



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
VILLAGE HALL
September 28, 2020**



Minutes of the Regular Council Meeting for the Village of Belcarra held September 28, 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

Others in Attendance

Chris Boit, Engineering Consultant, ISL Engineering & Land Services Ltd. (departed at 9:00 pm)
Richard White, RWPAS Ltd., Planning Consultant (departed at 7:35 pm)
Laura Beveridge, Pooni Group, Planning Consultant (departed at 9:41 pm)

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, September 28, 2020

Moved by: Councillor Wilder
Seconded by: Councillor Begg

That the agenda for the Regular Council Meeting, September 28, 2020 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Public Hearing Minutes, September 14, 2020

Moved by: Councillor Clark
Seconded by: Councillor Begg

That the minutes from the Public Hearing held September 14, 2020 be adopted.

CARRIED

3.2 Regular Council Meeting, September 14, 2020

Moved by: Councillor Begg

Seconded by: Councillor Drake

That the minutes from the Regular Council Meeting held September 14, 2020 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS**4.1 Tom Zajac, President & Helena Michelis, Vice President, Coquitlam Search & Rescue (SAR), presentation regarding Search & Rescue Services to the Community and a request for financial support**

Tom Zajac provided a PowerPoint presentation highlighting Coquitlam SAR history, engagement in the community, their team of volunteers, training and equipment. He noted that Coquitlam SAR is a non-profit, volunteer run organization which relies on the generous support of the community.

Mayor Belenkie thanked Coquitlam SAR for their presentation and their work on behalf of the community.

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That a Council representative be appointed as a liaison to Coquitlam Search & Rescue (SAR); and

That the Coquitlam Search & Rescue (SAR) request for a donation be considered in 2021 Budget discussions.

CARRIED

5. REPORTS**5.1 Lorna Dysart, Chief Administrative Officer, report dated September 28, 2020 regarding Province of British Columbia Housing Needs Assessment — UBCM Housing Needs Reports Grant Program**

Richard White outlined the report noting the Housing Needs Assessment is a requirement of the Ministry of Municipal Affairs & Housing.

Discussion ensued. R. White noted that Housing Needs Assessments may involve other municipalities with similar interests which would be beneficial to Belcarra.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the Union of British Columbia Municipalities (UBCM) be advised that the preparation of a Village of Belcarra Housing Needs Assessment Report is planned; and That the Village will be responsible for overall project management; and That Staff be directed to apply to the UBCM pursuant to the requirements of the BC Housing Needs Reports Program for a grant to offset the costs of the subject report.

CARRIED

5.2 Lorna Dysart, Chief Administrative Officer, report dated September 28, 2020 regarding Parking and Bylaw Enforcement

L. Dysart provided an update on Parking and Bylaw Enforcement as it has evolved over the past few months. Letters are included on the agenda related to parking. Any further correspondence received will be included in the next agenda.

Council discussed various aspects of the report. It was noted that a Public Information Meeting is proposed for October 21, 2020.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the Parking and Bylaw Enforcement report dated September 28, 2020, be received for information; and

That a Public Information Meeting be held via Zoom on Wednesday, October 21, 2020; and

That all related parking correspondence received be considered at the Public Information Meeting.

CARRIED

5.3 Lorna Dysart, Chief Administrative Officer, report dated September 28, 2020 regarding Current Staff Project List

L. Dysart outlined the report noting that an update will be provided periodically to illustrate the staff workplan.

Moved by: Councillor Clark

Seconded by: Councillor Begg

That the Current Staff Project List report dated September 28, 2020, regarding Current Staff Projects be received for information.

CARRIED

5.4 Stewart Novak, Public Works and Emergency Preparedness Coordinator, report dated September 28, 2020 regarding Tatlow Seismic Switch

S. Novak outlined the purpose of the Seismic Valve and history of use of the valve.

Council discussion ensued with regard to the Water Operators and system processes.

Moved by: Councillor Begg

Seconded by: Councillor Clark

That the Tatlow Seismic Switch report dated September 28, 2020 be received for information; and

That the options presented in the report be considered.

CARRIED

6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES**6.1** Councillor Drake, report dated September 28, 2020 regarding Monitored Fire Alarms

Councillor Drake outlined the proposal to ensure widespread use of monitored Smoke and Fire alarms in Belcarra in order to reduce the risk of death or injury as well as the spread of fires.

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That Council the Monitored Fire Alarms report dated September 28, 2020 be received for information; and

That further development of the concept be recommended.

CARRIED

6.2 Councillor Begg, motion regarding Parking Signs

Councillor Begg outlined the report and motion with regard to parking.

Discussion ensued.

The motion was amended by removing "as established by Bylaw Enforcement staff" prior to consideration.

