculation Schematic



Required Field

Step

1.	Type of Construction	1.5	Choose Type of Construction from Table A
			Box-> Wood Frame (All Combustible)
	Ground Floor Area	450 m²	see footprint calculations --->
	Height in Storeys	1	
Step 1	Required Fire Flow	7000 L/min	117 L/s
2.	Fire Hazard Occupancies	Charge	Choose Classification ----->
		0.85	Box-> Limited Combustible
Step 2	Required Fire Flow	5950 L/min	99 L/s
3.	Sprinkler Protection	Charge	
	Choose Classification From Table C		
	Box-> No Spinklers	0	
	Choose Additional Credits (If Applicable)		
	Box-> Standard Water Supply for Both System and F	0.1	
	Total Charge	0.1	
Step 3	Sprinkler Protection Deduction	595.03 L/min	10 L/s
4.	Exposures	Separation	Charge
	Side A	30.1 to 45m	0.05
	Side B	>45m	0
	Side C	>45m	0
	Side D	>45m	0
	Total Charge		0.05
Step 4	Exposure FF Charge	297.52 L/min	5 L/s
	Total Required Fire Flow	5653 L/min	94 L/s
	=Step 2-Step 3+Step4		
	Rounded Answer	6000 L/min	100 L/s

Table A - Type of Construction

Type of Construction	Charge
Wood Frame (All Combustible)	1.5
Ordinary Construction (Brick or other masonry walls, combustible floor and interior)	1
Non-combustible Construction (unprotected metal structural component, masonry or metal walls)	0.8
Fire-resistive construction (fully protected frame, floors, roof)	0.6

Table B - Fire Hazard Occupancy Classification

No.2 Classification	Charge
Non-Combustible	0.75
Limited Combustible	0.85
Combustible	1
Free Burning	1.15
Rapid Burning	1.25

Table C - Sprinkler Protection

No. 3 Classification	Charge
Automatic Sprinkler Protection	50%
NFPA Sprinkler Standards	30%
No Spinklers	0

Table D - Additional Protection Credits

No. 3 Additional Credits	Charge
Standard Water Supply for Both System and Fire Hose Lines	10%
Fully Supervised System	10%
N/A	0%

Footprint Calculations:



Table E - Separation

Separation	Charge
0 to 3m	25%
3.1 to 10m	20%
10.1 to 20m	15%
20.1 to 30m	10%
30.1 to 45m	5%
>45m	0%

Determination of Required Fire Flow

FUS, 1999

Existing Developments

HIGH EXPOSURE

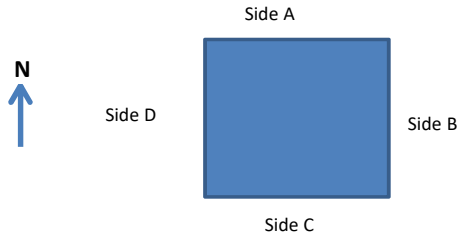
Location:

Village Hall



Address:
4084 Bedwell Bay Rd, Belcarra, V3H 4P8

Exposure Calculation Schematic



Required Field

Step

1.	Type of Construction	1.5	Choose Type of Construction from Table A
			Box-> Wood Frame (All Combustible)
	Ground Floor Area	450 m²	see footprint calculations --->
	Height in Storeys	1	
Step 1	Required Fire Flow	7000 L/min	117 L/s
2.	Fire Hazard Occupancies	Charge	Choose Classification ----->
		0.85	Box-> Limited Combustible
Step 2	Required Fire Flow	5950 L/min	99 L/s
3.	Sprinkler Protection	Charge	
	Choose Classification From Table C		
	Box-> No Spinklers	0	
	Choose Additional Credits (If Applicable)		
	Box-> Standard Water Supply for Both System and F	0.1	
	Total Charge	0.1	
Step 3	Sprinkler Protection Deduction	595.03 L/min	10 L/s
4.	Exposures	Separation	Charge
	Side A	30.1 to 45m	0.05
	Side B	0 to 3m	0.25
	Side C	0 to 3m	0.25
	Side D	0 to 3m	0.25
	Total Charge		0.75
Step 4	Exposure FF Charge	4462.7 L/min	74 L/s
	Total Required Fire Flow	9818 L/min	164 L/s
	=Step 2-Step 3+Step4		
	Rounded Answer	10000 L/min	167 L/s

