



**VILLAGE OF BELCARRA
REGULAR COUNCIL AGENDA
April 11, 2022
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://us06web.zoom.us/j/86541968496>

Meeting ID: 865 4196 8496

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, April 11, 2022

Recommendation:

That the agenda for the Regular Council Meeting, April 11, 2022 be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, March 28, 2022

Recommendation:

That the minutes from the Regular Council Meeting held March 28, 2022 be adopted.

4. DELEGATIONS AND PRESENTATIONS

4.1 Superintendent Keith Bramhill, Officer in Charge, Inspector Todd Balaban, Operations Officer, and Corporal Neil Roemer, RCMP

4.2 John Weninger, JW Infrastructure Planning, will provide a PowerPoint presentation on the following:

Summary Reports dated March 2022, regarding:

- Asset Management Strategy & Roadmap – Phase 1
- Asset Replacement Forecast – Phase 2
- Financial Forecast – Phase 3

Recommendation:

That the Village of Belcarra Asset Management Plan Presentation and the Asset Management Strategy & Roadmap – Phase 1, Asset Replacement Forecast – Phase 2 and the Financial Forecast – Phase 3, Summary Reports dated March 2022, be received for information.

5. REPORTS

- 5.1** Ken Bjorgaard, Financial Consultant and Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated April 11, 2022, Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 596, 2021

Recommendations:

- 1) That “Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 596, 2021” be brought forward for third reading at a subsequent meeting with the following changes (as per highlights and strike outs below):

“Basic Fee – Fire Protection (not connected to water system) (prorated upon date of permit for Use Fee Domestic) or Use Fee Fire Sprinkler System	\$1,066.00
Use Fee – Domestic (connected to water system) (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00
Use Fee – Fire Sprinkler System (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00”

- 2) That the same changes be made to the wording in the Consolidated Waterworks Bylaw No. 456, 2012; and That the Consolidated Waterworks Bylaw No. 456, 2012, be brought forward for three readings and adoption, so that the two bylaws are in sync.

- 5.2** Paula Richardson, Acting Corporate Officer, report dated April 11, 2022, regarding Multi Use Path Summary of Questions from the March 28, 2022 Council meeting.

Recommendation:

That the report dated April 11, 2022, regarding Multi Use Path Summary of Questions from the March 28, 2022 Council Meeting, be received for information.

5.3 Notice of Motion – TransLink Funding Grants – Mayor Ross

“That Council direct staff to apply for the 2022 Major Road Networks (MRN) Structure Grant which will provide the Village of Belcarra with design (engineering) for both the culvert and the Multi-Use Path for the entire length (from Midden Road to the entrance to the Village of Belcarra); and

That Council direct staff to apply for the 2022 Cost Share Programs: (MRNB) (BICCS-cycling) and (WITT – walking).”

An application has been forwarded to TransLink by our Village staff and engineer. The above motion needs to be moved at the April 25 meeting of Council and needs to be passed if Belcarra wants to secure the funds for the 2022 Major Road Network (MRN) Structure grant and the 2022 Cost Share programs. The cost to Belcarra for the Structure grant is \$60,750.

If the motion does not pass, then Belcarra will not receive the funding for the 2022 Major Road (MRN) Structure grant and the Cost Share Programs for 2022 will be returned to TransLink and redistributed to other municipalities for projects.

Supporting Information:

Village of Belcarra – Bedwell Bay Project

	Project Costs *	TransLink **			Province***	Village of Belcarra
Design (Engineering)	\$243,000	\$182,250 (2022 MRN Structures)			-	\$60,750
Construction	\$715,000	\$24,625 (2021 MRNB)	\$58,000 (2021 BICCS)	\$47,000 (2021 WITT)	\$215,625 (Active Transportation Infrastructure Grant)	\$178,750
		\$84,000 (2022 MRNB)	\$59,000 (2022 BICCS)	\$48,000 (2022 WITT)		
Total	\$958,000	\$502,875 (52%)			\$215,625 (23%)	\$239,500 (25%)

* Cost Estimates from Village of Belcarra's Consultant

** 2022 Funding amounts are subject to approval of the Investment Plan

*** Provincial funding subject to the Province's Active Transportation Infrastructure Grant evaluation process

↑ Additional funding partner opportunity



6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

- **Reconciliation**
- **Metro Vancouver Update**
 - **Regional Public Works Mutual Aid Agreement**
- **Hospice Ribbon Cutting Ceremony**

Janice Boyle, Executive Director, Crossroads Hospice Society, letter regarding Crossroads Hospice Society's 20th Annual "Hike for Hospice" on Sunday, May 29, 2022 at Port Moody Civic Centre

- **Imagine Culinary Competition Supporting the Share Society**

7. REPORT FROM ACTING CORPORATE OFFICER

- **Dennis Back, Acting Chief Administrative Officer, is away as he had a previously scheduled engagement. He will attend the next Regular Council meeting**
- **Metro Vancouver Update**
 - **April 20, 2022 – Public Hearing – the purpose is to hear from the public on MVRD Regional Growth Strategy Bylaw No. 1339, 2022**

8. BYLAWS

8.1 Village of Belcarra 5-Year (2022 – 2026) Financial Plan Bylaw No. 594, 2021, Amendment Bylaw No. 597, 2022

Recommendation:

That “Village of Belcarra 5-Year (2022 – 2026) Financial Plan Bylaw No. 594, 2021, Amendment Bylaw No. 597, 2022”, be read a third time.

9. CORRESPONDENCE/PROCLAMATIONS

Recommendation:

That correspondence items 9.1 to 9.26 be received.

ACTION ITEMS

9.1 David Sheng, Board Member, Stand with Coalition, email dated February 17, 2022, regarding Declaration of May 10, 2022, as the “Day of Action Against Anti-Asian Racism”

Recommendation:

That May 10, 2022 be declared as the “Day of Action Against Anti-Asian Racism” in the Village of Belcarra.

9.2 Leanne Strachan, Strategic Partnerships & New Business Development, St. John Ambulance (BC & Yukon Council), email dated February 23, 2022, regarding St. John Ambulance – Start Me Up BC Campaign

Recommendation:

That Council support the St. John Ambulance – Start Me Up BC Campaign.

