



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
Via Zoom
November 8, 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

Others in Attendance

Ken Bjorgaard, Financial Consultant (departed at 8:34 pm)

1. CALL TO ORDER

Mayor Ross called the meeting to order at 7:01 pm.

Mayor Ross made the following statement:

"On behalf of our Council, Staff and our community, I want to highlight the need for us to cooperate and engage in a respectful manner with each other and to provide some clarification as follows:

Our Council meetings now have two sections in regard to questions: questions during the meeting and during the public question period at the end:

Your video does not need to be on during the regular meeting, but your first and last name must be visible if you want to ask a question.

During the public question period, at the end of the meeting, your video needs to be visible and your first and last name needs to be visible if you want to ask a question.

The key message is for the entire meeting: participants are expected to engage in a proper manner and conduct themselves in a respectful way when asking questions or making observations.

Staff at all times must be engaged in a respectful manner and questions or comments about legal matters that the Village is involved in will not be addressed in meetings. There are other reasons for possible expulsion.

The person presiding at the meeting will make the decision if a person is acting improperly, and may remove an individual from the meeting as required, consistent with the *Community Charter*: Expulsion from meetings and with Roberts Rules of Order.

When an expulsion is needed the person will be removed for the remainder of the meeting. It will be done once the decision has been made by the person presiding over the meeting.

It is our hope that this clarification will help us to not need to make this decision. Our Council, by its actions, values hearing from our community, and is proud that, in almost all instances, individuals comment and participating in a manner that reinforces our collective right and responsibility to hold different views in a respectful manner.

I want to thank everybody in the audience for listening to that clarification.”

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, November 8, 2021

Moved by: Councillor Drake

Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting, November 8, 2021, be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, October 25, 2021

Moved by: Councillor Clark

Seconded by: Councillor Snell

That the minutes from the Regular Council Meeting held October 25, 2021 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Eve Hou, Manager of Policy Development, TransLink, regarding Transport 2050 presentation

L. Dysart introduced Eve Hou, Manager of Policy Development, TransLink.

E. Hou provided a PowerPoint presentation outlining the following:

- Transport 2050 provides the 30 year blueprint for regional transportation projects, policies and programs
- Engagement is in 3 phases
 - Phase 1: Public Input on Values, Concerns & Priorities
 - Phase 2: Consider Goals & Transformative Actions
 - Phase 3: Review Draft Strategy

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the presentation provided by Eve Hou, Manager of Policy Development, TransLink, regarding Transport 2050, be received for information.

CARRIED

Mayor Ross thanked Eve Hou for the presentation.

5. REPORTS**5.1** Ken Bjorgaard, Financial Consultant, report dated November 8, 2021, regarding Review of Draft 2022 – 2026 Financial Plan and Public Consultation

K. Bjorgaard outlined the Draft 2022 – 2026 Financial Plan report as follows:

- Details for Scenarios A, B and C were outlined
- The Draft 2022 – 2026 Financial Plan Scenarios & Major Impacts
 - General Operating Fund
 - Water Operating Fund
 - WARD Operating Fund
- Provided details on the Community Gas Tax Grant
- Taxes and User Rates on Average Value Homes
- Provided comparable benchmarks to other municipalities

Mayor Ross invited residents for questions or comments.

Joe, Elworthy, Belcarra Resident, provided comments with regard to the Draft Financial Plan.

Klaus Bever, Belcarra Resident, queried with regard to:

- The 5 year Financial Plan
- The increased tax rate over the 5 year period and the resulting increase in reserves.
- He noted that 2 of the small municipalities that were compared to Belcarra have a commercial tax base.

K. Bjorgaard advised that a 5 year Financial Plan is required under municipal legislation. He commented on the anomalies that occurred in 2021. Council asked pertinent questions. The importance of the Capital Plan was noted.

Moved by: Councillor Wilder

Seconded: Councillor Clark

That the report entitled "Draft 2022 – 2026 Financial Plan" from the Financial Consultant dated November 8, 2021, be received for information.

CARRIED

Mayor Ross thanked Ken Bjorgaard for the presentation.

5.2 Lorna Dysart, Chief Administrative Officer, report dated November 8, 2021, regarding 2022 Council Meeting Schedule

L. Dysart outlined the report. Discussion ensued.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the 2022 Council Meeting Schedule and the Deputy Mayor Schedule be approved.

CARRIED

The meeting recessed at 8:38 pm and reconvened at 8:48 pm.

5.3 Lorna Dysart, Chief Administrative Officer, report dated November 8, 2021, regarding Council Procedure Bylaw No. 593, 2021

L. Dysart outlined the report and noted the purpose of the report is to bring forward a new Council Procedure Bylaw which will provide the option to conduct Council meeting and Committee meetings in person or via electronic participation. Council asked pertinent questions.

Discussion ensued related to the new equipment in the Village Hall that will empower Council and staff to conduct hybrid Council meetings. A hybrid meeting means that Council members, certain staff, residents, and consultants, will be able to attend Council or Committee meetings virtually or in person.