Table A - Type of Construction

Type of Construction	Charge
Wood Frame (All Combustible)	1.5
Ordinary Construction (Brick or other masonry walls, combustible floor and interior)	1
Non-combustible Construction (unprotected metal structural component, masonry or metal walls)	0.8
Fire-resistive construction (fully protected frame, floors, roof)	0.6

Table B - Fire Hazard Occupancy Classification

No.2 Classification	Charge
Non-Combustible	0.75
Limited Combustible	0.85
Combustible	1
Free Burning	1.15
Rapid Burning	1.25

Table C - Sprinkler Protection

No. 3 Classification	Charge
Automatic Sprinkler Protection	50%
NFPA Sprinkler Standards	30%
No Spinklers	0

Table D - Additional Protection Credits

No. 3 Additional Credits	Charge
Standard Water Supply for Both System and Fire Hose Lines	10%
Fully Supervised System	10%
N/A	0%

Footprint Calculations:



Table E - Separation

Separation	Charge
0 to 3m	25%
3.1 to 10m	20%
10.1 to 20m	15%
20.1 to 30m	10%
30.1 to 45m	5%
>45m	0%



COUNCIL REPORT

Date: May 11, 2020

From: Ken Bjorgaard, Financial Consultant

Subject: Fire Hall and 5-Year Financial Plan 2020 – 2024

Recommendation

That Council direct staff to leave the 2020 – 2024 Financial Plan Bylaw as is and to provide clarification on the purpose and intent of including the fire hall capital expenditure in the 2020 – 2024 Financial Plan Bylaw through other public communication avenues and re-address the fire hall issue in the upcoming 2021 – 2025 Financial Planning / Budgeting process, based on obtaining updated information on the fire hall.

Purpose

The purpose of this report is to address the following Notice of Motion from the Council Meeting held April 27, 2020:

1. “That the adoption of the 5-Year Financial Plan 2020 — 2024 Bylaw 559, 2020 be withdrawn; and
2. That the reference in the 2020 2024 Financial Plan Scenario "C", be amended to reflect that under Major Capital Projects Provided For: a New Fire Hall in 2022 at a cost of \$4,000,000.00 be removed, and instead have the New Fire Hall recorded as a footnote that states an anticipated cost yet to be determined by the SVFD Board of Trustees.”

Background

Councillor Wilder brought forward the Notice of Motion stated above. A bylaw may not be withdrawn but may be amended or repealed as outlined in Section 137 of the *Community Charter* (see below). In the case of the recently adopted 2020 – 2024 Financial Plan Bylaw, amending the Bylaw would be a more straight forward procedure. The act of amending is a one step process whereas repealing and re-enacting is a two step process. Both courses of action would result in the same outcome – a different Financial Plan Bylaw Schedule A (Attachment 1).

In reference to the second recommendation in the above Notice of Motion, it is not advisable to include a footnote in a financial plan schedule, which is attached to and forms part of the Financial Plan Bylaw. The actual fire hall expenditure is not included in the Financial Plan numbers in the schedule. Council has several practical options to address the intent of the above Notice of Motion, as outlined below.

It should be noted that Financial Plan Bylaw Schedule A (Attachment 1), does not specifically mention or identify a fire hall. Provision for a \$4 million dollar fire hall is included in the “Tangible capital assets purchased” line item in Schedule A (see highlighted figure in the Schedule A in 2022), with funding

coming from “Transfers from reserves” (see other highlighted item in 2022). The reserves are built up from the sale of road end lots. The actual covering report which accompanied the Financial Plan Bylaw did include a Scenario C, which did specifically identify the fire hall (Attachment 2).

Community Charter:

“Power to amend or repeal

137 (1) Unless otherwise provided,

- (a) the power to adopt a bylaw under this or any other Act includes the power to amend or repeal such a bylaw,
- (b) the included power to amend or repeal must be exercised by bylaw and is subject to the same approval and other requirements, if any, as the power to adopt a new bylaw under that authority, and
- (c) a bylaw may include provisions that, at a future date set by the bylaw, amend or repeal the bylaw.

(2) A bylaw that requires approval of the electors or assent of the electors may be amended or repealed without that approval or assent if the minister approves and subject to any terms and conditions the minister considers appropriate.”

“General voting rules

123 (1) Unless otherwise provided, a motion on a bylaw or resolution, or on any other question before council, is decided by a majority of the council members present at the meeting.”