9.3 Leonard Casley, Mayor, Village of New Denver, letter dated March 14, 2022, regarding support for Ukraine

Recommendation:

That Council send a letter of support for the Village of New Denver resolution to condemn the recent actions taken by Russia in its invasion and attacks on the sovereign nation of Ukraine.

9.4 Janet Andrews, Secretary-Treasurer, New Westminster & District Labour Council, letter dated March 14, 2022 regarding Declaration of April 28, 2022 as the official “Day of Mourning for Workers Killed and Injured on the Job”

Recommendation:

That Council declare April 28, 2021 as the official “Day of Mourning for Workers Killed and Injured on the Job”.

INFORMATION ITEMS

9.5 Kerri Palmer Isaak, Trustee, School District No. 43 (Coquitlam), notice dated February 19, 2022, regarding Community Update – Anmore, Belcarra

- 9.6 Sherry Chisholm, Belcarra Resident, letter dated February 23, 2022, regarding Safe Walking Path and Midden Road
- 9.7 Isabella Lee, BC Public Relations & Communications Adviser, BC Council, Girl Guides of Canada, email dated February 22, 2022, regarding Thank You for Supporting Guiding Lights Across BC
- 9.8 Martin Johansen, Mayor, Town of Oliver, letter dated February 22, 2022, to Richard Cannings, MP, South Okanagan-West Kootenay, regarding BC Wildfires Petition – Letter of Support
- 9.9 Kristen Hyodo, Executive Director & Valder Belgrave, Community Board Chair, Sasamat Outdoor Centre and Liz Lougheed Green, CEO, Association of Neighbourhood Houses of BC, letter dated February 24, 2022, regarding Sasamat Outdoor Centre, CERIP
- 9.10 Mike Peabody, Acting Mayor, City of Cranbrook, letter dated March 1, 2022, regarding Request for Provincial Government to Increase Its Funding to Public Libraries
- 9.11 Dr. Al Longair, President, CVMA-Society of BC Veterinarians Chapter Board of Directors, letter dated March 1, 2022, regarding Dangerous & Aggressive Dogs
- 9.12 Brenda Hogg, Belcarra Resident, email dated March 6, 2022, regarding Multi-Use Path
- 9.13 Cathy Peters, BC Anti-Human Trafficking Educator, Speaker, Advocate, email dated March 8, 2022, regarding My Script Presentation to Federal Justice Committee re Prostitution in Canada (full report available at the Village office)
- 9.14 Gwen & Bill Hughes, Belcarra Residents, email dated March 9, 2022, regarding Resident Input Requested, Questions to TransLink re: Multi Use Path
- 9.15 Henry Braun, Mayor, City of Abbotsford, letter dated March 10, 2022, regarding Support for Recovering Costs Through Build Back Better Funding for Critical Infrastructure
- 9.16 Betty & Bernie Lewendon, Belcarra Residents, email dated March 11, 2022, regarding Not In Favour of the TransLink MUP
- 9.17 Fraser & Cathy MacDonald, Belcarra Residents, email dated March 11, 2022, regarding Support for the Multi Use Path
- 9.18 Rebecca Bishop, Program Officer, UBCM, letter dated March 11, 2022, regarding 2020 CRI FireSmart Community Funding & Supports – Payment Letter (CRI-146: Belcarra Community Wildfire Protection Plan Update)
- 9.19 Alisa Thompson, Corporate Administrator / Deput CAO, City of Terrace, email dated March 14, 2022, regarding NCLGA 2022 Resolution – Prolific Offenders
- 9.20 Dean McKerracher, Mayor, District of Elkford, letter dated March 15, 2022, regarding Milk Container Recycling in British Columbia
- 9.21 Ken Beattie, Executive Director, BC Craft Brewers Guild, Ian Tostenson, President & CEO, BC Restaurant Food Services Association, Jeff Guignard, Executive Director, Alliance of Beverage Licensees, Mark von Schellwitz, VP, Western Canada, Restaurants Canada, letter dated March 16, 2022, regarding Reducing Patio Application Red Tape for BC's Hospitality Sector & Economic Recovery
- 9.22 Penny Moen, Belcarra Resident, email dated March 21, 2022, regarding Proposal to Provide Improvement on Bedwell Bay Road

- 9.23** C. & I. MacDonald, J. & J. Drake, D. Fitz, K. Bever, K. & M. Pringle, S. & K. Ferris, A. Maesawa, C. Stewart, K. & B. Perey, R. & J. Foster, S. & E. Strachan, L. & J. Davis, M. & K. Tsuyuki, Belcarra Residents, letter received March 11, 2022 regarding Belcarra Multi-Use Pathway Project
- 9.24** Geoff Doerksen, Air Quality Planner, Parks & Environment, Metro Vancouver, letter dated March 30, 2022, regarding Air Quality Monitoring Report for 2018
- 9.25** Anna Barford, Canada Shipping Campaigner, Stand.earth, letter dated March 24, 2022, regarding Motion at LMLGA & UBCM Protecting BC Coasts from Acidic Washwater Dumping being brought forward by Vancouver
- 9.26** Jerry Dobrovolny, Commissioner / Chief Administrative Officer, Metro Vancouver, letter dated March 25, 2022 regarding Revised Stage 1 Watering Restrictions Come into Effect May 1, 2022 (full report available at the Village office)

10. NEW BUSINESS

11. PUBLIC QUESTION PERIOD

12. RESOLUTION TO CLOSE MEETING

That the April 11, 2022 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.”

13. ADJOURNMENT

Recommendation:

That the April 11, 2022 Regular Meeting be adjourned.



