



**VILLAGE OF BELCARRA  
REGULAR COUNCIL AGENDA  
VILLAGE HALL  
July 5, 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/92153472236> Meeting ID: 921 5347 2236

**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, July 5, 2021**

**Recommendation:**

That the agenda for the Regular Council Meeting, July 5, 2021 be approved as circulated.

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, June 21, 2021**

**Recommendation:**

That the minutes from the Regular Council Meeting held June 21, 2021 be adopted.

**4. DELEGATIONS AND PRESENTATIONS**

**4.1** Pierce McNeal, President, Ron Walsh, Director, Canadian Pacific Trials Association (CPTA)

**5. REPORTS****5.1 Public Meeting****Development Variance Permit Application (DVP 2021-01) - 5220 Coombe Lane**

Written submissions received:

NAME	CORRESPONDENCE DATE	RECEIVED DATE

Mayor Ross will describe the procedure for the Public Meeting as follows:

“All persons present who believe that their interest in property is affected by the proposed Development Variance Permit application will be given a reasonable opportunity to be heard, make representations, or to present written submissions. People who pre-registered and are on the Speakers’ List will speak first. Put your hand up on the Zoom Webinar to join the Speakers’ List during the Public Meeting. When called on, please state your full name and address for the record.

Members of Council may ask questions of you following your presentation. The function of Council members during the Public Meeting is to listen to the views of the public. It is not the function of Council at this time to debate the merits of the proposed Development Variance Permit application.

After the Public Meeting has concluded, Council may, without further notice, give whatever effect Council believes proper to the representations made.

Everyone will be given a reasonable opportunity to be heard at this Meeting. No one will be discouraged or prevented from making their views heard.

Written submissions received during the Meeting will be available on the website the day following the meeting so that everyone may examine these documents.

To maintain order and to ensure everyone has a reasonable opportunity to be heard, the following rules of procedure have been established:

1. A Speakers’ List has been established. If you wish to address the Public Meeting, please ensure that you place your name on the Speakers’ List. You may add your name to the list at any time by using the “raise hand” function on the Zoom Webinar. If you are speaking from prepared remarks, please send a copy to the Chief Administrative Officer, [ldysart@belcarra.ca](mailto:ldysart@belcarra.ca).
2. Please commence your remarks by stating your name and address. If you are speaking on behalf of some other person or organization, please identify the name of that person or organization you are representing.
3. Each speaker is requested to limit their remarks to no more than five minutes each time, subject to adding your name to the Speakers’ List again.
4. Your comments must be specifically related to the subject of the Development Variance Permit and be directed to the Chair. You must not obstruct the Public Meeting. I would request that all speakers be civil,

respectful of others and ensure your comments address the specific issue being considered.

5. After everyone on the Speakers' List has spoken once, speakers will be allowed supplementary presentations, if they have added their name to the list again. You may not present a submission you have already made.

Please observe these rules and if you have any concerns with the manner in which the Public Meeting is conducted, please direct your comments to Mayor Ross".

Mayor Ross will call for Public Input.

Following public input:

**Recommendation:**

That all written and verbal submissions regarding DVP Application 2021-01 – 5220 Coombe Lane, be received.

**Recommendation:**

Option 1)

Should Council determine that it wants to proceed with the approval of the DVP, the following resolution is offered for Council consideration:

**That Council authorize the issuance of the Development Variance Permit 2021-01 to relax zoning regulations to construct an Accessory Coach House on the property at 5220 Coombe Lane.**

Option 2)

Should Council determine that it does not want to proceed with the approval of the DVP, the following resolution is offered for Council consideration:

**That Council deny the Development Variance Permit Application 2021-01 to relax zoning regulations to construct an Accessory Coach House on the property at 5220 Coombe Lane.**

Option 3)

Should Council determine that it requires more information from staff or the applicant prior to making its decision on the DVP, the following resolution is offered for Council consideration:

**That Council request staff and the applicant to provide additional information prior to further consideration of Development Variance Permit Application 2021-01 to relax zoning regulations to construct an Accessory Coach House on the property at 5220 Coombe Lane.**

- 5.2 Lorna Dysart, Chief Administrative Officer, report dated July 5, 2021 regarding Strategic Planning Update

**Recommendation:**

That the report dated July 5, 2021 regarding Strategic Planning Update be received for information.

- 5.3** Lorna Dysart, Chief Administrative Officer, report dated July 5, 2021 regarding Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021

**Recommendation:**

That “Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021”, be read a first time.

- 5.4** Lorna Dysart, Chief Administrative Officer, verbal report regarding reports presented at the Water Committee meeting held on June 28, 2021 as follows:

- a) Chris Boit, ISL Engineering, memorandum dated June 24, 2021 regarding Operating Belcarra’s Water System
- b) Stewart Novak, Public Works and Emergency Preparedness Coordinator, report dated June 28, 2021 regarding Raising the Water Level in Tatlow Reservoir

**Recommendation:**

That the following reports be received for information:

- a) Chris Boit, ISL Engineering, memorandum dated June 24, 2021 regarding Operating Belcarra’s Water System
- b) Stewart Novak, Public Works and Emergency Preparedness Coordinator, report dated June 28, 2021 regarding Raising the Water Level in Tatlow Reservoir

- 5.5** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated July 5, 2021 regarding Purchase of a New Flail Mower Attachment

**Recommendation:**

That the 2021-2025 Financial Plan for capital be amended to include \$35,000. in 2021 for the purchase of a new Flail Mower Attachment, with funding from the General Capital Reserve Fund; and

That a \$35,000. reduction be made in the capital budget in 2023 for the purchase of a New Holland tractor at a total cost of \$120,000. (\$155,000. - \$35,000.).

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

**Mayor’s Reports**

- 6.1** Continued Support for Indigenous People – Next Steps
- 6.2** COVID19 Step 3 – Restart Plan July 1, 2021
- 6.3** TransLink Grant Application Update
- 6.4** Water Committee Update

**7. BYLAWS**

No items.

**8. CORRESPONDENCE/PROCLAMATIONS**

**Recommendation:**

That correspondence items 8.1 to 8.5 be received.

**ACTION ITEMS**

No items.

**INFORMATION ITEMS**

- 8.1** Honourable Peter Julian, MP, New Westminster – Burnaby, letter dated June 17, 2021 regarding Seeking Your Endorsement for Motion M-84 Anti-Hate Crimes and Incidents & Private Member's Bill C-313 Banning Symbols of Hate Act
- 8.2** Rob Martin, Mayor, City of Colwood, letter dated June 18, 2021 to Honourable Patty Hajdu, Minister of Health, regarding Support for 988, A 3-Digit Suicide and Crisis Prevention Hotline
- 8.3** Chris Nicolls, Secretary – Treasurer / CFO, School District No. 43 (Coquitlam), letter dated June 17, 2021 regarding 2021 Eligible School Sites Proposal Resolution
- 8.4** Kerri Palmer Isaak, Chair, Board of Education, School District No. 43 (Coquitlam), letter dated June 22, 2021 regarding Child Care in School District No. 43
- 8.5** Karla Graham, Corporate Officer, City of North Vancouver, letter dated June 23, 2021 to Jamee Justason, Information & Resolutions Coordinator, UBCM, regarding REVISED UBCM Resolution on Safe Passing Distance for All Road Users (full report available at the Village office)

**9. NEW BUSINESS**

**10. PUBLIC QUESTION PERIOD**

**11. RESOLUTION TO CLOSE MEETING**

That the July 5, 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:

- (g) litigation or potential litigation affecting the municipality;
- (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 July 5, 2021 Regular Meeting be adjourned.



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
Via Zoom  
June 21, 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  
Ali Sunderani, Public Works & Utilities Maintenance Worker / Water Operator (departed at 7:44 pm)

**Others in Attendance**

Ken Bjorgaard, K&E Business Services, Financial Consultant (departed at 7:51 pm)  
Chris Boit, ISL Engineering Services, Engineering Consultant  
Eric White, RWPAS Ltd., Planning Consultant (departed at 8:27 pm)

**1. CALL TO ORDER**

Mayor Ross called the meeting to order at 7:17 pm.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, June 21, 2021**

Moved by: Councillor Wilder  
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting, June 21, 2021 be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, June 7, 2021**

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held June 7, 2021 be adopted.

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

Mayor Ross welcomed Ali Tejpar, Project Manager, Imperial Oil, and Lesley Cabott, Engagement Specialist, Stantec, to the meeting.

**4.1 Ali Tejpar, Project Manager, Imperial Oil, and Lesley Cabott, Engagement Specialist, Stantec**, presentation regarding Imperial Sasamat Lake Dam Project

Ali Tejpar, Project Manager, Imperial Oil introduced the team from Imperial Oil and Stantec. He provided a presentation on the Sasamat Lake Dam Project outlining the following:

- Background on the dam which impounded water for use at the Imperial loco Refinery
- Future of the Dam
  - Dam Replacement
  - Dam Decommissioning
- Next Steps
  - Consultation with Indigenous Peoples, engagement with stakeholders & the public
  - Environmental work

Discussion ensued with regard to the impact of the removal of the dam. Ali Tejpar advised that Windermere Creek should return to its natural flows in the next year; however, more information will be brought forward as it becomes available.

Council asked pertinent questions with regard to the future of the dam and the effect on Windermere Creek.

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the presentation provided by Ali Tejpar, Project Manager, Imperial Oil, and Lesley Cabott, Engagement Specialist, Stantec, regarding Imperial Sasamat Lake Dam Project be received for information.

**CARRIED**

Mayor Ross thanked Ali Tejpar and the team for attending the meeting and the information provided.

The representatives of Imperial Oil and Stantec left meeting at 7:38 pm.

**5. REPORTS****5.1 Lorna Dysart, Chief Administrative Officer**, verbal report, Introduction of Ali Sunderani, New Public Works & Utilities Maintenance Worker / Water Operator

L. Dysart introduced Ali Sunderani and welcomed him to Belcarra as the new Public Works & Utilities Maintenance Worker / Water Operator. She noted that Ali comes to Belcarra as a Level 1 certified Water Operator from Stettler County in Alberta.

A. Sunderani studied at NAIT and has Level 1 certification in all four areas, Water Treatment, Water Distribution, Wastewater Collection and Wastewater Treatment. He is currently in training for Level 2 Water Operator.

Mayor Ross extended a warm welcome on behalf of Council and staff.

Stewart Novak welcomed Ali to the team and noted that he looks forward to working with him.

Ali Sunderani left the meeting at 7:44 pm.

**5.2** Ken Bjorgaard, Financial Consultant, report dated June 21, 2021, regarding the Statement of Financial Information (SOFI) Report

K. Bjorgaard outlined the report and noted that the SOFI Report is a legislative requirement of the Province to be submitted by June 30 of each year.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the Village of Belcarra 2020 Statement of Financial Information (SOFI) report be approved; and

That the Mayor and Chief Administrative Officer be authorized to sign off on the applicable statements within the SOFI report.

**CARRIED**

K. Bjorgaard left the meeting at 7:51 pm

**5.3** Lorna Dysart, Chief Administrative Officer, verbal report regarding the 2020 Annual Report

L. Dysart outlined the report. She noted that the Annual Report is a Provincial legislative requirement. L. Dysart noted that the COVID-19 Pandemic had an effect on work within the Village including work within the office and the holding of a By-Election with strict safety protocols. Bylaw Enforcement and Parking matters were considerable during 2020 and took a significant amount of staff time to manage.

Mayor Ross and Council thanked Councillor Wilder for stepping in as Deputy Mayor due to the resignation of the Mayor.

Moved by: Councillor Wilder

Seconded by: Councillor Snell

That the Village of Belcarra 2020 Annual Report be received for information.

**CARRIED**

**5.4** Lorna Dysart, Chief Administrative Officer, report dated June 21, 2021, regarding 5220 Coombe Lane Development Variance Permit

L. Dysart introduced Eric White, Planning Consultant with RWPAS Ltd.

E. White provided an outline of the Development Variance Permit (DVP) Application. It was noted that to date no public input has been received. A Public Meeting will be held at the Regular Council Meeting scheduled for July 5, 2021. Discussion ensued.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That Council consider Development Variance Permit 2021-01 for 5220 Coombe Lane to relax zoning regulations to construct an Accessory Coach House on the property; and That a Public Meeting be held in conjunction with the Regular Council meeting scheduled for July 5, 2021, via Zoom.

**CARRIED**



Eric White left the meeting at 8:27 pm.

**5.5** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated June 21, 2021, regarding the 2020 Drinking Water Quality Annual Report

S. Novak outlined the 2020 Drinking Water Annual Report. Discussion ensued. Council asked pertinent questions. Ian Devlin, Water Committee Chair, noted that it was an excellent report.

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That the 2020 Drinking Water Quality Annual Report be received for information.

**CARRIED**

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

**Mayor's Reports**

**6.1 Metro Vancouver Mayors COVID19 Immunization Challenge**

Mayor Ross advised that Belcarra, Anmore and Port Moody have reached the 80% Vaccination level for COVID vaccinations. He noted that this is a reflection of residents taking care of each other. Mayor Ross advised that Fraser Health has offered a variety of opportunities for residents to receive their vaccination and obtain information including:

- Neighbourhood clinics
- Places of worship
- EASI (Easy, Accessible, Same-day Immunization) Clinics
- An overnight immunization clinic "Vax-a-thon" held June 19 & 20, 2021 at Guildford in Surrey
- Language based Town Hall informational meetings were held in French, Vietnamese, Thai & Gujarati

**6.2 TransLink**

Mayor Ross thanked Councillor Wilder for her work with TransLink as Deputy Mayor after the resignation of the Mayor in October of 2020.