Alternate recommendations for Council consideration:

Option A – Direct staff to bring forward an amended 2020 – 2024 Financial Plan Bylaw that includes the fire hall capital expenditure with the corresponding reserve funding source (same as present bylaw schedule) with some cross referenced wording in a footnote (cross referenced to the fire hall numbers in 2022) at the bottom of numerical schedule which provides clarification as follows:

“A \$4 million fire hall replacement capital project is provided for in the ‘tangible capital assets purchased’ line in 2022 with funding coming from ‘transfers from reserves’. This project is a place holder for a fire hall capital expenditure, the final cost, cost-sharing and ownership of which are yet to be determined by the Sasamat Volunteer Fire Department (SVFD) Board of Trustees.”

Option B – Direct staff to bring forward an amended 2020 – 2024 Financial Plan Bylaw that does not include the fire hall capital expenditure and related funding.

Attachments

1. 2020 – 2024 Financial Plan Bylaw Schedule A
2. Scenario C from previous Financial Plan Bylaw report

ATTACHMENT 1

Schedule A - Financial Plan

	2020	2021	2022	2023	2024
REVENUE					
Property taxation (includes utility taxes)	(859,665)	(998,256)	(1,159,449)	(1,346,936)	(1,487,901)
Sale of services & regulatory fees	(546,979)	(585,618)	(627,910)	(674,391)	(726,006)
Water parcel taxes	(234,471)	(234,471)	(234,471)	(234,471)	(234,471)
Government transfers	(3,224,001)	(391,442)	(397,870)	(401,499)	(405,768)
Interest income	(37,400)	(37,774)	(38,152)	(38,533)	(38,918)
Land sales proceeds	(2,000,000)	(2,000,000)	(2,500,000)	-	-
Other revenue (actuarial)	(33,693)	(39,306)	(45,144)	(51,216)	(57,530)
Total Revenue	(6,936,209)	(4,286,867)	(5,002,996)	(2,747,046)	(2,950,594)
EXPENSES					
Council, legislative services & grants	95,143	96,801	131,802	101,916	101,970
Administration, human resources & information systems	505,814	515,732	524,694	534,847	544,745
Support services including planning, finance & engineering	272,900	106,559	107,675	108,805	109,946
Bylaw enforcement & building inspection	98,153	66,952	68,290	69,655	71,049
Public works & transportation	283,655	287,770	291,950	296,199	300,519
Fire protection & emergency preparedness	6,200	6,262	6,324	6,387	6,450
Fiscal services (banking & interest)	5,814	5,930	6,049	6,170	6,293
Waste and recycle depot	109,862	112,478	115,162	117,913	120,736
Water system	218,884	212,832	225,207	255,212	254,390
Long-term debt interest (water system)	128,800	128,800	128,800	128,800	128,800
Amortization	306,500	306,500	306,500	306,500	306,500
Total Expenses	2,031,725	1,846,616	1,912,453	1,932,404	1,951,398
ANNUAL SURPLUS / (DEFICIT)	(4,904,484)	(2,440,251)	(3,090,543)	(814,642)	(999,196)
RESERVES, DEBT & CAPITAL					
Tangible capital assets purchased	4,269,025	318,644	4,343,819	191,082	111,782
Amortization	(306,500)	(306,500)	(306,500)	(306,500)	(306,500)
Repayment of debt - principal & actuarial	140,338	145,951	151,789	157,861	164,175
Transfers from reserves	(1,594,140)	(320,590)	(4,374,359)	(209,328)	(113,728)
Transfers to reserves	2,375,761	2,577,746	3,250,794	956,527	1,118,467
Transfer to surpluses	20,000	25,000	25,000	25,000	25,000
Total reserves, debt & capital	4,904,484	2,440,251	3,090,543	814,642	999,196
FINANCIAL PLAN BALANCE	-	-	-	-	-

ATTACHMENT 2

2020 – 2024 Financial Plan Scenario C - As Amended per Council Motion					
Description	2020	2021	2022	2023	2024
Property tax increases (including additional 5.75% in each of 2021, 2022 & 2023 to fund infrastructure deficit)	15%	15.75%	15.75%	15.75%	10%
Water rate increases (exclusive of parcel tax)	10%	10%	10%	10%	10%
WARD rate increases	5%	5%	5%	5%	5%
Cumulative Infrastructure Deficit Funding in Above Increases (\$350K)		\$49,000	\$161,000	\$350,000	
Major Operating Projects Provided for: OCP Update & Review & Asset Management/Long-Term Financial Plan	\$150,000				
Major Capital Projects Provided for: Land Preparation/Development Water Reservoir (73.33% grant funded) New Fire Hall	\$175,000 \$3,835,000	\$175,000	\$175,000 \$4,000,000		
Sales Proceeds Projected from Road-End Lots	\$2,000,000	\$2,000,000	\$2,500,000		



