



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
VILLAGE HALL  
July 20, 2020**



Minutes of the Regular Council Meeting for the Village of Belcarra held July 20, 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 (departed at 7:10 pm and returned at 8:05 pm)

Councillor Bruce Drake (departed at 7:10 pm and returned at 8:05 pm)

Councillor Liisa Wilder

**Staff in Attendance**

Lorna Dysart, Chief Administrative Officer

Stewart Novak, Public Works & Emergency Preparedness Coordinator

Paula Richardson, Municipal Coordinator

**Others in Attendance**

Richard White, RWPAS Ltd., Planning Consultant (departed at 8:54 pm)

Neil Hahn, Garnett Wilson Realty Advisors Ltd., Appraiser (departed at 8:54 pm)

Ken Bjorgaard, Financial Consultant, K&E Business Services (departed at 9:00 pm)

**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, July 20, 2020**

Moved by: Councillor Clark

Seconded by: Councillor Begg

That the agenda for the Regular Council Meeting, July 20, 2020 be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, July 6, 2020**

Moved by: Councillor Clark

Seconded by: Councillor Drake

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

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

No items.

**5. REPORTS****5.1 Lorna Dysart, Chief Administrative Officer and Richard White, RWPAS Ltd., Planning Consultant, report dated July 20, 2020 regarding Land Disposition – Interim Report #2**

Councillor Clark declared a Conflict of Interest with regard to a specific Road End on Whiskey Cove Lane and left the meeting at 7:10 pm.

Councillor Drake declared a Conflict of Interest with regard to a specific Road End on Turtlehead Road and left the meeting at 7:10 pm.

L. Dysart invited Richard White, Planning Consultant, to outline the report.

R. White provided an update on advancing the Revenue Generation Committee Road Ends Sales recommendations. Considerable discussion ensued related to Road Ends on the water. Council discussed various aspects of the report including Fair Market Value and the Land Disposition Policy as it relates to the Right of First Refusal.

Moved by: Councillor Begg

Seconded by: Councillor Wilder

That the Road Ends Appraisal Report dated July 20, 2020, be received.

**CARRIED**

Moved by: Councillor Wilder

Seconded by: Councillor Begg

That the Land Disposition Policy No. 214 be approved; and

That the proposed approach to Right of First Refusal in the Land Disposition Policy No. 214 be endorsed.

**DEFERRED**

R. White noted that comments from Council will be taken into consideration related to the Right of First Refusal in the Land Disposition Policy and will be brought back to Council.

Moved by: Councillor Begg

Seconded by: Councillor Wilder

That staff be directed to draft amendments to the Official Community Plan (OCP) and Zoning Bylaw to permit the development of Village-owned properties that are less than 0.5 acres.

**CARRIED**

Moved by: Councillor Begg

Seconded by: Councillor Wilder

That subject to the adoption of the Official Community Plan (OCP) and Zoning Bylaw amendments, staff be directed to report back to enable Council to select up to three Road Ends to be sold.

**CARRIED**

Councillor Clark & Councillor Drake returned to the meeting at 8:05 pm.

- 5.2 Lorna Dysart, Chief Administrative Officer and Richard White, RWPAS Ltd., Planning Consultant, report dated July 20, 2020 regarding Official Community Plan Bylaw No. 435, 2011, Amendment Bylaw No. 566, 2020, Highway Encroachment Area

R. White outlined the report and noted that the Vancouver Fraser Port Authority (VFPA) lifted the moratorium on Recreational Docks on June 15, 2020. The moratorium remains in place on Marine Avenue & Senkler Road as an amendment is required to the Official Community Plan (OCP) to allow for further potential development of recreational docks in this area.

Council discussed various aspects of the proposed amendment to the OCP related to the Highway Encroachment Area and the proposed removal of the Bedwell Bay Sustainability Plan from the OCP. R. White noted that Bedwell Bay is under the jurisdiction of the VFPA.