Mayor Ross outlined the Seasonal Park Service Increases provided by TransLink, which are available on the website.

**6.3 Crossroads Hospice Society – Virtual Hike for Hospice 2021**

Mayor Ross advised that the Crossroads Hospice Society – Virtual Hike for Hospice 2021 surpassed the \$40,000 target for funds raised. He expressed appreciation to Cecily Baptiste and John Stubbs for the volunteer service provided to the Crossroads Hospice Society.

**6.4 National Indigenous Day**

Mayor Ross noted that National Indigenous Day is a time for reflection and an opportunity to support Indigenous people in their grief for the tragic events at the Kamloops Residential School Site.

**6.4 Water Committee Update**

Mayor Ross provided an update on a meeting held with the Water Committee and the work taking place in that regard. Another meeting will be scheduled before the July 31, 2021 deadline. Considerable discussion ensued with various members of Council and Water Committee members.

**The meeting recessed at 9:25 pm  
And reconvened at 9:32 pm**

**6.5 Notice of Motion – Councillor Drake**

Councillor Drake outlined the Notice of Motion put forward at the June 7, 2021, Council meeting. Discussion ensued.

The motion was amended as follows:

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That the Council Procedure Bylaw be amended as follows:

“...the full name and **video** of the person asking the question must be visible.”

**CARRIED**

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That Council Procedure Bylaw No. 356, 2004, Section 12, be amended to add the following:

“(6) Public Question Period:

That Public Question Period not be limited to questions or comments related to topics on the Council meeting agenda; and

That questions from the Council meeting agenda be addressed first, followed by questions on other topics; and

That when a Council meeting is held virtually, the full name and **video** of the person asking a question must be visible; and

That a maximum of 2 minutes be allowed for each question; and

That a maximum of 20 minutes be allowed for Public Question Period with completion by 11:00 pm, as per Council Procedure Bylaw No. 356, 2004, Section 20; and

That the main motion be approved as amended.

**CARRIED**

**7. BYLAWS**

No items.

**8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Drake  
Seconded by: Councillor Wilder

That correspondence items 8.1 to 8.5 be received.

**CARRIED**

**ACTION ITEMS**

No items.

**INFORMATION ITEMS**

- 8.1 Kelly Kenney, Corporate Officer, City of Langley, letter dated June 4, 2021, to Tamara Jansen, MP, Cloverdale – Langley City, regarding Support for 988 Suicide and Crisis Line Initiative
- 8.2 Leslie Kellett, Legislative Coordinator, City of Prince George, email dated June 2, 2021, regarding City of Prince George Council 2021 UBCM Resolutions
- 8.3 Brad West, Mayor, City of Port Coquitlam, letter dated June 9, 2021, regarding the City of Port Coquitlam 2020 Annual Report (full report available at the Village office)
- 8.4 Bill Dingwall, Mayor, City of Pitt Meadows, letter dated June 14, 2021, to Honourable Marc Dalton, Member of Parliament and Honourable Lisa Beare, Member of the Legislative Assembly, regarding Truth and Reconciliation Commission's Call to Action 75
- 8.5 Cindy Graves, Corporate Officer, Township of Spallumcheen, letter dated June 11, 2021, to BC Hydro regarding Residential Rate Review

**9. NEW BUSINESS****Councillor Drake****Water Level at Tatlow Tank**

Councillor Drake outlined a proposed motion related to various settings for the Altitude Valve and the ability to raise the water level in the reservoir.

C. Boit, ISL Engineering, expressed caution with regard to large incremental increases and recommended that smaller incremental increases are best to ensure water quality remains safe.

Moved by: Councillor Drake

Seconded by: Councillor Clark

That staff prepare a plan / report and consult with the Water Committee to assess the feasibility to increase the minimum water level setting on the Tatlow Tank.

**CARRIED**

**Councillor Drake****Remote Activation of the Altitude Valve**

Councillor Drake outlined a proposed motion related to remote activation of triggering the Altitude Valve by a person other than staff. Discussion ensued.

Moved by: Councillor Drake

Seconded by: Councillor Snell

That staff prepare a report on the feasibility of providing the capacity to trigger the intake on the SCADA by other individuals other than the Water Operators.

**CARRIED**

**10. PUBLIC QUESTION PERIOD**

No items.

**11. ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the June 21, 2021 Regular Meeting be adjourned at 10:42 pm.

**CARRIED**

Certified Correct:

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Jamie Ross  
Mayor

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Lorna Dysart  
Chief Administrative Officer



## COUNCIL REPORT

**File:** 3090-20-8

**Date:** June 21, 2021  
**From:** Lorna Dysart, Chief Administrative Officer  
**Subject:** **5220 Coombe Lane Development Variance Permit**

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### Recommendation

That Council consider Development Variance Permit 2021-01 for 5220 Coombe Lane to relax zoning regulations to construct an Accessory Coach House on the property; and  
 That a Public Meeting be held in conjunction with the Regular Council meeting scheduled for July 5, 2021, via Zoom.

### Purpose

The purpose of this report is to present to Council Development Variance Permit 2021-01 for a proposed Coach House addition at 5220 Coombe Lane.

### Background

The Provincial Government has granted municipal Councils the ability to relax or vary the regulations of a Zoning Bylaw and a Subdivision Servicing Bylaw upon the application of an owner of land. The Council is restricted in terms of what aspects of these Bylaws it can vary, in that a Development Variance Permit cannot be used to vary the **permitted uses** or **increase densities** that are established in a Zoning Bylaw. A Development Variance Permit can, however, be used to relax regulations such as building height, setbacks, parking, and frontage.

A Development Variance Permit Application (Attachment 2) for 5220 Coombe Lane was received by the Village on October 4, 2020. The applicant is requesting to relax the building height regulations for a new Coach house and to allow the Coach house to occupy both levels of the proposed Accessory Building.

### Discussion

The location of 5220 Coombe Lane ("the Property") is on the Western edge of the Village of Belcarra, one of the last properties accessible by car before reaching Cosy Cove. The Property is bordered to the North and West by two irregular shaped lots. The area to the East of the property remains undivided and undeveloped. The Southern edge of the property abuts an unopened road allowance.

The property is large (32,780 sq. ft), mostly forested, irregular shaped, and contains dramatic grade changes. There are currently two structures, paved driveway, septic field, and septic tank on the property. At an earlier time only one building existed on the property. It is currently disused. In 1996, a Building Permit was issued to construct a new house at the South-East corner

of the lot approximately 10m from the existing, unoccupied structure and in 1998 a Building Permit was issued to convert the existing, unoccupied structure to an Accessory Building. The applicant/property owner is now proposing to build an entirely new Accessory Coach House where the current Accessory Building stands.

The applicant has described their rationale for the placement of the new Accessory Coach house and the requests for relaxations of certain regulations in a letter of intent submitted along with the application. The requested relaxations are summarized in the table below.

<b>Curent Regulation</b>	<b>Proposed Relaxation</b>
No Accessory Building shall be located nearer to the Front Lot Line than the front Wall of the Principal Building, except Garages and Accessory Coach Houses with a maximum height not greater than 4 metres (13 ft) above Natural Grade, which may be located nearer to the Front Lot Line than the front wall of the Principal Building, but not within 3 metres (9.8 ft) of the Front Lot Line.	Allow the Accessory Coach house to be built in the front yard with an additional 0.95 m (3.12 ft) in height
Where an Accessory Building is used to accommodate an Accessory Coach House, the Accessory Coach House shall only occupy one story on the Accessory Building	Allow the Accessory Coach house to occupy a portion of the first story as well as the second story of the Accessory Building

### **Financial Implications**

There are no financial implications to this application as the Village costs are covered by the application fee.

### **Attachments**

1. Development Variance Permit 2021-01
2. Development Variance Permit Application for 5220 Coombe Lane



**VILLAGE OF BELCARRA**  
**Development Variance Permit No. 2021-01**



Issued pursuant to section 922 of the Local Government Act

1. This Development Variance Permit is issued to:

John Amor  
 5220 Coombe Lane  
 Belcarra, BC V3H 4N6

as the registered owner (hereinafter referred to as the "Permittee") and shall apply only to ALL AND SINGULAR those certain parcels of land and premises (hereinafter referred to as the "Land") situate lying and being in the Village of Belcarra, in the Province of British Columbia, and more particularly known as:

Lot 10, Section 23 Fractional Township West of Township 39, New Westminster District  
 Plan 2411

located at:

5220 Coombe Lane

2. The said Land is subject to Village of Belcarra Zoning Bylaw No. 510, 2018 and amendments thereto.
3. That section 214 of Village of Belcarra Zoning Bylaw No. 510, 2018 be varied to allow the new Coach house to occupy more than one floor of an Accessory Building as indicated below and in accordance with the attached drawing shown as Schedule A of this permit:
  - (I) Allow the Accessory Coach House to occupy a portion of the first story as well as the second story of the Accessory Building.
4. That section 302.7 (b) of Village of Belcarra Zoning Bylaw No. 510, 2018 be varied by allowing the future construction of a Coach House to be built in the front yard with additional height as indicated below and in accordance with the attached drawing shown as Schedule A of this permit.
  - (II) Allow the Accessory Coach House to be built in the front yard with an additional 0.95 (3.12 ft) in height.
5. This Permit only pertains to the proposed Accessory Building as shown in Schedule A. The construction of any new building or structure shall comply with the applicable zoning regulations.
6. This Permit does not constitute a building permit.

**AUTHORIZED RESOLUTION** passed by Council on the \_\_\_\_ day of \_\_\_\_\_, 2021

**IN WITNESS WHEREOF** this Development Variance Permit is hereby issued by the Municipality, signed by the Mayor and Chief Administrative Officer,  
the \_\_\_\_ day of \_\_\_\_\_, 2021

**VILLAGE OF BELCARRA**

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Jamie Ross  
Mayor

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Lorna Dysart  
Chief Administrative Officer



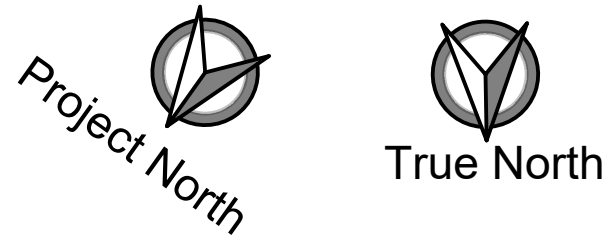
LOT 10, SECTION 23, FRACTIONAL TOWNSHIP WEST OF TOWNSHIP 39 NWD

5220 COOMBE LANE, BELCARRA, B.C.

CONTRACTOR TO VERIFY ALL DIMENSIONS AND MATERIALS ON THESE DRAWINGS AND REPORT ANY DISCREPANCIES TO THIS OFFICE PRIOR TO COMMENCING WITH CONSTRUCTION. SARAH GALLOP DESIGN INC. IS NOT RESPONSIBLE FOR ANY DISCREPANCIES NOT REPORTED IN WRITING PRIOR TO CONSTRUCTION. CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION. PLANS ARE COPYRIGHTED FOR THE EXCLUSIVE USE OF SARAH GALLOP DESIGN INC. ANY UNAUTHORIZED USE OR REPRODUCTION IS PROHIBITED.

REVISIONS:

PROPOSED SITE PLAN  
SCALE: NTS



SITE INFORMATION

ZONING - RS-1  
SITE AREA :- 32783.70 Sq.Ft. (3045.70 Sq.m)

COACH HOUSE FLOOR AREA & FLOOR AREA RATIO (FAR)

PERMITTED (BY LAW REF: - 302.4-d) 1615 Sq.f (150.04 Sq.m)	PROPOSED TOTAL FAR 1557.98 Sq.Ft. (144.66 Sq.m)	
	COACH HOUSE TOTAL AREA 968.82 Sq.f (90.00 Sq.m)	GARAGE 589.16 Sq.f (54.73 Sq.m)
	MAIN FLOOR 364 Sq.f (33.81 Sq.m)	UPPER FLOOR 604.82 Sq.f (56.19 Sq.m)

FOOTPRINT OF THE PROPOSED BUILDING

PERMITTED 1000 Sq.f (92.90 Sq.m)	PROPOSED 998.58 Sq.f (92.77 Sq.m)
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Re: DVP Application, Letter of Intent

Address: 5220 Coombe Lane, City of Belcarra.