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 April 27, 2020

READ A SECOND TIME on April 27, 2020

READ A THIRD TIME on April 27, 2020

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 3% 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 April 27, 2020

READ A SECOND TIME on April 27, 2020

READ A THIRD TIME on April 27, 2020

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



LAKE COUNTRY

Life. The Okanagan Way.

Municipal Hall

Mayor's Office

10150 Bottom Wood Lake Road

Lake Country, BC V4V 2M1

Tel: 250-766-6670

Fax: 250-766-2903

mayorandcouncil@lakecountry.bc.ca

FILE NO. 450-01

April 15, 2020

RECEIVED

APR 16 2020

The Honourable Bill Morneau
Minister of Finance
House of Commons
Ottawa, ON K1A 0A6

Dear Minister Morneau,

Re: Interest Charged on Deferred Mortgage Payments

On behalf of Council we want to convey our citizens significant concern, frustration and frankly disgust at the way mortgage providers, particularly the big banks are charging interest and delayed payment fees for deferred mortgage payments.

Citizens in our community are deeply troubled and trying to navigate how they will provide for their family in the coming months, into the future, and when the economy is in a recovery phase. Council appreciates your request to financial institutions to provide mortgage deferral options to customers who are financially unstable as a result of the pandemic. It's unjust and wrongful, that lending institutions are taking advantage of the unavoidable situation customers find themselves facing and profiting from an emergency. Programs offered force customers to pay exorbitant deferral rates and fees, knowing the customer has no other option to exercise. Across Canada individuals and businesses are being called out and punished for profiteering in this crisis yet our wealthiest institutions stand to profit even more, charging interest on interest.

District of Lake Country Council, community and all Canadians trust that you and your staff will review the situation and put suitable regulations into place to eliminate the financial gain banks, our richest, most profitable and protected companies are incurring as a result of COVID-19.

Sincerely,

James Baker
Mayor

cc: Honourable Carole James, BC Minister of Finance & Deputy Premier
British Columbia Municipalities

LAKE COUNTRY

Coquitlam

OFFICE OF THE MAYOR

April 24, 2020 Richard Stewart
 Our File: 14-7130-30/20-004/1
 Doc #: 3707158.v1

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

APR 27 2020

FILE NO. 0450-01

Dear Chair Dhaliwal:


RE: COVID-19 Pandemic- Metro Vancouver Response

Like all levels of government in this region, across Canada and indeed the world over, municipalities are facing the most challenging decisions since the great depression. The unprecedented economic collapse due to the COVID-19 pandemic continues to deepen, and we collectively face an uncertain future in our revenues and budgets. The City of Coquitlam has already made very difficult workforce adjustments with service cuts and by releasing more than 800 valued staff, and we are continuing to evaluate our operating budgets and anticipated revenue sources that are virtually disappearing. Capital budgets are also being closely watched to ensure that we are working together with our contractors to optimize our public value and that project controls are in place to address the uncertainties of the current construction environment. Like Langley, Coquitlam is facing increasing pressure for measures to support our residents and businesses, resulting in financial challenges that demand budget measures never before anticipated.


We sincerely value our relationship with Metro Vancouver, and believe that it is vital for our regional government to be in lock step with the member municipalities that it represents. As such, Coquitlam Council is lending support to the sentiment expressed by Mayor van den Broek of the City of Langley in her letter to Metro Vancouver, dated April 9, 2020. While we fully recognize that Metro Vancouver plays a vital role in the delivery of essential regional services such as water, sewerage and solid waste services, these times, more than ever, necessitate a collective effort to scrutinize all aspects of our operating and capital budgets, as there is only one taxpayer. There is no greater time to ensure unity in these efforts.

We look forward to continuing to work with Metro to ensure a coordinated and appropriate response to the COVID-19 pandemic, and to continue to be aligned in our collective efforts to manage our organizations for the well-being of our region and our residents.

