



**VILLAGE OF BELCARRA  
REGULAR COUNCIL AGENDA  
VILLAGE HALL  
February 22, 2021  
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/96297175874> Meeting ID: 962 9717 5874

**COUNCIL**

Mayor Jamie Ross  
Councillor Carolina Clark  
Councillor Bruce Drake  
Councillor John Snell  
Councillor Liisa Wilder

**1. CALL TO ORDER**

Mayor Ross will call the meeting to order.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, February 22, 2021**

**Recommendation:**

That the agenda for the Regular Council Meeting, February 22, 2021 be approved as circulated.

**3. ADOPTION OF MINUTES**

**3.1 Oath of Office Ceremony & Inaugural Meeting, February 8, 2021**

**Recommendation:**

That the minutes from the Oath of Office Ceremony & the Inaugural Council Meeting held February 8, 2021 be adopted.

**4. DELEGATIONS AND PRESENTATIONS**

No Delegations

**5. REPORTS**

**5.1 Chris Boit, Engineering Consultant, ISL Engineering, will provide a verbal update.**

**Recommendation:**

That the verbal update provided by Chris Boit, Engineering Consultant, ISL Engineering, be received for information.

- 5.2 Ken Bjorgaard, Financial Consultant, report dated February 22, 2021, regarding Changes to Internal Cost Allocations

**Recommendation:**

That Corporate Policy No. 217, titled "Internal Cost Allocations" be approved.

- 5.3 Lorna Dysart, Chief Administrative Officer & Ken Bjorgaard, Financial Consultant, report dated February 22, 2021 regarding Council Indemnity Increase

**Recommendation:**

That the Village of Belcarra Council Indemnity Bylaw No. 579, 2021 be read a first and second time.

- 5.4 Lorna Dysart, Chief Administrative Officer, will provide an overview of the report provided by Lisa Zwarn, Chief Election Officer, dated February 22, 2021 regarding the 2021 Belcarra By-Election

**Recommendation:**

That the report dated February 22, 2021 from the Chief Election Officer regarding the 2021 Belcarra By-Election be received for information.

- 5.5 Lorna Dysart, Chief Administrative Officer, verbal report regarding Pooni Group Memorandum – Year in Review 2020 – 2021

**Recommendation:**

That the memorandum dated January 27, 2021 from Pooni Group regarding the Year in Review 2020 – 2021 be received for information.

- 5.6 Lorna Dysart, Chief Administrative Officer, verbal report regarding Short Term Rental Accommodation (STRA) and Bed & Breakfast (B&B) Policy update deferred at the Regular Council Meeting held March 9, 2020.

**Recommendations:**

That the Short Term Rental Accommodation (STRA) and Bed & Breakfast (B&B) Policy update be lifted from the table; and

That the Short Term Rental Accommodation (STRA) and Bed & Breakfast (B&B) Policy update be brought forward to the Regular Council Meeting on March 8, 2021.

**6. REPORTS FROM MAYOR AND PROJECT LEADS**

- 6.1 **Councillor Wilder**, report dated February 22, 2021 regarding Notice of Motion - New Docks in Bedwell Bay

**Recommendation:**

That all new docks in Bedwell Bay be required to be group wharves with a minimum of 4 and maximum of 6 primary resident families; and  
That existing single / Shared docks have the option to convert to a group wharf, with a minimum of 4 and a maximum of 6 primary resident families.

**6.2 Mayor Ross**, verbal report regarding Share's Virtual Imagine Gala 2021**Recommendation:**

That Council approve the purchase of one ticket, in the amount of \$85.00, for Mayor Ross to attend Share's Virtual Imagine Gala 2021 on behalf of the Village.

**7. BYLAWS****7.1 Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 576, 2020 (Fire Sprinkler Heads)****Recommendation:**

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

**8. CORRESPONDENCE / PROCLAMATIONS****Recommendation:**

That correspondence items 8.1 to 8.29 be received.

**ACTION ITEMS****8.1 Doug Allin, Head Coach Men's, Mark Dunlop, Head Coach Women's & Rick Benson, Executive Director, Softball BC**, letter received January 8, 2021 regarding Request for COVID Relief Funding for Male & Female Softball Athletes at the 2022 Canada Summer Games**Recommendation:**

That the Request for Financial Support for Male & Female Softball Athletes at the 2022 Canada Summer Games be forwarded to budget discussions for consideration.

**8.2 Gurinder Mann, Executive Director, Communities Embracing Restorative Action (CERA) Society**, letter dated December 27, 2020 regarding a Request for a Community Grant for the Community Youth Justice Program**Recommendation:**

That the request for a Community Grant in the amount of \$353.00 to be provided to the Communities Embracing Restorative Action (CERA) Society for support of the Community Youth Justice Program 2021 Fiscal Year be forwarded to 2021 Budget discussions for consideration.

**8.3 Janice Boyle, Executive Director, Crossroads Hospice Society**, letter received December 28, 2020 regarding a Request for a Contribution**Recommendation:**

That the Crossroads Hospice Society Request for a Contribution be forwarded to budget discussions for consideration.

**8.4 Colleen MacDonald, Belcarra Resident**, email dated February 11, 2021 regarding Belcarra Community Path (full report available at the Village office)**Recommendation:**

That the email from Colleen MacDonald, Belcarra Resident, dated February 11, 2021 regarding Belcarra Community Path be brought forward to 2021 Strategic Planning

- 8.5 Tara McKinley & Pauline Nielsen, Grad 2021 Co-Chairs, Heritage Woods Secondary School, letter received February 15, 2021 regarding 2021 Commencement Celebration

**Recommendation:**

That the request for a donation to the Heritage Woods Secondary School Grad Celebration be forwarded to 2021 Budget discussions for consideration.

**INFORMATION ITEMS**

- 8.6 Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated December 3, 2020 regarding Amending Metro Vancouver 2040: Shaping our Future to Re-designate Regional Parks Lands to Conservation and Recreation (full report available at the Village office)
- 8.7 Constable Deanna Law, Media Relations Officer, Coquitlam RCMP, letter received December 10, 2020 regarding Coquitlam RCMP Welcomes a New Officer in Charge
- 8.8 Kerri Palmer Isaak, Chair, Board of Education, letter dated December 11, 2020 regarding Directions 2025 Strategic Goals and Objectives (full report available at the Village office)
- 8.9 Jason Krott, Manager, Marine Operations & Fleet, Vancouver Fraser Port Authority, letter dated December 11, 2020 regarding Buoys for Speed Control in Indian Arm
- 8.10 Tony Geheran, Executive Vice-President & Chief Customer Officer & Rob Aiello, General Manager, Telus, letter dated December 15, 2020 regarding letter of Appreciation & Seasons Greetings
- 8.11 Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated December 15, 2020 regarding the Appointment of Councillor Clark to 2021 Metro Vancouver Committees
- 8.12 Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated December 16, 2020 regarding Policy Review Summaries – Update to Metro 2040, the Regional Growth Strategy (full report available at the Village office)
- 8.13 Kathy Moore, Mayor, City of Rossland, letter dated December 16, 2020 regarding letter to Honourable Premier John Horgan, Honourable Minister Selina Robinson, Honourable Minister Adrian Dix and Honourable MLA Katherine Conroy, regarding Letter of Support for the Corporation of the City of Vernon for Universal No-Cost Access to All Prescription Contraception Available in BC Under the Medical Services Plan
- 8.14 Margo Wagner, Chair, Cariboo Regional District, Gabe Fourchalk, Mayor, District of Wells, Bob Simpson, Mayor, City of Quesnel, Walt Cobb, Mayor, City of Williams Lake, Mitch Campsall, Mayor, District of 100 Mile House, letter dated December 18, 2020 to BC Utilities Commission regarding BC Hydro Streetlighting Rate Increase / Termination of Private Light Systems
- 8.15 Ken Christian, Mayor, City of Kamloops, letter dated December 18, 2020 regarding Overdose Crisis and Call for Overdose Action Plan
- 8.16 Chris O'Riley, President & CEO, BC Hydro, letter received December 23, 2020 regarding Community Relations Annual Report (full report available at the Village office)

- 8.17 Sean Galloway, Director, Regional Planning & Electoral Area Services, Metro Vancouver, letter dated December 23, 2020 regarding Policy Review Summaries – Update to Metro 2040, the Regional Growth Strategy
- 8.18 John Dooley, Mayor, City of Nelson, letter dated January 8, 2021 to Honourable Adrian Dix, Minister of Health, Government of British Columbia regarding Vaccination Priority for Essential Critical Infrastructure Municipal Employees
- 8.19 Linda Buchanan, Mayor, City of North Vancouver, letter dated January 11, 2021 to Honourable George Heyman, Minister of Environment & Climate Change Strategy & Minister Responsible for TransLink regarding Implementing a Province-wide Ban on Anticoagulant Rodenticides
- 8.20 Geoff Bowlby, Director General, Census Management Office, Statistics Canada, Government of Canada, letter dated January 13, 2021 regarding 2021 Census of Population
- 8.21 Jerry Dobrovolsky, Commissioner / Chief Administrative Officer, Metro Vancouver, letter dated January 21, 2021 regarding Regional Greenways 2050 (full report available at the Village office).
- 8.22 Mayor Jack Crompton, Lower Mainland Local Government Association, Past President, letter dated January 26, 2021 regarding 2021 Call for Nominations for Lower Mainland LGA Executive & 2021 Virtual AGM & Convention Resolutions Notice, Request for Submissions
- 8.23 Nathan Davidowicz, email dated February 4, 2021 regarding George Massey Crossing Task Force and email dated February 6, 2021 regarding Transit System Redesign (BC Transit and TransLink) Watch the Two Videos (On-Demand Transit)
- 8.24 Jonathan Cote, Mayor, City of New Westminster, letters dated February 5, 2021 to Sav Dhaliwal, Chair, Board of Directors, Metro Vancouver and Jack Froese, Chair, Zero Waste Committee, Metro Vancouver regarding Single-Use Item Reduction Advocacy for Consistent Regional Regulation (full report available at the Village office)
- 8.25 Roger Hanna, email dated February 5, 2021 regarding 2020 Fouling of Waters Off of Barnet Marine Park and Rocky Point – Minister Response and Follow-up (full report available at the Village office)
- 8.26 Diane Langman, Chair, Regional District of Kootenay Boundary, letter dated February 4, 2021 to Honourable John Horgan, Premier, Honourable Selina Robinson, Minister of Finance, Honourable Adrian Dix, Minister of Health, and Honourable Katrine Conroy, MLA Kootenay West, regarding Letter of Support for the Corporation of the City of Vernon
- 8.27 Robert Simons, President, Port Moody Foundation, email dated February 10, 2021 regarding Call for Applications: Healthy Communities Initiative – Apply Starting February 9, 2021
- 8.28 Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated February 12, 2021 regarding Additional Policy Review Summaries – Update to *Metro 2040*, the Regional Growth Strategy (full report available at the Village office)

- 8.29** Cathy Peters, BC Anti-Human Trafficking Educator, Speaker & Advocate, letter dated February 16, 2021 regarding Raising Awareness regarding Human Sex Trafficking, Sexual Exploitation & Child Sex Trafficking in British Columbia (full report available at the Village office)

**9. NEW BUSINESS**

**10. PUBLIC QUESTION PERIOD**

**11. RESOLUTION TO CLOSE MEETING**

That the February 22, 2021 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:

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- (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 February 22, 2021 Regular Meeting be adjourned.



**VILLAGE OF BELCARRA  
INAUGURAL COUNCIL MINUTES  
Oath of Office  
VILLAGE HALL Parking Lot  
February 8, 2021**



**Council in Attendance**

Deputy Mayor Liisa Wilder  
Mayor Elect Jamie Ross  
Councillor Elect John Snell

**Staff in Attendance**

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

**Others in Attendance**

Honourable Judge Diana Dorey  
Constable Doug Burton, RCMP

**1. CALL TO ORDER**

Deputy Mayor Liisa Wilder called the meeting to order at 5:40 pm.

**2. OATHS OF OFFICE**

The Honourable Judge Diana Dorey administered the Oath of Office to Mayor Jamie Ross and Councillor John Snell.

**3. OATH OF OFFICE – MAYORS' COUNCIL ON REGIONAL TRANSPORTATION**

The Honourable Judge Diana Dorey administered the Oath of Office to Mayor Ross for the Mayors' Council on Regional Transportation

**4. RECESS**

The Inaugural Council meeting recessed at 5:48 pm and reconvened on Zoom at 7:00 pm.



**VILLAGE OF BELCARRA  
INAUGURAL COUNCIL MINUTES  
VILLAGE HALL  
February 8, 2021**



This meeting was held via Zoom Teleconference and was be recorded.

Daphne Douglas performed O'Canada

**Council in Attendance**

Mayor Jamie Ross  
Councillor Carolina Clark  
Councillor Bruce Drake  
Councillor John Snell  
Councillor Liisa Wilder

**Staff in Attendance**

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

**1. CALL TO ORDER**

Lorna Dysart, Chief Administrative Officer, called the meeting to order and the Inaugural meeting reconvened at 7:00 pm.

It was noted that the Oaths of Office video will be posted on the website.

**2. INVOCATION**

The Invocation Prayer was provided by Reverend Jennifer Swanson.

**3. BLESSING**

The Tsleil-Waututh Nation Blessing of Council was provided by Elder Carlene Thomas.

**4. INAUGURAL ADDRESS**

The Inaugural Address was presented by Mayor Jamie Ross.

**5. GENERAL APPOINTMENTS****5.1 Deputy Mayor Appointments 2021**

Moved by: Councillor Drake  
Seconded by: Councillor Wilder

That the Councillors be appointed as Deputy Mayors for 2021 as follows:  
October 2020 up to and including February 2021 – Councillor Liisa Wilder  
March up to and including May 2021 – Councillor Carolina Clark  
June up to and including August 2021 – Councillor Bruce Drake  
September up to and including November 2021 – Councillor John Snell

**CARRIED****5.2 Appointment of Municipal Director to Metro Vancouver Regional District Board**

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That Council appoint Mayor Ross as Municipal Director to the Metro Vancouver Regional District Board of Directors; and  
That one (1) vote be distributed to the appointed Municipal Director; and  
That Councillor Clark be appointed as Alternate Municipal Director to take the place of an absent Municipal Director to the Metro Vancouver Regional District Board of Directors.

**CARRIED****5.3 Appointment to TransLink Mayors' Council**

Moved by: Councillor Wilder  
Seconded by: Councillor Clark

That Council support the participation of Mayor Ross on the TransLink Mayors' Council.

**CARRIED****5.4 Appointment of Trustees to Sasamat Volunteer Fire Department (SVFD) Board**

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That Council appoint Mayor Ross, Councillor Drake and Councillor Wilder as the Village of Belcarra three (3) Trustees to the Sasamat Volunteer Fire Department (SVFD) Board.

**CARRIED****5.5 Appointment of Coquitlam Search & Rescue (SAR) Council Liaison**

Moved by: Councillor Snell  
Seconded by: Councillor Drake

That Council appoint Councillor Clark as Council Liaison to Coquitlam Search and Rescue.

**CARRIED**

**5.6 Appointment of a Representative to the Tri-Cities Food Council**

Moved by: Councillor Wilder  
Seconded by: Councillor Snell

That Council appoint Councillor Clark as Council Representative to the Tri-Cities Food Council.

**CARRIED**

**5.7 Appointment of a Representative to the School District 43, Board of Education, Child Care Task Force**

Moved by: Councillor Wilder  
Seconded by: Councillor Drake

That Council appoint Councillor Clark as the elected representative on the School District 43, Board of Education, Child Care Task Force.

**CARRIED**

**5.8 Council Committee Appointments**

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the appointment of members to the following Committees be extended to April 30, 2021:

- Water Committee;
- Revenue Generation Committee;
- Tree Committee; and
- Farrer Cove Committee

**Amendment:**

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That each committee be consulted prior to this date to discuss their recommendations to Council for the future role of the committee.

**CARRIED**

The main motion as amended:

That the appointment of members to the following Committees be extended to April 30, 2021:

- Water Committee;
- Revenue Generation Committee;
- Tree Committee; and
- Farrer Cove Committee; and

That each committee be consulted prior to this date to discuss their recommendations to Council for the future role of the committee.

The main motion as amended was voted on and  
**CARRIED**

**6. COUNCIL MEETING CALENDAR 2021**

Moved by: Councillor Clark

Seconded by: Councillor Snell

That due to COVID-19 restrictions, Volunteer Appreciation and Belcarra Day be cancelled for 2021; and

That the 2021 Council Meeting Calendar as presented by the Chief Administrative Officer be approved.

**CARRIED**

**7. ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Snell

That the Inaugural Meeting of February 8, 2021 be adjourned at 7:44 pm.

**CARRIED**

Certified Correct:

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Jamie Ross  
Mayor

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Lorna Dysart  
Chief Administrative Officer



## COUNCIL REPORT

**Date:** February 22, 2021

**From:** Ken Bjorgaard, Financial Consultant

**Subject:** Changes in Internal Cost Allocations

### Recommendation

That Corporate Policy No. 217, titled “Internal Cost Allocations”, be approved.

### Purpose:

The purpose of this report is to address an identified audit/accounting issue related to the allocation of general operating fund costs. The Village auditors have noted the issue of cost allocation as an outstanding item as it relates to the Village of Belcarra’s major road network (MRN) and public works costs; however, the issue applies more broadly in that it involves the allocation of general operating fund costs to the Village MRN and to the water and Waste & Recycle Depot (WARD) operating funds. To address this issue fully and to ensure uniformity of treatment, cost allocations of all general operating fund costs, to these three areas, are addressed in this report.

A rationalized methodology for allocating general fund operating costs to the MRN, the water operating fund, and the WARD operating fund is presented in this report together with the associated financial impacts of implementing the methodology. A policy which formalizes the Village approach to allocating general operating fund costs, based on the methodology, has been drafted for Council consideration.

### Background:

#### Overview

The following audit deficiency has been noted by our auditors (KPMG LLP) for a number of years:

#### “OTHER CONTROL DEFICIENCIES IDENTIFIED IN PREVIOUS YEARS

##### 1. Allocation of public work costs for the Major Road Network (“MRN”) grant

We noted that management’s allocation of public work costs, such as salaries & benefits, related to the MRN grant lacks proper documentation. There is no support readily available for the determination of the allocation, and the allocation has not been recently reviewed to ensure any changes that may have occurred since the original allocation was determined are reflected. As a result, allocated costs towards the MRN grant may not be reflective of actual costs.