DVP requested:

- The building height in a front yard from 4m to 4.95m of an Accessory Coach House that is also used as a Garage
  - Bylaw: Section 302 for RS-1 zoning: 214 (2) b)
- The occupancy of the Coach House over one story to be allowing over two stories
  - Bylaw: Section 302 for RS-1 zoning: 214 (5)

214 – Accessory Coach House Use

(1) Not more than one Accessory Coach House Use shall be permitted per Principal Residential Use;

(2) An Accessory Coach House Use must:

- be located in an Accessory Building that is also used as a Garage; or
- must be limited to 4 m (13.12 ft) in height;

(3) An Accessory Coach House Use shall not have a floor area that exceeds 92.9 square metres (1,000 square feet);

(4) An Accessory Coach House Use may be permitted provided that a Sewage Disposal Permit can be obtained from the responsible authority;

(5) Where an Accessory Building is used to accommodate an Accessory Coach House, the Accessory Coach House shall only occupy one storey of the Accessory Building;

To whom may concern,

This letter is to explain our design intent for the Development Variation Permit request at the address of

The existing lot offer an irregular shape, with a total area of 32,783.70 sf. The existing dwelling is a single-family home at located at the far end of the property. The property is mainly forested at the exception of the driveway area and a small portion of grass on front of the main dwelling. The property is at the bottom of a Hill with a steeper denivelation at the rear of the main dwelling. The rear yard set back is irregular, going from 36'-10" to 48'-6". It is not possible to build the proposed building given the steep hill that the garage entry would offer.

The proposed location of the new building has currently an auxiliary building, which at an era was the primary dwelling on the property. It doesn't have an occupancy designation and is not liveable. The location of our proposed Coach Home with Garage is in the front yard in the same location as the existing Accessory Building.

The proposed location has a minimal impact on the livability and privacy of the two dwellings. It will also avoid the abatement of the current trees' location in the rear yard, which is currently forested. I would not have any visual obstruction on the view from the main dwelling, the neighbor's dwellings, or future neighbor's development.

The first requested variance would allow the Coach Home with Garage below to be built in the front yard. Given the current slopped grade, the proposed building exceeds the maximum allowable building height by 0.95 meter. Granting this variation would allow the Coach Home to be built in the front yard and provide:

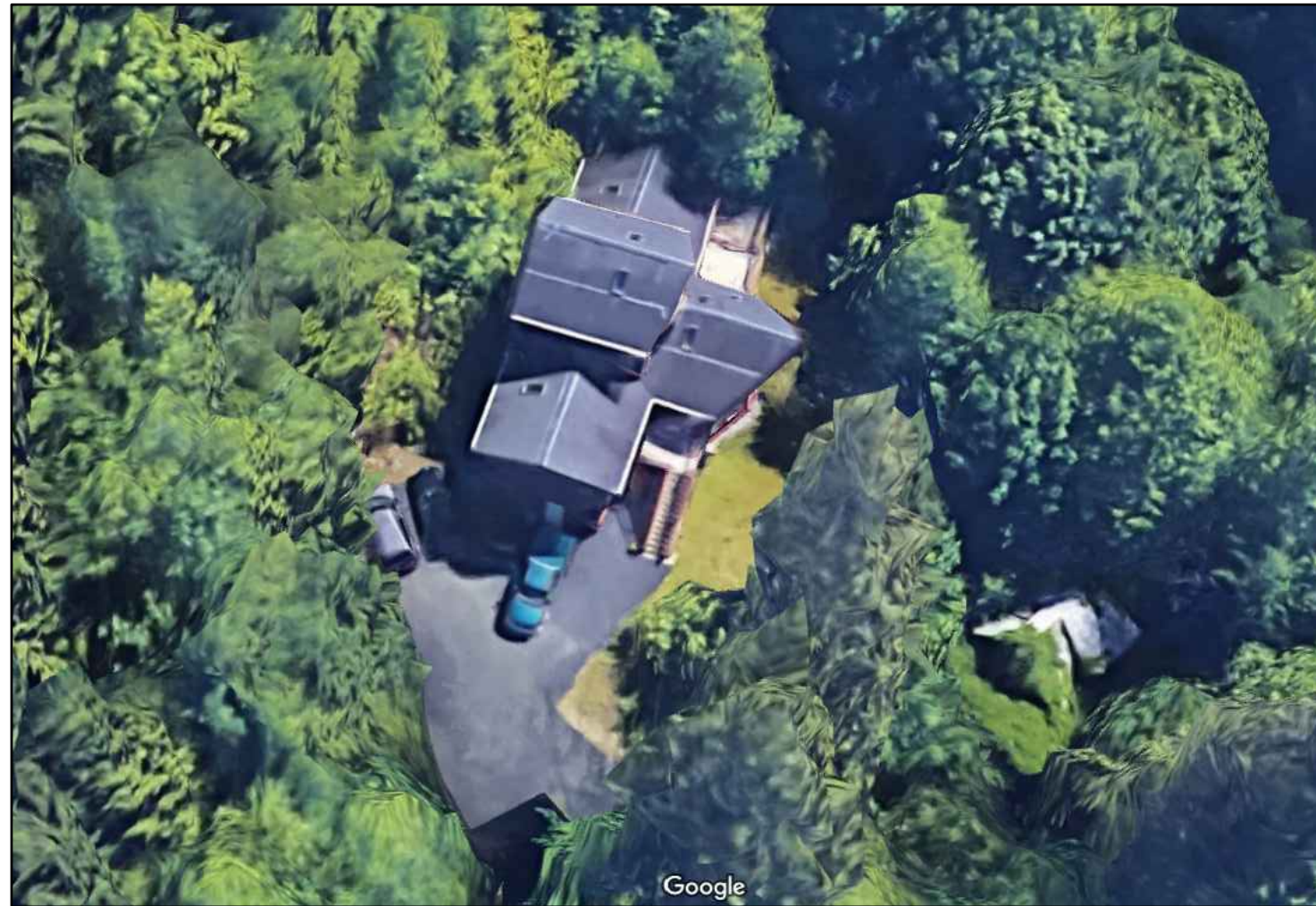
- Better privacy to both dwelling occupants
- Less noise distribution of the two dwellings by increasing the spatial distance between the dwellings
- Easier access to the Coach Home for the tenants
- Less impact on the environment by not removing trees from the forest
- Allow the owner of enjoyment of a garage for their vehicles

The second requested variance would allow the Coach Home Sq. Ft. to span over two story. Currently, the bylaw allows the garage footprint to be 1000 sf with a Coach Home of 1000 Sq. Ft. above. This proposal is a Garage at 589.16 Sq. Ft. and the Coach Home at 968.82 Sq. Ft. over two stories, for a total building of 1557.98 Sq. Ft. Granting this variation would:

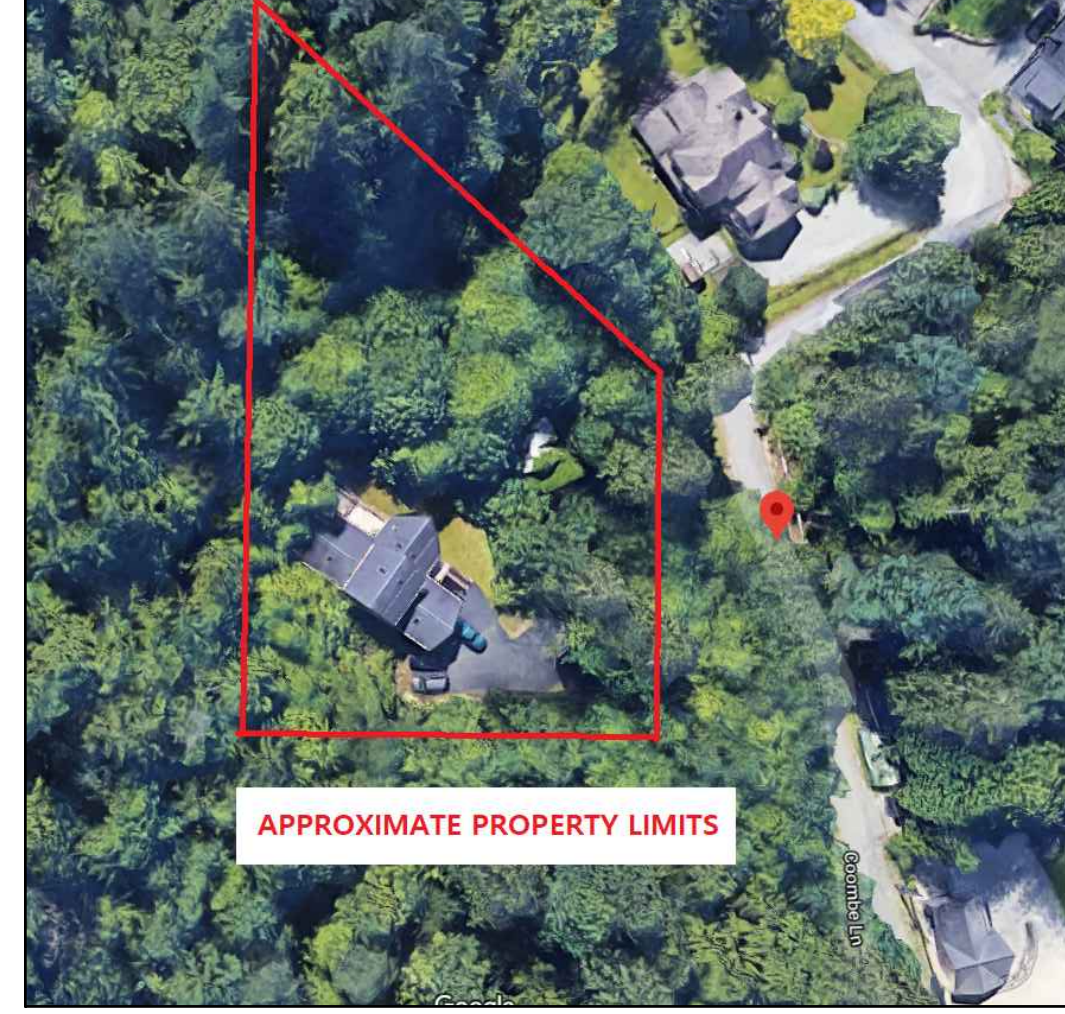
- Reduce the overall building massing by providing a smaller upper floor.
- Reduce the overall building massing by providing less FAR that what is currently allowed, which therefor offers a lower building height.
- Allow the Coach Home Sq.Ft. to remain, while creating a building with less impact on the overall site.
- Allow the new building footprint to occupy the existing auxiliary building location and driveway access.

To conclude, this variance would allow the owners to provide an extra rental for the City of Belcarra, while reaching their main goal of building a new Garage on their property. We are confident of our design proposed minimizes the impact on the site by keeping the building massing small and in the existing location. It increases life quality of both main and coach house dwellings by providing separation between the two.

Sincerely,



3D VIEW OF THE LAND



ARIEL VIEW OF THE LAND



EXISTING HOUSE TO BE DEMOLISHED. REBUILD THE COACH HOUSE IN THE SAME LOCATION



OFFICE LOCATIONS:

#11-1835 56 STREET  
DELTA, B.C  
PHONE:  
604 952 4448  
FAX:  
888 698 4758  
EMAIL:  
info@sarahgallop.com

PROJECT:

DRAWN BY:

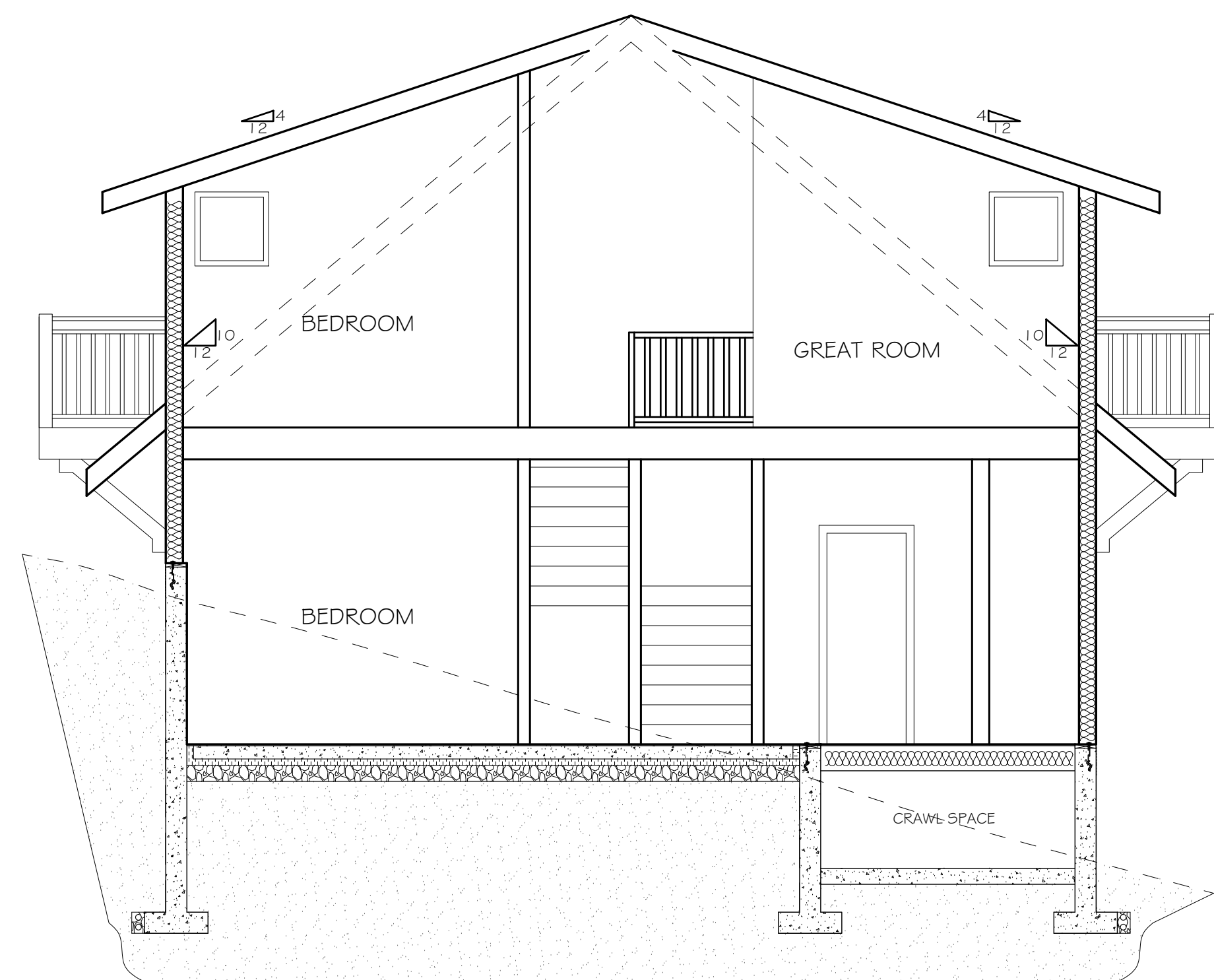
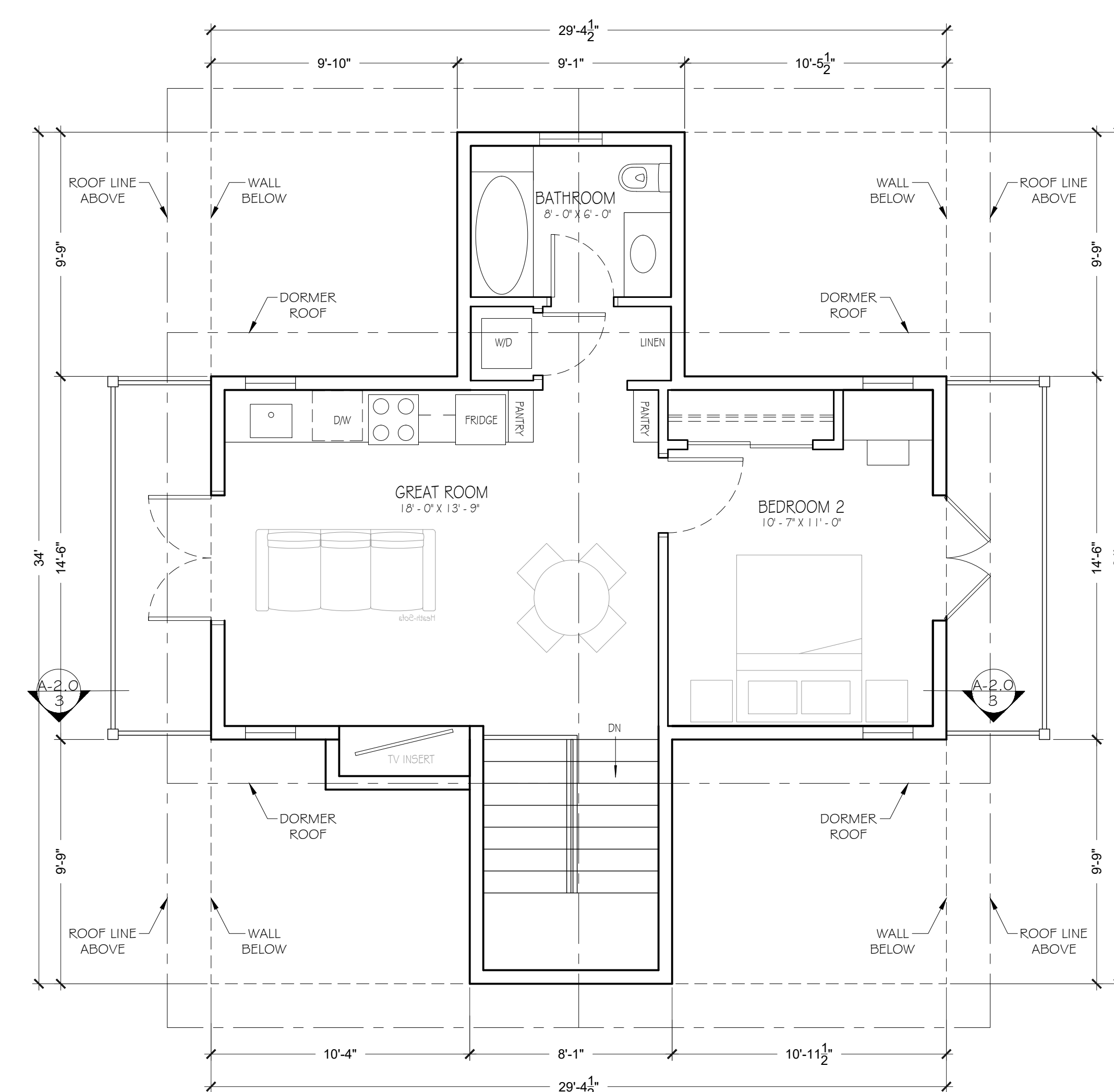
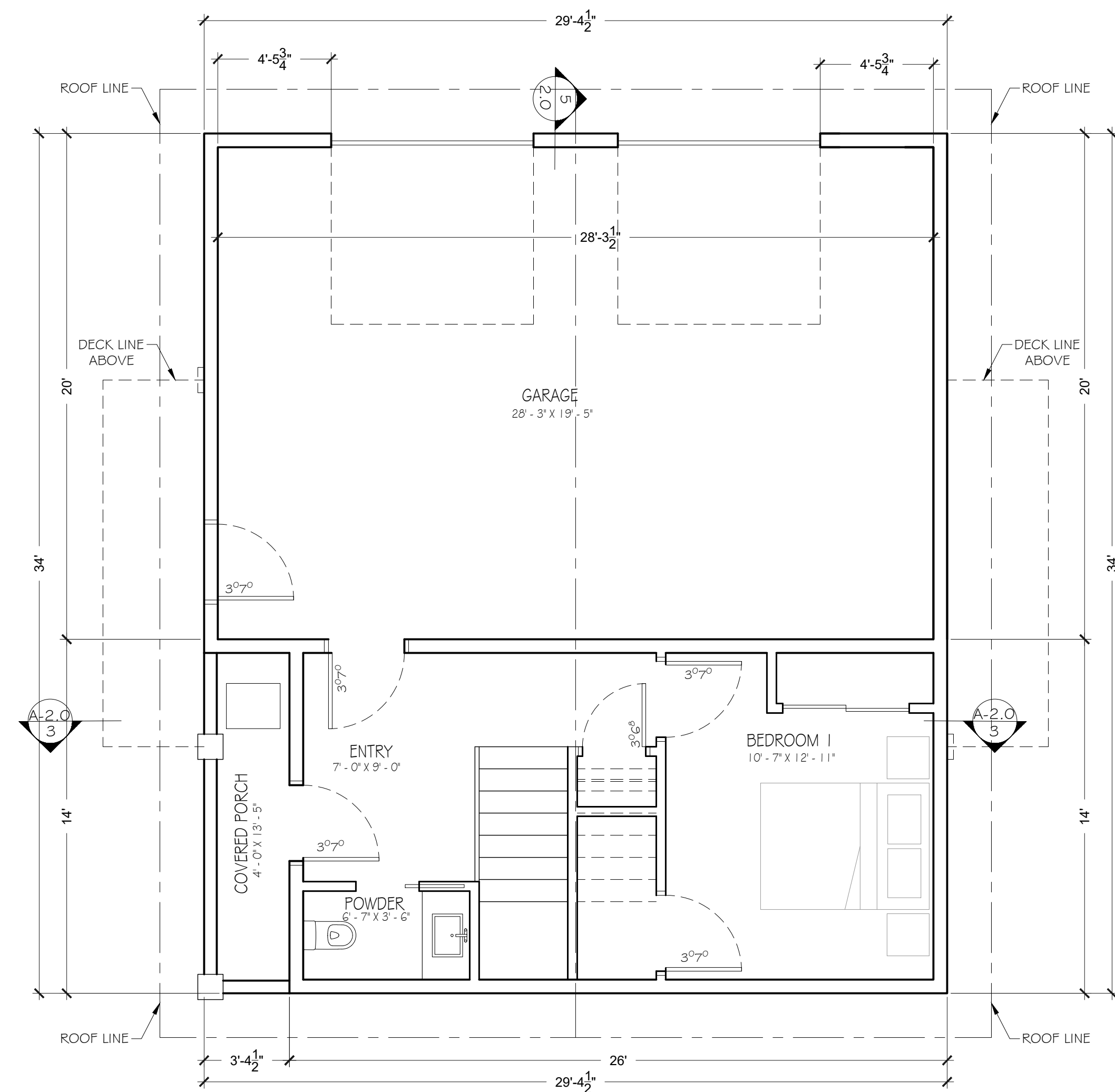
CHECKED BY:

DATE:

REVISION:

SHEET:





CONTRACTOR TO VERIFY ALL DIMENSIONS AND MATERIALS ON THESE DRAWINGS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO COMMENCING WITH CONSTRUCTION. SARAH GALLOP DESIGN INC. IS NOT RESPONSIBLE FOR ANY DISCREPANCIES NOT REPORTED IN WRITING PRIOR TO CONSTRUCTION. CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION. PLANS ARE COPYRIGHTED FOR THE EXCLUSIVE USE OF SARAH GALLOP DESIGN INC. ANY UNAUTHORIZED USE OR REPRODUCTION IS PROHIBITED.

REVISIONS:



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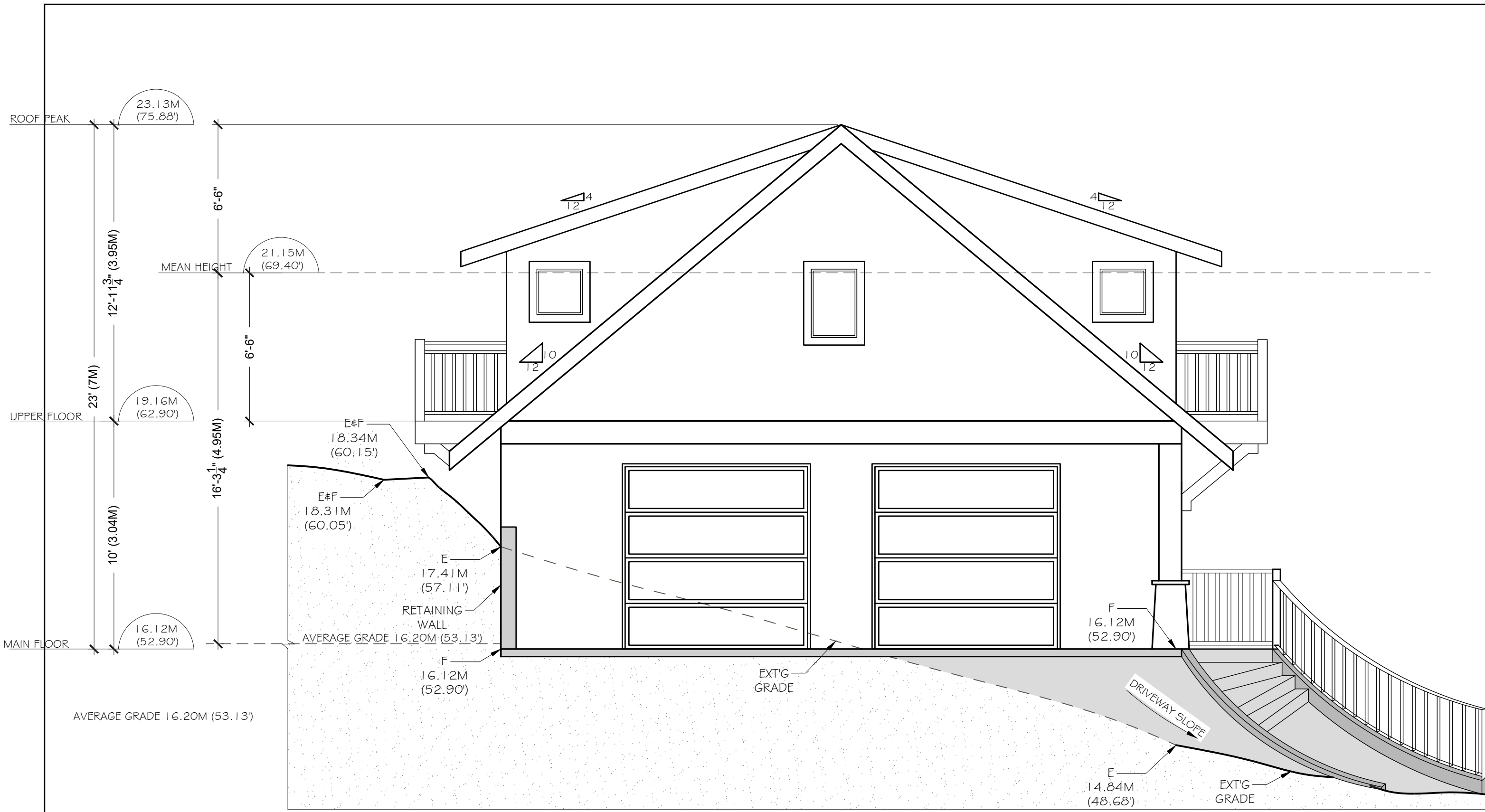
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DATE:

REVISION:

SHEET:



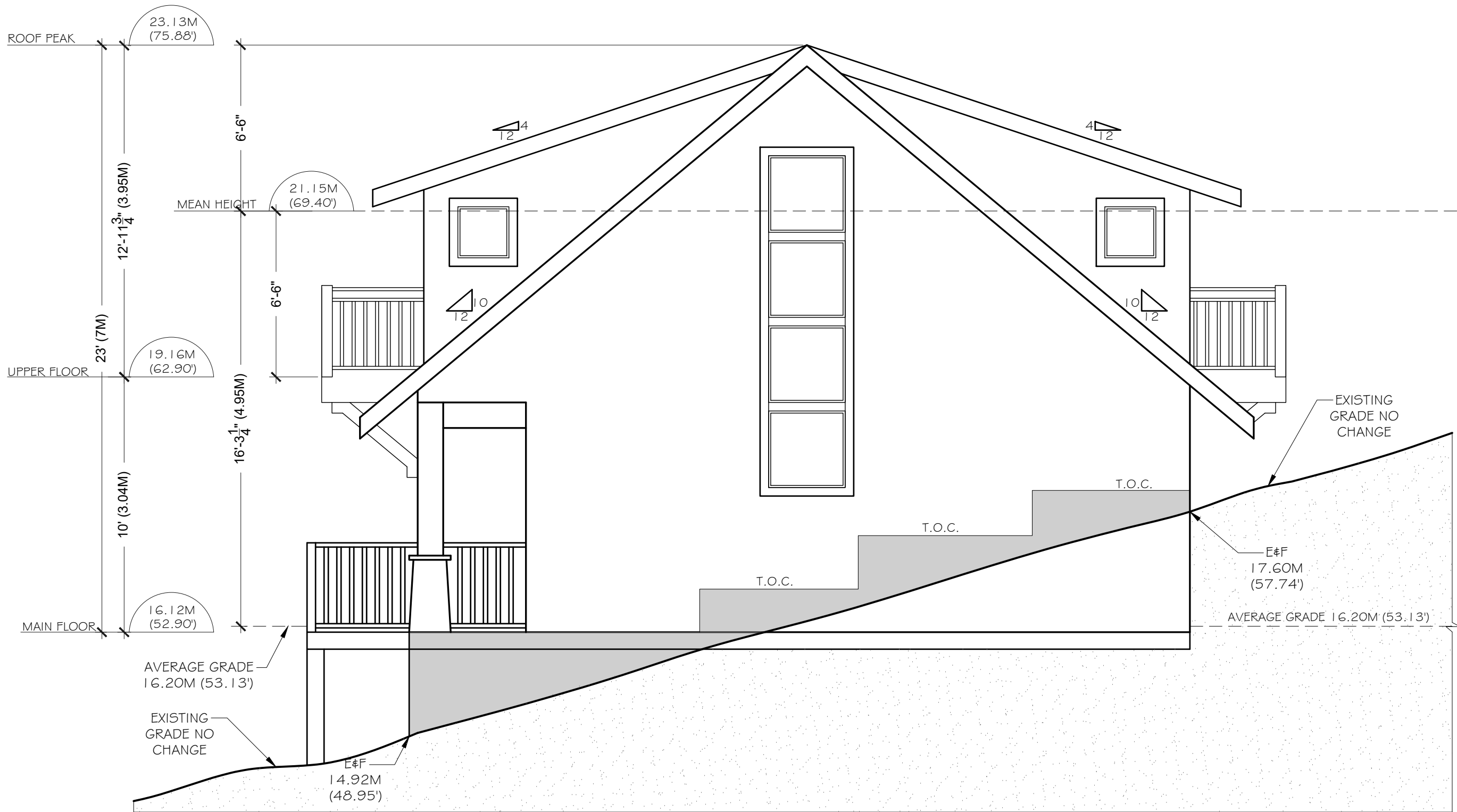


1 PROPOSED WEST ELEVATION  
SCALE: 1/4" = 1'



2 PROPOSED SOUTH ELEVATION  
SCALE: 1/4" = 1'

AVERAGE GRADE CALCULATION AS PER BYLAW 206			
WALL ELEVATION	AVERAGE GRADE	LENGTH	
NORTH ELEV.	$(17.6 + 17.41) / 2 = 17.51 \text{ M}$	10.36 M (34'-0")	181.4
WEST ELEV.	$(17.41 + 14.84) / 2 = 16.13 \text{ M}$	8.95 M (29'-4 1/2")	144.36
SOUTH ELEV.	$(14.84 + 14.92) / 2 = 14.88 \text{ M}$	10.36 M (34'-0")	154.16
EAST ELEV.	$(14.92 + 17.60) / 2 = 16.26 \text{ M}$	8.95 M (29'-4 1/2")	145.53
		38.62 M (126'-8 1/2")	625.45
625.45 / 38.62 = 16.2 M			



3 PROPOSED EAST ELEVATION  
SCALE: 1/4" = 1'



4 PROPOSED NORTH ELEVATION  
SCALE: 1/4" = 1'

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888 698 4758  
EMAIL:  
info@sarahgallop.com

PROJECT:

DRAWN BY:

CHECKED BY:

DATE:

REVISION:

SHEET:



# VILLAGE OF BELCARRA

"Between Forest and Sea"

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

TELEPHONE 604-937-4100 FAX 604-939-5034

belcarra@belcarra.ca • www.belcarra.ca



## Authorization of all Registered Owner(s) of the Property

### Please Print

Name: <u>JOHN Amor</u>	Name: _____
Address: <u>5220 Coombe Ave</u>	Address: _____
City: <u>BELCARRA</u>	City: _____
Prov./Postal Code: <u>V3H-4N6</u>	Prov./Postal Code: _____
Telephone #: <u>604 719-7820</u>	Telephone #: (    ) _____
	Date: <u>OCT 4/2020</u>

To: Village of Belcarra

Project Address: 5220 Coombe Ave, Belcarra

I, we

JOHN Amor

Home owner(s) of the above address authorize

5220 Coombe Ave RD

to make an application to the Board of Variance for relaxation of the Zoning Bylaw on my/our behalf.

Property Owners (Signatures):

[Signature]





# VILLAGE OF BELCARRA

"Between Forest and Sea"

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

TELEPHONE 604-937-4100 FAX 604-939-5034


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## DEVELOPMENT PERMIT VARIANCE APPLICATION

### DISCLAIMER

Zoning Bylaw Appeals can be facilitated through a Board of Variance application which will require a statement of hardship and will be limited to minor variances as determined by the Board. Alternatively, a Development Variance Permit application can also be used to relax zoning requirements with no requirement for a statement of hardship or limitations to minor variances.

DATE: OCT 4/2020 NAME: JOHN Amor  
MAILING ADDRESS: 5220 Coombe Ave RD Belcarra  
TELEPHONE (Home): 604 719-7820 (Work): \_\_\_\_\_  
PROPERTY ADDRESS: 5220 Coombe Ave RD Belcarra  
LEGAL DESCRIPTION: Lot 10 <sup>SECTION</sup> Block 23 Plan \_\_\_\_\_ D.L. P. 2411  
ZONING: RS1 <sup>FRACTIONAL TWS. WEST OF TWP 39.</sup>  
CURRENT USE: RESIDENTIAL, single fam. PROPOSED USE: RESIDENTIAL, single family  
REASONS FOR APPEAL: - Building height relaxation  
- Accessory coach home to occupy 2 storey  
SIGNATURE OF OWNER(S): 

THE FOLLOWING DOCUMENTS ARE REQUIRED IN SUPPORT YOUR APPLICATION:

- ☒ Copy of Title Search made within past 30 Days (a copy can be provided at a cost set out in the Fees & Charges Bylaw)
- ☒ Letter of hardship in support of Appeal
- ☒ Site Plan showing property lines, all existing buildings, water courses and proposed construction/relaxation
- ☒ Construction drawings for proposed construction required

### FEES

Development Variance Permit

Application Fee is determined by the Fees and Charges Bylaw

TOTAL FEES PAID \$ 1275.00

### Freedom of Information and Protection of Privacy Act Notification:

The information on this form is collected under the general authority of the Local Government Act. It is related directly, required and used by the Village of Belcarra, to administer the Development Variance application process. The access and privacy provisions of the *Freedom of Information and Protection of Privacy Act* apply to the information collected on this form. Please contact the Information and Privacy Officer at 604-937-4100 if you have any questions.

Re: DVP Application, Letter of Intent

Address: 5220 Coombe Lane, City of Belcarra.

DVP requested:

1. The building height in a front yard from 4m to 4.95m of an Accessory Coach House that is also used as a Garage
  - a. Bylaw: Section 302 for RS-1 zoning: 214 (2) b)
2. The occupancy of the Coach House over one story to by allowing over two stories
  - a. Bylaw: Section 302 for RS-1 zoning: 214 (5)

*214 – Accessory Coach House Use*

*(1) Not more than one Accessory Coach House Use shall be permitted per Principal Residential Use;*

*(2) An Accessory Coach House Use must:*

*a) be located in an Accessory Building that is also used as a Garage; or*

*b) must be limited to 4 m (13.12 ft) in height;*

*(3) An Accessory Coach House Use shall not have a floor area that exceeds 92.9 square metres (1,000 square feet);*

*(4) An Accessory Coach House Use may be permitted provided that a Sewage Disposal Permit can be obtained from the responsible authority;*

*(5) Where an Accessory Building is used to accommodate an Accessory Coach House, the Accessory Coach House shall only occupy one storey of the Accessory Building.*

---

To whom may concern,

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The existing lot offer an irregular shape, with a total area of **32,783.70** sf. The existing dwelling is a single-family home at located at the far end of the property. The property is mainly forested at the exception of the driveway area and a small portion of grass on front of the main dwelling. The property is at the bottom of a Hill with a steeper denivelation at the rear of the main dwelling. The rear yard set back is irregular, going from 36'-10" to 48'-6". It is not possible to build the proposed building given the steep hill that the garage entry would offer.

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Sincerely,





**VILLAGE OF BELCARRA**  
**Results of Strategic Planning Priorities**  
**Established March 3, 2021**



**Update July 5, 2021**

<b>Priority List</b>	<b>Status</b>
<b>1) Asset Management – Financial Plan / Sustainability</b> a. Roads Asset Management  b. Midden Road Discussion c. Drainage Plan d. Depreciation Management	<b>1.a)</b> Grant application has met criteria and is proceeding to stage 2 of review
<b>2) Consolidated Enhanced Fire Protection</b> a. Emergency Preparedness & FireSmart   b. Monitored Fire Alarms  c. Water Hook up for Sprinklers – waive water connection application fee of \$750.  d. Water Capacity for fire fighting – Reservoir  e. Tree Bylaw & Report  f. Application to the Province to request a Local Variance (Sprinklers)  g. Water Metering	<b>2.a)</b> Blackwell is working in the Village on the Comm. Wildfire Grant – Second grant application with Pt. Coquitlam, Coquitlam & Belcarra submitted      <b>2.d)</b> Federal Grant Application submitted  <b>2.e)</b> Will be on the July 19, 2021 Council Agenda  <b>2.f)</b> Appears to be cost prohibitive
<b>3) Parking Bylaw Enforcement – Public Information meeting</b>	<b>3)</b> For the Fall of 2021
<b>4) Official Community Plan – review and update</b>	<b>4)</b> Staff working on bringing forward
<b>5) Group Wharfages &amp; lifting the Moratorium on Marine Ave &amp; Senkler Road</b> a. Highway Encroachment Areas	
<b>6) Belcarra Community Pathways &amp; Trails</b>	<b>6).</b> TransLink Grant Application approved June 2021. Awaiting Agreement for signing.



<b>Secondary Items</b>	<b>Status</b>
<b>7) Road to Farrer Cove</b>	
<b>8) Traffic Control</b> a. speed bumps b. speed issues c. Bedwell Bay Road – encroachments & shrubbery	
<b>9) Multi Use Court</b>	



## COUNCIL REPORT

**Date:** July 5, 2021

**From:** Lorna Dysart, Chief Administrative Officer

**Subject:** Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021”

---

### Recommendation

That “Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021”, be read a first time.

### Purpose

The purpose of this report is to introduce an amendment to the “Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021 for first reading.

### Background

Council passed a motion at the Regular Council meeting held June 21, 2021 to have an amendment made to the Council Procedure Bylaw to allow for an extension of involvement by the public in the Public Question Period.

The motion adopted on June 21, 2021 creates an opportunity for the public to raise questions on matters not on the agenda.

Council members are limited by the Procedure Bylaw by how they may raise a matter during a Council meeting. Agenda item 12(5) States that “Council must not consider any matters not listed on the agenda unless a new matter for consideration is properly introduced as a Late Item pursuant to Section 14.

Section 14(1) states that ‘An item of business not included on the agenda must not be considered at a Council meeting unless introduction of the Late Item is approved by Council at the time allocated on the agenda for such matters. 14(2) If the council makes a resolution under Section 14(1), information pertaining to Late Items must be distributed to the members.