Yours truly,


 Richard Stewart
 Mayor

c - Council
 Members, Metro Vancouver Board of Directors
 Municipal Councils, Metro Vancouver Member Municipalities
 City Manager
 Deputy City Manager

City of Coquitlam
 3000 Guildford Way
 Coquitlam, BC Canada V3B 7N2
 Mayor's Office: 604-927-3001 | Fax: 604-927-3015
 | coquitlam.ca

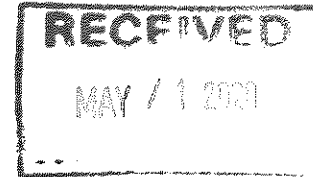
The City of North Vancouver
OFFICE OF MAYOR LINDA BUCHANAN



April 30, 2020

Hon. Minister Selina Robinson
Room 310 Parliament Buildings
501 Belleville St.
Victoria, BC V8V 1X4

FILE NO. 450-01



Dear Minister Robinson:

RE: Supporting British Columbians during the COVID-19 pandemic

As Mayor of the City of North Vancouver I want to start by thanking you for your tireless work during these difficult times. Residents are appreciative of the work done by the Province to assist individuals, municipalities, and businesses.

As you know, in a letter dated March 23, 2020 to Hon. Premier John Horgan and yourself, a number of Metro Vancouver Mayors including myself asked the Province to expand the Provincial Property Tax Deferment Program to include all property owners.

We have yet to receive a formal reply regarding this request.

On Monday April 27, 2020 at the City's Council meeting, Council members shared their concerns regarding the accessibility of the Provincial Property Tax Deferment Program and the current eligibility stipulations.

Council and staff have received numerous communications from residents who are facing new financial challenges as a result of the ongoing pandemic, and who are not currently eligible to access the Provincial Property Tax Deferment Program. As a result, Council passed the following resolution unanimously:

THEREFORE BE IT RESOLVED THAT the Mayor, on behalf of Council, write to the Provincial government requesting that a Financial Hardship Program be added to the Provincial Property Tax Deferment Program for a limited time, similar to what was introduced in 2009;

AND BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to all BC local governments, UBCM, LMLGA and North Shore MLAs and MPs.

Council has requested that if your government is unable to expand the current program to include all property owners, that you consider implementing a Financial Hardship Program similar to the program that was introduced for a limited time following the 2008 economic recession.

An increasing number of experts predict that the COVID-19 pandemic will be more detrimental to the world economy than the 2008 economic recession, and therefore the

addition of a Financial Hardship Program component to the current Provincial Property Tax Deferment Program should be given serious consideration.

Do not hesitate to contact me if you require additional information. I thank you in advance for your consideration.

Yours Truly,



Linda Buchanan
Mayor of the City of North Vancouver

c.c. All B.C. municipal governments
UBCM
LMLGA
Bowinn Ma, MLA for North Vancouver-Lonsdale
Ralph Sultan, MLA for North Vancouver-Capilano
Jane Thornthwaite, MLA for North Vancouver-Seymour
Jordan Sturdy, MLA for West Vancouver-Sea to Sky
Terry Beech, MP for Burnaby North-Seymour
Hon. Johnathan Wilkinson, MP for North Vancouver
Patrick Weiler, MP for West Vancouver-Sunshine Coast-Sea to Sky Country

Subject:

FW: letter

FILE NO. 7200-01

From: Jay Sharpe**Sent:** April 27, 2020 12:22 PM**Subject:** letter

Dear Mayor and Council

I have been quoted in a letter by Desmond Wilson that he sent to council and appears in the April 27th meeting agenda package. Mr. Wilson told me that he found the quote in the March 19th 2019 Water Committee meeting minutes. I do not recall seeing these minutes prior to them being accepted and posted. The seventh bullet point under section 4.1 says that I said "the outcomes of the Turtlehead and Senkler Rd fires would not have been different given additional resources" is partially correct, however it was recorded without the very important preamble comments that I made leading up to that conclusion. I had been asked this question several times prior to the March 19th 2019 meeting so I had a pretty much standard reply. The reason why the Turtlehead outcome would not have substantially changed was of the fact that when our first fire truck arrived on scene the first house was already fully involved and the fire had already spread to the second house. It was a forgone conclusion that both houses were total losses. At the Senkler fire the outcome would not have changed because we were able to contain the fire to the attic space and save the rest of the structure and contents.

I feel that Mr. Wilson's letter misuses my comments to make a conclusion that I was not making at the Water Committee meeting.

Jay Sharpe, Fire Chief, L.A.F.C.