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
March 28, 2022**



Council in Attendance

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

Staff in Attendance

Paula Richardson, Acting Corporate Officer
Stewart Novak, Public Works & Emergency Preparedness Coordinator
Connie Esposito, Recording Secretary
Sartaj Grewal, Building Official (departed at 7:41 pm)

Staff Absent

Lorna Dysart, Chief Administrative Officer

Others in Attendance

Chris Boit, ISL Engineering Services, Engineering Consultant (departed the meeting at 9:28 pm)
Michael Moll, Lawyer, Young Anderson (departed the meeting at 7:41 pm)
Shezana Hassko, Director, Infrastructure Programs, TransLink (departed the meeting at 9:28 pm)
Wisdom Chan, Project Manager, Municipal Cost Share Programs, TransLink (departed the meeting at 9:28 pm)
Ken Bjorgaard, K&E Business Services, Financial Consultant (departed the meeting at 9:59 pm)

1. CALL TO ORDER

Mayor Ross called the meeting to order at 7:00 pm.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, March 28, 2022

Moved by: Councillor Clark
Seconded by: Councillor Drake

That the agenda for the Regular Council Meeting, March 28, 2022 be revised by adding:

Item 9.23 C. & I. MacDonald, J. & J. Drake, D. Fitz, K. Bever, K. & M. Pringle, S. & K. Ferris, A. Maesawa, C. Stewart, K. & B. Perey, R. & J. Foster, S. & E. Strachan, L. & J. Davis, M. & K. Tsuyuki letter received March 11, 2022 regarding Belcarra Multi-Use Pathway Project.

CARRIED

Moved by: Councillor Drake
Seconded by: Councillor Clark

That Item 9.22 the letter from Lisa McCuaig, Manager, Ecosystem Management and Environmental Programs, Port of Vancouver, be moved to after Item 11. Public Question Period, on the agenda; and
That the agenda be approved as amended.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, February 22, 2022

Moved by: Councillor Clark
Seconded by: Councillor Snell

That the minutes from the Regular Council Meeting held February 22, 2022 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Lorna Dysart, Chief Administrative Officer & Sartaj Grewal, Building Official, report dated March 28, 2022 regarding Request for Reconsideration of Remedial Action Requirement re Lot A Section 31 Township 39 New Westminster District Plan EPP93027

P. Richardson, Acting Corporate Officer, outlined the purpose of the report which is to provide Council with an opportunity to consider the oral submission from the property owners for Lot A Twin Island regarding remedial action.

Chloe Dubois, property owner for Lot A Twin Island, provided comments regarding her request for reconsideration of the remedial action including a request to retain the tent and boat. Stated that debris has been removed from the property and remains an ongoing process and that a Building Permit application is currently being worked on.

Council queried with regard to the following:

- Retention of the tent;
- Status of the wood stove; and
- Status of the debris removal.

C. Dubois, property owner of Lot A Twin Island noted that:

- The tent provides for privacy and storage; and
- Status of the cleanup process.

Sartaj Grewal, Building Official, responded to queries noting the following:

- That a structural engineer would be required to approve the safety of the tent;
- The amount of debris still remaining on the site; and
- That the tent will require a Building Permit in order to remain.

Discussion ensued relative to:

- The 90-day timeline
- Concern regarding fire risk and upcoming fire season.

Mayor Ross called for a mover for the motion. There was no mover to the motion. Mayor Ross asked Councillor Clark to assume the chair.

7:34 pm Deputy Mayor Clark assumed the chair.

Moved by: Councillor Snell

Seconded by: Mayor Ross

That the motion be amended as follows (amendment in bold):

.....hereby modifies the January Resolution by extending the time to perform the requirement imposed by section 4 of the January Resolution to no later than **60 days** after the day that notice of this modifying resolution has been sent to the Owners..."

CARRIED

Councillor Wilder voted in Opposition

Councillor Drake voted in Opposition

Moved by: Councillor Clark

Seconded by: Councillor Drake

That Council of the Village of Belcarra, after hearing the request for reconsideration of the remedial action requirement imposed by resolution of Council on January 24, 2022 (the "January Resolution") made by the owners of PID: 031-121-101, Lot A Section 31 Township 39 New Westminster District Plan EPP93027, hereby modifies the January Resolution by extending the time to perform the requirement imposed by section 4 of the January Resolution to no later than **60 days** after the day that notice of this modifying resolution has been sent to the Owners in accordance with Section 77(1) of the *Community Charter*"; and

That Council of the Village of Belcarra direct staff to give notice of Council's decision in accordance with sections 77(1)-(2) and 78(5) of the *Community Charter*; and

That the motion be approved as amended.

CARRIED

7:41 pm Mayor Ross assumed the chair.

4.2 Shezana Hassko, Director, Infrastructure Programs, & Wisdom Chan, Project Manager, Municipal Cost Share Programs, TransLink, regarding the Proposed Multi Use Path

S. Hassko provided an overview of the Proposed Multi Use Path presentation noting the following:

- Funding structure
 - Bedwell Bay – Cats Eyes
 - Bedwell Bay – Path
 - Bedwell Bay – safety barriers
- Bedwell Bay Project
- Key notes about Cost Share Programs

TransLink responded to queries submitted by Belcarra residents.

Discussion ensued regarding:

- The scope of an engineer's study;
- Expected timeline for construction to be complete
- Amount of design cost that would be paid for by Belcarra;

- Other sources of funding that is available for future phases;
- The importance of the design phase;
- Other objectives that will be achieved during the design phase; and
- Clarification of the application process including the deadline.

Resident queries included:

- Process and cost for Phase 1;
- Concern regarding rock cliffs;
- Potential impacts on private driveways and water meters;
- Potential for expropriation;
- Maintenance plans of the paths;
- Steepness of grade in various areas of the path;
- Concern regarding topography of Belcarra;
- Project cost estimates;
- The importance of the design phase ;
- The impact of inflation on the project cost and provision of a contingency;
- The importance of the design phase which will provide answers to many unanswered questions;
- Access to Belcarra Regional Park; and
- Application deadline of May.

Moved by: Councillor Wilder

Seconded by: Councillor Snell

That the presentation provided by Shezana Hassko, Director, Infrastructure Programs & Wisdom Chan, Project Manager, Municipal Cost Share Programs, TransLink, regarding the Proposed Multi Use Path, be received for information.

CARRIED

The meeting recessed at 9:29 pm and reconvened at 9:40 pm.

5. REPORTS

5.1 Ken Bjorgaard, Financial Consultant, report dated March 28, 2022, regarding Grants Requests and Grants-In-Aid Program Policy No. 222

K. Bjorgaard outlined his report regarding Grant Requests and Grants-In-Aid Program Policy No. 222 noting the purpose is to present the grant requests received to date and a Grants-In-Aid program Policy for Council consideration.

It was noted that all future grant requests would come through the Grant Request policy application process.

Discussion ensued relative to:

- Coquitlam Search and Rescue grant;
- Potential cap on grants; and
- Grant requests are to be made annually and not in perpetuity.