Council may wish to consider making an amendment to the Procedure Bylaw to consider Sections 12(5), 14(1) and 14(2).

It is recommended that the Mayor, or whoever is Chairing the Council meeting, be granted the authority to consider if a question or comment from a member of the public is appropriate to be raised in a Regular Council meeting i.e. a matter of litigation, or personnel, or other topics that are included in the *Community Charter, Section 90 (1) and (2)*, as Council meeting topics that may or must be closed to the public.



**VILLAGE OF BELCARRA**  
**Council Procedure Bylaw No. 356, 2004,**  
**Amendment Bylaw No. 588, 2021**



**An amendment bylaw to amend Council Procedure Bylaw 356, 2004 to include a section on Public Question Period.**

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

NOW THEREFORE the Village of Belcarra Council enacts as follows:

1. That this bylaw be cited for all purposes as the "Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021".
2. That the "Village of Belcarra Council Procedure Bylaw No. 356, 2004, Section 12 be amended by adding:  
**(6) Public Question Period:**
  - (a) Public Question Period not be limited to questions or comments related to topics on the Council meeting agenda;
  - (b) Questions from the Council meeting agenda be addressed first, followed by questions on other topics;
  - (c) When a Council meeting is held virtually, the full name and video of the person asking a question must be visible;
  - (d) A maximum of 2 minutes be allowed for each question;
  - (e) A maximum of 20 minutes be allowed for Public Question Period with completion by 11:00 pm, as per Council Procedure Bylaw No. 356, 2004, Section 20.

Read a First Time on

Read a Second Time on

Read a Third Time on

ADOPTED by Council on

---

Jamie Ross  
Mayor

---

Lorna Dysart  
Chief Administrative Officer

This is a certified true copy of  
Village of Belcarra Council Procedure  
Bylaw No. 356, 2004,  
Amendment Bylaw No. 588, 2021

---

Chief Administrative Officer



---

201-3999 Henning Drive, Burnaby, BC V5C 6P9, T: 604.629.2696 F: 604.629.2698To: **Village of Belcarra**Date: **June 24, 2021**Attention: **Lorna Dysart, CAO**Project No.: **32482**

Cc:

Reference: **Operating Belcarra's Water System**From: **Chris Boit, P.Eng**

---

At a Village Council meeting dated June 21<sup>st</sup>, 2021, Council adopted the following motion:

*"That staff prepare a report on the feasibility of providing the capacity to trigger the intake on the SCADA by other individuals other than the Water Operators"*

The following memorandum is in response to this motion.

Water distribution for a Municipality/Region (GVWD) is governed by Provincial Legislation. The Act relating to Potable water is entitled ***Drinking Water Protection Act (the Act)***. The Act sets out certain requirements for drinking water operators and suppliers to ensure the provision of safe drinking water to their customers. The Act ensures:

- Water systems are approved by Public Health Engineers;
- Water system operators must operate their systems in compliance with the requirements of the Act through operating permits, which may contain specific conditions and are set and approved by the Health Authority Drinking Water Officer;
- Minimum water treatment and water quality standards are met, and monitoring and testing carried out, as required;
- Water suppliers must have microbiological samples analyzed by a laboratory which has been approved by the Provincial Health Officer;
- Operators of water systems serving more than 500 individuals must be certified as operators through the Environmental Operators Certification Program; and
- Public notification must be made in case of water quality problems

The requested motion asks for the feasibility of providing access to a person or persons to trigger the intake valve for the Tatlow reservoir. From a physical perspective, providing access is a straight forward process, which would require internet access and a login information to the Village's Scada program. However, prior to doing this it is important to review *the Act* and regulations with regards to operating a drinking water system.

The following are extracts from the ***Drinking Water Protection Act***

**Operating permits and requirements for water supply systems**

- 8 (1) In the case of a prescribed water supply system, the water supplier
- (a) must not operate the water supply system unless the water supplier holds a valid operating permit issued in accordance with the regulations,
  - (b) must comply with all terms and conditions of its operating permit, and
  - (c) must operate the water supply system in accordance with any applicable regulations.

*Figure 1- Operating Permits and requirements - Part 4*

Section 8 (1) (a) *“must not operate the water supply system unless the water supplier holds a valid operating permit issued in accordance with the regulations,”*.

This is an important section, as it clear that only a trained person should operate a water system. It is ISL’s professional opinion that operating of a valve within a water system would constitute as an operational procedure.

## Qualification standards for persons operating water supply systems

- 9 (1) Subject to the regulations, a person must not operate, maintain or repair a prescribed water supply system unless
  - (a) the person is qualified in accordance with the regulations to do this, or
  - (b) is doing this under the supervision of a person who is qualified in accordance with the regulations.
- (2) A water supplier must ensure that subsection (1) is not contravened in relation to its water supply system.

*Figure 2 - Qualification Standards - Part 4*

Section 9 (1) establishes the qualification required to operate a water system. In the case of someone operating a valve remotely from Scada, they would not meet these requirements unless they are qualified.

*The Act* also legislates the requirements to report potential safety issues to the Water Drinking Officer, under Sections 13 and 24. Therefore, if remote access was given to an untrained person, it could be seen as a potential threat to the System. At which point the license holder would be required to notify.

### Water supplier must report threats to drinking water

- 13 (1) In addition to the requirements under section 12, a water supplier must immediately notify the drinking water officer if the supplier considers there is a threat that is likely to result in the drinking water provided by its water supply system not meeting the requirements of section 6 *[water supply systems must provide potable water]*.
- (2) Notice required by subsection (1) must be given in accordance with section 12 (3).

### Requirement to report threats to drinking water

- 24 (1) If a person
  - (a) is required to report under
    - (i) section 11 *[mandatory reporting of health hazards]* of the [Public Health Act](#) in respect of a toxic spill, or
    - (ii) section 91.2 (1) (a) *[responsible persons – spill response]* of the [Environmental Management Act](#), and
  - (b) considers that the event reported may result in a threat to drinking water,
 the person must also promptly report the situation to the drinking water officer.
- (2) Despite any other enactment, if a regulation designates
  - (a) persons employed in the public service of the Province, or
  - (b) officials acting under the authority of a specified enactment
 for the purposes of this section, by title or otherwise, those designated must report to the drinking water officer any situation they observe, or of which they become aware, that they consider may be a threat to drinking water.

*Figure 3 - Reporting potential threats - Part 4*



In closing, it is ISL's professional opinion that only trained operational staff should have access to operate the Water system, this includes any valves within the system. If external members were to be given access to the SCADA system, it is likely the Village would be in contravention of the Act.

If you have any further questions please do not hesitate to contact the undersigned.

Chris Boit, P.Eng  
Senior Engineer



## REPORT TO WATER COMMITTEE



**Date:** June 28, 2021  
**From:** Stewart Novak, Public Works and Emergency Preparedness Coordinator  
**Subject:** **Raising the Water Level in Tatlow Reservoir**

### Council Motion June 21, 2021

“That staff prepare a plan / report and consult with the Water Committee to assess the feasibility to increase the minimum water level setting on the Tatlow tank.”

### Background

In 2017 / 2018 Opus International designed and installed an electronic override control that gives the ability to the Public Works Water Operators to electronically override the Altitude valve.

The benefit of the installation allows Water Operators to:

1. Open the tank fill electronically via the SCADA System in times of high demand during firefighting conditions.
2. Electronically set the minimum and maximum water levels of the reservoir.

Council requested that staff prepare a report for the Water Committee which will assesses the feasibility of permanently increasing the minimum water level of the tank. After review by the Water Committee, the report will be brought to Council.

### Objective Plan

The objective of the Public Works Water Operators is to continually improve the water operation service, collect data and to maintain a safe drinking water distribution system. The Water Operators manage the system according to the Drinking Water Protection Regulations and the Fraser Health Authority.

As per the discussion and motion at the Council meeting held June 21, 2021, Public Works Water Operators were requested to explore the possibilities of raising the minimum tank level of the Tatlow reservoir. Prior to the June 21, 2021 Council meeting, Water Operators began collecting additional data samples beyond the minimum requirements.

### Procedure

- Commencing in May 2021, staff began collecting additional water samples from all testing ports every two weeks. This is in addition to the mandated samples that are required by the Fraser Health Authority.

- Staff will continue collecting additional samples until the annual review and consultation with the district Fraser Health Officer.
- All changes to the testing and water levels must be approved by the Fraser Health District Officer.
- The proposed change is to raise the Tatlow Reservoir water level by 2% for one year.
- After reviewing the data for one year and with acceptance from the Fraser Health Officer, Water Operators would raise the level an additional 2% higher for a second year. This process would be repeated each year until a peak level is determined based on the evolving data.

## **Impact**

The beneficial change may be perceived as being too slow. Following this process, it will take three years to raise the minimum level of the reservoir by 6%. Over the next three years and based on the data collected, the ideal level of the reservoir will be established.

Raising the minimum level of the Tatlow Reservoir is an operational change as opposed to an engineered structural change. No operational changes may be implemented unless they are within the parameters of the Water Operators license and are made in consultation with Fraser Health.

## **Opinion**

Council is requesting the following three scenarios be explored:

1. Increasing the water flow from DNV from 22 LPS to 30 LPS, 60 LPS and 120 LPS. It is the opinion of Public Works that one of these situations may partially assist with this matter.  
In the low end of the water distribution system where the water pressure is already somewhat acceptable (Belcarra Bay Road), increasing the flow rate from DNV will speed up filling the reservoir and would allow a firefighting water flow of approximately 60 LPS for well over one hour.  
Increasing the water flow from DNV on the upper end of the low lines (Senkler) may not benefit the firefighting capacity because these areas are lacking pressure.
2. Raising the minimum tank levels of Tatlow Reservoir would be a very slow implementation and may still not solve the Senkler matter. The Water Operators continually monitor the SCADA system and open the tank fill as soon as a potential fire call is received. This assists with ensuring a water draw cushion for the Belcarra Bay Road area.
3. Engineered structural change. Multiple designs are available which may include additional/higher reservoir tanks, pump stations or a combination of both. This option represents a permanent solution to increasing water flow for firefighting operations. This may result in the requirement for a chlorination system.





## COUNCIL REPORT

**Date:** July 5, 2021

**From:** Stewart Novak, Public Works and Emergency Preparedness Coordinator

**Subject:** New Flail Mower Attachment

---

### Recommendation

That the 2021-2025 Financial Plan for capital be amended to include \$35,000. in 2021 for the purchase of a new Flail Mower Attachment, with funding from the General Capital Reserve Fund; and

That a \$35,000. reduction be made in the capital budget in 2023 for the purchase of a New Holland tractor at a total cost of \$120,000. (\$155,000. - \$35,000.).

### Purpose

The purpose of this report is to bring forward a request for a new Flail Mower attachment and to amend the 2023 capital budget to remove the cost of the Flail Mower from the proposed total capital cost of a new tractor.

### Background

A Holland tractor was purchased in 2008 complete with a Flail Mower attachment. The Flail Mower is used to maintain all the boulevards along the roadsides. The Flail Mower is used to cut low hanging branches of shrubs and trees that may obstruct the road shoulder.

It is not practical to repair the Flail Mower due to its poor condition. This is a critical piece of machinery for the Public Works department.

The Capital Replacement Budget for a new tractor is scheduled for 2023 which is budgeted at \$155,000. with funding coming from the General Capital Reserve Fund. The original tractor had a flail mower attachment included in the pricing; however, the Flail mower may be purchased separately.

It has been determined that there is a time delay between purchasing and delivery of the equipment, which may be three to six months. In addition, the model of Flail mower that was originally purchased has now been discontinued.

A quote was presented by Cubex Ltd. They have a 2018 Demo / used mower with approximately 50 hours on the machine. The overall budget is \$35,000. The Flail Mower is available for delivery upon confirmation of the purchase. The price quote also includes that the installation of the Flail Mower by Cubex Ltd. This is the recommended quote.

Rollins Machinery provide a quote for a comparable model of Flail mower at approximately \$43,000. to \$45,000. This is pricing is preliminary and does not include installation.

### **Comments from the Financial Consultant**

As per the *Community Charter*, the Village financial plan may be amended at any time via bylaw. In practice, local governments approve financial plan amendments via Council motions throughout the year and bring forward an amending bylaw at the end of the year that includes all of the amendments approved, to meet the requirement of the *Community Charter*.

The Village has sufficient funds in its General Capital Reserve Fund to allow for the purchase of a Flail Mower in 2021.



House of Commons  
Chambre des communes  
CANADA

**Constituency Office**

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**Peter Julian**

MP / Député  
New Westminster-Burnaby

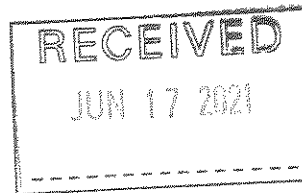
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peter.julian@parl.gc.ca



8.1

June 17<sup>th</sup>, 2021

File NO. 0430-01

**RE: Seeking your endorsement for Motion M-84 Anti-Hate Crimes and Incidents & Private Member's Bill C-313 Banning Symbols of Hate Act**

Dear Mayor and Council,

I am writing to you today seeking your endorsement of my House of Commons Motion M-84 Anti-Hate Crimes and Incidents and my private member's legislation on Banning Symbols of Hate Act - Bill C-313. We are living in an unprecedented time. The killing of George Floyd in the U.S., and the deaths of Regis Korchinski-Paquet, a 29-year-old Indigenous-Ukrainian-Black Canadian woman, occurred in Toronto, and Chantel Moore, an Indigenous Canadian woman, was shot and killed by Edmundston police, New Brunswick police, who were called to perform a wellness check - were results of systemic racism.