Sasamat Fire Department

RECEIVED
APR 27 2020

April 25, 2020

FILE NO. 100-01

Dear Mayor and Councillors,

We are writing this letter to express our wish that the Village **not** sell the road end identified as parcel 15 that is at the intersection of Bedwell Bay Road and Belcarra Bay Road. We live alongside parcel 15 and it is not in our interest for a house or houses to be built on this parcel. This is a selfish viewpoint but nonetheless very important to us.

In addition, there is not adequate or well understood justification for the Village to sell the road ends at this time. For example, there is confusion on the solution, benefits and costs for fire protection and disagreement on capital expenditures. (*See letters and Barnacle articles from John Wilms, Ralph Drew, Verna Barrett, Martin Desbois, Doug Brain, Michael Currie, Des Wilson, etc.*).

In 2003, we purchased our property specifically because it was adjacent to the road end. It was our understanding that a public path would be created to provide access to the view of the water. There was never any discussion that road ends would be developed as single or multiple residences.

We were allowed to use the original driveway and leave the stone pillars on either side of this driveway, which is on the road end. We designed our house to take full advantage of the many beautiful trees on the road end. We have many windows facing the road end including the front door. The house is long and narrow because of the restrictions imposed by the road end. We were required to restrict the width of our house by five feet, which resulted in our building envelope being ten feet from the property line.

Should parcel 15 be sold, the impact on us would be significant. First, the value of our house would go down immediately. Second, renovations to orient the focus of our house away from the road end towards the water would be expensive and disruptive.

While trying to appreciate the Village's strategy to increase revenue and our desire to support the community, we have come to the conclusion that there are too many unknowns and assumptions to warrant selling road ends at this time. We do not want to be the Village's test parcel experiment. Instead, we ask that you don't sell parcel 15. We prefer that you halt the sale of **all** road ends until a solid business case can be made available to the community. Thank you for considering this request.

Yours sincerely,


Ron Hicks and Janet Robertson

Subject:

FW: road end sales to finance Belcarra waterflow/reservoir.

FILE NO. 100-01

From: Ingrid Rice**Sent:** April 25, 2020 10:51 PM**Subject:** road end sales to finance Belcarra waterflow/reservoir.

To the Mayor and Council of Belcarra

I am concerned about the ability of Belcarra to fight fires without an appropriate water reservoir and water flow. To finance these necessary projects, I understand road ends will need to be sold.

I suspect undeveloped land is more in demand than houses during the Covid-19 crisis. As building has been ruled an essential service, developers won't face any delays and as the real estate market is expected to rebound, will most likely find the road ends an attractive investment. Undeveloped land is finite in Metro Vancouver and its value will be reflected by this rarity. I would however (as a boat access only property owner), hold on to one waterfront road end so the village will always have land in reserve for additional parkland or a marina if needed.

While I fully agree once land is sold you can't get it back, I would also suggest that once Belcarra burns down, you won't get it back as you remembered. Those who can afford to rebuild may find future insurance unaffordable due to proven lack of fire protection.

Our property is in Cosy Cove(boat access only). We are about to finish a very dry April. For the first time last year our Cosy Cove neighbour's shallow well went dry. Our 308 ft. deep well shaft also dried up after very little use requiring overnight to refill. If our wells are drying out, the land is also drying out and is a fire waiting to happen.

The Jug Island Trail runs behind Cosy Cove and like every park area it is overrun by tourists/hikers in the summer. All these people are traipsing thru Belcarra to get to the trail, and present a potential fire risk if they are smoking or doing anything that can spark a flame.

If you can't put out fires in Belcarra, the fires will jump to the parkland and we'll all be goners. Much of our safety relies on Belcarra's ability to fight fires. 20% of properties in Belcarra are boat access only. This is a significant number relying on potentially dry wells to fight any fires originating in the village that couldn't be stopped before becoming raging infernos.

Climate Change has changed our rain forest into a tinderbox. It would be incredibly shortsighted not to recognize this salient fact and take action to mitigate potential disaster.

Water flow is not an optional frill. It is a necessity. To that end I am strongly in favour of selling road ends to finance the ability to fight fires before it is too late.