**Recommendation:** We recommend that management develop a formal policy to allocate costs and to determine a process to validate that the allocation is reasonable on an annual basis.

**Management response:** In 2018, management agreed with the recommendation to develop a formal policy to support the allocation. In the current year, management indicated that it is still in the process of developing a system to address the above issue.”

As noted above, this issue goes beyond just public works costs and applies to the allocation of all general operating expenditures which support or provide service to the Village MRN and its water and WARD operations. A formalized methodology is needed to ensure these three areas pay a justifiable dollar amount for this support and service, which in turn determines grant funding levels for the MRN and user fee levels for both water and WARD. Without a reasonable cost allocation these areas are not paying their fair share of costs.

## **Methodology**

To determine a fair allocation of general operating fund costs to the MRN, water operations and WARD operations, the various general operating fund costs were examined. The public works non-management staff costs were determined to be direct costs that should be apportioned or costed out directly, according to an estimate of time spent by public works staff in the various operating areas, as follows:

<b>Allocation of Direct Public Works Staff Costs</b>	
<b>Operating Area</b>	<b>Average % of Time Spent in Operating Areas</b>
General Operations	43.8%
MRN Operations	25.0%
Water Operations	28.1%
WARD Operations	<u>3.1%</u>
<b>Total</b>	<b><u>100.0%</u></b>

Other general operating fund costs, which support the MRN, water and sewer, were determined to be indirect costs that needed to be costed out according to a reasonable formula. The best formula for this allocation was determined to be the budgeted dollar value of operating costs in each area in the preceding year (includes the allocation of direct public works labour costs) divided by the total budgeted operating expenditures for all funds / areas in the same year. One-time or non-reoccurring budgets and amortization cost budgets are excluded from this calculation as these items are not regular ongoing operating expenses and they would result in major fluctuations from one year to another. Based on 2020 budget numbers, the allocations for 2021 work out to the following:

<b>Allocation of Indirect General Operating Costs</b>		
<b>Operating Areas</b>	<b>2020 Budget</b>	<b>2021 % Allocations Based on Budgeted Expenditures in 2020</b>
General Operations	\$1,190,128	74.55%
MRN Operations	\$77,551	4.86%
Water Operations	\$218,884	13.71%
WARD Operations	<u>\$109,862</u>	<u>6.88%</u>
<b>Total</b>	<b><u>\$1,596,425</u></b>	<b><u>100.00%</u></b>

## **Financial Impacts**

The estimated financial impacts in 2021 of changing costs allocations on the basis of the above methodology is provided in Appendix “A”. Three scenarios have been provided in Appendix “A”, those being:

- Scenario “A” – impact of moving to full 100% implementation (for non-direct costs) of the new methodology at one time (2021) with no phase-in.
- Scenario “B” – impact of moving to partial 75% implementation (for non-direct costs) of the new methodology in the first year (2021).
- Scenario “C” – impact of moving to partial 50% implementation (for non-direct costs) of the new methodology in the first year (2021).

This methodology basically represents a fairer allocation of costs which results in a shift of costs from general operations to the MRN, and to water and WARD operations. The MRN is funded by a TransLink grant and as at the end of 2019 the Village had \$122,000 of deferred grant revenue which is to be used for future MRN operating and maintenance costs. The Village was receiving approximate \$110,000 annually for this purpose; however, because of the impact of COVID on TransLink revenue this grant was curtailed in 2020 to \$16,250. We expect the previous funding levels to be restored in the near future.

The impacts on water and WARD would mean an increase in the respective user rates which would be offset by property tax savings in the general fund. The impacts on user rates are shown in Appendix “A”. The various scenarios and the estimated financial impacts are summarized as follows:

Fund/Area	2020 Budgeted Cost Allocations	Scenario "A" – Allocation of Direct Costs & 100% of New Allocations for Non- Direct Costs		Scenario "B" – Allocation of Direct Costs & 75% of New Allocations for Non- Direct Costs		Scenario "C" – Allocation of Direct Costs & 50% of New Allocations for Non- Direct Costs	
		\$'s Allocated	\$ & % Rate Changes	\$'s Allocated	\$ & % Rate Changes	\$'s Allocated	\$ & % Rate Change
General Operating Fund	(\$166,661)	(\$338,384)	(\$171,723) -20%	(\$280,927)	(\$114,266) -13%	(\$223,471)	(\$56,810) -7%
MRN	\$43,578	\$92,179	\$48,601 No Rates	\$81,207	\$37,629 No Rates	\$70,235	\$26,657 No Rates
Water	\$95,652	\$178,086	\$82,434 +30%	\$147,134	\$51,482 +19%	\$116,182	\$20,530 +8%
WARD	<u>\$27,431</u>	<u>\$68,119</u>	<u>\$40,688</u> <u>+34%</u>	<u>\$52,586</u>	<u>\$25,155</u> <u>+21%</u>	<u>\$37,054</u>	<u>\$9,623</u> <u>+8%</u>
<b>\$ Totals</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

Based on the methodology outlined in this report, an internal cost allocation policy has been drafted (see attached Appendix “B”) which includes a phased-in approach to allocating non-direct costs, with a 50% allocation of non-direct costs in 2021, 75% in 2022 and 100% in 2023. This phased-in approach will allow for a gradual increase in user rates in the water and WARD operating funds. The full impact of this methodology will only be realized in the future years based on the new indirect cost allocations; therefore, the policy includes provision for an annual review of the budget/cost impacts. The direct public works labour cost allocations would not be phased-in.

**APPENDIX "A" - SCENARIOS BASED ON CHANGES IN INTERNAL COST ALLOCATIONS**

<b>Fund/Area</b>	<b>2020 Budget Allocations</b>	<b>2021 Draft Budget Allocations  100%  Scenario "A" - 100% of New Allocations for Non-Direct Costs</b>	<b>\$ Difference &amp; % Impact on Rates</b>	<b>2021 Draft Budget Allocations  75%  Scenario "B" - 75% of New Allocations for Non-Direct Costs</b>	<b>\$ Difference &amp; % Impact on Rates</b>	<b>2021 Draft Budget Allocations  50%  Scenario "C" - 50% of New Allocations for Non-Direct Costs</b>	<b>\$ Difference &amp; % Impact on Rates</b>
Allocated from General Operating Fund Costs - Public Works Direct Costs	(166,661)	(108,555)	(171,723)	(108,555)	(114,266)	(108,555)	(56,810)
Allocated General Operating Fund Costs - Other Non-Direct Costs		(229,829)		(172,372)		(114,916)	
<b>Total General Operating Fund</b>	<b>(166,661)</b>	<b>(338,384)</b>	<b>-20%</b>	<b>(280,927)</b>	<b>-13%</b>	<b>(223,471)</b>	<b>-7%</b>
Allocated to Municipal Road Network (MRN) – Public Works Direct Costs	43,578	48,290	48,601	48,290	37,629	48,290	26,657
Allocated to Municipal Road Network (MRN) – Other Non-Direct Costs		43,889		32,917		21,945	
<b>Total MRN</b>	<b>43,578</b>	<b>92,179</b>	<b>N/A</b>	<b>81,207</b>	<b>N/A</b>	<b>70,235</b>	<b>N/A</b>
Allocated to Water Operating Fund - Public Works Direct Costs	95,652	54,277	82,434	54,277	51,482	54,277	20,530
Allocated to Water Operating Fund - Other Non-Direct Costs		123,809		92,857		61,905	
<b>Total Water Operating Fund</b>	<b>95,652</b>	<b>178,086</b>	<b>30%</b>	<b>147,134</b>	<b>19%</b>	<b>116,182</b>	<b>8%</b>
Allocated to WARD Operating Fund - Public Works Direct Costs	27,431	5,988	40,688	5,988	25,155	5,988	9,623
Allocated to WARD Operating Fund - Other Non-Direct Costs		62,131		46,598		31,066	
<b>Total WARD Operating Fund</b>	<b>27,431</b>	<b>68,119</b>	<b>34%</b>	<b>52,586</b>	<b>21%</b>	<b>37,054</b>	<b>8%</b>
<b>Balances</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**VILLAGE OF BELCARRA**  
**CORPORATE POLICY NO. 217**



Title: Internal Cost Allocations

<b>ISSUED BY:</b> CAO	<b>APPROVED BY:</b> COUNCIL	<b>DATE:</b>
<b>REVISED BY:</b>	<b>APPROVED BY:</b>	<b>DATE:</b>

## 1. PURPOSE AND BACKGROUND

The Village of Belcarra has three distinct operating funds (General, Water and Waste & Recycle Depot) and one distinct operational area (the Major Road Network), which have dedicated funding and which operate as self-sustaining funds or enterprises.

The Village general operating expenditures are provided for in the General Operating Fund and are predominately funded from property taxes, whereas Water Operating Fund and Waste & Recycle Depot (WARD) operations/expenditures are each funded primarily from user fees. The Major Road Network (MRN) is funded by dedicated TransLink grants.

It is important that each of these cost areas (General, Water, WARD & MRN) fairly account for their respective costs so that funding (property taxes, user fees and grants) may be established at a level that sustains their respective operations and that one fund or area is not subsidizing another fund / area.

Expenditures within General Operating Fund, which support the Water Operating Fund, the WARD Operating Fund and the MRN, need to be fairly allocated to the other funds/areas to ensure equity and appropriately established funding levels. The General Operating Fund expenditures need to be allocated in a rationale and justifiable manner to all funds/areas. The allocations need to be reflective of the level of support provided by General Operations to the Water, WARD and MRN cost areas.

## 2. POLICY

### Overview

Direct costs and indirect costs in the General Operating Fund provide support to the other three operating areas. Direct costs are expenses that directly go into providing services and that can be directly attributable, based on consumption, to each area. Indirect costs are general business expenses which support all of the funds / areas operating and which are not easily attributable; in terms of consumption, to a specific area.

## Corporate Policy No. 217 - Internal Cost Allocations

### Direct Costs

Public Works staff costs (does not include Public Works management) are direct costs within the General Operating Fund which can be allocated appropriately to each fund / area. A reasonable means of allocating direct Public Works staff costs is an approximation of time spent in each area which has been determined as follows:

Allocation of Direct Public Works Labour Costs	
Operating Area	Average % of Time Spent in Operating Areas
General Operations	43.8%
MRN Operations	25.0%
Water Operations	28.1%
WARD Operations	<u>3.1%</u>
<b>Total</b>	<b><u>100.0%</u></b>

The above percentages will be used for allocating direct Public Works labour costs. These percentages will be reviewed annually and adjusted accordingly.

### Indirect Costs

The other costs in the General Operating Fund, which provide support to all areas, are deemed to be indirect costs, these costs may be reasonably apportioned according to the size of the respective operating expenditure budgets (after allocation of direct Public Works labour costs) in each area.

General Operating Fund costs which support all areas will be apportioned to General Operations, MRN, Water and WARD according to the budgeted dollar value of operating costs in each area in the preceding year divided by the total budgeted operating expenditures for all funds / areas in the same year. One-time or non-reoccurring budgets and amortization cost budgets will be excluded from this calculation as these items are not considered regular ongoing operating expenses and they would result in major fluctuations from one year to another. Based on the 2020 budget, the sharing percentages are presently as follows:

Allocation of Indirect General Operating Fund Costs	
Operating Areas	% Allocations Based on Budgeted Expenditures
General Operations	74.55%
MRN Operations	4.86%
Water Operations	13.71%
WARD Operations	<u>6.88%</u>
<b>Total</b>	<b><u>100.00%</u></b>

The above estimated apportionments will be adjusted and costed on the basis of the new budgets as determined on an ongoing basis.

## Corporate Policy No. 217 - Internal Cost Allocations

### **Transition**

The method outlined in this Policy of charging the respective funds / areas fairly for the amount of resources or services provided results in a shift in property tax, user fee and grant levels. To provide for a gradual shift a phase-in of this Policy is being implemented for non-direct costs with a 50% allocation of non-direct costs in 2021, 75% in 2022 and 100% in 2023. This phased-in approach will allow for a more gradual increase in user rates in the water and WARD operating funds. As the full impact of the methodology outlined herein will only be realized in future years based on the new indirect cost allocations, this Policy will be reviewed annually to determine the budget / cost impacts.



## COUNCIL REPORT

**Date:** February 22, 2021

**From:** Lorna Dysart, Chief Administrative Officer & Ken Bjorgaard, Financial Consultant

**Subject:** Council Indemnity Bylaw No. 579, 2021

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### Recommendation:

That the Village of Belcarra Council Indemnity Bylaw No. 579, 2021 be read a first and second time.

### Purpose:

This report introduces the Council indemnity increase for 2021 as per the previously adopted Council motion (see below).

### Background:

On February 3, 2020, Council passed the following motion:

“That Council indemnity increases be calculated on the basis of the Vancouver Consumer Price Index (CPI) increase for the preceding 12 month period ending October 31 of each year, prior to the calendar year in which any increases would take effect.”

The 12 month Vancouver CPI increase for the period ending October 31, 2020 is 0.8%. Bylaws cannot be applied retroactively and the purpose of basing the Council indemnity increase on the 12 month period ending October 31 in each year was to ensure that the new indemnity rates were in effect at the start of every year; however, as there has not been a full Council the increases are being brought forward at this time. The 0.8% equates to the following 2021 indemnity increases for Council:

	<b>Annual 2020 Council Indemnities</b>	<b>Annual 2021 Council Indemnities</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Mayor</b>	\$22,057.04	\$22,233.50	\$176.46	0.8%
<b>Councillors</b>	\$11,028.52	\$11,116.75	\$88.23	0.8%

It is recommended that Village of Belcarra Council Indemnity Bylaw No. 579, 2021 receive first three readings. The actual rates in the bylaw reflect the April 1<sup>st</sup>, 2021 date at which the bylaw will be in effect as the bylaw cannot be applied retroactively. The bylaw rates also ensure that the 0.8% increase is received for the entire year.



**VILLAGE OF BELCARRA  
Council Indemnity  
Bylaw No. 579, 2021**



A bylaw to provide for the payment of an indemnity to  
Village of Belcarra Mayor and Councillors

**WHEREAS** the Municipal Council may, by bylaw, provide for the payment from annual general revenue, an indemnity to the Mayor and to each Councillor for the discharge of their duties of office;

**NOW THEREFORE** the Municipal Council of the Village of Belcarra in open meeting assembled enacts as follows:

1. This Bylaw may be cited for all purposes as the "Village of Belcarra Council Indemnity Bylaw No. 579, 2021".
2. The indemnity for the Mayor from April 1, 2021, up to and including December 31, 2021, shall be the gross sum of \$1,857.69 monthly.
3. The indemnity for each Councillor from April 1, 2021, up to and including December 31, 2021, shall be the gross sum of \$928.85 monthly.
4. The indemnities provided for in Section 2 and 3 above shall be paid by the Chief Administrative Officer, save and except for the provisions of Section 5 hereof.
5. In the event of any member of Council being absent from three consecutive regular Council meetings, the indemnity that would otherwise be due to that member shall not be paid to that member. This provision may be waived by a unanimous vote in favour thereof by the remaining members of Council.
6. 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.
7. This bylaw shall take force and come into effect as of April 1, 2021.

8. The "Village of Belcarra Council Indemnity Bylaw No. 544, 2020" is hereby repealed.

READ A FIRST TIME on

READ A SECOND TIME on

READ A THIRD TIME on

ADOPTED by the Council on

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Jamie Ross  
Mayor

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Lorna Dysart  
Chief Administrative Officer

This is a certified a true copy of  
Village of Belcarra Council Indemnity Bylaw No. 579, 2021

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Chief Administrative Officer



## COUNCIL REPORT

**File:** 4200-01

**Date:** February 22, 2021  
**From:** Lisa Zwarn, Chief Election Officer  
**Subject:** 2021 By-Election Final Report

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### **Recommendation**

That the report dated February 22, 2021 regarding 2021 By-Election Final Report be received for information.

### **Purpose**

This report is to comply with the requirements of section 158 of the Local Government Act, R.S.B.C. 2015, c. 1, as amended, which states that the Chief Election Office must submit a report of the election results within 30 days after the declaration of official election results. The Chief Election Officer made the declaration of official election results on January 25, 2021. Copies of the requisite declarations are attached to this report.

### **Background**

#### ***Ministerial Order***

The Village of Belcarra held a By-Election for the position of Mayor and for one position of Councillor pursuant to the Ministerial Order No. M429-2020. In order to administer the By-Election during the COVID-19 pandemic, the Ministerial Order enabled the Village to do the following:

- Hold the by-election on January 23, 2021;
- Extend the right to vote by mail ballot to all eligible voters;
- Reduce the number of scrutineers to one scrutineer per ballot box in use; and
- Accept oral declarations in place of signing the voters' book.

Council passed a resolution on December 7, 2020, to adopt the contents of the Ministerial Order and to provide for additional advertising of the By-Election through the use of postings at the Village bus stops, the Village master email list, and the Village website.

### ***COVID Safety Plan***

The By-Election was conducted in accordance with the Village COVID safety plan. As noted above, the mail ballot voting opportunity was expanded to include all eligible voters<sup>1</sup>. Village staff were able to secure plexiglass dividers from Elections BC for use during the election. Prior to the advance voting opportunity, the Village Hall was sprayed (fogged) with an advanced cleaning product, donated by a resident. All By-Election furniture and equipment was set up to provide maximum safety for the voters.

Prior to entering the polling station, all people entering the polling station underwent a health check. If a voter answered yes to any of the questions asked during the health check, that voter was not permitted to enter the polling station; however, the voter in question was able to cast their vote using the curbside voting process. Only one person at advance voting and four people on general voting day needed to use the curbside voting process.

All voters were required to wear a mask prior to entering the polling station. Upon entering the polling station, voters had to sanitize their hands prior to heading to a voter's table. The election official would administer the oath to the voter, mark in the book that the voter had taken the oath and provide the voter with a pencil (using the tongs) and the ballot. The voter would proceed to the ballot box to mark the ballot. The voter would then drop the ballot in the ballot box, drop the used pencil in the bin, sanitize their hands again, and then leave through another door, to ensure a "one-way" navigation through the polling station, thereby minimizing contact between the voters.

Only two voters were permitted to be in the polling station at any one time. In spite of the limited number of voters within the polling station, all voters were able to be processed and record their vote in a reasonable period of time. The longest line-up at any one time was four voters waiting outside.

All voters were co-operative with adhering to the COVID safety plan.