Since the start of the pandemic, there has been an alarming increase of anti-Asian racism and hate crimes in Canada and across North America. A new Angus Reid public opinion poll shows that nearly 50% of young Asian Canadians have experienced and been affected by anti-Asian racism and bigotry in the last year. Statistics Canada reported that in the context of the COVID-19 pandemic, fear and misinformation about the virus may disproportionately impact the sense of personal and community safety of many people in Canada.

The recent murder of the Muslim family in London, Ontario, was yet another reminder that hate and Islamophobia exist in Canada. We must take a strong stance against all forms of hate and racism against Black, Indigenous, People of Colour and Racialized communities.

My Bill C-313 would prevent anyone from selling and displaying symbols that promote hatred and violence against identifiable groups. Julian says banning symbols of hatred like swastikas or Klu Klux Klan insignia is important for all Canadians to feel safe.

**I hope I can count on your endorsement to urge the federal government to immediately stop all forms of hate and all forms of discrimination, hate crimes and incidents as well as ending all display and sale in Canada of symbols of hate.** Please consider using the following endorsement paragraph as a reply as soon as possible:

*On behalf of \_\_\_\_\_ (Number of residents in your city), the Mayor and Council of \_\_\_\_\_ (city name) endorse MP Peter Julian's private member's motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member's bill Bill-C 313 Banning Symbols of Hate Act.*

Thank you very much for your consideration. Please feel free to contact my Chief of Staff, Doris Mah, at 604-353-3107 if you require any further information.

We look forward to hearing from you soon.

Sincerely,

Peter Julian, MP  
New Westminster-Burnaby

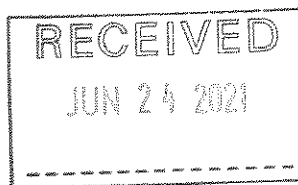


Office of The Mayor

June 18, 2021

Sent Via E-Mail to: [Patty.Hajdu@parl.gc.ca](mailto:Patty.Hajdu@parl.gc.ca)

The Honourable Patty Hajdu  
Federal Minister of Health  
House of Commons  
Ottawa, ON K1A 0A6



FILE NO. 0450-01

Dear Ms. Hajdu:

**Re: Support for 988, A 3-Digit Suicide and Crisis Prevention Hotline**

This letter is written to advise that, Council, at its June 14, 2021, Regular Council Meeting passed the following motion supporting the Federal government's proposed National three-digit suicide and crisis line initiative:

*Whereas* the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline; and

*Whereas* the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent; and

*Whereas* existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold; and

*Whereas* in 2022 the United States will have in place a National 988 crisis hotline; and

*Whereas* The Council of the City of Colwood recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help; and

*Now therefore be it resolved that* the Council of the City of Colwood endorses this 988-crisis line initiative.

Yours truly,

Rob Martin,  
Mayor.

#### COLWOOD CITY HALL

3300 Wishart Road  
Colwood, BC V9C 1R1

#### CONTACT

Phone: 250.294.8144  
Fax: 250.478.7516

#### OFFICE HOURS

8:00 am – 4:30 pm  
Monday – Friday  
except stat holidays

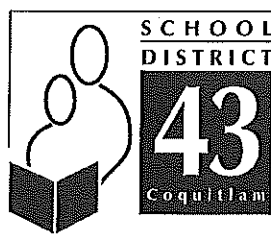
[www.colwood.ca](http://www.colwood.ca)

Honourable John Horgan, MLA Langford-Juan de Fuca,  
<mailto:john.horgan.mla@leg.bc.ca>

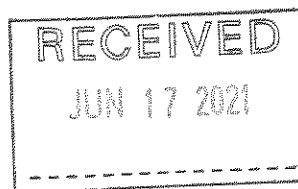
Mr. Ian Scot, CEO Canadian Radio-Television and Telecommunications Commission  
[iscott@telesat.com](mailto:iscott@telesat.com)

Honourable Mitzi Dean, MLA for Esquimalt-Metchosin, [mitzi.dean.mla@leg.bc.ca](mailto:mitzi.dean.mla@leg.bc.ca)

UBCM Members



Learning for a Lifetime



FILE NO. 0460-02

550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-939-6758

June 17, 2021

Mr. Peter Steblin, City Manager  
City of Coquitlam  
[managersoffice@coquitlam.ca](mailto:managersoffice@coquitlam.ca)

Ms. Juli Halliwell, Chief Administrative Officer  
Village of Anmore  
[juli.halliwell@anmore.com](mailto:juli.halliwell@anmore.com)

Mr. Tim Savoie, City Manager  
City of Port Moody  
[tsavoie@portmoody.ca](mailto:tsavoie@portmoody.ca)

Ms. Lorna Dysart, Chief Administrative Officer  
Village of Belcarra  
[ldysart@belcarra.ca](mailto:ldysart@belcarra.ca)

Mr. Rob Bremner, Chief Administrative Officer  
City of Port Coquitlam  
[bremnerr@portcoquitlam.ca](mailto:bremnerr@portcoquitlam.ca)

Dear Chief Administrative Officers and City Managers:

**Re: 2021 Eligible School Sites Proposal Resolution**

The district's 2021 Eligible School Site Proposal (ESSP) Resolution was passed by the Board of Education on June 15, 2021.

In this package, you will find a copy of the resolution along with the corresponding schedules for acceptance.

Pursuant to the Act, local governments have 60 days to either:

1. Pass a resolution accepting the Board's proposed eligible school site requirements; or
2. Respond in writing to the Board indicating that it does not accept the Board's proposed site requirements by listing each school site it objects and the reasons for the objection.

If no response is received within 60 days from the date, which the Board of Education passed the resolution, the legislation states that the local government will have deemed to accept the proposal. An amended capital bylaw with the new SSAC rates will be adopted by the Board of

Education in September 2021, giving the local governments a 60-day grace period before the bylaw will come into effect.

Should you have any questions on the above, please contact myself or Kimberley Wakil, Manager of Financial Services, at 604-939-9201.

Yours truly,

**SCHOOL DISTRICT NO. 43 (COQUITLAM)**



Chris Nicolls  
Secretary-Treasurer/CFO

Attach: ESSP Resolution; Schedule A; Schedule B

cc: Nita Miki, Assistant Secretary-Treasurer  
Ivano Cecchini, Executive Director – Facilities and Planning Services  
Kimberley Wakil, Manager, Financial Services



**Board of Education of  
School District No. 43 (Coquitlam)**

**2021 Eligible School Sites Resolution**

The Eligible School Sites Proposal is a required component of the capital plan submission, which must be passed annually by Board resolution and referred to local governments in the District for acceptance pursuant to the *Local Government Act*.

Pursuant to the Act, the school district has consulted with local governments with respect to the following information:


- 1) Projections by municipalities of the number of eligible development units to be authorized or created in School District No. 43 (Coquitlam) in the 10 year time frame, 2021-2031, pursuant to Section 142 of the School Act for school site acquisition planning (Schedule 'A' Table A-1 and A-2 attached);
- 2) A projection of the number of children of school age, as defined in the School Act, that will be added to the school district as the result of the eligible development units projected in paragraph (1) (Schedule 'A' Table A-3, A-4 attached);
- 3) The approximate size and number of school sites required to accommodate the number of children projected under paragraph (2) (Schedule 'B' attached); and
- 4) The approximate location and value of the school sites referred to in paragraph (3) (Schedule 'B' attached).

**WHEREAS** the Board of Education of School District No. 43 (Coquitlam) has consulted with representatives from the development industry and staff for the City of Coquitlam, City of Port Coquitlam, City of Port Moody, Village of Anmore and Village of Belcarra on these matters;

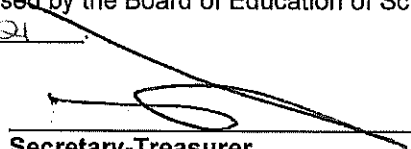
**IT IS RESOLVED THAT:**

- 1) Based on information from local government, the Board of Education of School District No. 43 (Coquitlam) estimates that there will be 29,609 **new development units** constructed in the School District over the next 10 years (Schedule 'A');
- 2) These 29,609 new development units will be home to an estimated 6,361 **school age children** (Schedule 'A');
- 3) The School Board expects that **6 new school sites**, over the 10 year period, will be required as a result of the growth within the School District as represented in Schedule 'B';
- 4) According to Ministry of Education site standards presented in Schedule 'B' the sites will require a total of **11.1 hectares** of land. These sites are expected to be purchased within 5 years and, at current serviced land cost, the land will **cost approximately \$150,012,304**;
- 5) The Eligible School Site Proposal be incorporated in the 5 Year Facility Capital Budget **2022-2026**, and submitted to the Ministry of Education.

  
Chair of the Board

  
Secretary-Treasurer

**I HEREBY CERTIFY** this to be a true original of a resolution passed by the Board of Education of School District No. 43 (Coquitlam) at a regular meeting held June 15, 2021.

  
Secretary-Treasurer

## SCHEDULE 'A'

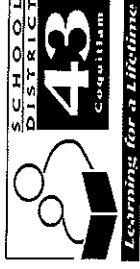


Table A-1: Growth Forecasts -Housing Units By Type - 10 year forecast by s 2021-2031

Estimates by school year	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	10 yr. Total	Total Units
<b>VILLAGE OF ANMORE</b>												
Single Detached	21	21	21	21	21	21	21	21	21	21	210	210
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	-
Row House	0	0	0	0	0	0	0	0	0	0	-	-
Low Rise Apart./suites	0	0	0	0	0	0	0	0	0	0	-	-
High Rise Apart.	0	0	0	0	0	0	0	0	0	0	-	-
<b>VILLAGE OF BELCARRA</b>												
Single Detached	3	3	3	3	3	3	3	3	3	3	30	30
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	-
Row House	0	0	0	0	0	0	0	0	0	0	-	-
Low Rise Apart.	0	0	0	0	0	0	0	0	0	0	-	-
High Rise Apart.	0	0	0	0	0	0	0	0	0	0	-	-
<b>CITY OF COQUITLAM</b>												
Single Detached	100	90	80	70	60	50	40	30	20	20	560	560
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	-
Row House	300	350	400	350	350	300	300	300	300	300	3,250	3,250
Low Rise Apart./suites	300	400	500	600	600	400	400	400	450	450	4,500	4,500
High Rise Apart.	1000	1200	1200	1200	1200	1200	1200	1300	1400	1450	12,350	12,350
<b>CITY OF PORT COQUITLAM</b>												
Single Detached	30	30	30	30	30	30	30	30	30	30	300	300
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	-
Row House	50	50	50	50	50	50	50	50	50	50	500	500
Low Rise Apart./suites	180	180	180	180	180	180	180	180	180	180	1,800	1,800
High Rise Apart.	0	0	0	0	0	0	0	0	0	0	-	-
<b>CITY OF PORT MOODY</b>												
Single Detached	10	10	10	10	10	10	10	10	10	10	100	100
Mobile Home	0	0	0	0	0	0	0	0	0	0	-	-
Row House	33	77	52	30	30	30	30	30	30	30	372	372
Low Rise Apart./suites	766	296	735	1074	150	150	150	150	150	150	3,771	3,771
High Rise Apart.	218	218	0	0	220	220	220	220	220	330	1,866	1,866
												6,109

Table A-2: SCHOOL DISTRICT #43 - ELIGIBLE DEVELOPMENT UNIT ANNUAL TOTALS BY 2020-2030

Estimates by school year	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	10 yr. Total	Total Units
Single Detached	164	154	144	134	124	114	104	94	84	84	1,200	29,609
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	-
Row House	383	477	502	430	430	380	380	380	380	380	4,122	4,122
Low Rise Apart./suites	1,246	876	1,415	1,854	930	730	730	730	780	780	10,071	10,071
High Rise Apart.	1,218	1,418	1,200	1,200	1,420	1,420	1,420	1,520	1,520	1,780	14,216	14,216
<b>Total Units</b>	<b>3,011</b>	<b>2,925</b>	<b>3,261</b>	<b>3,618</b>	<b>2,904</b>	<b>2,644</b>	<b>2,634</b>	<b>2,724</b>	<b>2,864</b>	<b>3,024</b>	<b>29,609</b>	