Moved by: Councillor Snell
Seconded by: Councillor Clark

That the Grant requests be amended by adding a grant of \$500 for Coquitlam Search and Rescue.

CARRIED

Moved by: Councillor Clark
Seconded by: Councillor Snell

That the grant for the Belcarra Barnacle Society be amended to \$500.00.

CARRIED

Councillor Drake voted in Opposition

Moved by: Councillor Drake
Seconded by: Councillor Snell

That Village of Belcarra Corporate Policy No. 222, entitled Grants-In-Aid Program, be approved.

CARRIED

Moved by: Councillor Clark
Seconded by: Councillor Snell

That the following grant requests be approved as amended:

- 1. Heritage Woods Secondary School \$ 150.00
- 2. Port Moody Secondary School \$ 150.00
- 3. Communities Embracing Restorative Action (CERA) Society \$ 353.00
- 4. Crossroads Hospice Society \$ 500.00
- 5. Share Family & Community Services \$ 200.00
- 6. Belcarra Barnacle Society \$ 500.00
- 7. Coquitlam Search and Rescue \$ 500.00

CARRIED

Ken Bjorgaard departed the meeting at 9:59 pm

5.2 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated March 28, 2022, regarding Midden Road Reopening – Traffic Patterns

S. Novak outlined his report noting that the purpose is to provide recommendations for the Midden Road Reopening – Traffic Patterns, based on information gathered from Residents.

Discussion ensued relative to:

- Potential for traffic issues if direction on Midden Road becomes one-way;
- Clarification regarding direction of traffic on Midden Road; and
- Direction of traffic on all Belcarra roads.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the motion be amended by deleting Item #2 “That a right turn only sign be added when turning from Midden Road to Bedwell Bay Road”.

CARRIED

Moved by: Councillor Snell
Seconded by: Councillor Wilder

That the motion be amended by deleting Item #1 “Midden Road be reopened to One Way Traffic, left on Belcarra Bay Road, exit at Midden Road and Belcarra Bay Road.

CARRIED

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That Council approve that the Bus Stop remain on Bedwell Bay Road; and
That Council approve that parking on Midden Road to remain Permit Only.

CARRIED

5.3 Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated March 28, 2022, regarding National Active Transportation Fund

S. Novak outlined the report noting that the purpose is to apply for funding for the planning and design of trails in the municipality, in addition to the multi-use path along Bedwell Bay Road. If approved, the National Active Transportation Fund can provide funding for up to 100% of the project. S. Novak noted that all projects must be completed by 2026 and the application deadline is March 31, 2022.

Discussion ensued relative to:

- Clarification on the proposed grant application;
- Recouping of upfront costs; and
- Clarification on the grant application process.

Moved by: Councillor Clark
Seconded by: Councillor Snell

That the Regular Council Meeting dated March 28, 2022, be extended to 11:20 pm.

CARRIED

Moved by: Councillor Drake
Seconded by: Councillor Clark

That Council approve a motion to apply for Government of Canada Grant Funding under the Active Transportation Fund in the amount of \$50,000.00 for planning projects.

DEFEATED

5.4 Lorna Dysart, Chief Administrative Officer, report dated March 28, 2022, regarding Update on Water System – Staff Tracking Form

P. Richardson, Acting Corporate Officer, outlined the report regarding the Update on Water System noting that the Action list is actively being worked on.

Discussion ensued relative to:

- Anticipated timeline for a response from WSP on the items delegated to them;
- The Strathcona water meter; and
- Calibration of the meter readings between Belcarra and District of North Vancouver.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the Update on Water System – Staff Tracking Form, dated March 28, 2022, be received for information.

CARRIED

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

Mayor Ross commented on the current situation in Ukraine and that Belcarra extends their support.

Mayor Ross commented regarding Year-Round Permanent Fire Service and the funding announcement by the BC Government.

Mayor Ross commented regarding the Strategic Plan progress noting that a more specific update is forthcoming.

6.2 Official Community Plan Review Committee Meeting Minutes – January 26, 2022

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the Minutes of the Official Community Plan Review Committee meeting held January 26, 2022, be received for information.

CARRIED

Moved by: Councillor Drake
Seconded by: Councillor Clark

That the Regular Council Meeting dated March 28, 2022, be extended by 5 minutes.

CARRIED

7. REPORT FROM ACTING CORPORATE OFFICER

7.1 WSP Engineering Update

P. Richardson, Acting Corporate Officer, provided a verbal report regarding Negin Tousi moving on from her position at WSP Engineering. Negin worked with the Village for a number of years overseeing the engineering file for the water distribution system. The Village wishes her well as she moves on to her new role at another firm.

The Village welcomes Michael Levin to the engineering file, he has worked with Negin in the past on many items on the Village water system and we look forward to continuing to work with him.

7.2 STAFF UPDATE

P. Richardson provided a verbal report noting that Lorna Dysart, Chief Administrative Officer, is on leave. Dennis Back has been appointed as Acting Chief Administrative Officer until Lorna returns.

13. ADJOURNMENT

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the March 28, 2022 Regular Meeting be adjourned at 11:26 pm.

CARRIED

Certified Correct:

Jamie Ross
Mayor

Paula Richardson
Acting Corporate Officer

Note: Due to the lateness of the hour, the Regular Council meeting dated March 28, 202 was adjourned. All unfinished business will come forward at a subsequent Regular Council meeting.

Village of Belcarra Police Service Levels 2021 in Review



Total calls for service in 2021 were 110 compared with 134 in 2020.

Property Offences

	2020	2021
Break and Enter – Res/Bus/Oth	1	0
Theft From Auto	2	0
Theft – Veh & Other	6	4
Mischief Offences	5	1
Fraud	2	3

Person Offences

	2020	2021
Assault – all levels	2	0
Utter Threats/Harassing Behaviour	4	2

Other Criminal Offences

	2020	2021
Causing A Disturbance	6	4
Other	0	2

Traffic Calls for Service

	2020	2021
Collisions	3	1
Driving Complaints	5	4

Other Calls for Service

	2020	2021
Bylaw – Noise and Other	15	7
Suspicious Per/Veh/Circumstance	8	9
Mental Health Act	5	1

Comments

Police calls for service in 2021 were down approximately 18% from 2020, and this decrease also reflects a similar decrease in criminal offences in Belcarra, almost across the board. Property crimes, persons offences and collisions were all down in 2021 from 2020. Belcarra remains a very safe community.