Discussion ensued with regard to Section 8(d) of the bylaw: "if a person is attending an electronic or hybrid Council meeting, the full name and video of the person must be visible if they wish to address Council "

Moved by: Councillor Drake

Seconded by: Councillor Clark

That Council Procedure Bylaw No. 593, 2021 be read a first and second time.

CARRIED

5.4 Lorna Dysart, Chief Administrative Officer, report dated November 8, 2021, regarding Update on the Midden Road Closure

L. Dysart outlined the report and noted the purpose of the report is to provide Council with the background regarding the Midden Road closure at Bedwell Bay Road. At the Regular Council meeting held on May 13, 2019, Midden Road was closed temporarily until October 1, 2019. This temporary closure has remained in place since that time.

Considerable discussion ensued with regard to reopening Midden Road. Included in the discussion was the potential for Midden Road to be opened to one way traffic. A report will be brought back to Council outlining options for Midden Road.

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the report dated November 8, 2021, regarding the Update on the Midden Road Closure be received for information.

CARRIED

5.5 Stewart Novak, Public Works and Emergency Preparedness Coordinator, report dated November 8, 2021, regarding Invasive Plant Management 2021 Report - Invasive Species Council of Metro Vancouver

S. Novak outlined the report. Discussion ensued.

Moved by: Councillor Clark

Seconded by: Councillor Snell

That the report dated November 8, 2021, regarding the "Invasive Plant Management 2021" from the Invasive Species Council of Metro Vancouver be received for information.

CARRIED

6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES**6.1 Mayor's Reports**

- **Zero Waste Conference**
 - Mayor Ross attended the Zero Waste Conference on October 28, 2021, which was sponsored by Metro Vancouver.
- **Homebuilders Association Vancouver - Municipal Dinner**
 - Mayor Ross and Councillor Wilder attended the Homebuilders Association Vancouver Municipal Dinner on November 3, 2021. The Homebuilders Association Vancouver is launching a 26th Annual Coats for Kids campaign on November 3, 2021 in support of the Lower Mainland and Surrey Christmas Bureaus. Information will be available on the Village website.
- **Remembrance Day**
 - Mayor Ross noted that November 8, 2021 is Indigenous Veterans day
 - Mayor Ross expressed a special thank you to Port Moody Power and Sail Squadron who will be holding a Virtual Remembrance Day. The ceremony will begin promptly at 10:30 am with the link to the ceremony posted on the Village website.

6.2 Councillor Drake – Water Committee Recommendations

Councillor Drake outlined the report noting that Recommendation B will be addressed first. Considerable discussion ensued.

Moved by Councillor Drake

Seconded by: Councillor Clark

That Council approve Motion B, Water System motions, as follows – #1 to #31:

1. That each of the following list of recommendations derived primarily from the Water Committee Technical Brief Report #2 dated September 26, 2021 be approved; amended and approved; deferred for subsequent discussion or not approved.
2. That, unless otherwise specified, recommendations be referred to staff for action and
3. That the motions approved be retained and that staff advise Council as progress is made on the motions adopted which would include such matters as projected completion dates and completed status.
4. That a written report on progress be provided at the first Council meeting of each month.
5. That staff prepare and maintain an up-to-date Water System Operation and Maintenance Manual (OMM); and
6. That staff prepare and maintain an up-to-date SCADA manual;
7. That Council recognize that the Belcarra water system is dual-purpose - intended both to provide potable water in accordance with applicable regulations and to support fire fighting.
8. That the OMM and the procedures outlined reflect and support the dual-purpose nature of its water system ensuring water quality while optimizing firefighting capacity subject to that water quality assurance
9. That the OMM framework prepared by Ralph Drew be adopted and that detailed material, as completed, be inserted into this framework, as required.
10. That the detailed operating procedure pertaining to the triggering of Tatlow inflow upon SVFD fire callout and the advising of DNV of any substantial structural fire be included in the manual.

11. That as sections of the OMM are completed, the sections be presented to Council.
12. That in response to the 2019 letter from Fraser Health recommending a report be presented to Council on the feasibility and cost of adding chlorination capacity to our system.
13. That tracking of the ongoing chlorine & water sampling monitoring program through Metro Vancouver and ongoing documentation be described in the OMM.
14. That a complete set of water system drawings (including engineering drawings for both Tatlow and the Dutchman Creek reservoirs) be included in the OMM or referenced and readily accessible
15. That Village wide meter readings be used to provide a report to Council estimating domestic consumption and comparing the consumption to measured inflow.
16. That results of the 2022 inspections of both the Tatlow & Dutchman Creek reservoirs be reported to Council and include assessments of the life expectancy of the reservoirs, as well as information for use in long term capital planning.