### ***Number of Candidates Per Position***

There was one candidate for the position of Councillor and two candidates for the position of Mayor at the close of the nomination period on December 18, 2020. On December 28, 2020, the Chief Election Officer made the declaration of election by acclamation for the position of Councillor, naming John Snell the successful candidate. The declaration of election by voting for the position of the Mayor, was made naming Colm Cole and Jamie Ross as the candidates.

### ***Mail Ballot Voting***

Voters were able to make an application to vote by mail ballot, as soon as the Ministerial Order was given. If the voter request had been received prior to January 11, the voter may have the

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<sup>1</sup> The legislation as it is currently written permits mail ballot voting only for those who have issues attending the polling station, such as physical challenges or illness, or those who will be outside of the jurisdiction on general voting day.

ballot package mailed to them. After January 11, the voter would only be able to pick up the ballot package at the Village office in order to ensure that the voter would receive the ballot and return it by 8:00 pm on General Voting Day. All mail ballots were administered by the Deputy Chief Election Officers (DCEO). Preparing the mail ballot envelopes was a significant job that included all office staff.

Once a voter applied for a mail ballot, the voter would have to return their mail ballot either by mail or by dropping it at the Village office prior to January 23, 2021 or by dropping it at the polling station on General Voting Day. The voter would not be issued another ballot if the voter attended the polling station at the Advance Voting or on General Voting Day and wanted to vote in-person instead. The process for managing and ensuring the safety and secrecy was time consuming and important for office staff and DCEO.

On January 22, 2021 at 10:00 am, in front two scrutineers, the election officials opened the return envelopes and reviewed the certification envelopes to determine if the ballot would be accepted. If the certification envelope was accepted, the Chief Election Officer would open the certification envelope and place the secrecy envelope containing the ballot within the ballot box. If the certification envelope was not accepted, the Chief Election Officer would state the reason why the certification envelope was not accepted and noted the reason on the certification envelope. The rejected certification envelope would not be opened, and its contents were not placed in the ballot box. All return envelopes received after 10:00 am on Friday, January 22, 2021 were kept to the side until 8 pm on General Voting Day. At that time, those return envelopes were processed in the same manner. Once all of the secrecy envelopes were placed in the ballot box, the election officials shook the ballot box to mix up the votes and then proceeded to open the secrecy envelopes in order to count the ballots. Arrangements were made for a scrutineer for each candidate to be present for the opening of the mail ballot envelopes.

### ***Number of Voters Participating***

At the start of the By-Election, there were 523 voters who were registered in advance of the vote. (They were registered on the Provincial voters' list which was adopted pursuant to the Village election by-law.) There were also 5 non-resident property owners who had previously registered with the Village to vote. (Their registration in previous local government elections forms part of the current voters list.)

Attachment No. 1 contains a table to show the number of voters who cast their ballots at the different voting opportunities.

### **Suggested Changes for Next Election:**

The following points are suggestions to facilitate the conduct of the next Local Government Election, which will be in 2022 for the positions of Mayor, Councillors, and School Trustee. The Chief Election Officer recommends the following:

1. Holding a candidates meeting to outline expectations and responsibilities during the course of the election.

A meeting of the candidates should be held after the expiry of the withdrawal period (7 days after the close of the nomination period). At this meeting, the Chief Election Officer would review key dates that occur during the election, outline the responsibilities of the candidates before and after the election, and answer any questions that the candidates may have. This meeting will ensure that candidates are well aware of their obligations in the election. The Chief Administrative Officer met with one candidate for Mayor and the candidate for Councillor.

2. Require a deposit for release of the voters' list to the candidates with the return of the deposit to the candidates following the return of the voters' list.

At this point, candidates only sign a statement that they are receiving a paper copy of the voters' list. Election officials verbally informed the candidates that the candidates are to return the original voters' list and any copies that they may have made to the Village office as soon as possible after the election. The requirement to return the voters' list is to protect the privacy of the persons names on the voters' list, by destroying the documentation in accordance with the legislation and ensuring that there are no voters' list "floating around" the community.

To ensure that voters' lists are returned by the candidates in a timely fashion, the candidates would have to provide a deposit which would be returned to the candidate upon the return of the voters' list.

3. Limit postings by the candidates on the Village website to only an introduction of the candidates within a specific word limit, a photograph if desired, and contact information to direct the voters to the candidate's own website.

Recognizing that the COVID pandemic had a significant impact on the ability of candidates to campaign in a traditional manner, Council granted the candidates the ability to post messages to the Village website. Candidates did provide an introduction for themselves at the start of the By-Election. However, the candidates also posted position papers and responses to comments raised by the other candidates. Some of these comments did not accurately reflect what had occurred in certain situations. The initial language on the website stated at the top of candidate bulletin board did indicate that that Village was providing this service as a convenience to the candidates. However, because of the nature of comments being made, staff, based on legal advice received, strengthened that language to emphasize that the comments expressed were not to be construed as the official position of the Village and that all questions regarding operations should be directed to staff. The website is managed by Village staff and the management of the website took a considerable amount of time.

If the Village considers providing this type of accessibility of its website to the candidates, the Village should take the following concerns into consideration. First, the posting of candidate information beyond a simple introduction could be construed as endorsements of the candidates by the Village, in particular, if one candidate has their documents posted earlier before the other candidates. More importantly, postings of this nature increase the likelihood of the Village being considered as a third party advertiser under the Local Election Campaign Financing Act and therefore subject to all of the requirements of that Act. Depending on the nature of the comments made by the candidates, it could place the Village in the very awkward situation of

appearing to support the candidate comments which are definitely not the official position of the Village in certain situations.

The suggestion to place very strict parameters as to what the candidates may post or not post on the Village website would go far to address these concerns. Candidates should be directing voters to their own webpages where they can control the content of what they wish the voters to know about them and their platform.

4. Amend the election bylaw to have only 1 scrutineer per candidate, rather than the current number of 2 scrutineers per candidate per box.

One of the observations about the space used for the polling station is that it can be rather limiting depending upon the number of people in the polling station. First priority should be to having the sufficient number of election officials and providing them with adequate space in which to serve the voters. During this By-Election, the typical set up of the polling station was significantly modified in order to adhere to proper social distancing within the polling station. Fortunately, there were only two scrutineers at any one time, so the election officials were able to accommodate the scrutineers as well as the voters. This is because there were only two candidates. Any more candidates would have meant more scrutineers in the polling station. Likely, the number of voter tables would have been reduced to one table which would have a significant impact on the number of voters who may be processed at any one time.

While there is optimism that the COVID pandemic will be under control by the next election, there is no guarantee that the health orders will be removed, and that the Village may conduct the election in the usual fashion. Given the size of the Village Hall, which is the only place within the jurisdiction that may function as the polling station, thought should be given, in advance, to determine the polling station set up. Given that the next election will be a general election in which the position of Mayor, all of the positions on Council and one position for School Trustee may be subject to election by voting, there could be a high number of scrutineers to be accommodated. The current provision in the bylaw of two scrutineers per ballot box would not provide much space in the polling station for more than one voter table in operation. Reducing the number of scrutineers per candidate in the polling station to one will still enable the candidates to know what is taking place during the election while providing the polling station with adequate space to accommodate more voters.

### **Observations:**

The Chief Election Officer would like to comment on the conduct of the Village staff during their involvement in this By-Election. Ms. Richardson and Ms. Esposito served as Deputy Chief Election Officers, Ms. Labonte was an election official at the Advance Vote and on General Voting Day. The Chief Administrative Officer was in attendance and assisted as an election official. The CAO oversaw and managed all the work in the office throughout the By-Election and was the day to day liaison with Municipal Affairs and Lidstone & Company regarding legal advice. All staff members should be commended for the high degree of professionalism and integrity they displayed throughout the entire election process. It was a privilege to work with staff during what may be a very stressful and challenging time period.

The Chief Election Officer would also like to recognize Andrew Carricato from Lidstone & Company, for the legal support that was provided throughout the election.

**Attachments:**

- 1) Number of Electors by Voting Opportunity Table
- 2) Declaration of Election by Acclamation for position of Councillor
- 3) Determination of Official Results for position of Mayor

<b>Attachment No. 1</b>  <b>2021 By-Election</b> <b>Number of Electors by Voting Opportunity (434 voters in total)</b>			
<i>Type of Electors</i>	<i>Mail Ballots This lists the total number of those who chose this option, whether they returned their ballots or not</i>	<i>Advance Vote – January 13, 2021</i>	<i>General Voting – January 23, 2021</i>
Resident – Registered	79	132	175
Resident – New Applicants	6	4	27
Non-Resident Property Owners – Registered	3	0	
Non-Resident Property Owners – New Applicants	3	0	4
Others – Freedom of the Municipality	1	0	0
Total voters of the overall 434 voters by category	92	136	206
Notes	The total includes the 5 mail ballots which were not returned by the deadline	1 person used curbside voting	5 people use curbside voting

Total number of new applicants who applied as Resident Electors was 37.

Total number of new applicants who applied as Non Resident Property Electors was 7.

Percentage of eligible voters who participated in comparison to known voters at the start of the By-Election is 82%. (This percentage does not account for the 44 new voters.)



## VILLAGE OF BELCARRA

"Between Forest and Sea"

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8

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belcarra@belcarra.ca • www.belcarra.ca



### DECLARATION OF ELECTION BY ACCLAMATION

I, LISA ZWARN, Chief Election Officer for the VILLAGE OF BELCARRA, do hereby declare, pursuant to Section 98 of the *Local Government Act*, the following candidate is elected by acclamation:

#### Office of Councillor

SNELL, John

Given under my hand at Belcarra, British Columbia, this 28th day of December 2020

Lisa Zwarn

Chief Elections Officer



# VILLAGE OF BELCARRA

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## DETERMINATION OF OFFICIAL ELECTION RESULTS - Mayor

### GENERAL BY-ELECTION – 2021

	COLE	ROSS
Mail-in Ballots	30	51
Advance Voting Opportunity: January 13, 2021 Belcarra Municipal Hall	35	101
General Voting Day: January 23, 2021	119	87
<b>TOTAL NUMBER OF VOTES</b>	<b>184</b>	<b>239</b>

This determination of official election results was made by the Chief Election Officer on January 25, 2021 and is based on ballot accounts as amended or prepared by the Chief Election Officer.

  
 Chief Election Officer



## MEMORANDUM

To:	Lorna Dysart	Date:	January 27, 2021
Client:	Village of Belcarra	Project:	Belcarra
From:	Pooni Group	Project #:	1840
Re:	Belcarra Year in Review 2020-2021		

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The following memorandum summarizes the planning-related works that were undertaken or initiated in 2020 by Pooni Group and/or RWPAS Ltd for the Village of Belcarra.

### **Council Related Items**

#### **1. Amendment to Building & Plumbing Bylaw**

- Response to a motion by Council.
- Amendment to Building & Plumbing Code Bylaw to eliminate the requirement for a property undergoing a major renovation to connect to the Village's water system.

**Date to Council:** January 13, 2020

**Result:** Village of Belcarra Building and Plumbing Code Regulation Bylaw No. 355, 2003, Amendment Bylaw No. 543, 2020 was adopted on January 27, 2020.

Link: <https://belcarra.ca/assets/media/2020/09/Bylaw-355-Building-and-Plumbing-Regulation-Consolidated.pdf>

#### **2. Short Term Rental Policy**

- Policy on short term rentals & associated bylaw amendments
- In 2019, Council directed staff to draft a Short-Term Rental Accommodation (STRA) policy for Council consideration.
- Development of a STRA Policy that identifies how the Village will review Business Licence applications for STRAs and Bed & Breakfast Accommodation (B&B) home based businesses, and provides clarity for staff, Elected Officials, and property owners.
- Amendments to Zoning Bylaw No. 510, 2018, Fees and Charges Bylaw No. 517, 2018, and Business License Bylaw No. 277, 1995 to implement the Village's Short-Term Rental Accommodation and Bed & Breakfast Accommodation Bylaw.

**Dates to Council:** February 10, 2020 (STRA Policy), March 9, 2020 (Bylaw amendments)

**Result:** After the February 10, 2020 Council meeting, Council direct staff to bring forward bylaw amendments. At the March 9, 2020 meeting, Council **deferred** the STRA policy and bylaw amendments and it has not been revisited. Link: <https://belcarra.ca/assets/media/2020/04/2020-03-09-Signed-Regular-Council-Meeting-Minutes.pdf>

### 3. Road Ends

- Exploration of disposition process for road ends including surveys, appraisals, precedent research, etc., as an income generator for the Village
- Revenue Generation Committee directed the development of a methodology for the disposition of the road ends
- Identified 7 potential road ends for disposition (survey, appraisal, etc.)
- Development of a Land Disposition Policy
- July 24, 2020 discussions with Council (RWPAS)

**Date to Council:** September 28, 2020 (Public Hearing & Council meeting)

**Result:** Provincial legislation restricts the sale of municipal waterfront property unless the proceeds fund the creation of enhanced access to the same body of water. Disposition of these road ends was not pursued as the revenue could not be directed to capital priorities identified by Council. **At the September 28, 2020 Council Meeting following the Public Hearing, Council elected not to pursue this work any further and the Bylaws were defeated.**

### 4. Special Event Policy

- Development of a Special Event Policy, which allows Belcarra to regulate events such as a Tea Festival under a separate, more streamlined process. A Special Event Permit will allow for short, infrequent events (i.e. for 1 to 3 days only) which would not require a full staff report and vote by Council for each event.
- Amend Fees & Charges Bylaw to increase the Special Event Permit fee & include maximum fine for violation.

**Date to Council:** May 25, 2020

**Result:** Council adopted Special Event Policy No. 212 & Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 563, 2020 was adopted on June 8, 2020.

Link: <https://belcarra.ca/assets/media/2020/10/Bylaw-517-2018-Fees-and-Charges-Bylaw-Consolidated.pdf>

## 5. Update to Pre-Application Fees

- To update the Fees and Charges bylaw to include a fee for pre-application review for large rezoning applications.
- In the event that the Village does receive larger, more complex applications, it is encouraged that a pre-application package be submitted to be reviewed by staff to allow them to provide the applicant with early direction.

**Date to Council:** September 14, 2020

**Result:** Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 570, 2020 was adopted on October 26, 2020.

Link: <https://belcarra.ca/assets/media/2020/10/Bylaw-517-2018-Fees-and-Charges-Bylaw-Consolidated.pdf>

## 6. Chickens Keeping

- Development of a Chicken Keeping Policy to provide guidance regarding the keeping of chickens.
- Amendment to the Zoning Bylaw to permit the keeping of backyard chickens.
- Amendment to the Fees & Charges Bylaw to cover costs associated with the registration of keeping chickens and violation of the chicken keeping regulations.

**Dates to Council:**

- Report and first & second readings – September 14, 2020
- Public Hearing – September 28, 2020
- Third reading & adoption – September 28, 2020
- Policy approved – October 26, 2020

**Results:** Village of Belcarra Zoning Bylaw No. 510, 2018, Amendment Bylaw No. 571, 2020 was adopted on September 28, 2020.

Link: <https://belcarra.ca/assets/media/2020/10/Bylaw-510-2018-Zoning-Bylaw-Consolidated-.pdf>

Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 572, 2020 was adopted on October 26, 2020

Link: <https://belcarra.ca/assets/media/2020/10/Bylaw-517-2018-Fees-and-Charges-Bylaw-Consolidated.pdf>

Corporate Policy No. 215 “Chickens Keeping Policy” adopted on October 26, 2020

Link: <https://belcarra.ca/assets/media/2020/10/2020-10-26-Regular-Council-Agenda-PACKAGE.pdf>

## 7. Sprinklers in New Builds or Major Renovations

- Response to a motion by Council.
- Amendment of the Fees & Charges Bylaw to remove fees associated with the inspection of sprinklers in new builds or major renovations.
- Encourages owners to install the appropriate number of sprinklers in accordance with the BC Building Code.

- Inspections are still required to ensure the sprinkler system has been properly installed.
- Building Permit Application fee applies.

**Date to Council:** December 7, 2020

**Result:** Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 576, 2020 received first, second, and third readings. **To be adopted at the first Council meeting in 2021.**

## **8. Wharfs/Highway Encroachment Agreement**

- Pooni Group assisted RWPAS Ltd. and Port City Planning Ltd. (PCP) in preparing the Public Hearing advertisement related to the Wharf / Highway Encroachment Agreement.
- RWPAS prepared an OCP Amendment to simplify the OCP relating to Bedwell Bay Planning.
- PCP prepared updated Wharf and Highway encroachment administration documents and processes.
- Village needs to lift moratorium on the construction of new docks along Marine Ave & Sinclair.

**Dates to Council:**

- Report on VFPA Grant – June 8, 2020
- Report and first & second readings – July 20, 2020
- Public Hearing – September 14, 2020
- Third reading & adoption – September 14, 2020

**Result:** Council amended the OCP to align with the new Wharf approval regulations from VFPA.

## **9. Evangelical Laymen's Church (ELC) Tea House**

- In 2018, ELC initiated discussions with the Village regarding Rezoning. In response, Pooni Group prepared a Rezoning Checklist to help advance this work; however, it has not been pursued by ELC since that initial correspondence.
- ELC is currently working through Building Code and Building Inspection requirements related to securing the TUP for their Tea house. This work is ongoing and is being managed by Richard White.
- Council is considering issuing a TUP for the Tea House.

**Date to Council:** Still Pending 21/01

## **10. Housing Needs Assessment Grant Application**

- Village is required to produce a Housing Needs Report on a regular basis
- UBCM provides funding to undertake this work
- Working with Anmore & Lions Bay

**Date to Council:** September 28, 2020

**Result:** Council approved a grant application (which has now been awarded for \$15,000.00) to prepare a Housing Needs Assessment

## **11. Non-Council related items**

### **Farrer Cove Road/Farrer Cove Committee**

- Strategy discussions
- Mapping of potential land swap options - Belcarra & Port Moody
- Contact with Metro Parks Planning

### **Property on Coombe Lane**

- Provided general guidance regarding the interpretation of the Zoning Bylaw in relation to the construction of a new accessory building on site. Paul Wiskar is currently managing this process.

### **Residents on Bedwell Bay Road**

- In November 2020, correspondence was sent from the Village to the property owner regarding three separate rental suites on the property and their contravention with the Zoning Bylaw. Pooni Group assisted in drafting the correspondence.
- The owner was requested to cease rental of one of the rental suites by 2021. However, the Village received correspondence from the owner indicating that they have been unable to return home from their year-long world travels due to COVID. The Village agreed to delay pursuing the matter until the owners are able to return home. The Chief Administrative Officer is currently managing this process and all correspondence with owners (July).