VILLAGE OF BELCARRA

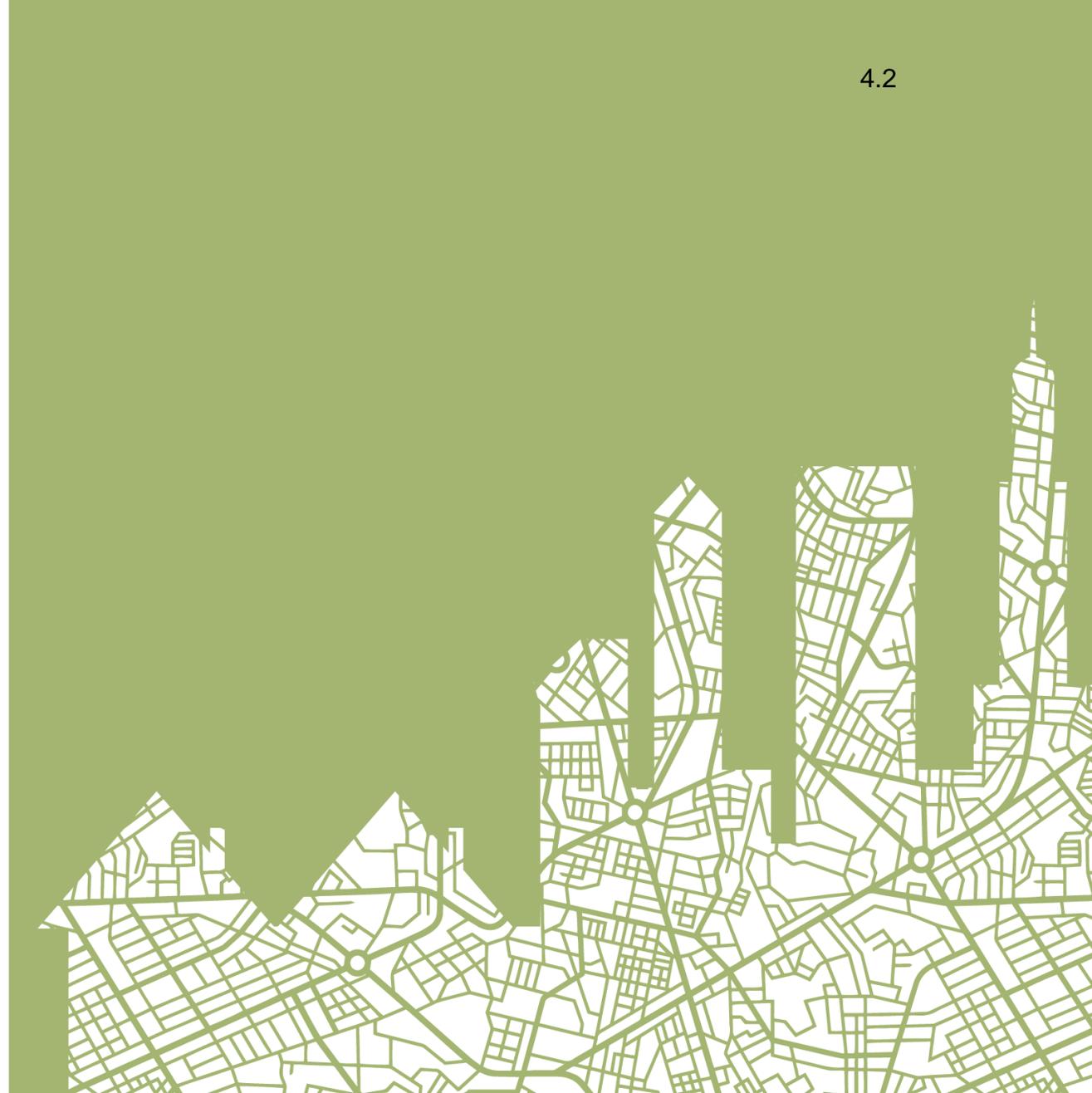
ASSET MANAGEMENT STRATEGY AND ROADMAP

PHASE 1 - SUMMARY REPORT

MARCH 2022

PREPARED BY:

JW INFRASTRUCTURE PLANNING



PROJECT OVERVIEW

Phase 1 – strategy and roadmap

- Assess current AM practices at Belcarra
- Develop AM Strategy and Roadmap

Phase 2 - assess the current state of the Village's infrastructure

- Update the asset inventory
- Assess the condition of the assets
- Develop the asset replacement forecast

Phase 3 – financial forecast

- Understand current capital needs
- Evaluate current financial capacity
- Develop financial projection

WHAT IS ASSET MANAGEMENT?

Asset Management (AM) is an integrated process that combines the skills, expertise, and activities of people with information about the Village's physical assets and finances, so that planning and decision making support sustainable service delivery

Asset Management was identified as the 2020 Top Priority for Belcarra

THE VILLAGE OF BELCARRA'S MISSION

The Village of Belcarra's mission is to enhance the quality of life for citizens, visitors and future generations in our municipality and the region

Asset Management is a key component of making Belcarra's mission statement a reality

REPORT OVERVIEW

1. Objectives
2. Assessment Framework Overview
3. Assessment Results
4. Strategy and Roadmap

OBJECTIVES

PHASE 1 OBJECTIVES

The objective of Phase 1 was to:

- Review the Village's current AM practices using the Federation of Canadian Municipalities (FCM) Asset Management Readiness Scale (AMRS) to identify areas of strength and that require improvement.
- Identify key improvement strategies
- Create a roadmap to help achieve the strategy over the next 5 years

ASSESSMENT FRAMEWORK OVERVIEW

ASSESSMENT FRAMEWORK

- FCM's Asset Management Readiness Scale (AMRS) was used – it is an industry standard assessment tool
- The AMRS outlines five competencies that demonstrate AM maturity
- Each of the five competencies has 3 outcome areas
- The detailed assessment tool can be downloaded at:

<https://data.fcm.ca/documents/resources/mamp/asset-management-readiness-scale-mamp.pdf>