Ingrid Rice

Subject:

FW: Water Resources and Road Ends

FILE NO. 100-01

From: Kim Alfreds**Sent:** Sunday, April 26, 2020 3:35 PM**Subject:** Water Resources and Road Ends

Hello Mayor Belenkie and VOB Councillors,

First I must admit that I am not a very good citizen of the Village of Belcarra as I don't freely and willing participate in our democratic processes on a regular basis. Occasionally I do read our minutes and sometimes are sent copies of pertinent information by interested villagers on an unsolicited basis. Sometimes I have discussions with other villagers about the state of events in our little community by the sea and sometimes I am moved to attempt to contribute a comment or a question or two.

I have looked at our financial reports and have periodically engaged in dialogue regarding the water system and the concerns of our fire fighting capability with other members of our community. We are happy to support the SVFD with financial contributions, the SVFD deserves all that we can provide, it is a small investment for protecting a major personal asset, our home.

2 Points here:

- 1) If the debt service of the water distribution system capital expenditure is a problem, let's use that system to resolve that problem. For example let's maximize the revenue that the system can produce for the village. Do we have 100% of the homes in the village connected to the system? Have we installed meters at each connection point? Have we passed a Bylaw to charge residents for their water consumption? If not, why not?
 - a. Have we discussed privatising the water system? With 100% connected homes and a revenue stream from the water use, I certainly would be interested in considering investing in such a utility.
 - b. It seems to me that we should be raising our property taxes to pay for this public utility if it cannot be supported from water use and connection fees.
- 2) Firefighting capability, I have heard that we don't have the required flow and or the necessary reserve of water. Belcarra is surrounded by water and I am at a loss to understand why we do not turn the billions of gallons of water that is available at our doorstep instead of allocating a significant portion of our potable drinking water for fire fighting, which leads to more aggressive water restrictions in the dry months. The foreshore is populated with docks and floats, high capacity pumps could be quickly deployed by land or by boat to access this limitless supply of water. In addition there are conveniently located waterfront road ends that could be set up with the piping infrastructure to accept a high capacity mobile pump or even connect directly to a SVFD pump truck. Just because a typical terrestrial fire department doesn't contemplate such use cases doesn't mean the SVFD shouldn't take advantage of every unique characteristic of our environment. There are swimming pools in the Village, how about an initiative to encourage homeowners to invest in a fire fighting package to support the SVFD with a pump and hose package that can be quickly deployed and made available to the SVFD as a hydrant connection that can drain the swimming pool or a cluster of pools? We have a pool, and at least two of our neighbours to the south of us have pools and our neighbour to the east across the street has a good sized pool as well. Between us we must have 500,000 litres of water just sitting there. Makes one wonder ... why not use what plentiful resources we have productively and effectively.

Next Issue:

We seem to be getting lots of cc eMail regarding the road ends and I must say that we are surprised to hear such a vigorous debate going on that doesn't seem to include the concept of compensation to the neighbouring property owners from the loss of privacy, the negative change to the quality of life, and the subsequent devaluation of the home as a result thereof. In addition to echo the comments that I have read from other villagers, no one has consulted with us with respect to this idea. We have not been asked if it is an appropriate idea. We have not been asked if we would be interested in acquiring the road end adjacent to our home or not. We have not been asked if we would like to share the cost of acquiring the road end adjacent to our home with our neighbour on the other side of the road end or not. When we acquired our property at 4593 Belcarra Bay Road, we removed the existing home and redeveloped the property and as a result the taxes that we were paying increased by 300%. The more redevelopment that takes place in Belcarra the greater the amount of taxes that will be collected. If we did not have the road end beside our lot, it is unlikely that we would have purchased the property and we certainly wouldn't have invested in the home the way that we did. A lesser home on this lot would be generating much less tax. We are therefore opposed to the sale of any road ends in the Village of Belcarra. If we need more revenue, look at user pay options and raise taxes to balance the budget. Lower taxes when we have a surplus.

There is a creek on the road end lot next door to our home. We know wildlife is active on this road end lot as can be attested to by Tenakee madly barking loudly, while he rushes back and forth sniffing the air vigorously and letting know whatever it is that we are here.

We feel that the actions of Village Council may force us to acquire the road end next door in whole or in part to protect the life in the village of Belcarra that we both expected and have become accustomed to should council act to facilitate the sale of all of the road ends. We do not feel that this proposed action is reasonable nor responsible behaviour on the part of the Village council and Mayor.

Let's use the road ends for the benefit of all the residents by using them to facilitate the installation of sea water access infrastructure for the SVFD. We would be happy to directly support that initiative financially with a significant donation to the SVFD.

Warm & joyful regards,
Kim Alfreds