



**VILLAGE OF BELCARRA
SPECIAL COUNCIL
STRATEGIC PLANNING SESSION MINUTES
February 25, 2021**



This meeting was held via Zoom Teleconference and was recorded.

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

Mayor Ross called the meeting to order at 5:00 pm.

2. APPROVAL OF THE AGENDA

2.1 Special Council Strategic Planning Session, February 25, 2021

Moved by: Councillor Drake
Seconded by: Councillor Clark

That the agenda for the Special Council Strategic Planning Session, February 25, 2021 be approved as circulated.

CARRIED

L. Dysart noted that there was a technical issue with the recording of the Council meeting held on February 16, 2021. She advised that the Council minutes are the official record of a Council meeting.

3. L. Dysart, Chief Administrative Officer, verbal discussion regarding Strategic Planning Session

3.1 Corporate Strategic Plan 2020, Top Priorities for 2020 – 2024

3.2 Items for Consideration for Scope & Sequence for the Strategic Plan

L. Dysart outlined the Strategic Planning Session and queried whether Council members had any additional items to add to the list to be considered as part of the Strategic Plan discussion.

Discussion ensued with regard to Short Term Rental Accommodation (STRA) and Bed & Breakfast (B&B) and whether this item should be included in the Strategic Plan.

L. Dysart noted that the STRA and B&B item will be included on the March 8, 2021 Regular Council agenda.

L. Dysart outlined the Strategic Plan items as follows:

1. Parking Bylaw Enforcement – Public Information Meeting
2. Monitored Fire Alarms
3. Water Hook up for Sprinklers – Waive Water Connection Application of \$750.
4. Road to Farrer Cove
5. Asset Management – Financial Plan
 - a. Roads Asset Management
 - b. Midden Road Discussion
 - c. Drainage Plan
 - d. Depreciation Management
6. Water Capacity for Fire fighting – Reservoir
7. SVFD – New Firehall Planning
8. Official Community Plan – review and update
9. Tree Bylaw and report
10. Application to the Province to Request a Local Variance
11. Belcarra Community Path
12. Trails
13. Water Metering
14. Multi Use Court
15. Group Wharfbages & lifting the moratorium on Marine Avenue & Senkler Road

Councillor Snell noted that the following items be added to the Strategic Priority list:

16. Traffic control, speed calming efforts, flashing speed reading devices, provide better sightlines for motorists
17. Pedestrian safety, gravel walkways on the road side
18. Emergency Preparedness, FireSmart, signage for clear escape routes, consider designated muster points
19. Website development
20. Park clearing for overflow parking, strategically placed to make fire breaks throughout the Village.
21. Highway Encroachment expansion to other parts of the Village
22. Land swap opportunities with Metro Parks
23. The use of Village residents as volunteers to reduce staff workload

Councillor Clark noted that the Strategic Plan lays out the path with clear direction on Council priorities. Council discussed condensing the number of priorities to provide a list for consideration at the next Strategic Planning Session.

Item 7 – SVFD – New Firehall Planning

Council discussed the Sasamat Volunteer Fire Department (SVFD) New Firehall item. It was noted that this item would be under the jurisdiction of the SVFD Trustees.

Item 16 – Traffic Control

Speed control and enforcement issues were discussed. It was noted that the clearing of dense shrubs along Bedwell Bay would help with sight lines for vehicles.

Item 17 – Pedestrian Safety

Council discussed sidewalks and paths and the possibility of grants to assist the Village with costs. It was noted that Bedwell Bay Road has speed issues causing risk to pedestrian safety.

Item 18 – Emergency Preparedness

Council discussed Emergency Preparedness & FireSmart and if staff are working on these items would they be required to be included in the Strategic Plan.

Mayor Ross noted that the Strategic Plan lists priorities and where staff time and resources would be dedicated.

Item 19 – Website Development

Council discussed the website and the sale of advertising to provide revenue for the Village.

Item 20 – Park clearing for overflow parking & firebreaks

Council discussed the need for more parking in Belcarra Park. Discussion ensued with regard to TransLink providing additional shuttle service to the park.

Item 21 – Highway Encroachment Expansion

Council discussed expanding the Highway Encroachment Area to other areas of the Village. It was noted that this item would require an Official Community Plan (OCP) amendment.

Item 22 – Land Swap Opportunities with Metro Parks

Council discussed Land Swap opportunities with Metro Parks. It was noted that this item may be considered under the Asset Management Category.

Item 23 – The Use of Village Residents as Volunteers to Reduce Staff Workload

Council discussed the addition of Volunteers to help reduce staff workload. It was noted that Council appreciate all those who Volunteer in the Village.

Council discussed Financial Sustainability and the concern that enough money be set aside to address infrastructure deficits.

Moved by: Councillor Drake
Seconded by: Councillor Wilder

That the following items be added to the Strategic Priority list for consideration at the next Strategic Planning Session:

16. Traffic control, speed calming efforts, flashing speed reading devices, provide better sightlines for motorists, Pedestrian safety, gravel walkways on the road side
17. Emergency Preparedness, FireSmart, signage for clear escape routes, consider designated muster points
18. Website development
19. Park clearing for overflow parking, strategically placed to make fire breaks throughout the Village.
20. Highway Encroachment expansion to other parts of the Village
21. Land swap opportunities with the park
22. The use of Village residents as volunteers to reduce staff workload

CARRIED

Councillor Clark voted in opposition

Council discussed the Strategic Plan items provided by the CAO as follows:

Item 1 – Parking Bylaw Enforcement – Public Information Meeting

Council discussion ensued with regard to a Public Information Meeting that had been promised to residents.