ASSESSMENT FRAMEWORK

Outcome Area	Policy and Governance	People and Leadership	Data and Information	Planning and Decision-Making	Contribution to Asset Management Practice
A	Policy and Objectives	Cross-Functional Teams	Asset Data	Documentation and Standardization	Training and Development
B	Strategy and Roadmap	Accountability	Performance Data	Asset Management Plans	Internal Communication and Knowledge Sharing
C	Measurement and Reporting	Resourcing and Commitment	Financial Data	Budgets and Financial Planning	External Communication and Knowledge Sharing

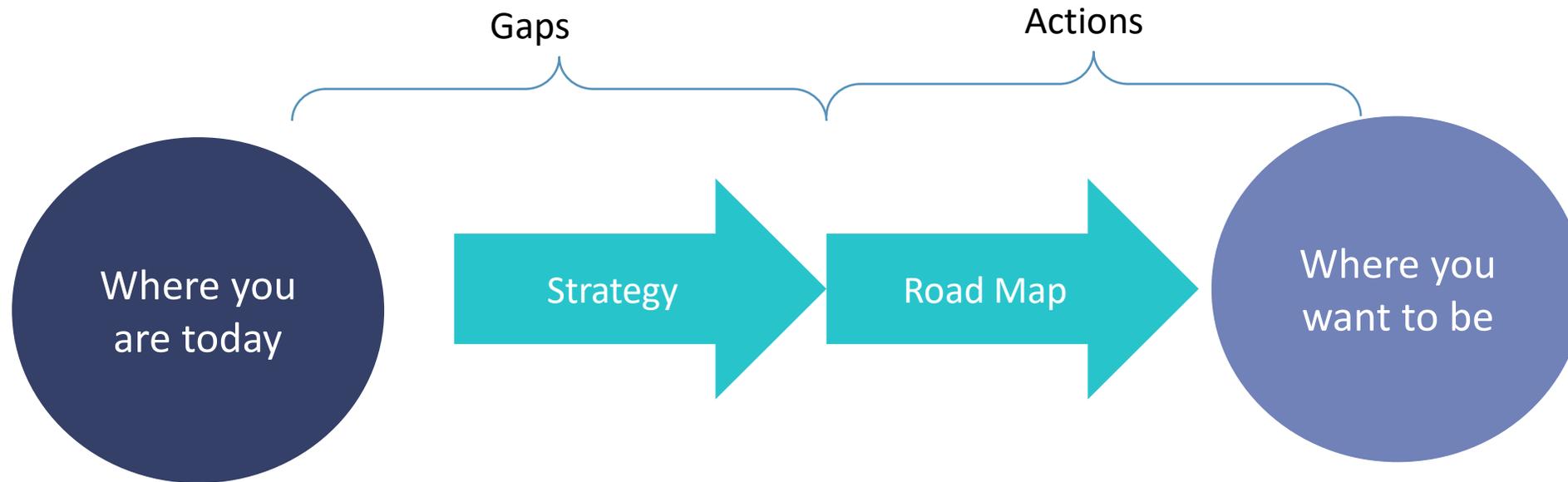
ASSESSMENT RESULTS

WHAT IS A GAP ASSESSMENT, STRATEGY AND ROAD MAP?

A **gap assessment** helps you to identify if you are meeting your goals by comparing where you are at today with where you would like to be

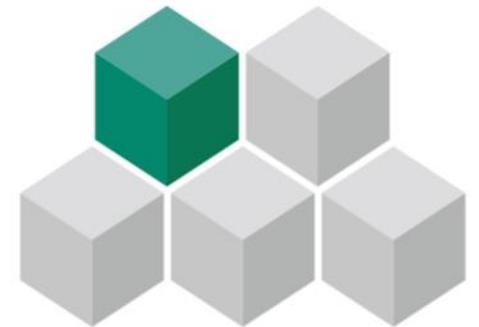
The **strategy** provides the overarching goals to get to where you want to be

The road map provides the steps to achieve the **strategy**



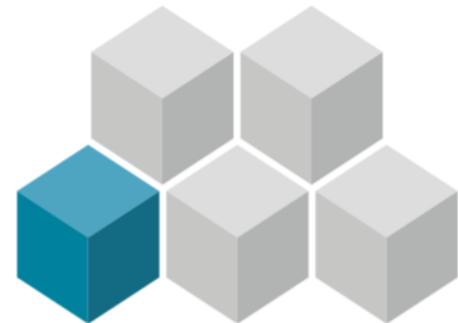
KEY FINDINGS: POLICY & GOVERNANCE

- ✓ Senior Leadership is committed to Asset Management
- ✓ An AM policy has been developed and endorsed by Council
- ✓ A strategy and roadmap are being developed
- ✓ Debt levels are reasonable (12% of revenues)
- ✓ Positive reserve balances are in place and contributions are budgeted for
- Priorities identified in the 2018 Roads Corridor assessment and the 2017 Drainage Study remain mostly unfunded
- Debt will remain a significant expense (currently 12% of own source revenues) until 2037
- Tax base is predominantly residential >98%
- Government transfers represent >25% of revenues
- Lack of clear capital prioritization presents the risk of shifting priorities



KEY FINDINGS: DATA & INFORMATION

- ✓ Recent Drainage Master Plan (2017) provides location, size, materials, replacement values and priorities
- ✓ Recent Roads Condition Assessment AM Plan (2018) provides condition grades for all Village Roads, replacement values and capital priorities
- ✓ Good mapping and “as-builts” for the Water System
- ✓ A capacity review of the water distribution system and fire suppression capacity is currently underway
- Some uncertainty as to the ages for some of the assets that existed “pre-incorporation” (1979)
- Condition of buried drainage assets is largely unknown
- A Geographic Information Systems would aid in consolidating asset information, identifying the locations and assist infrastructure planning
- Currently information on natural assets (ditches and other) is limited and not documented



KEY FINDINGS: PEOPLE & LEADERSHIP

- ✓ Experienced senior leadership team now in place
- ✓ Good awareness of the value of Asset Management by leadership team
- ✓ Team members individual roles and responsibilities are well understood
- ✓ Team members have strong knowledge and skillsets for AM
- Key public works leadership is relatively new to the organization and lacks the historical knowledge of the assets
- Staff compliment is very lean so focus is on the “here and now” with less time for long term planning
- Team members wear multiple hats so getting “broad and diverse” input internally on strategic topics is challenging