Moved by: Councillor Begg

Seconded by: Councillor Clark

That 'No parking' signs be installed in designated areas where there is a safety concern; and

That Restricted parking be permitted as requested by property owners within the extension of their property lines (on their property side of the road); and

That property owners to pay for signage which may read, as an example:

- 'Parking only for the residents of Bedwell Bay Rd': and

That signs will be removed, as requested by property owners, who do not wish any parking restrictions within their property line extension area.

DEFEATED

**Mayor Belenkie, Councillors Clark, Drake
and Wilder voted in opposition**

COUNCIL COMMITTEES**6.3** Ian Devlin, Chair, Water System Capacity for Fire Protection Committee, letter dated September 23, 2020 regarding Technical Brief #1

Ian Devlin, Chair, Water System Capacity for Fire Protection Committee outlined the letter, Technical Brief #1, to Council regarding the Annual 2019 Water Report.

Considerable discussion ensued related to the letter with regard to:

- Actuated altitude valve at the Tatlow Reservoir
- Seismic valve at the Tatlow Reservoir
- The Drinking Water Annual Report indicates leakage in the distribution line

Chris Boit, ISL Engineering & Land Services Ltd., provided an overview on leaks that occur in water systems and provided examples of other municipalities and the difficulty of detecting leaks. He advised that he discussed potential water flow scenarios with the District of North Vancouver. A report to Council will be provided outlining various water flow scenarios.

S. Novak outlined the role of Water Operators and the legal requirements of that position. An annual meeting will be arranged with Fraser Health to discuss the 2019 Annual Water Report.

Moved by: Councillor Drake
Seconded by: Councillor Wilder

That the letter from the Water System Capacity for Fire Protection Committee dated September 23, 2020 regarding Technical Brief #1 be received for information.

CARRIED

7. BYLAWS

7.1 Village of Belcarra Official Community Plan (OCP) Bylaw No. 435, 2011, Amendment Bylaw No. 569, 2020 – Land Disposition (Road Ends)

Council discussion ensued with regard to various aspects of the Land Disposition Official Community Plan Bylaw Amendment.

Moved by: Councillor Begg
Seconded by: Councillor Clark

That "Village of Belcarra Official Community Plan (OCP) Bylaw No. 435, 2011, Amendment Bylaw No. 569, 2020" be read a third time and adopted.

DEFEATED

Councillors Clark, Drake and Wilder voted in opposition

7.2 Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 568, 2020 – Land Disposition (Road Ends)

Moved by: Councillor Begg
Seconded by: Councillor Drake

That "Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 568, 2020" be read a third time and adopted.

DEFEATED

Councillors Clark, Drake and Wilder voted in opposition

7.3 Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 571, 2020 – Keeping of Chickens

L. Beveridge outlined the bylaw amendment and noted that a Policy will be brought to Council regarding the Keeping of Chickens.

Moved by: Councillor Begg

Seconded by: Councillor Wilder

That "Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 571, 2020" be read a third time and adopted.

CARRIED

Councillor Begg voted in opposition

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Drake

Seconded by: Councillor Clark

That correspondence items 8.1 to 8.27 be received.

CARRIED

ACTION ITEMS

8.1 Kailah Knittle, Manager of Communications & Events, Eagle Ridge Hospital Foundation, letter dated August 20, 2020 regarding Eagle Ridge Hospital Foundation (ERHF) 2020 Online Auction and Raffle Donation Request

It was noted that due to COVID-19 restrictions, a cash donation would be made to the Eagle Ridge Hospital Foundation.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That Council approve a \$300.00 donation to the Eagle Ridge Hospital Foundation.

CARRIED

8.2 Agnes Jackman, Board Member, Council of Senior Citizens Organizations of BC, letter dated September 2, 2020 regarding Observation of the UN International Day of Older Persons – October 1, 2020

Moved by: Councillor Wilder

Seconded by: Councillor Drake

That October 1, 2020 be declared as "UN International Day of Older Persons" in the Village of Belcarra.

CARRIED

INFORMATION ITEMS

8.3 Jay Chalke, Ombudsperson, Province of British Columbia, letter dated August 28, 2020 regarding Quarterly Reports: January 1 – March 31, 2020 and April 1 – June 30, 2020 (full report available at the Village office)

8.4 Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated September 11, 2020 regarding Climate & Energy UBCM Resolutions Endorsed by Metro Vancouver Member Jurisdictions (full report available at the Village office)