**Table A-3: YIELD CALCULATIONS BY MUNICIPALITY - SD#43**

ESTIMATED NUMBER OF NEW SCHOOL AGED POPULATION BASED ON AVERAGE YIELD RATIO ESTIMATES FOR NEW HOUSING IN MUNICIPALITY

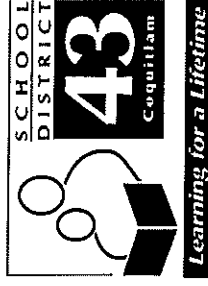
Estimates by school year	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	10 Yr. Yield	Yield Ratio
<b>VILLAGE OF ANMORE</b>												
Single Detached	11	11	11	11	11	11	11	11	11	11	105	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	-	-	-	-	-	-	-	-	-	-	-	n/a
Low Rise Apart./suites	-	-	-	-	-	-	-	-	-	-	-	n/a
High Rise Apart.	-	-	-	-	-	-	-	-	-	-	-	n/a
<b>Total Yield School Age 5-19</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>105</b>	<b>n/a</b>
<b>VILLAGE OF BELCARRA</b>												
Single Detached	2	2	2	2	2	2	2	2	2	2	15	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	-	-	-	-	-	-	-	-	-	-	-	n/a
Low Rise Apart./suites	-	-	-	-	-	-	-	-	-	-	-	n/a
High Rise Apart.	-	-	-	-	-	-	-	-	-	-	-	n/a
<b>Total Yield School Age 5-19</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>15</b>	<b>n/a</b>
<b>CITY OF COQUITLAM</b>												
Single Detached	50	45	40	35	30	25	20	15	10	10	280	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	120	140	160	140	140	120	120	120	120	120	1,300	0.4
Low Rise Apart./suites	42	56	70	84	84	56	56	56	63	63	630	0.14
High Rise Apart.	200	240	240	240	240	240	240	260	280	290	2,470	0.2
<b>Total Yield School Age 5-19</b>	<b>412</b>	<b>481</b>	<b>510</b>	<b>499</b>	<b>494</b>	<b>441</b>	<b>436</b>	<b>451</b>	<b>473</b>	<b>473</b>	<b>4,580</b>	<b>0.2</b>
<b>CITY OF PORT COQUITLAM</b>												
Single Detached	15	15	15	15	15	15	15	15	15	15	150	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	16	16	16	16	16	16	16	16	16	16	155	0.31
Low Rise Apart./suites	29	29	29	29	29	29	29	29	29	29	288	0.16
High Rise Apart.	-	-	-	-	-	-	-	-	-	-	-	n/a
<b>Total Yield School Age 5-19</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>593</b>	<b>n/a</b>
<b>CITY OF PORT MOODY</b>												
Single Detached	5	5	5	5	5	5	5	5	5	5	50	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	17	39	26	15	15	15	15	15	15	15	186	0.50
Low Rise Apart./suites	107	41	103	150	21	21	21	21	21	21	528	0.14
High Rise Apart.	24	24	-	-	24	24	24	24	24	36	205	0.11
<b>Total Yield School Age 5-19</b>	<b>153</b>	<b>109</b>	<b>134</b>	<b>170</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>969</b>	<b>0.11</b>

**Table A-4: Total School District #43 (Coquitlam) School Age Yield (New Development)**

Estimates by school year	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	10 Yr. Yield	Yield Ratio
<b>VILLAGE OF ANMORE</b>												
Single Detached	82	77	72	67	62	57	52	47	42	42	600	0.50
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	-
Row House	152	194	202	171	171	151	151	151	151	151	1,641	0.40
Low Rise Apart./suites	178	126	202	263	134	106	106	106	113	113	1,446	0.14
High Rise Apart.	224	264	240	240	264	264	264	284	304	326	2,675	0.19
<b>Total Yield School Age 5-19</b>	<b>636</b>	<b>661</b>	<b>715</b>	<b>741</b>	<b>631</b>	<b>578</b>	<b>573</b>	<b>588</b>	<b>610</b>	<b>632</b>	<b>6,361</b>	<b>0.21</b>
<b>VILLAGE OF BELCARRA</b>												
Single Detached	2	2	2	2	2	2	2	2	2	2	15	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	-	-	-	-	-	-	-	-	-	-	-	n/a
Low Rise Apart./suites	-	-	-	-	-	-	-	-	-	-	-	n/a
High Rise Apart.	-	-	-	-	-	-	-	-	-	-	-	n/a
<b>Total Yield School Age 5-19</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>15</b>	<b>n/a</b>
<b>CITY OF COQUITLAM</b>												
Single Detached	50	45	40	35	30	25	20	15	10	10	280	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	120	140	160	140	140	120	120	120	120	120	1,300	0.4
Low Rise Apart./suites	42	56	70	84	84	56	56	56	63	63	630	0.14
High Rise Apart.	200	240	240	240	240	240	240	260	280	290	2,470	0.2
<b>Total Yield School Age 5-19</b>	<b>412</b>	<b>481</b>	<b>510</b>	<b>499</b>	<b>494</b>	<b>441</b>	<b>436</b>	<b>451</b>	<b>473</b>	<b>473</b>	<b>4,580</b>	<b>0.2</b>
<b>CITY OF PORT COQUITLAM</b>												
Single Detached	15	15	15	15	15	15	15	15	15	15	150	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	16	16	16	16	16	16	16	16	16	16	155	0.31
Low Rise Apart./suites	29	29	29	29	29	29	29	29	29	29	288	0.16
High Rise Apart.	-	-	-	-	-	-	-	-	-	-	-	n/a
<b>Total Yield School Age 5-19</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>59</b>	<b>593</b>	<b>n/a</b>
<b>CITY OF PORT MOODY</b>												
Single Detached	5	5	5	5	5	5	5	5	5	5	50	0.5
Mobile Home	-	-	-	-	-	-	-	-	-	-	-	n/a
Row House	17	39	26	15	15	15	15	15	15	15	186	0.50
Low Rise Apart./suites	107	41	103	150	21	21	21	21	21	21	528	0.14
High Rise Apart.	24	24	-	-	24	24	24	24	24	36	205	0.11
<b>Total Yield School Age 5-19</b>	<b>153</b>	<b>109</b>	<b>134</b>	<b>170</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>65</b>	<b>969</b>	<b>0.11</b>
<b>Estimated new SD#43 students</b>												
	534	555	601	622	530	485	481	494	512	531	4,302	Average

Does not include projections for potential development which are in the ALR and require BC Land Commission approval. Does not include projections for potential development which may require major changes to an Official Community Plan.

The annual estimate of new development units for each category is based on a ten year average distribution of the ten year total expectation for new housing, provided by each municipality



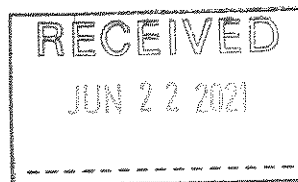
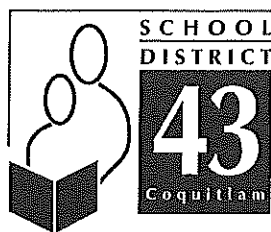
## SCHEDULE 'B' Capital Projects Requiring New Sites

Table B-1: ELIGIBLE SCHOOL SITES REQUIRING APPROVAL - 2022-2026 Five Year Capital Plan

School Site #	112259	109228							TOTALS
Basis of Costs	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
Type of Project	New	New	New	New	New	New	New	New	
Grade Level	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	
Approximate Location	Riverwalk	Marigold	Port Moody Centre	Fraser Mills	Coquitlam City Centre	Hazel Coy			
Proposed Capacity	455	455	455	455	455	455	455	455	2,730
Approx. Size (ha)	2.5	2.5	1.2	1.2	1.2	1.2	2.5	2.5	11.1
Market Land Costs	\$ 22,336,506	\$ 22,336,506	\$ 29,632,380	\$ 21,000,000	\$ 32,370,406	\$ 22,336,506	\$ 150,012,304		

Total Acquisition Sites to be included in the 2022-2026 Five Year Capital Plan = 6

Proposed school site sizes are based on an assumption that some sites may be joint school and park sites. Stand alone school sites would require greater site area and market land cost.  
 Note: This Schedule includes proposed sites only. Approved eligible school sites since the inception of the ESSP are not included on this list.  
 Note: Approx size of each site has been updated to reflect update to date requirements for a elementary and middle school requirement.



FILE NO. 0460-01

550 Poirier Street, Coquitlam, BC Canada V3J 6A7 • Phone: 604-939-9201 • Fax: 604-939-6758

**Learning for a Lifetime****BOARD OF  
EDUCATION**

June 22, 2021

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City of Coquitlam  
3000 Guilford Way  
Coquitlam, BC V3B 7N2

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

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Mayor and Council  
Village of Anmore  
2697 Sunnyside Road  
Anmore, BC V3H 5G9

**TRUSTEES:**

Jennifer Blatherwick

Mayor and Council  
City of Port Moody  
100 Newport Drive, Box 36  
Port Moody, BC V3H 3E1

Barb Hobson

Dear Mayors and Councillors,

Carol Cahoon

**Re: Child Care in School District No. 43**

Lisa Park

Christine Pollock

At our board meeting on June 15, SD43 staff briefed the board on their study of before and after school childcare on SD43 lands and facilities. The report was robust and one of the key takeaways is the already significant level of child care being made available through SD43. As childcare is a significant mandate of the provincial government, we provide for you, a reflection on what SD43 is doing to support child care in our community.

Keith Watkins

Craig Woods

The two charts capture the significant number of spaces – over 2,200 – through 41 school locations as part of our commitment to childcare.

	Infant Toddler <3	Preschool	Group 3-5	B/A School Age	Multi Age Care	Total
City of Port Moody	12	60	76	201	-	349
City of Coquitlam	48	237	273	519	70	1,147
City of Port Coquitlam	51	120	153	312	24	660
Village of Anmore	8	20	25	30	-	83
<b>Total</b>	<b>119</b>	<b>437</b>	<b>527</b>	<b>1,062</b>	<b>94</b>	<b>2,239</b>

This second chart reflects that SD43 is providing over 40% of all available before and after school spaces in the Tri-Cities.

School Age Children 5-12 years old<sup>1</sup>

Municipality	School Age Spaces	# of Children	Spaces per 100 Children	Total Spaces provided by SD43	SD43 % to all School Age Spaces
Coquitlam	1,264	11,480	11.0	519	41.1
Port Coquitlam	689	5,065	13.6	312	45.3
Port Moody	426	3,147.5	13.5	201	47.2
Total	2,379	9,692.5	12.1	1,032	43.4

Our staff report also included a review and analysis on how SD43 could expand before and after school care - but with all available classroom space utilized for education classroom purposes, the opportunity is limited to providing expansion through an integrated seamless day model. The Ministry of Education is sponsoring pilots in several school districts on this concept.

We have determined at this time that our focus needs to be on addressing learning loss and improving mental health for our students as we emerge from the pandemic. As an outcome, the Board has chosen not to participate, at this time, in the seamless day offering. Rather, there are a number of operational considerations with the seamless day concept that we need to explore and will do so over this coming year.

We remain committed to child care and will continue to work closely with our existing child care partners. In the event that you have not seen the news, we are pleased to incorporate into both of our two new schools, Sheffield Elementary and Moody Elementary, expanded child care inclusionary space.

Again, we thank you for your participation in the Child Care task force and your resulting action plans, which have helped to highlight this area as important for all of us.

Yours truly,

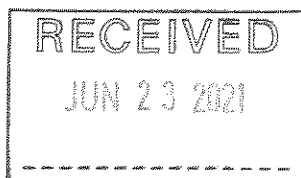
**SCHOOL DISTRICT NO. 43 (COQUITLAM) BOARD OF EDUCATION**



Kerri Palmer Isaak  
Chair, Board of Education

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

<sup>1</sup> \*Source: UBCM Child Care inventory, Statistics Canada. 2016 Census for child population and SD43 Childcare Survey 2019.



**CITY CLERK'S DEPARTMENT**  
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141 WEST 14TH STREET  
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June 23, 2021

File: 11-5460-06-0001/2021

FILE NO. 0450-01

Jamee Justason  
Information and Resolutions Coordinator  
Union of British Columbia Municipalities

By email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Dear Ms. Justason:

**Re: REVISED UBCM Resolution on Safe Passing Distance for All Road Users**

This is to advise that the City of North Vancouver Council, at its Regular meeting of Monday, June 21, 2021, unanimously endorsed the following revised resolution:

"WHEREAS the Province of British Columbia encourages cycling and walking for transportation, yet relatively few roads in BC have bike lanes or shoulders, and many do not have sidewalks, directing cyclists and pedestrians to share roads with high-speed motor vehicle traffic, which can result in close passes, poses potentially fatal crash risks, and discourages active transportation;

WHEREAS over 40 jurisdictions across North America, including the provinces of Ontario, Quebec, Nova Scotia, New Brunswick, and Newfoundland and Labrador, have all enacted "safe passing distance" legislation designed to protect vulnerable road users by requiring motor vehicle operators to maintain a minimum distance when passing vulnerable road users, thus creating a better understanding of and expectation for road safety;

THEREFORE BE IT RESOLVED THAT the UBCM request the Province of British Columbia to amend the *Motor Vehicle Act* to better support safe active transportation by requiring drivers to provide 1 metre of space at speeds 50 km/h or less, and 1.5 metres of space at speeds in excess of 50 km/h, when passing people cycling or walking."

Please find enclosed a certified copy of the Council resolution for your reference. We would ask that the resolution be included in the *Resolutions Book* for consideration at the UBCM convention.

If you require any further information, please feel free to contact me at [kgraham@cnv.org](mailto:kgraham@cnv.org) or 604-990-4234.

Yours truly,

Karla Graham, MMC  
Corporate Officer

Encl.

cc UBCM Member municipalities