KEY FINDINGS: PLANNING & DECISION-MAKING

- ✓ Asset Management plans and studies for most assets exist and are relatively recent
- ✓ Detailed 5 year capital and financial plans are in place
- ✓ Council is engaged in the selection of capital projects and revenue generation
- Service Level expectations lack defined targets for roads, drainage and facilities assets
- Risk is considered anecdotally in decision making and a more formalized approach for assessing and communicating risk to Council would be beneficial
- Approach to capital project prioritization not clear
- Capital/Financial planning is limited to 5-years and could benefit from a longer range strategic view incorporating level of service expectations and risk

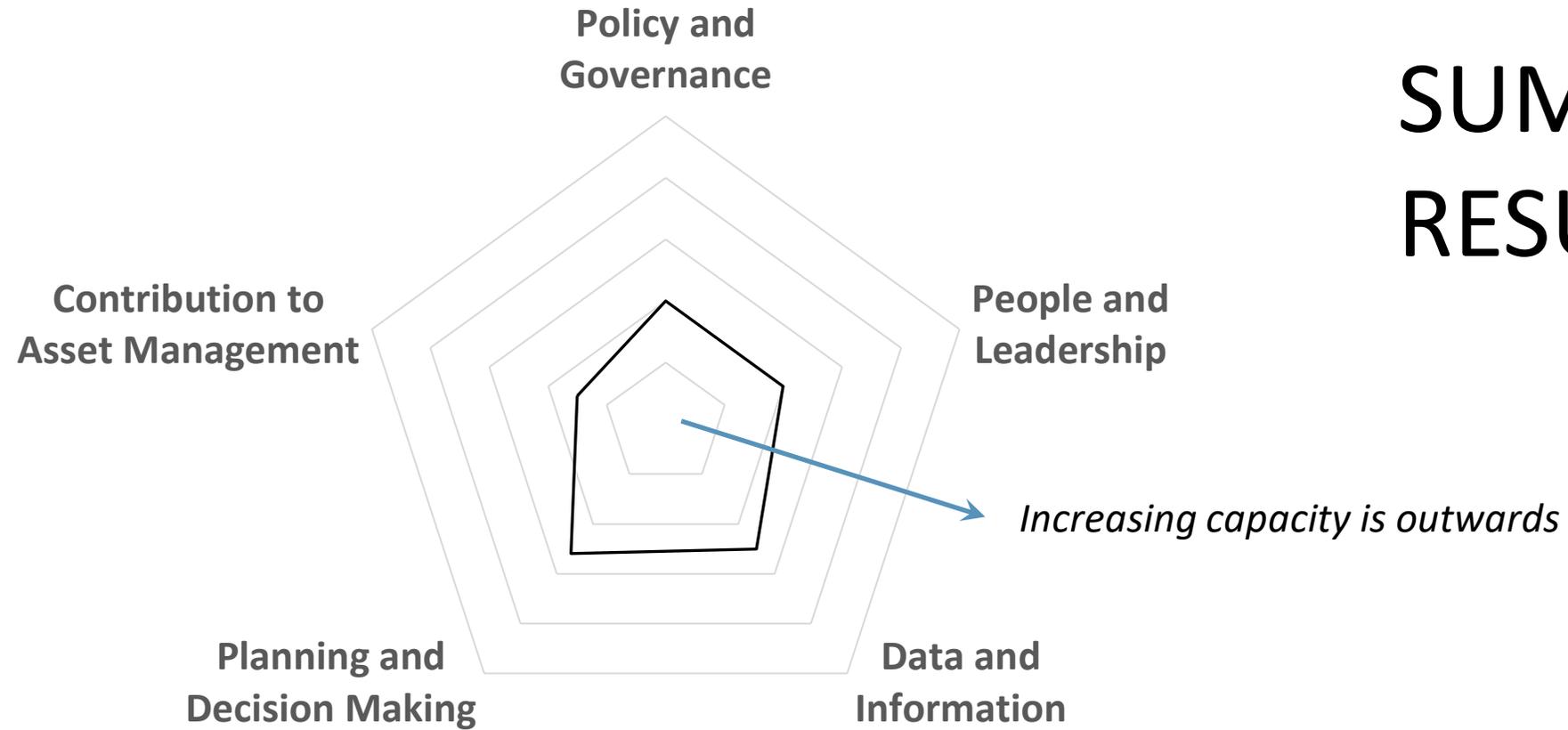


KEY FINDINGS: CONTRIBUTION TO AM PRACTICE

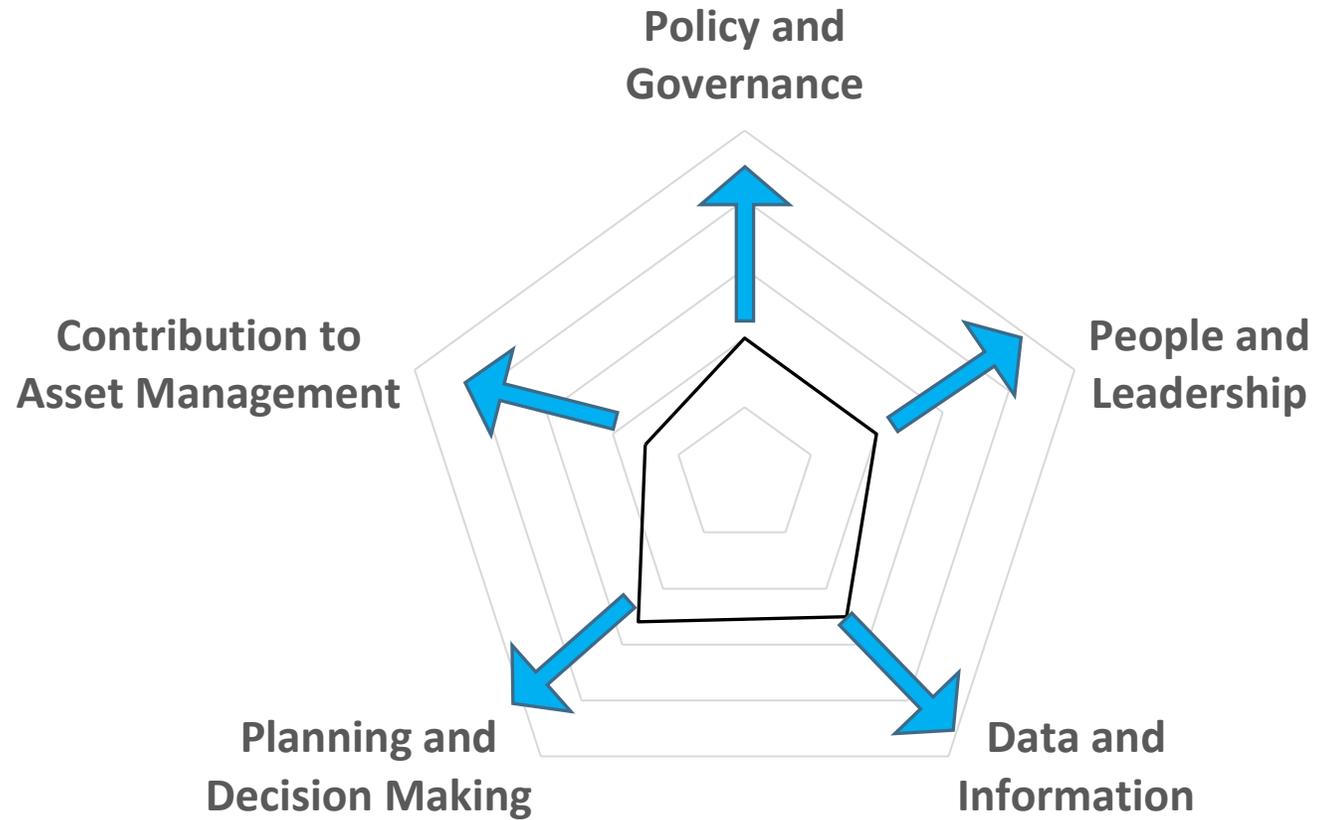
- ✓ Information is freely shared amongst staff and the community
- AM training and development approach is informal and largely driven by the personal initiative of staff



SUMMARY RESULTS



STRATEGY AND ROADMAP



WHAT ARE THE STRATEGIES TO IMPROVE?

AM IMPROVEMENT STRATEGIES

Evaluate options for managing and storing asset information

- Take stock of what asset data exists, where it is stored, and what it is used for
- Investigate options for implementing GIS (in-house or outsourced)
- Determine the appropriate “single point of truth” for asset data

Implement a risk assessment framework to help clarify investment priorities

- Develop a simple risk assessment framework that considers the likelihood and consequences of failure
- Have Council endorse the framework