- 8.5 Jerry Muir, Community Relations Manager, Lower Mainland, BC Hydro, email dated September 12, 2020 regarding Beautification Fund & Decorative Wrap Grant Program
- 8.6 John McEwen, Mayor, Village of Anmore, letter dated September 14, 2020 to Sasamat Volunteer Fire Department Board of Trustees, Belcarra Council & CAO, Anmore Council & CAO, Fire Chief Jay Sharpe, SVFD and Greg Smith, Metro Vancouver regarding SVFD Board of Trustees
- 8.7 Neil Belenkie, Mayor, Village of Belcarra, letter dated September 17, 2020 to Sasamat Volunteer Fire Department Board of Trustees, Belcarra Council & CAO, Anmore Council & CAO, Fire Chief Jay Sharpe, SVFD and Greg Smith, Metro Vancouver regarding Response to Mayor McEwen's Letter
- 8.8 Jonathan Cote, Mayor, City of New Westminster, letter dated September 15, 2020 to Honourable John Horgan, MLA, Premier of British Columbia regarding Universal Access to No-cost Prescription Contraception
- 8.9 Steven Kozuki, Executive Director, Forest Enhancement Society of BC, letter dated September 15, 2020 regarding Forest Enhancement Society of BC's 2020 Accomplishments Report (full report available in the Village office)
- 8.10 Sasamat Volunteer Fire Department, Board of Trustees Meeting Minutes of August 13, 2020
Councillor Begg noted an amendment to the main motion on page 3 of the Sasamat Volunteer Fire Department Trustees Meeting Minutes of August 13, 2020. Discussion ensued with regard to the possible impact on the Village over the next period of time.
- 8.11 John Snell, Belcarra Resident, email dated September 17, 2020 regarding Separation Buffer Between Residential Properties
- 8.12 Klaus Bever, Belcarra Resident, email dated September 17, 2020 regarding Letter from the Mayor – this date
- 8.13 Larry & Cecily Baptist, Belcarra Residents, letter dated September 18, 2020 regarding Parking Restrictions in Belcarra
- 8.14 Cathy MacDonald, Belcarra Resident, letter dated September 18, 2020 regarding Parking Restrictions in Belcarra
- 8.15 Gordon Sadler & Tarja Helmekangas, Belcarra Residents, letter dated September 18, 2020 regarding Current Parking Regulations
- 8.16 Colleen MacDonald, Belcarra Resident, email dated September 18, 2020 regarding Parking Issues, Midden Road Closure and Unsafe Cycling to Belcarra
- 8.17 John Snell, Belcarra Resident, email dated September 18, 2020 regarding Exercise Caution If You Dare to Enter Our Village... Hostile Residents
- 8.18 Philip Winne, Belcarra Resident, letter dated September 18, 2020 regarding Town Hall Meeting – Parking
- 8.19 Ian MacDonald, Belcarra Resident, email dated September 19, 2020 regarding Parking in Belcarra
- 8.20 Adrienne Peacock & Des Wilson, Belcarra Residents, email dated September 20, 2020 regarding Parking

- 8.21 Ralph Drew, Belcarra Resident, email dated September 21, 2020 regarding Parking Restrictions in the Village of Belcarra
- 8.22 Jol Drake, Belcarra Resident, letter dated September 22, 2020 regarding Permit Only Parking
- 8.23 Kevin Ferris, Belcarra Resident, email dated September 22, 2020 regarding Visitor Parking
- 8.24 John Willms, Belcarra Resident, letter dated September 22, 2020 regarding Parking
- 8.25 Corinna Goodman, Belcarra Resident, email dated September 22, 2020 regarding Belcarra Parking
- 8.26 Joel Johnston, Belcarra Resident, email dated September 24, 2020 regarding Parking in Belcarra
- 8.27 Daryle & Gai Anderson, Belcarra Residents, email dated September 25, 2020 regarding Parking

9. NEW BUSINESS

No items.

10. PUBLIC QUESTION PERIOD

John Shoolestani, Belcarra Resident, queried with regard to the cost to residents for a water system upgrade as an alternative to the land disposition.

Dave Goodman, Belcarra Resident, queried with regard to:

- Parliamentary procedure related to Council voting on motions
- The Village procedure to deal with late correspondence received

David Shoolestani, Belcarra Resident, queried with regard to parking issues on Marine Avenue

Don Babineau, Belcarra Resident, queried with regard to:

- Council members having a perceived conflict of interest
- Encroachments in the Village

Peter Struk, Belcarra Resident, queried with regard to a mechanism for residents to resolve differences of opinion on staff decisions.

11. ADJOURNMENT

Moved by: Councillor Begg
Seconded by: Councillor Wilder

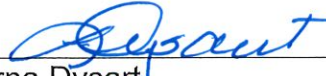
That the September 28, 2020 Regular Meeting be adjourned at 10:13 pm.

CARRIED

Certified Correct:



Liisa Wilder
Deputy Mayor



Lorna Dysart
Chief Administrative Officer