## **12. General Planning**

- Monitor Council correspondence particularly related to Metro Vancouver and upcoming amendments to the Regional Growth Strategy.
- Discussions with CAO and Mayor on a variety of general planning topics.
- RWPAS assisted with preparations for full OCP review now on hold.
- RWPAS assisted with Sprinkler related topics including initial contact with Ministry Officials.



## COUNCIL MEMBER REPORT

**Date:** February 22, 2021  
**From:** Councillor Wilder  
**Subject:** Notice of Motion - New Docks in Bedwell Bay

---

### Notice of Motion

That all new docks in Bedwell Bay be required to be group wharves with a minimum of 4 and maximum of 6 primary resident families; and  
That existing single / shared docks have the option to convert to a group wharf, with a minimum of 4 and maximum of 6 primary resident families

### Rationale

Over the last several years, it has become clear that many more people in Belcarra wish to have a dock share than there are currently spaces available. Issues which constrain participation in a dock society relate to the sensitive habitat of Bedwell Bay, guidelines set forth by the Vancouver Port Authority, the geography of the foreshore and our current zoning of Bedwell Bay.

Some of the current zoning in Bedwell Bay is neither fair nor logical for establishing a proper process to accommodate as many residents as possible. Docks along the foreshore of Bedwell Bay are on public land where the Village of Belcarra is to be the prime licensee with the Port. Thus, given that the foreshore property really belongs to all of Belcarra, the VOB has a duty to facilitate participation in a dock society by as many residents as possible. The proposed changes provide forward-looking guidance and a more logical and fair process. For the single/shared wharf zone, this does not change the current owner's experience and does not affect incumbent owners.

Having a dock is a privilege and, as the prime Licensee for docks in Bedwell Bay, the Village of Belcarra should be extending that privilege to as many residents of Belcarra as possible in Belcarra.

**Subject:**

FW: You're Invited: SHARE's IMAGINE Gala 2021

Mayor Ross,

On behalf of SHARE Family and Community Services, we would like to officially invite you to join us as a guest judge for SHARE's annual (re)IMAGINE Gala. This year, we are taking the event VIRTUAL and will be pre-recording the cooking competition on **Monday, February 8 at 11:00am at Spotlight's office** (with covid safety protocols in place).

The judging panel, made up of our Tri-Cities Mayors, will be filmed by Butter Studios and will be featured during the virtual fundraising event on March 6, 2021. This year's restaurant/catering competitors are:

- First Course: Mr. Mike's SteakhouseCasual
- Second Course: The Golden Boot
- Main Course: Crisp Cuisine
- Dessert: Cassandra Cake Co.

As one of the event's biggest draws, IMAGINE's popular restaurant competition is back, but a little different this year. Four local restaurants and caterers will be providing one course each to make a four-course meal for the evening. As a judge, you will have the opportunity to try all four courses ahead of the event, and of course, we would love you to join us online for the gala as well.

While we have had to adjust plans for this year's event, this will be the 12<sup>th</sup> year of IMAGINE - SHARE's biggest annual fundraiser. In total the event has raised nearly \$1 million to fund many of the under-funded services SHARE provides.

***When:*** Saturday, March 6, 2021

***Where:*** Online! Login details to come

***Time:*** VIP Virtual Mingle at 6:30pm, Event begins at 7:00pm

***Details:*** <http://sharesociety.ca/imaqine/>

**We would be honoured to have you attend both the judging and the gala. Please RSVP directly to me if you are available.** If you have any additional questions, or if I can provide any information, please let me know.

Warm regards,

Jordan O'Genski, Event Planner  
SPOTLIGHT EVENTS

**SPOTLIGHT  
EVENTS**



**reimagine**  
*Virtual* fundraiser for our community

**SHARE**  
FAMILY & COMMUNITY SERVICES

**MARCH 6, 2021**

<b>EARLY BIRD TICKETS</b> <b>\$79</b> • TAXES & FEES	<b>REGULAR TICKETS</b> <b>\$85</b> • TAXES & FEES
---	--

**ONLINE AND AT YOUR HOME**

FOUR COURSE MEAL CATERED BY YOUR FAVOURITE LOCAL RESTAURANTS & CATERERS! BEER FROM LOCAL TRI-CITIES BREWERIES!	LIVE BROADCAST WITH MUSICAL ENTERTAINMENT AND SPECIAL GUESTS CULINARY COMPETITION WITH ONLINE VOTING
---	---

ONLINE AUCTION // RAFFLE & 50/50 TICKETS // EXCITING DOOR PRIZES

**TICKETS & INFO:**  
SHARESOCIETY.CA/IMAGINE  
f t i

PRESENTED BY  
**WESBILD**



# RE-IMAGINE 2021: A virtual fundraiser for OUR community

6 March 2021 at 7:00 PM

[Register Now!](#)

[Tweet This Event](#)

Powered by Eventbrite

Get Involved Online:





**VILLAGE OF BELCARRA**  
**Fees and Charges Bylaw No. 517, 2018**  
**Amendment Bylaw No. 576, 2020**



WHEREAS the *Community Charter* enables a local government to amend its bylaws from time to time;

NOW THEREFORE the Village of Belcarra enacts as follows:

1. That this bylaw be cited for all purposes as the “Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 576, 2020”.
2. That the “Village of Belcarra Fees and Charges Bylaw No. 517, 2018” be amended:
  - a) By removing the following language from Schedule 2a – Building Permit and Inspection Services:

Fire Sprinkler Heads – first 50 heads, per head	\$4.00
• Minimum fee	\$68.00
• each additional HEAD	\$4.00
<b>Building Permit Application Fee</b> , includes Plumbing Permit (as per charges for <b>fire sprinklers</b> )	\$116.00/Construction over \$5,000.00 value

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 December 7, 2020

Read a Second Time on December 7, 2020

Read a Third Time on December 7, 2020

Adopted by the Council on

\_\_\_\_\_  
 Jamie Ross  
 Mayor

\_\_\_\_\_  
 Lorna Dysart  
 Chief Administrative Officer

This is a certified a true copy of  
 Village of Belcarra Fees and Charges Bylaw No. 517, 2018  
 Amendment Bylaw No. 576, 2020

\_\_\_\_\_  
 Chief Administrative Officer



FILE NO. 1850-01

RECEIVED

JAN - 8 2021

Dear Mayor and Council;

RE: COVID RELIEF FUNDING

We are writing to you to seek financial support for our male and female softball athletes who will represent British Columbia at the 2022 Canada Summer Games in Niagara, Ontario. Covid 19 has adversely effected our athletes, including some from your community.

As you know, amateur sport provides a significant financial benefit to your local economy. When softball is played on municipal diamonds local hotels, restaurants and shopping centres reap the economic benefit from visitors spending their tourism dollars. Softball is an inclusive sport that brings together people from varied demographic backgrounds and builds stronger community bonds. Finally, softball enhances community pride when a team or individual succeeds on the provincial or national stage.

The men and women who will represent British Columbia will also attend university and colleges throughout North America. When they return to your community to begin the next chapter in their lives, they will become role models for younger athletes. As future coaches, police officers or possibly council members they will continue softball involvement to promote active, healthy lifestyles.

Our goals are 1) for the teams to represent our province with the highest integrity, 2) promote the great game of softball, and 3) continue to grow the sport in the future. Our teams have been hit hard by COVID-19 restrictions. Your generous financial support will help us adapt our programs to ensure the teams are prepared to perform to the best of their abilities at the 2022 Canada Summer Games in Niagara, Ontario.

Please mail cheques to Team BC, c/o Softball BC, 201-8889 Walnut Grove Drive, Langley, BC V1M 2N7.

Thank You in advance for your generous support.

Head Coach Men's

Head Coach Women's

Executive Director

Doug Allin

Mark Dunlop

Rick Benson

**Softball BC**

201-8889 Walnut Grove Drive

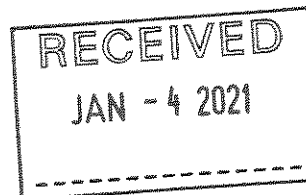
Langley, BC V1M 2N7

604-371-0302

info@softball.bc.ca



FILE NO 1850-01



December 27, 2020

Village of Belcarra  
4084 Bedwell Bay Road  
Belcarra BC V3H 4P8

Attention: Village of Belcarra Mayor and Council,

Dear Mayor and Council,

Enclosed please find an application from Communities Embracing Restorative Action (CERA) Society for a Community Grant in the amount of \$353.00 for the 2021 fiscal year.

Our sincere thanks for your fiscal support for two decades. Last year, due to an oversight, we realize that we missed the deadline for the application. We both value and appreciate the grants that you have provided our organization.

I trust our application will meet the Village of Belcarra's requirements. Please do not hesitate to contact me if you require additional information.

Yours truly,

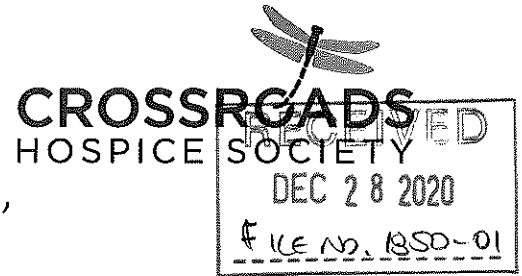
Gurinder Mann,  
Executive Director, CERA Society

644 poirier st  
coquitlam, bc  
v3j 6b1

t 604 931 3165  
f 604 931 3176

[www.cerasociety.org](http://www.cerasociety.org)

[info@cerasociety.org](mailto:info@cerasociety.org)



Dear Village of Belcarra, Mayor Drew and Council,

In his final days, what Marty Carew wanted above all was peace and quiet.

While he had been in and out of the hospital to manage the pain from his advanced small intestine cancer, the busy and noisy environment of the palliative ward made him unhappy.

Marty wanted to go home, but the layout of his family's townhome made it too difficult to meet his needs. After several attempts to care for him at home, his family was connected with Crossroads Hospice Society, where he was admitted shortly after.

**"The first thing Marty said when we got there was  
'Look how quiet it is here',"**

says Cheryl Carew, Marty's wife.

**"We knew at the time what he wanted was quiet.  
No beeping and buzzing, poking and prodding."**

Serving the communities of Anmore, Belcarra, Coquitlam, Port Coquitlam and Port Moody, Crossroads Hospice Society provides a 10-bed hospice residence, as well as grief support for youth, young adults, and adults.

Marty was admitted to a fully furnished private room where he finally found the peace he'd been craving.

*Over, please... →*

**"They made it easy for him to be there,  
and left him when he wanted to be left.  
If he wanted to sleep, they let him  
sleep."**

Cheryl says.

Each of the 10 private bedrooms at Crossroads is fully furnished and provides the option for family members to stay overnight. Steps from each bedroom is the Great Room, a living and dining area where loved ones can gather together to enjoy a meal, spend time with a puzzle or do crafts. The residence also has two beautiful rooftop gardens, which are maintained by the Hospice's volunteers.

The Crossroads Care Team is a unique partnership between Crossroads Hospice Society and Fraser Health. Fraser Health is responsible for the medical and nursing care, as well as providing a spiritual care coordinator and social worker. The Crossroads team is responsible for facility management and provides the "non-medical" support and services including kitchen and housekeeping operations. The Society also provides emotional and psychosocial support for patients and their families, in addition to amazing complimentary programs, including art, music, pet therapy and many more.

"Near the end, me and my daughter would have sleepovers. If I got up in the morning and Marty wasn't awake, I would visit with other people or use the microwave to make myself food,"

Cheryl says.

*Next page...*

“It was more of a family environment. I would bring my dog in to snuggle with my husband. You couldn’t do that in the hospital.”


Crossroads worked to ensure that Marty’s last moments were as peaceful as possible, respecting his final wishes.

“In his last six weeks, they gave Marty as much dignity, privacy, space and quiet as possible. They took really good care of him there. I wanted to give that to him at home, but I couldn’t,” Cheryl says.

**“I’d highly recommend Crossroads to people because it provided a place where we could be together to share Marty’s final days and give him the care he needed. It was the best place for him and it made all of us more comfortable knowing he got the care he needed and they really respected his wishes. You want your loved ones to be cared for.”**

Crossroads also provided Cheryl emotional support following her husband’s death, including connecting her with a bereavement services coordinator, support group, and resources for how to navigate the holidays following bereavement. Crossroads also helped to connect Cheryl with other people who were at Crossroads at the same time.

They continue to meet up and support each other through their grief.

  
*Flip to continue...*

Crossroads offers free grief and loss support to anyone living in the community, not just those served by Hospice. They provide grief support for all losses (e.g.: parent, spouse, child, friend, etc.) and for any type of death (e.g.: natural, suicide, substance-related, etc.) The Society believes no one should walk their grief journey alone and is committed to educating its communities about death, dying and grief.

**“I’m grateful because they made a difficult situation easier to deal with thanks to their kindness, generosity and spirit,”**

Cheryl says.

“They were a comfort to all of us.”

Crossroads couldn't continue to provide this kind of support without the generous contributions of our friends in the community. We are asking you to consider making a gift today of \$35, \$50, \$100 - whatever you can.

A heartfelt thanks,

A handwritten signature in black ink that reads "Jamie Byrle". The signature is fluid and cursive, with the first name "Jamie" and last name "Byrle" clearly distinguishable.

Executive Director,  
Crossroads Hospice Society

P.S. Did you know that about 70% of our funding comes from private donations and revenue from our Thrift Store? We couldn't do this without your help!

**Subject:**

FW: Belcarra Community Path

file no. 5400-08

**From:** Colleen MacDonald

**Date:** February 11, 2021 at 6:35:30 PM PST

**Subject:** Belcarra Community Path

Mayor Ross and Councillors Drake, Wilder, Clark, Snell  
Village of Belcarra

There are two issues I'd like to address for improving safe active transportation in Belcarra:

1. **Belcarra Community Path** – improve side path on Bedwell Bay Road to provide a safe place to walk
2. **Sasamat Greenway** - encourage a safe active transportation corridor from Belcarra to Port Moody

Let's make Bedwell Bay Road safer for people who want to walk. People want and need safe places to walk for both physical and mental health. Many people would like to get out of their cars but are discouraged when they don't feel safe. In 2014 I wrote to the council asking for this issue to be considered and since then traffic has increased and speeding continues to be a problem. I feel the time is right to make Bedwell Bay Road safe to walk. Let's create the **Belcarra Community Path**. A simple 2-3 foot strip of crushed gravel would be adequate to provide a walking path – a refuge from traffic. There is enough space on the south side of Bedwell Bay Road and much of the pathway exists but needs a good cleanup and fresh application of crushed gravel in many spots. Some sections are overgrown with grass and moss – this is difficult to walk on – and a machine may be needed to remove some of the thicker surfaces. Much of the path could be done as a community project -- let's get out our rakes and shovels! I am hoping that the village can apply for a grant to assist with labour and materials. [Photos link.](#)

Let's make our corridor from Belcarra to Port Moody safe for cyclists and pedestrians. The "**Sasamat Greenway**" is identified as a planned priority in Metro Vancouver's Regional Greenways 2050 plan, the shared vision for a network of recreational multi-use paths for cycling and walking that connects residents to large parks, protected natural areas and communities. HUB Cycling lists this route as one of their top *Gaps in the Map* and HUB TriCities states this route as one of their top five priorities for the region and is currently working on a presentation to Port Moody. I urge Belcarra Council to work with Port Moody and Metro Vancouver Parks to remove the unsafe bollards along Sasamat Lake and build a safe protected greenway. [Photo/Information link.](#)

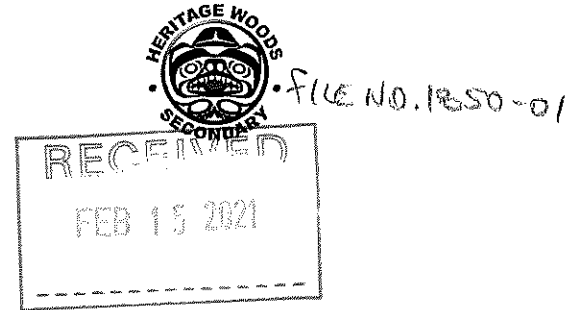
I look forward to working with council and community members to '**make this happen**' as soon as possible. I am in Belcarra this week and next and could meet for a short walk along Bedwell Bay Road to discuss possibilities!

Sincerely, Colleen

**HERITAGE WOODS SECONDARY SCHOOL**

1300 David Avenue, Port Moody, BC V3H 5K6

Phone: 604-461-8679 Fax: 604-937-8055



Dear Madam/Sir,

Re: 2021 Commencement Celebration

Heritage Woods Secondary School will be hosting a Commencement Celebration on June 16, 2021 and we are looking for your help! As I'm sure you can appreciate the Covid-19 pandemic has severely restricted any Graduation events that would usually be planned such as the Fall Senior Sail, the Winter Formal, Grad Dinner Dance and the After Grad.

This year our Commencement will take place at the school in small groups. Our hope is to celebrate our Grads with a small walk through event within our Grand Hall, with photo opportunities and memories along the way. We are also wanting to provide each of our Graduates with a Gift Bag to celebrate their accomplishments.

An event like this requires financial support and it is our hope that we can count on you to assist our Grad Commencement Committee by making a financial contribution or a donation of items that might be added to our gift bags.

Your assistance is greatly appreciated in helping us host this event and making an incredible group of kids have a different but special Grad event.

We appreciate your kind consideration and look forward to hearing from you. You may contact the Heritage Woods Secondary School Grad Event Fundraising coordinator, Chantal Falk at [chantalfalk@shaw.ca](mailto:chantalfalk@shaw.ca) or the Grad Gift Lead Tina Chan at [tina\\_chan@telus.net](mailto:tina_chan@telus.net). Please let us know if you would like us to arrange for pick-up of your donation.

Sincerely,

Tara McKinley & Pauline Nielsen  
Grad 2021 Co-Chairs  
[tdmckinley3@gmail.com](mailto:tdmckinley3@gmail.com)  
[pr.nielsen@shaw.ca](mailto:pr.nielsen@shaw.ca)

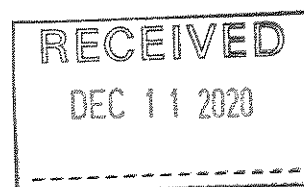
Office of the Chair  
 Tel. 604 432-6215 Fax 604 451-6614

December 3, 2020

File: CR-12-01  
 Ref: RD 2020 Oct 30

FILE NO. 0470-01

Deputy Mayor Liisa Wilder and Council  
 Village of Belcarra  
 4084 Bedwell Bay Road  
 Belcarra, BC V3H 4P8  
 VIA EMAIL: lwilder@belcarra.ca



Dear Deputy Mayor Wilder and Council:

**Amending Metro Vancouver 2040: Shaping our Future to Re-designate Regional  
 Parks Lands to Conservation and Recreation**

This letter is to advise you of the initiation of a Type 3 Minor Amendment to the regional growth strategy and to invite you to provide written comments on this proposed amendment.

