



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
January 10, 2022**



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
Connie Esposito, Recording Secretary

Others in Attendance

Brandon Ma, KPMG (departed the meeting at 7:28 pm)
Victoria Whittaker, KPMG (departed the meeting at 7:28 pm)

1. CALL TO ORDER

Mayor Ross called the meeting to order at 7:03 pm.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, January 10, 2022

Moved by: Councillor Wilder
Seconded by: Councillor Snell

That the agenda for the Regular Council Meeting, January 10, 2022 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, December 6, 2021

Moved by: Councillor Drake
Seconded by: Councillor Snell

That the minutes from the Regular Council Meeting held December 6, 2021 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS**4.1 Lorna Dysart, Chief Administrative Officer, provided a verbal report regarding the Retirement of Paul Wiskar, Building Official**

L. Dysart provided a verbal report on the retirement of Paul Wiskar. L. Dysart noted that Paul came to Belcarra after having worked for 30 years for the District of North Vancouver as a Building Inspector. She expressed appreciation to Paul for his work on behalf of Village staff.

Council members thanked Paul for his service and wished him well in his retirement.

4.2 Lorna Dysart, Chief Administrative Officer, provided a verbal report regarding the Introduction of Lance Fortier, New Public Works & Utilities Maintenance Worker & Water Operator

L. Dysart introduced Lance Fortier and welcomed him to Belcarra as the new Public Works and Utilities Maintenance Worker and Water Operator. L. Dysart noted that Lance has worked for over a decade in all facets of public works and has significant knowledge, skills and understanding of the position. Lance commenced work for the Village in December 2021.

Moved by: Councillor Clark

Seconded by: Councillor Snell

That the verbal report provided by Lorna Dysart, Chief Administrative Officer, regarding the Retirement of Paul Wiskar, Building Inspector and the Introduction of Lance Fortier, Public Works & Utilities Maintenance Worker & Water Operator, be received for information.

CARRIED

4.3 Brandon Ma, Partner, Audit, KPMG, presented the Audit Planning Report for the Year Ended December 31, 2021

Brandon Ma, Auditor, KPMG, outlined the report regarding the 2021 Audit noting the key areas of focus for financial planning include: effective communication, materiality, quality control, independence and current developments.

Brandon Ma introduced Victoria Whittaker, KPMG, who presented the Audit Planning Report highlighting the Areas of Focus for Financial reporting which include:

- Financial reporting implications of COVID 19
- Tangible Capital Assets
- Payroll and other operating costs
- Legal Claims

Discussion ensued relative to the various aspects of the Audit Planning Report.

Pertinent questions were asked.

Mayor Ross thanked the auditors for their presentation.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That presentation provided by Branda Ma and Victoria Whittaker, KPMG, regarding the Audit Planning Report for the year ending December 31, 2021, be received for information.

CARRIED

Brandon Ma and Victoria Whittaker departed the meeting at 7:28 pm.

5. REPORTS

No Items.

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Weather Events

Mayor Ross commented regarding current varying local weather events.

Mayor Ross encouraged residents to assist with clearing of catch basins near their homes.

6.2 COVID-19 Pandemic

Mayor Ross commented with regard to students going back to school after the extension of the winter break and the importance for the 5-11 age group to get vaccinated.

Mayor Ross thanked all front-line workers for their work during the ongoing pandemic.

6.3 Water Committee Report

Councillor Drake commented regarding the Water Committee report that will be forthcoming at a subsequent Council meeting.

7. REPORTS FROM THE CHIEF ADMINISTRATIVE OFFICER

7.1 2022 Official Community Plan (OCP) Review Committee Appointments

L. Dysart presented the following report:

Council has appointed the following 11 residents to the 2022 Official Community Plan (OCP) Review Committee:

- Larry Carlsen
- Paul Degraaf
- Ian Devlin
- Jol Drake
- Ralph Drew
- Kevin Ferris
- Tracey McRae
- Mary-Ann Pope
- Sandra Rietchel
- Janet Ruzycki
- Angela Yin

Urban Systems has been selected to provide Consulting Services to lead the 2022 OCP Review Committee.

An organizational meeting has been scheduled and will take place via Zoom on January 26, 2022.

Council expressed appreciation to all applicants that applied to be part of the OCP Review Committee. Considerable discussion ensued with regard to appointments to the OCP Review Committee. It was noted that the process for the selection of the 11 residents to the OCP Committee took place in a Closed Council meeting.

It was further noted that the criteria for the Committee members was outlined in the advertisement calling for members to apply for Volunteer Positions for the OCP Review Committee.

Discussion ensued relative to the selection process.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the report provided by Lorna Dysart, Chief Administrative Officer, regarding the 2022 OCP Review Committee be received for information.

CARRIED

7.2 Public Works Emergency Number – for Emergencies related to Roads, Water or the Waste and Recycle Depot, please call 604-917-0113

L. Dysart advised residents of the Public Works Emergency number that is posted on the Village website and that it is available for use outside of regular business hours.

Residents are encouraged to call the Public Works Emergency number for emergency matters related to Roads, Water or the Waste and Recycle Depot. It was noted that the Public Works Emergency number does not receive text messages.

7.3 BC Supreme Court Order

L. Dysart advised of a BC Supreme Court Order that was made on January 6, 2021 stating that:

“THIS COURT ORDERS that Councillors Carolina Clark and Bruce Drake constitute quorum for the Council of the Petitioner, The Corporation of the Village of Belcarra, in relation to participating, discussing and voting on any matter arising from or in relation to the Bedwell Bay Wharf Program (the “Report”).”

