



VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
VILLAGE HALL  
May 11, 2020



Minutes of the Regular Council Meeting for the Village of Belcarra held May 11, 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**

Guy Patterson, Young Anderson (departed at 8:20 pm)  
Ken Bjorgaard, Financial Consultant, K&E Business Services  
Jay Sharpe, Fire Chief, Sasamat Volunteer Fire Department  
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, May 11, 2020**

Moved by: Councillor Begg  
Seconded by: Councillor Clark

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

**CARRIED**

**3. ADOPTION OF MINUTES**

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

Moved by: Councillor Clark  
Seconded by: Councillor Drake

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

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

No items.

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

K. Bjorgaard outline the report. Considerable discussion ensued.

Moved by: Councillor Drake

Seconded by: Councillor Clark

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.

**CARRIED**

**The Agenda was revised with Item 5.3 following 5.1****7:42 pm 5.2 Guy Patterson, Young Anderson, verbal report regarding Clarification of Sharing Legal Opinions**

Guy Patterson, Legal Council with Young Anderson, outlined the request to provide clarification on Council sharing legal opinions with the public. G. Patterson recommended review of legal opinions on a case by case basis.

Mayor Belenkie noted that a summary of a legal opinion on Road Ends has been provided to the public and queried with regard to why the legal opinion itself is not released.

G. Patterson noted that disclosure of a legal opinion may have unintended consequences in respect of solicitor / client privilege. He recommended caution with regard to release of full documents rather than a summary, as disclosure may cause privilege to be waived. Legal advice is privileged. An individual Councillor member may say they are in conflict with releasing a legal opinion. Council asked pertinent questions. Discussion ensued.

G. Patterson noted that it would be in the interest of Council to adopt a policy favouring the disclosure to the public of legal advice the Village has received. L. Dysart will work with G. Patterson on the development of a policy related to the release of legal advice for Council consideration. Following the adoption of the policy, the release of the legal opinion on Road Ends will be reviewed in a Closed Council meeting.

Moved by: Councillor Drake

Seconded by: Councillor Begg

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

**CARRIED**

Mayor Belenkie thanked Guy Patterson for participating in the meeting.

Guy Patterson departed the meeting at 8:20 pm

**7:13 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

Chief Sharpe provided a summary of the Turtlehead Road and Senkler fires. He expanded on his statement recorded in the Water System Capacity for Fire Protection Committee minutes on March 19, 2019.

Councillor Drake thanked Chief Sharpe and the Sasamat Volunteer Department (SVFD) for their commitment to SVFD. He queried with regard to the benefit of sprinklers and monitored alarms in homes and removal of the branches and underbrush on residential property. Chief Sharpe suggested that the Village request a presentation on the FireSmart Program, as it is a very notable program for fire protection.

Chief Sharpe noted that when fighting a fire, a significant amount of water is required in a short period of time. Considerable discussion ensued.

Moved by: Councillor Clark  
Seconded by: Councillor Drake

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.

**CARRIED**

Mayor Belenkie thanked Chief Sharpe for providing an update and for answering questions.

**7:13 pm 5.4** Chris Boit, Engineering Consultant, ISL Engineering and Land Services Ltd., report dated May 6, 2020 regarding Belcarra Water System

Chris Boit provided an overview of the report regarding the Belcarra Water System. He noted that ISL Engineering was requested by the Village to review the existing water system and provide comments on its adequacy in providing water for firefighting purposes.

Considerable discussion ensued. Council asked pertinent questions.

Mayor Belenkie noted that the Water System Capacity for Fire Protection Committee will be meeting following the lifting of COVID-19 pandemic restrictions.

Mayor Belenkie advised that MP Nelly Shin raised, in the House of Commons, the matter of the grant application for the Water Reservoir in Belcarra and queried with regard to the timing of processing the application.

Moved by: Councillor Drake  
Seconded by: Councillor Begg

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.

**CARRIED**

Mayor Belenkie thanked Chris Boit for his attendance and for the information provided.

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

K. Bjorgaard outlined the report. He noted the 3 options provided for Council consideration. Considerable discussion ensued.

Moved by: Councillor Begg  
Seconded by: Councillor Wilder

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.

**DEFEATED**

**Councillor Begg, Councillor Clark, Councillor Drake and Councillor Wilder voted in opposition**

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

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

**DEFEATED**

**Mayor Belenkie, Councillor Begg and Councillor Drake voted in opposition**

Moved by: Councillor Wilder  
Seconded by: Councillor Clark

That Council direct staff to bring forward an amended 2020 – 2024 Financial Plan Bylaw that does not include the fire hall capital expenditure and related funding while recognizing that SVFD Trustees are considering the need to make major investment in fire halls.

**CARRIED**

**Mayor Belenkie and Councillor Begg voted in opposition**

It was noted that decisions will automatically cause Belcarra and Anmore, as SVFD partners, to face significant costs.

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

**6.1 Bylaw Enforcement – Parking**

Mayor Belenkie reported that 99 parking tickets were written on the previous weekend. He noted that the Bylaw Enforcement Officer is doing a very good job with regard to parking enforcement.

**6.2 Water System Capacity for Fire Protection Committee**

Councillor Drake provided a verbal report regarding the Water System Capacity for Fire Protection (WSCFP) Committee. He thanked the Committee for agreeing to do additional work. Councillor Drake advised that he will be the Council representative for the WSCFP Committee when the Committee reconvenes. A budget will be provided for future Committee work.

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

Moved by: Councillor Wilder  
Seconded by: Councillor Clark

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

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

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

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

**CARRIED****8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That correspondence items 8.1 to 8.7 be received.

**CARRIED****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**

No items.

10. PUBLIC QUESTION PERIOD

No items.

11. ADJOURNMENT

Moved by: Councillor Wilder

Seconded by: Councillor Begg

That the May 11, 2020 Regular Meeting be adjourned at 9:57 pm.

**CARRIED**

Certified Correct:



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Neil Belenkie  
Mayor



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Lorna Dysart  
Chief Administrative Officer