Metro Vancouver has acquired a number of properties in recent years for use as regional park land or greenway. These lands are currently designated as Rural, General Urban, or Industrial in *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy. Metro Vancouver wishes to amend *Metro 2040* ("Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010") to re-designate 71 property interests (for a total of 131.7 hectares) to the regional Conservation and Recreation land use designation and to amend the official regional land use designation maps as a means to better reflect their use and designation as regional park land or greenway and the intent to support long term protection of these lands as parkland in the future.

Once the regional growth strategy is amended, member jurisdictions would need to update their respective regional context statements (RCS) at the next available opportunity, so that the RCS maps in each Official Community Plan align with both OCP and RGS maps and supportive policies.

In accordance with subsections 6.3.4 (c) and (d) of *Metro 2040*, an amendment from a regional Rural, General Urban, or Industrial land use designation to one of Conservation and Recreation is considered a Type 3 minor amendment, which requires an affirmative 50% + 1 weighted vote of the MVRD Board at each reading of the bylaw; there is no regional public hearing. For more information on regional growth strategy amendment procedures please see Sections 6.3 and 6.4 of *Metro 2040*. For more information on the proposed amendment, please refer to the enclosed staff report.

At its October 30, 2020 regular meeting, the Metro Vancouver Regional District Board adopted the following resolutions:

41933758

That the MVRD Board:

- a) initiate the Metro Vancouver 2040: Shaping our Future amendment process for a Type 3 Minor Amendment to the regional growth strategy to incorporate 71 individual regional land use designation changes to Conservation and Recreation to reflect the acquisition of these property interests by Metro Vancouver Regional Parks;
- b) give first, second and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1310, 2020"; and
- c) direct staff to notify affected local governments and appropriate agencies as per Section 6.4.2 of Metro Vancouver 2040: Shaping our Future.

The proposed amendments to Metro 2040 are listed in the attached amendment bylaw. The amendments affect 71 property interests in 8 member jurisdictions. If approved, the official regional land use designation maps in Metro 2040 numbered 2, 3, 4, 5, 6, 8 and 12 will be revised, as shown in the maps contained in Schedule "I" of Amendment Bylaw No. 1310, 2020, to reflect the changes in regional land use designations.

You are invited to provide written comments on this proposed amendment to the regional growth strategy. **Please provide any comments in the form of a Council or Board resolution, as applicable, and submit it to Chris Plagnol, Corporate Officer, by email at [Chris.Plagnol@metrovanancouver.org](mailto:Chris.Plagnol@metrovanancouver.org).** If you have any questions with respect to the proposed amendment, please contact Erin Rennie, Senior Planner by telephone at 778-452-2690 or by email at [Erin.Rennie@metrovanancouver.org](mailto:Erin.Rennie@metrovanancouver.org).

The deadline for comments on Amendment Bylaw No. 1310, 2020 is **January 15, 2021**. Following the comment period, the MVRD Board will review comments received, and consider third reading and final adoption of the amendment Bylaw.

Information on the proposed amendment and a copy of Metro 2040 can be found on the Metro Vancouver website at [www.metrovanancouver.org/services/regional-planning](http://www.metrovanancouver.org/services/regional-planning).

Yours sincerely,



Sav Dhaliwal  
Chair, Metro Vancouver Board

SD/HM/er

cc: Jerry W. Dobrowolny, Commissioner/Chief Administrative Officer, Metro Vancouver  
Neal Carley, General Manager, Parks and Environment, Metro Vancouver  
Heather McNell, General Manager, Regional Planning and Housing Services, Metro Vancouver

Encl: Report dated September 18, 2020, titled "Amending Metro Vancouver 2040: Shaping our Future to Re-designate Regional Parks Lands to Conservation and Recreation" (Doc# 41280767)

RECEIVED

DEC 10 2020

FILE NO. 7400-01

**Coquitlam RCMP welcomes a new Officer in Charge**

The municipal staff, Mounties and volunteers of the Coquitlam RCMP are welcoming a new Officer in Charge this month. After a nationwide competition, the cities of Coquitlam and Port Coquitlam unanimously selected a candidate from Metro Vancouver to take over from Superintendent Annette Fellner. Coquitlam's new Officer in Charge Keith Bramhill, is a 30-year veteran of the force and will be overseeing Anmore, Belcarra, Coquitlam, Port Coquitlam and the Kwikwetlem First Nation.

"It's an honour to be selected as the new Officer in Charge of Coquitlam RCMP", says Keith Bramhill. "As former Regional Duty Officer in the Lower Mainland, Human Resource Advisor to the Lower Mainland District Officer and coming from a large detachment of Richmond, I've become very familiar with human resource and fiscal challenges, while balancing community needs and expectations. I'm very much looking forward to working with all the communities served by the detachment."

Inspector Bramhill joined the RCMP in 1991 and moved up the ranks serving communities across the Lower Mainland and Alberta. He has held a diverse range of operational and administrative roles including, human resource management, strategic planning emergency management, policy development, general duty patrol response, homicide and serious crime investigations, media relations, recruiting/career development, operational command and critical incident management. Most recently, Inspector Bramhill divides his time between two demanding portfolios at the Richmond Detachment: Management Services Officer and YVR Operations manager. During the course of his career, the RCMP has acknowledged Bramhill's dedication to community service, his expertise and commitment to public safety. In 2003, Bramhill was nominated Police Officer of the year. In 2005, he received the OIC Commendation for Excellence in Performance, and in 2010 was the recipient of the Queen Elizabeth II Diamond Jubilee Medal Award and Honors.

"Inspector Bramhill has a wealth of experience in operational and community engagement, specifically within the Lower Mainland", says Assistant Commissioner Stephen Thatcher, Lower Mainland District Commander for the BC RCMP. "Keith understands the challenges and opportunities in the region. I'm confident that, through his leadership and the help of the dedicated members and employees, he will identify and be responsive to the priorities of the communities served by the Coquitlam Detachment."

"Our city has been very well-served by the RCMP," says Coquitlam Mayor Richard Stewart. "We've been lucky to have had a string of outstanding Officers-in-Charge, and I believe that Inspector Bramhill has both the skills and the depth of experience to do an exemplary job leading Coquitlam Detachment RCMP. Our City welcomes him."

"On behalf of our community, I welcome Inspector Bramhill to Port Coquitlam and the Coquitlam RCMP detachment," says Brad West, Mayor City of Port Coquitlam. "Community safety is one of Council's top priorities and we are pleased to have such an experienced and skilled leader. We look forward to working together to keep Port Coquitlam safe and meeting the needs of our community."

Inspector Bramhill will be promoted to Superintendent once he assumes his role at the detachment.

**Background on Inspector Keith Bramhill, new OIC Coquitlam RCMP:**

Bramhill is a lifetime resident of the Lower Mainland, growing up in Ladner B.C. In his spare time, he is a proud member and volunteer of the Royal Canadian Legion, and has a love for old sports cars. Bramhill is supported by his wife of 32-years and three grown children.

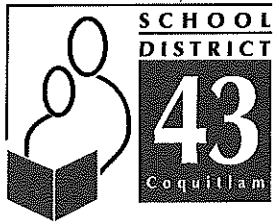
Released by:

Cst. Deanna Law

Media Relations Officer

Coquitlam RCMP

**View high-resolution photo:** Photograph of new Officer in Charge Keith Bramhill.



Learning for a Lifetime

**BOARD OF  
EDUCATION**

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Kerri Palmer Isaak

**VICE-CHAIR:**

Michael Thomas

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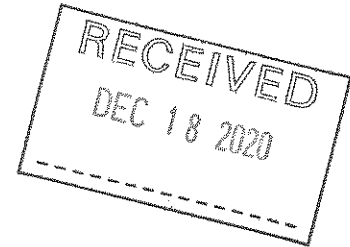
Lisa Park

Christine Pollock

Keith Watkins

Craig Woods

550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-939-7828



December 11, 2020

Village of Belcarra Deputy Mayor and Council  
4084 Bedwell Bay Road  
Belcarra, BC V3H 4P8

Dear Deputy Mayor Wilder and Council,

**Re: Directions 2025 Strategic Goals and Objectives**

Enclosed please find our new strategic planning document ***Directions 2025***. Built on the solid foundation of its predecessor ***Directions 2020***, this strategic plan will guide School District No. 43 (Coquitlam) for the next five years as we deliver educational opportunities to the children in our region. Three strategic goals have been identified in ***Directions 2025***, each with clearly defined objectives and cross-cutting themes. We invite you to familiarize yourself with the contents and ask for your continued support as we strive to achieve our vision.

Thanks to the feedback we received from our partner groups and the community at large, we are confident that ***Directions 2025*** will inform important decisions and identify actionable priorities for the delivery of high-quality education to students in the communities we serve.

Yours truly,

**SCHOOL DISTRICT NO. 43 (COQUITLAM) BOARD OF EDUCATION**

Kerri Palmer Isaak  
Chair, Board of Education

enclosure

cc: Board of Education  
Patricia Gartland, Superintendent of Schools/CEO  
Chris Nicolls, Secretary-Treasurer/CFO

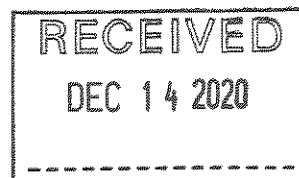


**PORT of  
vancouver** | Vancouver Fraser  
Port Authority

FILE NO. 2380-01

December 11, 2020

Lorna Dysart  
Chief Administrative Officer  
Village of Belcarra  
4084 Bedwell Bay Road  
Belcarra, B.C. V3H 4P8



Dear Lorna:

**Re: Buoy for speed control in Indian Arm**

Thank you for your letter dated September 17, 2020. I acknowledge that speed control for recreational boats has been a long-standing issue in Indian Arm. The port authority has been looking at longer-term solutions to address this concern and feel that education combined with enforcement may be a more effective solution than simply installing speed buoys.

The port authority has allocated funding in 2021 for speed control educational efforts. This could include augmenting the speed buoys that are already have in place in Deep Cove, Bedwell Bay and some areas of upper Indian Arm. The funds could also be allocated to additional signage at marinas and boat ramps, and print material. We have learned that controlling speed in Indian Arm is very complex that that speed buoys are not necessarily effective. Other considerations with speed buoys are cost to deploy and maintain.

Finding an effective and longstanding solution to speed control will require collaboration to ensure that existing boating regulations are enforced. In 2018, the port authority provided recommended speed limits to provide clarity to the undefined and subjective "safe speed" under the *Collision Regulations*, which provide guidelines for recreational boaters. Despite these guidelines, we have found that recreational boaters are mostly unaware of a speed limit, mainly because they often do not research their operating areas and there isn't an agency able to enforce the limits. The Vancouver Fraser Port Authority cannot enforce speed limits and this enforcement falls under police responsibility. Additionally, police can only enforce the "safe speed" as per the *Collision Regulations*, which, as noted previously, are undefined and subjective.

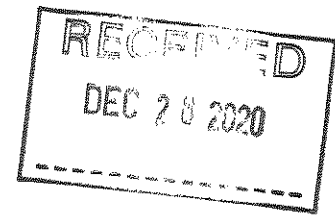
As the port authority's mandate is focused on trade, we only have the resources to focus on recreational issues that involve interactions with commercial shipping. We need work with our partners, such as municipalities, to advocate for police resources that are dedicated to recreational issues. We would be pleased to meet with you to further discuss the situation and share our educational plans for the new year.

Speed control in Indian Arm is a complex issue, of which speed buoys is just one part. There has been a significant increase in the number of recreational boaters during the COVID-19 pandemic, and this has raised the importance of working together to find a lasting solution.

Warm regards,

VANCOUVER FRASER PORT AUTHORITY

Jason Krott  
Manager, Marine Operations & Fleet



8.10



**TELUS Corporation**  
23rd Floor  
510 West Georgia Street  
Vancouver, B.C. V6B 0M3

Tony Geheran  
Executive Vice-President and Chief Customer Officer  
Member of the TELUS team

December 15, 2020

Deputy Mayor and Council  
Village of Belcarra  
4084 Bedwell Bay Road,  
Belcarra, BC, V3H 4P8

Dear Deputy Mayor Wilder,

As we enter the holiday season we would like to express our sincere appreciation for the trust you have placed in TELUS during these unprecedented times. Now more than ever we would like to thank you for your ongoing leadership and engagement.

Thanks to leaders like you, we are connecting more and more Canadians to state-of-the-art infrastructure that is enabling them to work, learn, connect with loved ones and access vital healthcare from home, during a year when it's never been more important.

Our team is here to serve your community and we look forward to continued opportunities to collaborate in 2021 and beyond.

Throughout this season, and as we move into a new year, we warmly wish you and the community a safe and happy holiday.

Best regards,

Tony Geheran

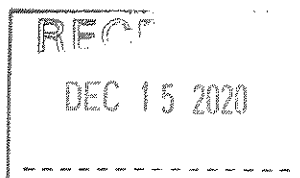
Rob Aiello, General Manager



**metrovancover**  
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

FILE NO. 0470-01

December 15, 2020



Office of the Chair  
Tel. 604 432-6215 Fax 604 451-6614

File: CR-12-02-CAP

Councillor Carolina Clark  
Village of Belcarra  
4084 Bedwell Bay Road  
Belcarra, BC V3H 4P8  
VIA EMAIL: [cclark@belcarra.ca](mailto:cclark@belcarra.ca)

Dear Director Clark:

### 2021 Metro Vancouver Committee Appointments

Vice Chair Linda Buchanan and I met to review the committee structure and composition. In keeping with past practice, we have tried to balance membership from different parts of the region, reflect the population/voting strength of municipalities in the overall number of committee seats allocated to any one municipality, weigh the value of continuity against the desirability of inserting new perspectives, and take into account the stated preferences we have heard.

I am pleased to appoint you to the following:

- COVID-19 Response & Recovery Task Force, Member
- Electoral Area Committee, Member
- Regional Parks Committee, Member
- Water Committee, Member

Enclosed are the 2021 Committee membership and Committee meeting dates for your information.

I look forward to working with you in what promises to be another challenging but very rewarding year ahead. Your willingness to accept this responsibility is very much appreciated.

Yours sincerely,

Sav Dhaliwal  
Chair, Metro Vancouver Board  
Email: [chair@metrovancover.org](mailto:chair@metrovancover.org)

SD/cp

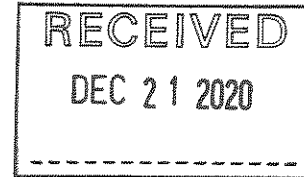
Encl: 2021 Metro Vancouver Committee Membership  
2021 Metro Vancouver Board and Committee Meeting Dates

42806887

December 16, 2020

Office of the Chair  
 Tel. 604 432-6215 Fax 604 451-6614  
 file NO. 0470-01  
 File: CP-11-01-RGS-016

Deputy Mayor Liisa Wilder and Council  
 Village of Belcarra  
 4084 Bedwell Bay Road  
 Belcarra, BC V3H 4P8



Dear Deputy Mayor Wilder and Council:

**Policy Review Summaries - Update to *Metro 2040*, the Regional Growth Strategy**

Metro Vancouver has been working on a review and update of *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy since mid 2019. I am pleased to provide you with four policy review summaries undertaken in support of this update.

Since its adoption, *Metro 2040* has been a strong and effective tool representing the regional federation's collective vision for how to sustainably manage anticipated growth in this region in a way that supports the development of a diverse set of complete, healthy and resilient communities, protects important lands like our agricultural, ecologically important and industrial lands, and supports the efficient provision of urban infrastructure like transit, water and sewer services.

The regional growth strategy is the long-term plan of our regional federation, building on decades of shared regional planning objectives and principles. It represents our collective vision of how best to sustainably manage the growth we anticipate coming to our region over the next thirty years in a way that advances our shared livability and reflects the federation's objectives and values. Most of the strategy's policy directions and tools are working well. As a result, the update is meant to extend the strategy to 2050, integrate it with the current update to the Regional Transportation Strategy, better respond to the challenges of climate change, social equity and a renewed emphasis on resilience, and improve in some areas where new opportunities have been identified such as striving for more affordable rental housing near transit, and improved environmental policies.

An important first phase of this work is coming to a close with the completion of a series of themed policy reviews based on different subject areas in *Metro 2040*. The recommendations coming out of these reviews will be used to determine the extent to which the strategies, and policy actions in *Metro 2040*, should be adjusted to better reflect the current practices, opportunities and challenges in this region and support our shared aspirations as a regional federation.

42534485

The second half of the year will be dedicated to engagement with member jurisdictions and other signatories on that draft. Between September and December 2021, we will be reaching out to set up working sessions or presentations with each member council to provide an overview and engage on the entire draft *Metro 2050*. For more information, attached is a timeline graphic on the timing of the process. Metro Vancouver staff are also offering to co-host a public information meeting on the draft *Metro 2050* in cooperation with your staff.

More information about the development of *Metro 2050* and the associated background materials can be found on the Metro Vancouver website: [www.metrovancouver.org/metro2050](http://www.metrovancouver.org/metro2050).

If you have any questions, please contact Sean Galloway, Director, Regional Planning and Electoral Area Services, by phone at 604-451-6616, or by email at [Sean.Galloway@metrovancouver.org](mailto:Sean.Galloway@metrovancouver.org).