The BC Supreme Court Order will be posted on the Village website and future communication will be forthcoming on this matter.

8. BYLAWS

8.1 Village of Belcarra 5-Year (2022 – 2026) Financial Plan Bylaw No. 594, 2021

Moved by: Councillor Drake
Seconded by: Councillor Clark

That “Village of Belcarra 5-Year (2022 – 2026) Financial Plan Bylaw No. 594, 2021” be read a third time.

CARRIED

8.2 Village of Belcarra Fees and Charges Amendment Bylaw No. 596, 2021

Councillor Drake queried regarding the Use Fee for fire sprinkler systems as outlined on the bylaw.

Discussion ensued with regard to the ability to connect to the water system for sprinkler use only.

Moved by: Councillor Drake
Seconded by: Councillor Clark

That Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 596, 2021 be **deferred**.

CARRIED

8.3 Village of Belcarra Council Indemnity Bylaw No. 595, 2021

Moved by: Councillor Drake
Seconded by: Councillor Wilder

That the Village of Belcarra Council Indemnity Bylaw No. 595, 2021, be read a third time.

CARRIED

9. CORRESPONDENCE/PROCLAMATIONS

Moved by: Councillor Wilder
Seconded by: Councillor Snell

That correspondence items 9.1 to 9.13 be received.

CARRIED

ACTION ITEMS

9.1 Susan Mueckel, Financial Secretary, Heritage Woods Secondary School, After Grad Committee, letter dated December 23, 2021, regarding Support for the Annual After Grad Celebration

Moved by: Councillor Wilder
Seconded by: Councillor Snell

That a donation in the amount of \$150. to the Heritage Woods Secondary School Dry After Grad Celebration and \$150. to the Port Moody Secondary School Dry After Grad Celebration be forwarded to the 2022 Budget discussions for consideration.

CARRIED

- 9.2 Gurinder Mann, Executive Director, Communities Embracing Restorative Action (CERA) Society, letter dated December 29, 2021, regarding a Request for a Community Grant for the Community Youth Justice Program

Moved by: Councillor Drake
 Seconded by: Councillor Snell

That the request for a Community Grant in the amount of \$353. for the Communities Embracing Restorative Action (CERA) Society for support of the Community Youth Justice Program 2022 Fiscal Year, be forwarded to 2022 Budget discussions for consideration.

CARRIED

- 9.3 Crossroads Hospice Society, letter regarding a Request for a Donation

Moved by: Councillor Snell
 Seconded by: Councillor Drake

That a \$500. donation to Crossroads Hospice Society be forwarded to 2022 Budget discussions for consideration.

CARRIED

Moved by: \Councillor Snell
 Seconded by: Councillor Drake

That a \$200. donation to the Share Family and Community Services be forwarded to 2022 Budget discussions for consideration.

CARRIED

INFORMATION ITEMS

- 9.4 Jim Snetsinger, Chair, Forest Enhancement Society of British Columbia, letter dated November 30, 2021, regarding Priorities Identified in the BC Government’s April 6, 2021, Mandate Letter (full report available at the Village office)
- 9.5 Erin Ryan, Specialist, Research Communications, BC SPCA, email dated December 2, 2021, regarding BC SPCA Offer of Support: Changes to Rodenticide Use in Belcarra
- 9.6 Klaus Bever, Belcarra Resident, email dated December 6, 2021, regarding Application for Multi Use Path Funding
- 9.7 Ralph Drew, Belcarra Resident, email dated December 6, 2021, regarding the Width of the Multi Use Path
- 9.8 Josh & Loretta Davis, Belcarra Residents, email dated December 6, 2021, regarding Sidewalk / Senkler Road
- 9.9 Jol Drake, Belcarra Resident, email dated December 6, 2021, regarding Multi Use Path
- 9.10 Patricia Miranda, Belcarra Resident, email dated December 6, 2021, regarding Multi Use Path
- 9.11 Ruth & John Foster, Belcarra Residents, email dated December 6, 2021, regarding Please tonight vote YES for Second Grant Application

- 9.12 Sherry Chisholm, Belcarra Resident, letter dated December 13, 2021, regarding Concern About the Management and Decisions Made by Current Mayor & Council
- 9.13 Peter Busse, Mayor, District of Lillooet, letter dated December 15, 2021, to Brad Vis, Member of Parliament for Mission-Matsqui-Fraser Canyon, regarding BC Wildfires Petition (full report available at the Village office)

The meeting recessed at 9:19 pm and reconvened at 9:31 pm.

10. NEW BUSINESS

No items presented

11. PUBLIC QUESTION PERIOD

John Shoolestani, Belcarra Resident, queried with regard to appointments to the OCP Committee.

Joe Elworthy, Belcarra Resident, queried with regard to hybrid Council meetings on Zoom and the associated cost for implementation.

Peter Struk, Belcarra Resident, queried regarding the limitation of the Council members not appointed to the quorum of 2 as stated in the Order by the BC Supreme Court.

12. RESOLUTION TO CLOSE MEETING


13. ADJOURNMENT

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the January 10, 2022 Regular Meeting be adjourned at 9:52 pm.

CARRIED

Certified Correct:



Jamie Ross
Mayor



Lorna Dysart
Chief Administrative Officer