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That the Village of Belcarra Official Community Plan (OCP) Bylaw No. 435, 2011, Amendment Bylaw No. 566, 2020 be read a first and second time; and  
That the Official Community Plan (OCP) Bylaw No. 435, 2011, Amendment Bylaw No. 566, 2020 be referred to Public Hearing on September 14, 2020; and  
That Official Community Plan (OCP) Bylaw No. 435, 2011, Amendment Bylaw No. 566, 2020 be distributed to Metro Vancouver, the City of Port Moody, the Village of Anmore, and the Tsleil-Waututh Nation for review and comment pursuant to Section 475 of the *Local Government Act*.

**CARRIED**

- 5.3 Ken Bjorgaard, Financial Consultant, report dated July 20, 2020 regarding 2020 Budget Variance Report Based on Results to June 30, 2020

K. Bjorgaard outlined the following:

- General Operating Fund Budget Review
- Water Operating Fund Budget Review
- Waste & Recycle Depot (WARD) Operating Fund Budget Review
- Capital Budget Review

K. Bjorgaard noted that the Village is on track to meet 2020 budget targets. Discussion ensued.

Moved by: Councillor Begg  
Seconded by: Councillor Clark

That the report entitled "2020 Budget Variance Report Based on Results to June 30, 2020" be received for information.

**CARRIED**

- 5.4 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated July 20, 2020 regarding Tree Management & Protection Bylaw No. 567, 2020

S. Novak provided an overview of the report which outlined a Tree Management and Protection Bylaw, as proposed in the Tree Committee Report dated March 9, 2020.

Considerable discussion ensued with regard to the draft bylaw. Tree Committee members outlined various aspects of the Tree Committee report and noted there is no support for the municipality to oversee trees on private property.

Moved by: Councillor Wilder

Seconded by: Councillor Drake

That Tree Management & Protection Bylaw No. 567, 2020 be deferred to staff to remove the reference to tree management by the Village on private property and to update the report and bylaw as outlined.

**CARRIED**

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

**Mayor Belenkie Updates:**

**6.1 Water System / Firefighting Capacity Review** – Note: Water Committee Zoom meeting scheduled for July 22, 2020

**6.2 Bylaw Enforcement & Parking Update**

Mayor Belenkie provided details related to revenue from ticketing and towed vehicles. He noted there is significant work completed by staff on parking matters. He advised that L. Dysart is seeking additional Bylaw Enforcement Officers.

**7. BYLAWS**

No items.

**8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Drake

Seconded by: Councillor Begg

That correspondence items 8.1 to 8.3 be received.

**CARRIED**

**INFORMATION ITEMS**

**8.1** Jay Sharpe, Fire Chief, Sasamat Volunteer Fire Department, email dated July 6, 2020 regarding Letter to Council Concerning June 25, 2020 Tri-Cities News Article

**8.2** David Marshall, Chief Executive Officer, Fraser Basin Council, email dated July 6, 2020 regarding Fraser Basin Council 2019-2020 Activities of Interest Update to Local Governments in Metro Vancouver (full report available at the Village office)

**8.3** Jonathan Cote, Mayor, City of New Westminster, letter dated July 6, 2020 regarding Disaggregated COVID-19 Data Collection

**9. NEW BUSINESS**

**Mayor Belenkie – Regional Committees**

Councillor Clark enquired with regard to Mayor Belenkie providing an update on the Regional Committee meetings he attends.

Mayor Belenkie requested that Councillor Clark provide him with specific areas of interest.

**10. PUBLIC QUESTION PERIOD**

Sherry Chisholm, Belcarra Resident, enquired with regard to an update on Metro Vancouver Parks as it relates to the cottages in Belcarra Park.

David Shoolestani, Belcarra Resident, enquired with regard to the following:

- The process to become a Bylaw Enforcement Officer
- Parking decals, guest parking and trailer parking

Don Babineau, Belcarra Resident, enquired with regard to encroachments on Village owned property.

**11. ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the July 20, 2020 Regular Meeting be adjourned at 10:08 pm.

**CARRIED**

Certified Correct:

  
\_\_\_\_\_  
Neil Belenkie  
Mayor  
\_\_\_\_\_  
Lorna Dysart  
Chief Administrative Officer