Yours sincerely,



Sav Dhaliwal  
Chair, Metro Vancouver Board

SD/HM/er

cc: Lorna Dysart, Chief Administrative Officer, Village of Belcarra  
Jerry W. Dobrovolsky, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNell, General Manager, Regional Planning and Housing Services, Metro Vancouver  
Sean Galloway, Director, Regional Planning and Electoral Area, Metro Vancouver

Encl: 1. Metro 2050 Phase 2 and 3 Timeline (*Doc #42539796*)  
2. Policy Review Summaries  
a) Policy Review Summary: Agriculture (*Doc #42678811*)  
b) Policy Review Summary: Regional Industrial and Mixed Employment (*Doc #42671817*)  
c) Policy Review Summary: Environment (*Doc #42671204*)  
d) Policy Review Summary: Urban Centres and Frequent Transit Development Areas  
(*Doc #42669356*)

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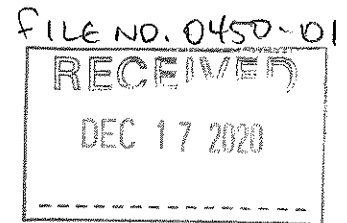


File No. 0110.05 (2020)  
OFFICE OF THE MAYOR

December 16, 2020

Premier John Horgan  
Box 9041, STN PROV GOVT  
Victoria, BC V8W 9E1

Selina Robinson, Minister of Finance  
Email: [Fin.Minister@gov.bc.ca](mailto:Fin.Minister@gov.bc.ca)



Adrian Dix, Minister of Health  
P.O. Box 9050, STN PROV GOVT  
Victoria, BC V8W 9E1

Katherine Conroy, MLA Kootenay West  
Email: [katrine.conroy.mla@leg.bc.ca](mailto:katrine.conroy.mla@leg.bc.ca)

**Re: Letter of Support for The Corporation of The City of Vernon**

The City of Rossland Council, at their Regular meeting held on Monday December 14, 2020, passed the following resolution:

*"WHEREAS cost is a significant barrier to people accessing contraception, particularly to people with low incomes, youth, and people from marginalized communities; and*

*WHEREAS providing free prescription contraception has been shown to improve health outcomes for parents and infants by reducing the risks associated with unintended pregnancy, and is likely to reduce direct medical costs on the provincial health system; and*

*WHEREAS contraceptive methods such as condoms or vasectomies are available at low cost, no cost, or are covered by BC's Medical Services Plan, whereas all contraceptive methods for people with uteruses (such as birth control pills, intrauterine devices, or hormone injections) have high up-front costs, making access to contraception unequal and gendered;*

**THEREFORE, BE IT RESOLVED**

*THAT the City of Rossland write to the Provincial Minister of Finance, the Provincial Minister of Health, the Premier of BC, and the local MLA supporting universal no-cost access to all prescription contraception available in BC under the Medical Services Plan; and*

*THAT this letter be forwarded to all BC municipalities asking to write their support as well*

**CARRIED."**

Thank you for your consideration.

Best Regards,

Kathy Moore,  
Mayor



400-30

FILE NO. 0450-01

RECEIVED  
DEC 18 2020

December 18, 2020

VIA EMAIL: [commission.secretary@bcuc.com](mailto:commission.secretary@bcuc.com)

BC Utilities Commission  
Suite 410, 900 Howe Street  
Vancouver, BC V6Z 2N3

Dear Commission Members:

Re: BC Hydro Streetlighting Rate Increase / Termination of Private Light Systems

We are writing to express our strong objection to BC Hydro's proposal to increase streetlighting rates for its LED Streetlight Program and terminate its Private Light System.

Although the move to LED lights is supported for its environmental benefits, we do not support local governments being charged for the disposal of the existing lights and associated depreciation costs; those costs must be borne by BC Hydro. In addition, the elimination of the Private Light System that has been in existence for years will have a detrimental effect on our rural residents, as it will open isolated areas to more theft, vandalism or other crime. The BC Cattlemen's Association has serious objections to the elimination of this system, and we share those concerns.

.../2

building communities together

@CaribooRD

[cariboord.ca](http://cariboord.ca)

/caribooregion  
/CRDEmergencyOperations





-2-

Please weigh our concerns heavily when evaluating BC Hydro's proposals; the impacts will be far-reaching and are unfair if permitted to go through as proposed. Thank you for your consideration.

Yours truly,

Chair Margo Wagner  
Cariboo Regional District

Yours truly,

Mayor Gabe Fourchalk  
District of Wells

Mayor Bob Simpson  
City of Quesnel

Mayor Walt Cobb  
City of Williams Lake

Mayor Mitch Campsall  
District of 100 Mile House

c: Minister of Energy, Mines and Low Carbon Innovation  
Lorne Doerkson, MLA, Cariboo-Chilcotin  
Coralee Oakes, MLA, Cariboo North  
All UBCM Member Local Governments

building communities together

@CaribooRD

cariboord.ca

/caribooregion  
/CRDEmergencyOperations



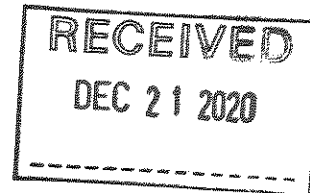
Email sent to: [belcarra@belcarra.ca](mailto:belcarra@belcarra.ca)  
Cariboo Regional District  
Suite D 180 North Third Avenue  
Williams Lake, British Columbia | V2G 2A4 | Canada  
250-392-3351 | 1-800-665-1636 | [communications@cariboord.ca](mailto:communications@cariboord.ca)

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December 18, 2020



FILE NO. 0450-01

All UBCM Members  
via email

Dear Colleagues:

**Re: Overdose Crisis and Call for Overdose Action Plan**

At the December 15, 2020, Regular Council meeting, Council passed the following resolution:

*WHEREAS the opioid crisis is one of the largest public health emergencies of our lifetime, with a death about every two hours on average and a death toll of over 16,360 since 2016 (January 2016 to March 2020);*

*AND WHEREAS other countries have significantly reduced drug-related fatalities with reforms such as legal regulation of illicit drugs to ensure safe supply and decriminalization for personal use;*

*AND WHEREAS the federal government has indicated it is premature to discuss these measures until there are comprehensive supports for people to get well;*

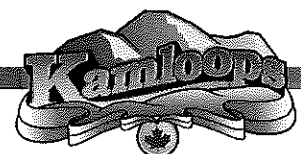
*AND WHEREAS supports are needed, but measures that save lives are essential if people are to survive and access supports;*

*AND WHEREAS the Canadian Association of Chiefs of Police has stated that they agree the evidence suggests "decriminalization for simple possession as an effective way to reduce the public health and public safety harms associated with substance use", causing the Federal Health Minister to indicate the government is now "deliberating" over decriminalization;*

*AND WHEREAS the overdose crisis rages, showing few signs of abating;*

**THEREFORE BE IT RESOLVED that Council:**

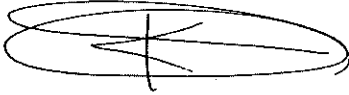
- a) request that the Government of Canada:
  - i) declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately
  - ii) immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use



- b) *forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis*

On behalf of Council, thank you for your consideration in this regard.

Yours truly,

A handwritten signature in black ink, consisting of a large, loopy 'K' followed by 'C', all enclosed within an oval shape.

Ken Christian, Mayor  
City of Kamloops

/cg

attachment

## CITY OF KAMLOOPS

RESOLUTION FROM THE MINUTES OF A REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE CITY OF KAMLOOPS, HELD IN THE VALLEY FIRST LOUNGE, SANDMAN CENTRE, 300 LORNE STREET, KAMLOOPS, BC

---

RESOLVED:

That Council:

- a) request that the Government of Canada:
  - i) declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately
  - ii) immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization for personal use
- b) forward this motion to other BC municipalities and request they make a similar motion to ask the Government of Canada to address the overdose crisis

CARRIED.

---

I HEREBY CERTIFY that this is a true copy of a resolution from the minutes of a meeting of the Kamloops City Council held on the 15th day of December, 2020.

Dated at Kamloops, BC, this 18th day of December, 2020.



---

M. Mazzotta  
Corporate Officer

# Lower Mainland Community Relations 2020 Annual Report

Fall 2020

RECEIVED  
DEC 23 2020

La Joie Dam, one of the dams in the Bridge River electricity system, is about 300 kilometres north of Vancouver.

## Message from Chris O'Riley, President & CEO



Hi everyone,

BC Hydro is pleased to share our Community Relations annual report highlighting some of our work in your region. We're proud to serve communities and their elected representatives in all parts of the province.

While our annual report looks back at the fiscal year ending March 31, 2020, I want to start by recognizing the unprecedented time we're currently in. COVID-19 has touched all of us in some way. Like many of you, at BC Hydro we've had to adjust our plans to ensure the safety of our employees, contractors and communities. What hasn't changed is our commitment to adapting so that we can safely provide you with the electricity our communities rely on.

BC Hydro continues to invest approximately \$3 billion per year in our system to ensure it is there to support British Columbia's growing population and economy. We have the important responsibility to keep electricity rates affordable for our customers, while funding these necessary investments in our electricity system. To support this goal, we implemented the outcomes from Phase 1 of the Comprehensive Review of BC Hydro and continued to make all reasonable efforts to limit rate increases. We have also advanced affordability initiatives to help our customers save money on their electricity bills and continued to focus on making it easier for our customers to do business with us.

We're working with the Province on Phase 2 of the Comprehensive Review to strategically position BC Hydro for long-term success, while meeting the Province's climate goals, keeping rates affordable, furthering reconciliation with Indigenous Peoples and supporting quality economic development. The actions taken as part of the Phase 2 Review will support the government's CleanBC plan, including expanding the electrification of our growing economy over the coming decades.

Within this report, you'll find many examples of how we're working with your communities on a range of topics – from capital projects and corporate programs, to initiatives like the Integrated Resource Plan (Clean Power 2040). This report also includes some important indicators of how we're doing in providing you with reliable power.

Specifically in the Lower Mainland region, we're working to renew the Bridge River electricity system. We're upgrading these 55 to 70 year old facilities, whose proximity to the Lower Mainland helps us operate more efficiently. As well, we're planning a new substation in Vancouver and upgrading existing ones throughout the region.

We're proud of our accomplishments this year. We'll continue to work closely with you on a daily basis to meet the needs of your community. If you have any questions, please contact our Community Relations representatives in your region. We'd be pleased to help.

Sincerely,

Chris O'Riley  
President & CEO  
BC Hydro

FILE NO. 0570-01

### Quick Facts

#### PROVINCE-WIDE:

4 million customers

Electricity is delivered through a network of:

- 79,000 kilometres of transmission and distribution lines
- over 300 substations
- 1 million plus utility poles

Capital investments of approximately \$3 billion a year

#### LOWER MAINLAND DAMS AND GENERATING STATIONS:

Alouette	9 MW
Bridge River	478 MW
Buntzen	76.8 MW
Cheakamus	158 MW
La Joie	25 MW
Ruskin	105 MW
Seton	48 MW
Stave Falls	91 MW
Wahleach	65 MW

MW = megawatt



 **BC Hydro**  
Power smart

FILE NO. 0470-01  
 Regional Planning and Housing Services  
 Tel. 604 451-6635

December 23, 2020

File: CR-14-01

Lorna Dysart  
 Chief Administrative Officer  
 Village of Belcarra  
 4084 Bedwell Bay Road  
 Belcarra, BC V3H 4P8  
 VIA EMAIL: [ldysart@belcarra.ca](mailto:ldysart@belcarra.ca)



Dear Lorna Dysart:

**Policy Review Summaries - Update to *Metro 2040*, the Regional Growth Strategy**

Metro Vancouver has been working on a review and update of *Metro Vancouver 2040: Shaping our Future* (*Metro 2040*), the regional growth strategy. Since its adoption in 2011, *Metro 2040* has been a strong and effective tool representing the regional federation's collective vision for how to sustainably manage the anticipated growth in this region over the next thirty years in a way that supports the development of a diverse set of complete, healthy and resilient communities, protects important lands like our agricultural, ecologically important and industrial lands, and supports the efficient provision of urban infrastructure like transit, water and sewer services.

Most of the strategy's policy directions and tools are working well and, as a result, the update is meant to extend the strategy to the year 2050, integrate it with the current update to the Regional Transportation Strategy, better respond to the challenges of climate change, social equity and a renewed emphasis on resilience, and improve in some areas where new opportunities have been identified such as striving for more affordable rental housing near transit, and improved environmental policies.

An important first phase of this work is coming to a close with the completion of the themed policy reviews based on different subject areas in *Metro 2040*. The recommendations coming out of these reviews will be used to determine the extent to which the strategies and policy actions in *Metro 2040* should be adjusted to better reflect the current practices, opportunities and challenges in this region and support our shared aspirations as a regional federation.

The 11 themed policy reviews are:

- Urban Centres and Frequent Transit Development Areas
- Agriculture
- Rural
- Industrial & Mixed Employment
- Housing
- Environment

- Transport
- Complete Communities
- Climate Change & Natural Hazards
- Implementation
- Growth Projections

The Metro Vancouver Board has received and endorsed the policy recommendations from eight of the topic areas, and we are pleased to provide you with the enclosed summaries of four of those policy reviews pertaining to:

- Urban Centres and Frequent Transit Development Areas
- Agriculture
- Industrial & Mixed Employment, and
- Environment

The recommendation summaries from the remaining policy reviews will be forwarded under separate cover as they are finalized. The summaries are meant to provide an update on the current process and the policy directions for each topic area in the regional growth strategy.

Looking forward, the first half of 2021 will be focused on developing the content of *Metro 2050* based on these policy directions, and we anticipate having a complete draft ready for comment in July 2021. New and amended policy language in the update to the regional growth strategy will be informed by the endorsed recommendations of each policy review and drafted in conjunction with the Regional Growth Strategy Intergovernmental Advisory Committee (comprising municipal Planning Directors and staff representation from TransLink, the Province, health authorities, post-secondary institutions, First Nations, the Port and other regional interests) starting in early 2021. The second half of the year will be dedicated to engagement with member jurisdictions and other signatories on that draft. Attached is a timeline graphic on the timing of the process.

More information about the development of *Metro 2050* and the associated background materials can be found on the Metro Vancouver website: [www.metrovancouver.org/metro2050](http://www.metrovancouver.org/metro2050).

If you have any questions, please contact me by phone at 604-451-6616, or by email at [Sean.Galloway@metrovancouver.org](mailto:Sean.Galloway@metrovancouver.org).

Sincerely,



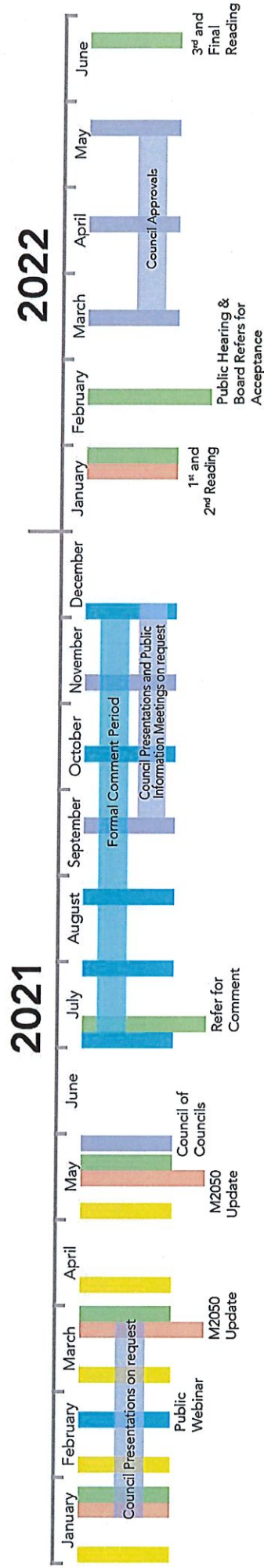
Sean Galloway  
Director, Regional Planning and Electoral Area Services

cc: Jerry Dobrovolny, Chief Administrative Officer, Metro Vancouver  
Heather McNell, General Manager, Regional Planning & Housing Services, Metro Vancouver

Encl: 1. Metro 2050 Phase 2 & 3 Timeline (Doc #42539796)  
2. Policy Review Summaries  
a) Policy Review Summary: [Agriculture](#) (Doc #42678811)  
b) Policy Review Summary: [Industrial and Mixed Employment](#) (Doc #42671817)  
c) Policy Review Summary: [Environment](#) (Doc #42671204)  
d) Policy Review Summary: [Urban Centres and Frequent Transit Development Areas](#)  
(Doc #42669356)

# Metro 2050 Phase 2 & 3 Timeline

## January 2021 – June 2022



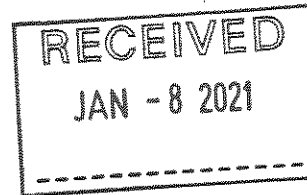
- Intergovernmental Advisory Committee\* (IAC) Meeting
- Regional Planning Committee (RPC) Meeting
- Public Engagement
- MVRD Board
- Member Councils

\*Member jurisdictions, TransLink, FVRD, SLRD, and in-region First Nations are all members of the IAC and may request a meeting with staff at any time



CITY OF NELSON

January 8, 2021



FILE NO. 0450-01

Honourable Adrian Dix  
Minister of Health  
Government of British Columbia

*Delivered via email***Re: Vaccination Priority for Essential Critical Infrastructure Municipal Employees**

Dear Minister Dix,

In early December, the BC government announced they secured a minimal number of initial doses of the COVID-19 vaccine to distribute to those populations identified as the most vulnerable. In the following weeks, the government released a phased approach to administering the vaccine and listed the populations included in each phase. While the City of Nelson acknowledges the extraordinary amount of work the Province has put into developing the distribution process, we would like to request a review of the vaccine distribution priority lists to include essential critical infrastructure employees.

The Province's website outlines the specific groups that will be first and second priority for receiving the vaccine; the list does not include essential service providers such as water, IT, energy and utility workers. This does not appear to align with the recommendations from the *National Advisory Committee on Immunization* upon which the Province has developed its priorities for the first and second phase of vaccinations. The Committee has indicated municipal workers identified as 'essential' should be prioritized to maintain reliable operation of critical infrastructure services and functions.

With COVID-19 cases circulating in rural communities, the risk of an outbreak causing the loss of key personnel trained to manage essential service delivery could exacerbate the current public health emergency. This would have a much larger impact in smaller communities, such as ours, as resources and appropriately trained personnel replacements are more challenging to access than in larger centers. For example, the City of Nelson has five linemen that maintain our electrical distribution & transmission system that serves over 10,000 customers.

.../2

The City recognizes the number of vaccine doses and how they will be distributed throughout BC is a fragile and fluid process. We hope this request can be reviewed and addressed in time to include essential municipal critical infrastructure employees in the second priority group of the COVID-19 vaccine roll-out.

We appreciate your timely consideration of this matter.

A handwritten signature in black ink, consisting of a large, stylized 'J' and 'D' intertwined.

John Dooley  
Mayor, City of Nelson

Cc: Premier John Horgan, Office of the Premier  
Hon. Josie Osborne, Minister of Municipal Affairs  
Brittney Anderson, MLA, Nelson-Creston  
Nelson City Council  
Union of BC Municipalities (UBCM)  
Association of Kootenay Boundary Local Governments (AKBLG)  
British Columbia Local Governments

**The City of North Vancouver**  
OFFICE OF MAYOR LINDA BUCHANAN

RECEIVED

JAN 13 2021



FILE NO. 0450-01

January 11, 2021

Hon. George Heyman, Minister of Environment and Climate Change Strategy and  
Minister responsible for Translink

Sent VIA email [ENV.Minister@gov.bc.ca](mailto:ENV.Minister@gov.bc.ca)

Dear Minister Heyman:

**Re: Implementing a Province-wide Ban on Anticoagulant Rodenticides**

As Mayor of the City of North Vancouver and on behalf of Council, I want to congratulate you on your recent re-election and appointment to the Executive Council.