Item 2 – Monitored Fire Alarms

Councillor Drake noted that this item should be included for discussion.

Item 3 - Water Hook up for Sprinklers, Waive Water Connection Application of \$750.

Councillor Drake noted that this item had been brought forward a number of times and that clarification on health regulations will be required.

Item 4 – Road to Farrer Cove

It was noted that the proposed Road to Farrer Cove, as per the Official Community Plan (OCP), would be financed by residents of Farrer Cove. Council discussed support for this project.

Item 5 – Asset Management / Financial Sustainability – Financial Plan

Councillor Clark indicated that this is one of the most important items on the list. Discussion ensued with regard to Asset Management and related budget discussions.

Item 6 – Water Capacity for Fire fighting – Reservoir

Councillor Drake noted that this item was brought forward from the Water Committee. He advised that a reservoir is not being built, but that Water Capacity in whatever form is a priority.

Item 7 – SVFD – New Firehall Planning

Council discussion ensued with regard to removing this item from the priority list. It will be decided by SVFD Trustees.

Item 8 – Official Community Plan – review and update

Council discussed an OCP review which is usually completed every 10 years. It was noted that the Committee appointments were delayed due to the COVID-19 Pandemic. Discussion ensued with regard to volunteers from the community and the residents who had previously applied.

Item 9 – Tree Bylaw and Report

Councillor Clark, Council representative on the Tree Committee, noted that there was a lot of work done by the Committee. She looks forward to the Tree Bylaw and policy being brought back to Council.

Item 10 – Application to the Province to Request a Local Variance

Councillor Drake noted that this is an important fire safety feature.

Item 11 – Belcarra Community Path

Council noted that Colleen and Ian MacDonald have done a lot of work to bring this item forward. Discussion ensued with regard to funding grants which may be available.

Item 12 – Trails & Sidewalks

Council discussed the addition of sidewalks to the Trails item on the priority list. Pedestrian safety is an important topic for Council and residents.

Item 13 – Water Metering

Council discussed the need for more information on this topic.

Item 14 – Multi Use Court

Council discussed the Multi Use Court and the lease with Metro Parks.

Item 15 - Group Wharfages & Lifting the Moratorium on Marine Avenue & Senkler Road

Council discussed this item as a priority for residents waiting for the Village to lift the moratorium on docks.

Conflict of Interest

7:42 pm

Mayor Ross declared a Conflict of Interest and recused himself noting that he was not entitled to participate because of a direct or indirect pecuniary interest in the matter.

Deputy Mayor Wilder assumed the chair

Public Questions & Feedback:

Rob Begg, Belcarra Resident, queried with regard to the mandate related to priority given to shared or group docks.

David Shoolestani, Belcarra Resident, queried with regard to consideration for waterfront properties to have access to the water.

Councillor Clark noted a point of order that the subject of discussion is the position on the Strategic Priority list and not the report.

Sherry Chisholm, Belcarra Resident, queried with regard to the date and time for the next Strategic Planning Session.

Brian Hirsch, Belcarra Resident, queried with regard to the process for determining priorities.

L. Dysart noted that the next Strategic Planning Session is scheduled for Wednesday, March 3, 2021 at 5:00 pm.

7:48 pm Mayor Ross returned to the meeting and assumed the chair

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the following items be brought forward to the Strategic Planning meeting scheduled for Wednesday, March 3, 2021:

1. Parking Bylaw Enforcement – Public Information Meeting
2. Monitored Fire Alarms
3. Water Hook up for Sprinklers – Waive Water Connection Application of \$750.
4. Road to Farrer Cove
5. Asset Management – Financial Plan
 - a. Roads Asset Management
 - b. Midden Road Discussion
 - c. Drainage Plan
 - d. Depreciation Management
6. Water Capacity for Fire fighting – Reservoir
7. Official Community Plan – review and update
8. Tree Bylaw and report
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15. Traffic control, speed calming efforts, flashing speed reading devices, provide better sightlines for motorists
16. Pedestrian safety, gravel walkways on the road side
17. Emergency Preparedness, FireSmart, signage for clear escape routes, consider designated muster points
18. Website development
19. Park clearing for overflow parking, strategically placed to make fire breaks throughout the Village.
20. Highway Encroachment expansion to other parts of the Village
21. Land swap opportunities with Metro Parks
22. The use of Village residents as volunteers to reduce staff workload

CARRIED

Mayor Ross thanked Council, staff and residents for their participation in the Strategic Planning Session. He noted that the Strategic Priorities will be placed in priority order, by Council, at the next meeting. He thanked L. Dysart for her work managing and organizing the session.


12. ADJOURNMENT

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the February 25, 2021 Special Council Strategic Planning Session be adjourned at 8:00 pm.

CARRIED

Certified Correct:



Jamie Ross
Mayor



Lorna Dysart
Chief Administrative Officer