That WSP engineers report the following to Council:

17. That the potential for and high level costs of increased inflow from DNV be discussed considering:
 18. A modest increase with modest impact and costs and
 19. A more ambitious option which may be dependent on a number of factors including funding (grant) assistance.
20. A review and upgrade of the SCADA system
21. A report on the apparent discrepancy between DNV metering of water provided to the Village and the Village metering of received water
22. Should a discrepancy be found per 21 above, either resolve the matter or suggest and cost estimate potential solutions.
23. Report on the capacity of the twin lines that cross under Indian Arm connecting the District of North Vancouver water system to the Village water system while assuming a credible range of flow rates

That the Master Capital Asset Management Plan being prepared for the Village:

24. Include the water system and all components
25. Include a multiyear financial plan for the water system.

That, as part of mitigation strategies, Council consider:

26. Fire Smart practices
27. Sprinkler bylaws - Council assess the benefits of seeking mandatory sprinkler authority; the cost and probability of success in addition to the impact in terms of sprinkler installations and decide whether to pursue this authority.
28. If council decides to not seek approval to mandate sprinklers, that the Village prepare an information sheet for homeowners explaining local firefighting challenges, particularly for larger homes, and recommending sprinkler installations.
29. That Council approve offering further information to residents about the benefits of other mitigating steps such as monitored and/or modern alarm systems.
30. That Council consider the recommendations of the Tree Committee related to fire risk reduction.
31. That the reduction and mitigation strategies suggested by B.A. Blackwell and Associates be considered as outlined in the Community Wildfire Resilience Plan presented to Council September 26, 2021.

CARRIED

Motion A:

Moved by: Councillor Drake

Seconded by: Councillor Clark

That Council thank Water Committee members for all their work; welcome future input from Committee members as individuals, and declare the work of the Water Committee completed.

CARRIED

Mayor Ross thanked Councillor Drake for the report and the Water Committee for the extensive work.

7. BYLAWS

7.1 Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 590, 2021

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That "Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 590, 2021", be read a third time.

CARRIED

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Drake

Seconded by: Councillor Clark

That correspondence items 8.1 to 8.6 be received.

CARRIED

Moved by: Councillor Drake

Seconded by: Councillor Clark

That Item 8.3 be moved forward as an Action Item.

CARRIED

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That item 8.6 be moved forward as an Action Item.

CARRIED

ACTION ITEMS

- 8.1** Belcarra Barnacle Volunteers, Nora Boekhout, Clive Evans, Bonni Marshall, Michelle Montico, Sandra Rietchel and Isabel Wilson, letter dated October 26, 2021, regarding Request for \$1,500.00 Grant for Belcarra Barnacle Society

10:14 pm Mayor Ross requested that Councillor Snell assume the chair for Item 8.1 so that he may move the item for discussion.

Deputy Mayor Snell assumed the Chair.

Moved by: Mayor Ross

Seconded by: Councillor Clark

That the Belcarra Barnacle Society 2021 request for a Grant in the amount of \$1,500.00 be approved.

This motion was not voted on

Considerable discussion ensued regarding:

- The benefit of the municipality having a local newspaper
- The amount of the grant requested
- Expenses provided by the Belcarra Barnacle

Amendment:

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That the letter from Belcarra Barnacle Volunteers, dated October 26, 2021, regarding a request for a \$1,500.00 Grant for the Belcarra Barnacle Society be deferred to budget discussions; and

That the Belcarra Barnacle Society be asked to provide details for the rationalization of the \$1,500 grant request.

CARRIED

Mayor Ross voted in opposition

Mayor Ross assumed the Chair 10:50 pm.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the Regular Council meeting of November 8, 2021 be extended to 11:10 pm.

CARRIED

- 8.2** Cory Heavener, Assistant Deputy Minister & Provincial Director of Child Welfare and Renaa Bacy, Provincial Director of Adoption, email dated October 29, 2021, regarding the declaration of November 2021 as "Adoption Awareness Month" in British Columbia

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That November 2021 be declared as "Adoption Awareness Month" in the Village of Belcarra.

CARRIED

Item 8.3 was moved from Information to an Action Item

- 8.3** Honourable David Eby, Attorney General and Minister Responsible for Housing, letter dated October 26, 2021, regarding UBCM Virtual Meeting

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the letter from Honourable David Eby, Attorney General and Minister Responsible for Housing, be referred to staff for follow up.

CARRIED

Item 8.6 was moved from Information to an Action Item

- 8.6** Don Reid, Belcarra Resident, letter dated October 30, 2021, regarding "Park" Area on Turtlehead Peninsula (full report available at the Village office)

L. Dysart noted that a response was provided to the letter from Don Reid on the Regular Council Agenda of October 25, 2021.

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That staff provide additional information to Don Reid regarding his letter dated October 30, 2021.

CARRIED

INFORMATION ITEMS

- 8.4** Steven Kozuki, Executive Director, Forest Enhancement Society of BC, letter dated October 26, 2021, regarding BC Forestry Workers are Climate Change Heroes (full report available at the Village office)
- 8.5** Honourable Josie Osborne, Minister of Municipal Affairs, letter dated October 29, 2021, regarding CleanBC Roadmap to 2030

9. NEW BUSINESS

No items

10. PUBLIC QUESTION PERIOD

No items

11. ADJOURNMENT


Moved by: Councillor Wilder

Seconded by: Councillor Drake

That the November 8, 2021 Regular Meeting be adjourned at 10:59 pm.

CARRIED

Certified Correct:


Jamie Ross
Mayor


Lorna Dysart
Chief Administrative Officer