



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
VILLAGE HALL  
November 23, 2020**



Minutes of the Regular Council Meeting for the Village of Belcarra held November 23, 2020 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

This meeting was held via Zoom Teleconference and was recorded.

**Council in Attendance**

Deputy Mayor Liisa Wilder  
Councillor Carolina Clark  
Councillor Bruce Drake

**Staff in Attendance**

Lorna Dysart, Chief Administrative Officer  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Paula Richardson, Municipal Coordinator

**Others in Attendance**

Ken Bjorgaard, Financial Consultant, K&E Business Services (departed at 7:40 pm)

Deputy Mayor Wilder made a public statement related to the Village obligation to provide a safe and respectful workplace for employees.

**1. CALL TO ORDER**

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

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, November 23, 2020**

It was noted that there was a clerical correction on Item 5.2 of the agenda.

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the agenda for the Regular Council Meeting, November 23, 2020 be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES****3.1 Regular Council Meeting, October 26, 2020**

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held October 26, 2020 be amended as follows (amendment in bold):

Item 6.3 "Councillor Clark provided an update with regard to the Metro Vancouver **Board.**"; and  
be adopted as amended.

**CARRIED****4. DELEGATIONS AND PRESENTATIONS**

No items.

**5. REPORTS****5.1 Ken Bjorgaard, Financial Consultant, report dated November 23, 2020 regarding 2020 Budget Variance Report Based on Results to September 30, 2020**

K. Bjorgaard outlined the report including a detailed third quarter Budget Variance report on 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 the COVID-19 Safe Restart Grant for Local Governments was not included in the budget review. The Ministry of Municipal Affairs and Housing will provide details on approved grant fund use. Considerable discussion ensued. Council asked pertinent questions.

Moved by: Councillor Drake  
Seconded by: Councillor Clark

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

**CARRIED****5.2 Lorna Dysart, Chief Administrative Officer, report dated November 23, 2020 regarding Sprinklers in New Builds or Major Renovations – Removal of Charge**

L. Dysart outlined the report. Councillor Drake queried with regard to the cost of an application for sprinklers. It was noted that the cost for sprinklers is \$116.00.

It was requested that the bylaw be brought back to Council with this item included.

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the "Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 576, 2020" be tabled.

**CARRIED**

- 5.3** Lorna Dysart, Chief Administrative Officer, verbal report regarding Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 575, 2020

L. Dysart outlined the report. Discussion ensued.

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 575, 2020 be read a first, second and third time.

**CARRIED**

- 5.4** Lorna Dysart, Chief Administrative Officer, report dated November 23, 2020 regarding 2021 Council Meeting Schedule

L. Dysart outlined the report. It was noted that the Council Meeting Schedule may be subject to change after the By-Election.

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the 2021 Council Meeting Schedule and the Deputy Mayor Schedule be approved.

**CARRIED**

- 5.5** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated November 23, 2020 regarding 2020 Invasive Plant Management

S. Novak outlined the report. A copy of the report will be sent to the Tree Committee. Discussion ensued.

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the report regarding '2020 Invasive Plant Management on Municipal Property' dated November 23, 2020, be received for information.

**CARRIED**

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

### **Metro Vancouver Forum on Systemic Racism**

Councillor Clark provided an overview on the valuable information provided during the "Metro Vancouver Forum on Systemic Racism" attended by Council members.

### **Carol Ships**

Councillor Clark advised that the Carol Ships are scheduled to be in Bedwell Bay and Deep Cove in North Vancouver on December 5, 12, 18 & 19, 2020 from 7:00 pm to 9:00 pm.

### **Monitored Alarms**

Councillor Drake noted that his report on monitored alarms will be brought back to Council after the By-Election when there is a full Council.

## **7. BYLAWS**

No items.

**8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Drake

Seconded by: Councillor Clark

That correspondence items 8.1 to 8.10 be received.

**CARRIED**

**ACTION ITEMS**

- 8.1** Cory Heavener, Provincial Director of Child Welfare & Renaa Bacy, Provincial Director of Adoption, Client Relations Branch, Executive Operations, Ministry of Children & Family Development, email dated November 2, 2020 regarding the declaration of November 2020 as "Adoption Awareness Month"

Moved by: Councillor Clark

Seconded by: Councillor Drake

That November 2020 be declared as "Adoption Awareness Month" in the Village of Belcarra.

**CARRIED**

**INFORMATION ITEMS**

- 8.2** Sasamat Volunteer Fire Department, Board of Trustees Meeting Minutes of September 17, 2020
- 8.3** Lori Halls, Deputy Minister, Ministry of Public Safety & Solicitor General, Emergency Management BC, letter dated October 27, 2020 regarding a UBCM virtual meeting with Parliamentary Secretary Jennifer Rice regarding the Village of Belcarra Emergency Management Portfolio
- 8.4** Malcolm Brodie, Mayor, City of Richmond, letter dated October 26, 2020 regarding Proposed Roberts Bank Terminal 2 Expansion Project (full report available in the Village office)
- 8.5** Kaye Krishna, Deputy Minister, Ministry of Municipal Affairs & Housing, letter dated November 2, 2020 regarding COVID-19 Safe Restart Grants for Local Governments
- 8.6** Kristen Hyodo, Executive Director, Sasamat Outdoor Centre, letter dated November 4, 2020 regarding Thank You for the Letter of Support for Sasamat Outdoor Centre Community Economic Recovery Infrastructure Program Grant Application
- 8.7** Patty & Murray Neibel, Belcarra Residents, email dated October 23, 2020 regarding Thank You to Deputy Mayor, Council & Staff
- 8.8** Laurie Fraser, Belcarra Resident, email dated November 3, 2020 regarding Resident Only Parking Extended Until March 31, 2021
- 8.9** Deborah Struk, Belcarra Resident, email dated November 16, 2020 regarding Upcoming Election New COVID Restrictions
- Council members commented on proceeding with the By-Election in a timely manner.
- 8.10** Karen Elrick, Corporate Officer, Village of Anmore, certified resolution dated November 18, 2020 regarding Anmore Council Appointments as Trustees to the Sasamat Volunteer Fire Department for 2021

**9. NEW BUSINESS****Snow Removal / Parking**

Councillor Drake queried with regard to parking during winter and snow conditions.

L. Dysart advised that a notice is on the website regarding Snow Removal. A mail out will be sent to residents this week.

**Tatlow Tank Sensor**

Councillor Clark queried with regard to the Tatlow Tank sensor.

S. Novak noted that the Water Operators are working with WSP Engineers on the sensor. A report will be brought back to Council in this regard.

**10. PUBLIC QUESTION PERIOD**

Don Babineau, Belcarra Resident, queried with regard to the following:

- A water report from the Engineer.
- The appointment of the Official Community Plan (OCP) Committee.
- Road maintenance and using gravel for infill on the shoulders.

Deborah Struk, Belcarra Resident, queried with regard to an item related to the Confucius Institute received in the mail.

Peter Struk, Belcarra Resident, queried with regard to the following:

- The removal of trees on private property.
- The date of the By-Election.

It was noted that the municipality does not manage trees and other vegetation on private property, which is the responsibility of the homeowner.

**11. ADJOURNMENT**

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the November 23, 2020 Regular Meeting be adjourned at 8:43 pm.

**CARRIED**

Certified Correct:



Liisa Wilder  
Deputy Mayor



Lorna Dysart  
Chief Administrative Officer