Despite the ongoing pandemic resulting from the novel coronavirus, we cannot slow down on our response to the climate emergency. I'm encouraged by your background in solutions-oriented negotiations and policy. Now more than ever we need bold, progressive action.

On the North Shore we have had several owls consume rat poison and become dangerously ill. The use of anticoagulant rodenticides poses serious threats to B.C. wildlife and ecosystems through primary and secondary poisoning of non-target species, and have the potential to harm children and pets. To address this issue locally, Council passed a motion just prior to the 2020 Provincial election to ban the use of anticoagulant rodenticides within the City of North Vancouver.

The motion contained the following active clause:

THEREFORE BE IT RESOLVED THAT the City of North Vancouver create a formal ban on the use of anticoagulant rodenticides on all municipal property and take advantage of opportunities to communicate alternative pest control methods to residents and businesses;

AND THAT Council request that the Mayor write, on behalf of Council, to the Province of BC requesting that the Province ban anticoagulant rodenticides, and that letter be shared with all other local governments in BC.

I therefore humbly request that the Province consider a B.C.-wide ban and find new ways to address the rodent population that does not threaten the wellbeing of other animals dwelling within urban areas.

I appreciate your consideration. Please contact my staff at [mayor@cnv.org](mailto:mayor@cnv.org) if you require any additional information.

Yours truly,

Mayor Linda Buchanan

c.c. Bowinn Ma, MLA North Vancouver-Lonsdale  
All municipal Councils across B.C. via Clerks Departments

**Subject:**

FW: 2021 Census of Population / Recensement de la population de 2021

FILE NO. 640-01

**Sent:** Wednesday, January 13, 2021 7:11 AM**Subject:** 2021 Census of Population / Recensement de la population de 2021

Dear Mayor,

I am pleased to inform you that the next census will take place in May 2021. I am writing today to seek your support to increase awareness of the census among residents of your community.

For over a century, Canadians have relied on census data to tell them about how their country is changing and what matters to them. We all depend on key socioeconomic trends and census analysis to make important decisions that have a direct impact on our families, neighbourhoods and businesses. In response to the COVID-19 pandemic, Statistics Canada has adapted to ensure that the 2021 Census is conducted throughout the country in the best possible way, using a safe and secure approach.

Statistics Canada will be hiring approximately 32,000 people across the country to assist with census collection. We would like to work with you and your municipality to ensure that your residents are aware and informed of these job opportunities.

Furthermore, your support in encouraging your residents to complete the census will have a direct impact on gathering the data needed to plan, develop and evaluate programs and services such as schools, daycare, family services, housing, emergency services, roads, public transportation and skills training for employment.

If you would like to express your municipality's support for the census, please share the municipal council resolution text below with your residents:

Be it resolved that:

The Council of the Corporation of (NAME OF CITY/TOWN/MUNICIPALITY) supports the 2021 Census, and encourages all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca). Accurate and complete census data support programs and services that benefit our community.

In the coming weeks, a member of our communications team may contact you to discuss ways in which we can work together. Should you have any questions, please contact us at [statcan.censusoutreach.west-rayonnementdurec.ouest.statcan@canada.ca](mailto:statcan.censusoutreach.west-rayonnementdurec.ouest.statcan@canada.ca).

Thank you in advance for supporting the 2021 Census.

Yours sincerely,

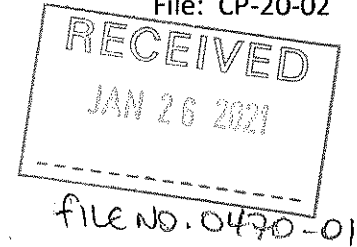
Geoff Bowlby  
Director General, Census Management Office  
Statistics Canada / Government of Canada



Office of the Commissioner/Chief Administrative Officer  
Tel. 604-432-6210 Fax 604-451-6614

JAN 21 2021

File: CP-20-02



Lorna Dysart, Chief Administrative Officer  
Village of Belcarra  
4084 Bedwell Bay Road  
Belcarra, BC V3H 4P8

Dear Ms. Dysart:

### **Regional Greenways 2050**

Thank you for supporting the development of *Regional Greenways 2050*. *Regional Greenways 2050* describes the region's shared vision for a network of recreational multi-use paths for cycling and walking that connects residents to large parks, protected natural areas, and communities to support regional livability.

Since 2019, Metro Vancouver worked with regional municipalities, TransLink, other orders of governments and their agencies, First Nations and key stakeholders to develop *Regional Greenways 2050*. The plan includes a strategic framework, the Regional Greenway Network, and an implementation plan. The implementation plan charts a path that reflects the collaborative governance and funding approach necessary to achieve this vision.

*Regional Greenways 2050* builds on the accomplishments of the past twenty years and is complementary to TransLink's Major Bikeway Network. Together the two networks contribute to active transportation infrastructure in the region and provide transportation choices to reduce greenhouse gases.

On November 27, 2020, the Metro Vancouver Regional District Board passed the following resolution:

*That the MVRD Board:*

- a) Approve the Regional Greenways 2050 plan; and*
- b) Direct staff to include the Regional Greenways Network and supporting policies, as appropriate, in the update of the Regional Growth Strategy, Metro 2050.*

A copy of the plan has been enclosed for your information. We look forward to continued collaboration to implement this vision.

42571972

If your staff have any questions or would like further information regarding *Regional Greenways 2050*, please contact Craig Sobering, Park Planner, Regional Parks, by phone at 604-432-6357 or by email at [Craig.Sobering@metrovancover.org](mailto:Craig.Sobering@metrovancover.org).

Yours sincerely,

A handwritten signature in black ink, appearing to read 'J. Dobrovolny', with a stylized flourish at the end.

Jerry W. Dobrovolny, P.Eng., MBA  
Commissioner/Chief Administrative Officer

JD/NC/jv

cc: Mike Redpath, Director, Regional Parks, Metro Vancouver

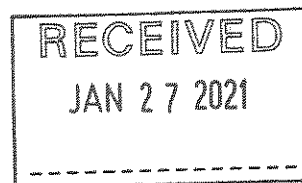
Encl: Plan dated November 18, 2020, titled "Regional Greenways 2050". (Doc# 42754727)

42571972



# LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION



FILE NO. 0510-20  
LmMA

**TO:** Mayor/Chair; Council/Board

**FROM:** Mayor Jack Crompton, Lower Mainland LGA Past President

**DATE:** January 26, 2021

**RE:** 2021 CALL FOR NOMINATIONS FOR LOWER MAINLAND LGA EXECUTIVE

---

**Please include the following information on your next meeting agenda.**

This circular is notice of the Lower Mainland LGA Executive positions open for nomination, the process and the procedures for nomination.

The deadline for receipt of your nomination is **Thursday, April 1, 2021**. The Lower Mainland LGA Conference and AGM will be held virtually this year from May 12-14 2021. Voting for the executive positions will be online. There will be no nominations from the floor this year.

The Lower Mainland LGA is the collective voice for local government in the Lower Mainland, including local governments in the Greater Vancouver Regional District, the Squamish-Lillooet Regional District and the Fraser Valley Regional District. The membership elects directors to the Executive during the Convention, and the Executive is charged with ensuring that policy direction set by the general membership is carried forward. The Executive also provides operational and policy direction to the Lower Mainland LGA between Conventions.

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## **1. POSITIONS OPEN TO NOMINATIONS**

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Directors at Large (3 positions)

## **2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE**

The candidate must be an elected official of a Lower Mainland LGA member. The candidate must be nominated by two elected officials of a Lower Mainland LGA local government member.

Background information regarding the primary responsibilities and commitments of a Lower Mainland LGA Executive member is available upon request.

A nomination and consent form are attached and should be used for all nominations.

The Chair of the 2021 Nominating Committee is Mayor Jack Crompton, Lower Mainland LGA Past President.

## **3. NEXT STEPS**

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 200-word biography will be prepared under the direction of the Nominating Committee and distributed in the Lower Mainland LGA Convention Newsletter, which is distributed via email before the conference. It is not the responsibility of the Lower Mainland LGA to edit applicant materials to make them suitable for print. If materials are not provided on time and print ready, the Lower Mainland LGA reserves the right not to include them in the newsletter.

**To be included in the Convention Newsletter, send your current photo, biography and completed nomination form to:**  
**[sstory@lmlga.ca](mailto:sstory@lmlga.ca)**

**With subject line: Lower Mainland LGA Nomination Package – “applicant name”**  
**Deadline: April 1, 2021**

## **5. FURTHER INFORMATION**

All other inquiries should be directed to:

Shannon Story, Executive Director of the Lower Mainland LGA  
at [sstory@lmlga.ca](mailto:sstory@lmlga.ca)  
PO Box 729  
Pemberton, BC V0N 2L0  
604 698-5753



**LOWER MAINLAND**  
LOCAL GOVERNMENT ASSOCIATION

## 2021 VIRTUAL AGM & CONVENTION

### RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

The Lower Mainland LGA Executive is calling for resolutions to be considered at the 2021 virtual convention. The virtual conference will be held from May 12-14, 2021. The resolutions process will also take place in a virtual format. Pending finalization of the procedures, members are now asked to submit resolutions with the requirements outlined in the following pages.

#### **DEADLINE FOR RESOLUTIONS**

All resolutions must be received in the Lower Mainland LGA office by **Friday, March 26, 2021**.

Late resolutions or off-the-floor resolutions will not be accepted this year. Resolutions that emerge after Friday, March 26, 2021 need to be submitted directly to UBCM.

#### **IMPORTANT SUBMISSION REQUIREMENTS**

To submit a resolution to the Lower Mainland LGA for consideration please send:

1. A Word document by email to [sstory@lmlga.ca](mailto:sstory@lmlga.ca) by the deadline.
2. Title the email "Resolution-title of resolution" or in the case of multiple resolutions subject header "Resolutions-X number enclosed".
3. Include a cover letter as an attachment outlining how many resolutions that have been sent and list the title of each resolution.

Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Members are responsible for submitting accurate resolutions. Lower Mainland LGA recommends that local government staff assist in drafting the resolutions, check the accuracy of legislative references, and be able to answer questions from the Lower Mainland LGA and UBCM about each resolution.
- Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a single resolution. Do not submit backgrounders for multiple resolutions. The backgrounder may include links to other information sources and reports.
- Resolutions must be relevant to other local governments within the Lower Mainland LGA rather than specific to a single member government.
- The resolution must have at least one "whereas" clause and should not contain more than two "whereas" clauses. Each whereas clause must only have **one sentence**.

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**Subject:** FW: George Massey Crossing Task Force; Feb. 5, 2021

FILE NO. 100-01

**From:** Nathan Davidowicz

**Sent:** Thursday, February 4, 2021 7:17 PM

**Subject:** George Massey Crossing Task Force; Feb. 5, 2021

Dear Mayors and

Councillors; [http://www.metrovancouver.org/boards/GeorgeMasseyCrossingTaskForce/GMA\\_2021-Feb-5\\_AGE.pdf](http://www.metrovancouver.org/boards/GeorgeMasseyCrossingTaskForce/GMA_2021-Feb-5_AGE.pdf)

The debate should not be a Bridge vs Tunnel but what kind of Master Transportation Plan ( MTP ) we get for the Lower Mainland.

It is up to MVRD to recommend to the BC government to start immediately on MTP. Most other big cities/regions in Canada have an MTP

Studying only the Massey Crossing without having an MTP is more waste of time and money.

I recommended some interim improvements as published in the Delta Optimist Dec. 30, 2020

<https://www.delta-optimist.com/opinion/letters-ideas-on-some-transportation-improvements-3219804>

If you like some of my suggestions let the BC government know, I am sure there are other possible suggestions but doing nothing is not an option.

There is over 400 transportation planning staff in Metro Vancouver, but without an MTP they are all working in many different directions and different targets.

Sincerely

Nathan Davidowicz

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**Subject:**

FW: Transit System Redesign( BC Transit and TransLink ) Watch the two Videos ( On-Demand Transit)

**From:** Nathan Davidowicz

**Sent:** Saturday, February 6, 2021 8:21 PM

**Subject:** Transit System Redesign( BC Transit and TransLink ) Watch the two Videos ( On-Demand Transit)

Dear Mayors and Councillors;

TransLink and BC Transit keep wasting money.

Mr. J. Walker an international transit consultant and the author of the book Human Transit made recommendations about 10 yrs ago but very little has been done. Mr. Walker was hired by

TransLink. <https://twitter.com/humantransit/status/1350839068171460609?s=03>)

We need a redesign of the bus network in Metro Vancouver and in CRD(Victoria)

( i.e. same cost as now but more efficient way of distributing all the regular bus routes, many of the 80 Community Shuttle minibus routes in Metro Vancouver should be redesign as Dial-A-Ride or On-Demand Transit providing better services at the same cost). ( There are over 400 urban transit systems in Canada/US that have On-Demand Transit as well as fixed bus routes ) [https://en.wikipedia.org/wiki/Demand\\_responsive\\_transport](https://en.wikipedia.org/wiki/Demand_responsive_transport)

In the Central Cities of Vancouver, Victoria/Saanich we need NEW bus routes and the completion of the GRID system, so all residences and businesses are within 400 meters of either E/W or N/S bus stops

If the above is not done, more waste of \$\$ in most suburbs. ( at least \$20 M was wasted in 2020 on Community Shuttles, RapidBus, and other projects at TransLink, that money could have been used to provide more/better service in the suburbs ) The likelihood of achieving mode split targets will not be realized. ( many cities have a 2030 target of 50% of trips by Transit and Active Transportation )

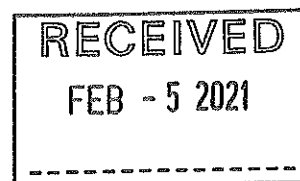
<https://transportnsw.info/travel-info/ways-to-get-around/on-demand> <https://www.calgarytransit.com/news/calgary-transit-demand>

[https://www.bloomberg.com/news/articles/2021-01-26/what-to-make-of-uber-s-bid-to-help-public-transit?cmpid=BBD020621\\_CITYLAB&utm\\_medium=email&utm\\_source=newsletter&utm\\_term=210206&utm\\_campaign=citylabdaily](https://www.bloomberg.com/news/articles/2021-01-26/what-to-make-of-uber-s-bid-to-help-public-transit?cmpid=BBD020621_CITYLAB&utm_medium=email&utm_source=newsletter&utm_term=210206&utm_campaign=citylabdaily)

sincerely  
Nathan Davidowicz



Jonathan X. Côté  
Mayor



FILE NO 045D-01

February 5, 20201

Sav Dhaliwal  
Chair, Board of Directors  
Greater Vancouver Sewerage and Drainage District  
Metrotower III, 4730 Kingsway  
Burnaby, BC V5H 0C6

Dear Mr. Dhaliwal,

**Re: Single-Use Item Reduction Advocacy for Consistent Regional Regulation**

I am writing to advise that at the February 1, 2021 regular meeting, New Westminster City Council adopted the following resolution:

*THAT Council authorize the Mayor and Corporate Officer to submit the letter (Attachment 1 in the February 1, 2021 Council Report) to the Board of Directors of the Greater Vancouver Sewerage and Drainage District Board (GVS&DD) and the Zero Waste Committee at Metro Vancouver, along with all Lower Mainland Municipalities, to develop a region-wide single-use items reduction strategy including regulation.*

On January 18<sup>th</sup>, 2021, City Council received a staff report on the current efforts Federal and Provincial governments are taking towards developing regulatory frameworks to reduce single-use items in the waste stream. Bylaws enacted by some local governments and their implementation were also outlined.

Council recognizes that Metro Vancouver has created a toolkit of strategies (including regulation) which the 21 member municipalities could utilize to reduce single-use item waste in their communities. However, the enactment of local bylaws by individual municipalities could lead to a mosaic of regulations across the region, which may lead to confusion and inconsistency for residents and businesses. Council believes that single-use items regulation should be developed regionally within the context of Federal and Provincial frameworks. Metro Vancouver should take the lead role in creating the regulatory framework through the Greater Vancouver Sewerage and Drainage District (GVS&DD) and the Zero Waste Committee.

Council understands that Metro Vancouver as a regional district does not currently have legislative authority to restrict the sale and use of single-use items. Notwithstanding, Council is urging Metro Vancouver to advocate for regional consistency in regulating the use of single-use items. The City is prepared to support Metro Vancouver in this advocacy work by submitting a resolution to the Lower Mainland Local Government Association (LMLGA) for consideration and possible subsequent submission to UBCM.

As provincial legislative change will take time and to ensure this important work moves forward in 2021, Council is requesting Metro Vancouver lead the development of an inter-municipal regulatory framework for the region so local governments can be more unified in achieving consistency for residents and businesses. In addition, Council strongly believes that the framework needs to be sensitive to the principle of equity, including aspects such as accessibility and cultural needs.

A good example is the harmonized ride-hailing regulation developed by TransLink. This was an area where only municipalities had jurisdiction, and where cities came together in a short time frame to create a single framework for the entire region. The resulting regulation allowed municipalities the ability to opt into the legislation and create better consistency for ride-hailing companies. Another example is the regional approach on regulating water use during the summer water shortage period.

Council appreciates the work that Metro Vancouver has undertaken thus far in terms of resources and support for local governments (and other organizations) to reduce single-use items. Council urges Metro Vancouver to take a more active role by both advocating for the legislative authority and bringing together an inter-municipal team to develop a region-wide regulatory framework.

If you have any questions about this or would like more information, please contact Environmental Coordinator Jennifer Lukianchuk at [jlukianchuk@newwestcity.ca](mailto:jlukianchuk@newwestcity.ca) or 604-515-3780.

Sincerely,



Jonathan X Cote,  
Mayor

Enclosures:

January 18, 2021 Council report "Single-Use Item Reduction Update"

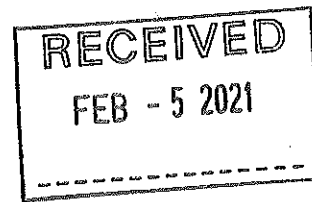
February 1, 2021 Council Report "Single-Use Item Reduction Advocacy for Consistent Regional Regulation"

Cc: Metro Vancouver Zero Waste Committee

Metro Vancouver Local Governments

Chris Plagnol, Corporate Officer, [chris.plagnol@metrovanancouver.org](mailto:chris.plagnol@metrovanancouver.org)

Jennifer Lukianchuk, Environmental Coordinator, City of New Westminster



**Jonathan X. Côté**  
Mayor

February 5, 20201

Jack Froese  
Chair, Zero Waste Committee  
Metro Vancouver  
Metrotower III, 4730 Kingsway  
Burnaby, BC V5H 0C6

Dear Mr. Froese,

**Re: Single-Use Item Reduction Advocacy for Consistent Regional Regulation**

I am writing to advise that at the February 1, 2021 regular meeting, New Westminster City Council adopted the following resolution:

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Council appreciates the work that Metro Vancouver has undertaken thus far in terms of resources and support for local governments (and other organizations) to reduce single-use items. Council urges Metro Vancouver to take a more active role by both advocating for the legislative authority and bringing together an inter-municipal team to develop a region-wide regulatory framework.

If you have any questions about this or would like more information, please contact Environmental Coordinator Jennifer Lukianchuk at [jlukianchuk@newwestcity.ca](mailto:jlukianchuk@newwestcity.ca) or 604-515-3780.

Sincerely,



Jonathan X Cote,  
Mayor

Enclosures:

January 18, 2021 Council report "Single-Use Item Reduction Update"  
February 1, 2021 Council Report "Single-Use Item Reduction Advocacy for Consistent Regional Regulation"

Cc: Greater Vancouver Sewerage and Drainage District  
Metro Vancouver Local Governments  
Chris Plagnol, Corporate Officer, [chris.plagnol@metrovancover.org](mailto:chris.plagnol@metrovancover.org)  
Jennifer Lukianchuk, Environmental Coordinator, City of New Westminster

**Subject:** FW: 2020 Fouling of Waters Off of Barnet Marine Park and Rocky Point - Minister response and follow-up

**Attachments:** MG-Thankyou-and-Followup\_20210122\_v7.pdf;  
Marc\_garneau\_response\_burrard\_inlet\_pollution\_v1.pdf; BurrardInlet\_Foul\_Slick\_20200713\_v5.pdf

FILE NO. 0100 -01

**From:** Roger Hanna  
**Sent:** Friday, February 5, 2021 6:44 PM  
**Subject:** 2020 Fouling of Waters Off of Barnet Marine Park and Rocky Point - Minister response and follow-up

Please find attached:

- 1) Burrard Inlet Foul Slick - original note
- 2) Minister Garneau's response
- 3) MG Thank you and follow-up

Marc Garneau  
 Foreign Affairs Minister (formerly Transport Minister)

Regarding: **Reports of fouling in Burrard Inlet on July 14<sup>th</sup> 2020**

Dear Minister Garneau:

Thank you for quick interventions and actions that happened over the summer in response to, or coinciding with, my letter of July 14<sup>th</sup>. My letter cited concerns observed during a boating outing in Burrard Inlet, including:

- Fouling in the water including oil slicks and human waste,
- Possible sources of the pollution including ships docked, anchored and a construction barge anchored off the Westridge Terminal,
- Monitoring, measuring and maintaining the quality of recreational uses in and around Burrard Inlet especially with the on-going construction and operational changes of TMX.

My wife and I noted on our walks at Barnet Marine Park over the remainder of the summer the absence of tankers and construction barges, cleaner water and more people enjoying recreational activities.

Thank you also for the response to my email. Your response clarifies the Ministry of Transport's standards, responsibilities, reporting policy, reporting channels and contacts. I will use these in the future.

Burrard Inlet is facing unprecedented increased risks to health and safety and the environment from the expansion of the TMX pipeline. Dilbit oil and especially the diluent contains Benzene as well as other chemicals which are a cancer and reproductive risk as well as a fire hazard. I am concerned about even small spills and the proximity to dilbit oil. An unsuspecting public is just minutes away in all directions.

There needs to be a regional approach to: planning coordination, communication and baseline metrics and testing for toxins in the environment, fish, wildlife and people. Several of municipalities requested this type of regional coordinated response during the National Energy Board hearings on TMX. In contrast: the Enbridge Kalamazoo River spill of dilbit oil

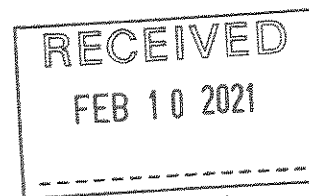
which occurred in Michigan on July 25, 2010 involved over 16 federal and state agency handling wildlife, environment, resources, incident management, weather services, data gathering, emergency response, assessment and restoration. None of these service are in place in preparation for a possible incident at the Westridge Terminal.

The proponents of TMX have soft pedaled the risks and these risks need to be faced. I am asking you and the federal government to act as though you lived here. Please assess the risk and implement all necessary planning, engagement, monitoring and control for public, wildlife and environmental health and safety.

Yours sincerely

Roger Hanna

Cc: Jonathan Wilkinson MOE, Local mayors and councils. BC Government



FILE NO 0480-01

February 4, 2021

Premier John Horgan  
PO Box 9041, Stn Prov Govt  
Victoria, BC V8W 9E1

Selina Robinson, Minister of Finance  
email: [Fin.Minister@gov.bc.ca](mailto:Fin.Minister@gov.bc.ca)

Adrian Dix, Minister of Health  
PO Box 9050, Stn Prov Govt  
Victoria, BC V8W 9E2

Katrine Conroy, MLA Kootenay West  
email: [Katrine.conroy.mla@leg.bc.ca](mailto:Katrine.conroy.mla@leg.bc.ca)

**Re: Letter of Support for The Corporation of The City of Vernon**

The Regional District of Kootenay Boundary, at their Regular Meeting held on Wednesday, January 13, 2021, passed the following resolution:

**05-21**

WHEREAS cost is a significant barrier to people accessing contraception, particularly to people with low incomes, youth, and people from marginalized communities; and

WHEREAS providing free prescription contraception has been shown to improve health outcomes for parents and infants by reducing the risks associated with unintended pregnancy, and is likely to reduce direct medical costs on the provincial health system; and

WHEREAS contraceptive methods such as condoms or vasectomies are available at low cost, no cost, or are covered by BC's Medical Services Plan, whereas all contraceptive methods for people with uteruses (such as birth control pills, intrauterine devices or hormone injections) have high up-front costs, making access to contraception unequal and gendered;

**THEREFORE BE IT RESOLVED**

THAT the Regional District of Kootenay Boundary Board of Directors write to the Provincial Minister of Finance, the Provincial Minister of Health, the Premier of BC and the local MLA supporting universal no-cost access to all prescription contraception available in BC under the Medical Services Plan; and

THAT this letter be forwarded to all BC municipalities asking to write their support as well.

Carried."

Thank you for your consideration.

Yours truly,

Diane Langman, Chair

Main

202 – 843 Rossland Avenue  
Trail, BC V1R 4S8  
T: 250.368.9148  
T/F: 1.800.355.7352  
F: 250.368.3990

Grand Forks

2140 Central Avenue  
Grand Forks, BC V0H 1H0  
T: 250.442.2708  
T/F: 1.877.520.7352  
F: 250.442.2688

rdkb.com



File: 0410-31

November 30, 2020



THE CORPORATION OF THE CITY OF VERNON

3400 - 30TH STREET VERNON, BRITISH COLUMBIA V1T 5E6  
TELEPHONE (250) 545-1361 FAX (250) 545-4048

Premier John Horgan  
Box 9041, STN PROV GOVT  
Victoria, BC V8W 9E1

Selina Robinson, Minister of Finance  
email: [Fin.Minister@gov.bc.ca](mailto:Fin.Minister@gov.bc.ca)

OFFICE OF THE MAYOR

Adrian Dix, Minister of Health  
PO Box 9050 ST PROV GOVT  
Victoria, BC V8W 9E2

Harwinder Sandhu, MLA Vernon-Monashee  
email: [harwinder.sandhu@bcndp.ca](mailto:harwinder.sandhu@bcndp.ca)

Council, at their Regular meeting held on Tuesday, October 13, 2020, passed the following resolution:

*"WHEREAS cost is a significant barrier to people accessing contraception, particularly to people with low incomes, youth, and people from marginalized communities; and*

*WHEREAS providing free prescription contraception has been shown to improve health outcomes for parents and infants by reducing the risks associated with unintended pregnancy, and is likely to reduce direct medical costs on the provincial health system; and*

*WHEREAS contraceptive methods such as condoms or vasectomies are available at low cost, no cost, or are covered by BC's Medical Services Plan, whereas all contraceptive methods for people with uteruses (such as birth control pills, intrauterine devices, or hormone injections) have high up-front costs, making access to contraception unequal and gendered;*

**THEREFORE BE IT RESOLVED**

**THAT the City of Vernon write to the Provincial Minister of Finance, the Provincial Minister of Health, the Premier of BC, and the local MLA supporting universal no-cost access to all prescription contraception available in BC under the Medical Services Plan; and**

**THAT this letter be forwarded to all BC municipalities asking to write their support as well**

**CARRIED."**

Thank you for your consideration.

Yours truly,

Victor I. Cumming  
Mayor

Copy: Mayor & Council  
W. Pearce, CAO  
BC Municipalities

**Subject:** FW: Call for applications: Healthy Communities Initiative - Apply starting Feb 9

**Importance:** High

FILE NO 230-01

**From:** President

**Sent:** Wednesday, February 10, 2021 2:51 PM

**Subject:** Call for applications: Healthy Communities Initiative - Apply starting Feb 9

**Importance:** High

Gentlemen,

The following will be of interest to your teams involved with building healthy communities.

As you may have heard, Community Foundations of Canada (CFC) is working with partners across the country to fund projects as part of the Government of Canada's Healthy Communities Initiative. Community Foundations in Southern BC are teaming up with CFC to award \$ 1,562,140.00 to projects in BC Southern Hub region that meet the eligibility criteria. We invite you to learn more below and apply starting today.

#### Eligibility

A broad range of organizations including local governments, charities, Indigenous communities and non-profits are all welcome to apply for funding. For the full list of eligible organizations please see the Applicant Guide.

Funding can be used for adapting public spaces, or for programming or services that respond to COVID-19 and serve the public or a community disproportionately impacted by COVID-19.

Projects funded as part of the Healthy Communities Initiative will:

- respond to identified needs arising from impacts of COVID-19;
- create and adapt public spaces, and programming and services for public spaces in the public interest;
- demonstrate consideration of and connections with the community;
- serve and be accessible to the public and/or a community disproportionately impacted by COVID-19 (more information in the Applicant Guide; and,
- fall within the three Healthy Communities Initiative theme areas (more information in the Applicant Guide).

Examples of eligible projects include pop-up bike paths, community gardens, art installations or Wi-Fi hot spots. A comprehensive list of examples can be found in the Applicant Guide.

#### Application Process

Organizations can apply to the Healthy Communities Initiative starting February 9, 2021, at 1:00 PM EST through March 9, 2021, at 5:00 PM PST.

Visit [healthycommunitiesinitiative.ca](https://healthycommunitiesinitiative.ca) to find out more about how to apply, explore resources for applicants and sign up for community mobilization sessions.

CFC will also be hosting a webinar for potential applicants on February 11, 2021 at 9:00am PT  
[CommunityFoundations.ca/events/healthycommunities-how-to-apply](https://CommunityFoundations.ca/events/healthycommunities-how-to-apply)

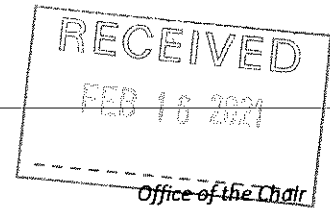
Sincerely

Robert Simons

President

Port Moody Foundation (working with our partner Community Foundations in the TriCities)

<http://portmoodyfoundation.ca/>



February 12, 2021

File: CP-11-01-RGS-016

File NO. 0490-01

Mayor Jamie Ross and Council  
 Village of Belcarra  
 4084 Bedwell Bay Road  
 Belcarra, BC V3H 4P8

Dear Mayor Ross and Council:

**Additional Policy Review Summaries - Update to *Metro 2040*, the Regional Growth Strategy**

Metro Vancouver has been working on a review and update of the regional growth strategy, *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, since mid 2019. I am pleased to provide you with four additional policy review summaries undertaken in support of this update.

The regional growth strategy is our federation's long-term land use plan that builds on decades of shared regional planning objectives and principles. It represents our collective vision of how best to sustainably manage the growth we anticipate coming to our region over the next thirty years, demonstrated in a way that advances our shared livability and reflects the federation's objectives and values. A majority of the strategy's policy directions and tools are functioning sufficiently; as a result, the update is meant to extend the strategy to the year 2050, integrate it with the current update to the Regional Transportation Strategy, and better respond to the challenges of climate change and social equity, placing greater emphasis on resilience. Furthermore, the update provides improvements in specific areas where new opportunities have been identified, such as striving for more affordable rental housing near transit and improved environmental policies.

An important first phase of this work is coming to a close with the completion of various themed policy reviews based on the different topic areas recognized in *Metro 2040*. The recommendations emerging from these reviews are being used to determine the extent to which the strategies and policy actions in *Metro 2040* should be adjusted to better support our shared aspirations. The 11 themed policy reviews are:

- Urban Centres & Frequent Transit Development Areas
- Agriculture
- Rural
- Industrial & Mixed Employment
- Housing
- Transport
- Complete Communities
- Climate Change & Natural Hazards
- Implementation
- Growth Projections
- Environment

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The Metro Vancouver Board has received and endorsed the policy recommendations from nine of the topic areas, with more underway. In late 2020, we sent you the initial four policy review summaries: Urban Centres & Frequent Transit Development Areas, Agriculture, Industrial & Mixed Employment, and Environment. We are now pleased to provide you with the enclosed summaries of four additional policy reviews pertaining to: Housing, Transport, Complete Communities and Rural lands.

The summaries are intended to provide regional growth strategy signatories an update on the current process, and the policy directions for each topic area in the regional growth strategy. Metro Vancouver looks forward to continuing our strong collaboration with you on the update to the regional growth strategy; we would be pleased to meet with your staff and / or present to your council or board on any of the policy areas or policy recommendations of particular interest.

#### **Plans for 2021**

The first half of 2021 is focused on developing the content of *Metro 2050*, which is being drafted in conjunction with the *Metro 2050* Intergovernmental Advisory Committee (comprising the Planning Directors from member jurisdictions, TransLink, the Province, health authorities, post-secondary institutions, First Nations, the Port, and other regional interests). We anticipate having a complete draft strategy prepared for comment in July 2021.

The second half of the year will be dedicated to engagement with member jurisdictions and other signatories on the draft strategy. Between September and December 2021, we will be arranging presentations for each signatory council or board to provide an overview and engage on the entire draft *Metro 2050*. Metro Vancouver staff are also offering to co-host a public information meeting on the draft *Metro 2050* in cooperation with your staff.

More information about the development of *Metro 2050* and the associated background materials can be found on the project webpage on the Metro Vancouver website:  
[www.metrovancouver.org/metro2050](http://www.metrovancouver.org/metro2050).

If you have any questions, please contact Sean Galloway, Director, Regional Planning and Electoral Area Services, by phone at 604-451-6616, or by email at [Sean.Galloway@metrovancouver.org](mailto:Sean.Galloway@metrovancouver.org).

Yours sincerely,



Sav Dhaliwal  
Chair, Metro Vancouver Board

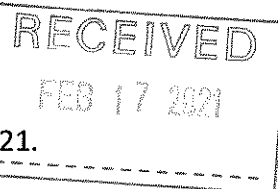
SD/HM/er

cc: Lorna Dysart, Chief Administrative Officer, Village of Belcarra  
Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNell, General Manager, Regional Planning and Housing Services, Metro Vancouver  
Sean Galloway, Director, Regional Planning and Electoral Area, Metro Vancouver

Encl: 1. Policy Review Summaries:  
a) Metro 2040 Policy Review: Housing (*Doc #43641429*)  
b) Metro 2040 Policy Review: Transport (*Doc #43641614*)  
c) Metro 2040 Policy Review: Complete Communities (*Doc #43642336*)  
d) Metro 2040 Policy Review: Rural Areas (*Doc #43640711*)

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FILE NO. 0230-01



February 16, 2021.

Dear Mayor Jamie Ross and Belcarra City Council,

My name is Cathy Peters and as a private citizen I have been raising awareness regarding **Human Sex Trafficking, Sexual Exploitation and Child Sex Trafficking in British Columbia** to BC politicians (Civic, Provincial and Federal), police agencies and to the public for the past 7 years.

Some of you may be aware of my advocacy. I had a booth at UBCM Vancouver Convention in 2019; **"An Anti-Human trafficking Initiative"**.

I was a former inner city "life skills" high school teacher 40 years ago where my focus was to keep students out of gang life and the sex industry.

Due to **globalization, an unregulated internet, limited law enforcement and lack of prevention education**, the sex industry has grown rapidly and is specifically targeting the vulnerable, Indigenous, LGBTQ2, youth at risk, new migrants, runaway youth, youth in care, disabled and any girl under 14 years of age. Some boys are targeted as well. No community is immune.

The media narrative in BC is that "sex work" is legitimate as a choice and a job. However, there is "another side" that is not being reported. I speak for the voiceless; the 95%, who are coerced, tricked, manipulated, forced and lured into the sex industry. It is not a choice or a job.

Please view my new website: [www.beamazingcampaign.org](http://www.beamazingcampaign.org). Page 2 has two teaching video workshops; one for parents and one for youth.

I have worked on a Federal (paper) petition with a sponsoring BC MP. If you would like a copy of it please contact me.

**ASK: to present as a Delegation to your City Council.**

I have included useful resource information in this package. For background information refer to the **TIP (Trafficking in Persons) 2020 report** from the USA State Department that gives an assessment of 185 countries in the world. The summary on Canada is important to read. Ontario has been cited as best practices globally; BC is decades behind any province in addressing this crime.

Please contact me if you support my advocacy. Please forward my name and information to any stakeholders in your area. Note: CoVid has exacerbated the problem since the luring is taking place online and youth have more unsupervised screen time.

I look forward to hear from you.

A handwritten signature in cursive script that reads "Cathy Peters".

Sincerely, Cathy Peters

BC anti-human trafficking educator, speaker, advocate

[www.beamazingcampaign.org](http://www.beamazingcampaign.org) 1101-2785 Library Lane, North Vancouver, BC V7J 0C3

Phone: 604-828-2689 Email: [ca.peters@telus.net](mailto:ca.peters@telus.net)