- Incorporate into the capital planning process

Define the required levels of service (LoS) for core assets

- Create a simple framework to define service levels
- Work with Council to clarify the desired service levels based on the framework
- Incorporate into the capital planning process

Develop an integrated plan for natural and piped drainage assets that also consider future trails and pathways

- Undertake a condition assessment of the “piped” drainage assets
- Create an inventory and classification system for the natural drainage assets (ditches and other)
- Consider both current and future pathway corridors, together with possible “daylighting” options for piped drainage when planning the implementation of the drainage study recommendations

VILLAGE OF BELCARRA ASSET MANAGEMENT ROADMAP

STRATEGY 1
Asset Information
improvements

STRATEGY 2
Risk Assessments

STRATEGY 3
Define Service
Levels

STRATEGY 4
Assess Condition
of Drainage
Assets



STRATEGY 1 – ASSET DATA

- Take stock of asset data use
- Evaluate options for GIS
- Determine point of asset data truth

STRATEGY 2 – RISK ASSESSMENTS

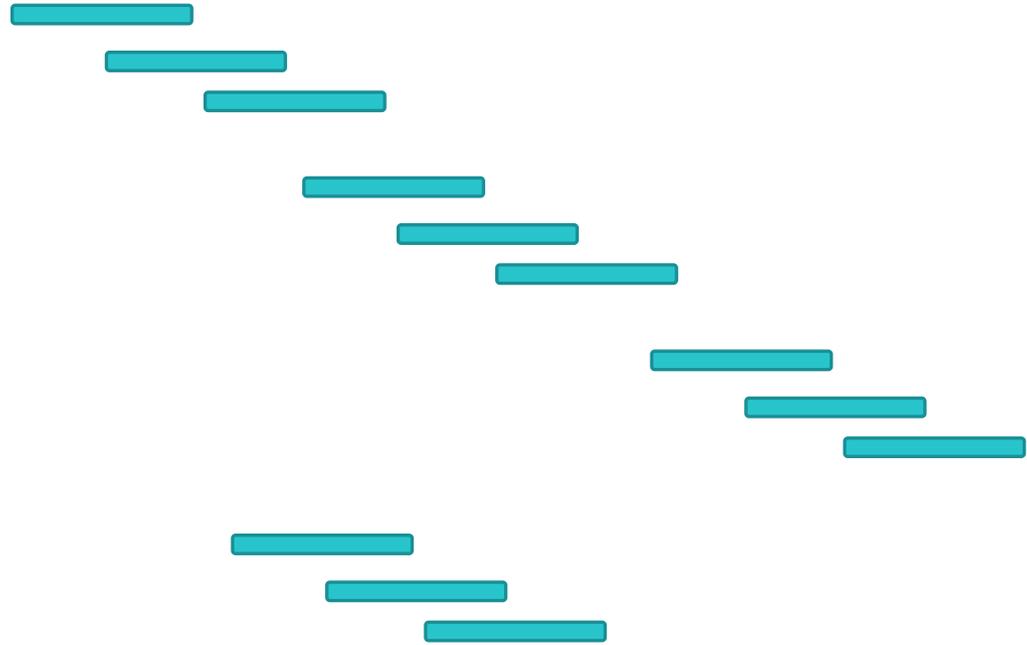
- Develop risk framework
- Engage Council
- Implement into capital planning process

STRATEGY 3 – LEVELS OF SERVICE

- Develop LoS framework
- Engage Council to clarify desired LoS
- Implement into capital planning process

STRATEGY 4 – DRAINAGE ASSETS PLAN

- Inspect condition of pipes
- Inventory and classify ditches, streams and paths
- Integrate into drainage upgrades plan



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VILLAGE OF BELCARRA

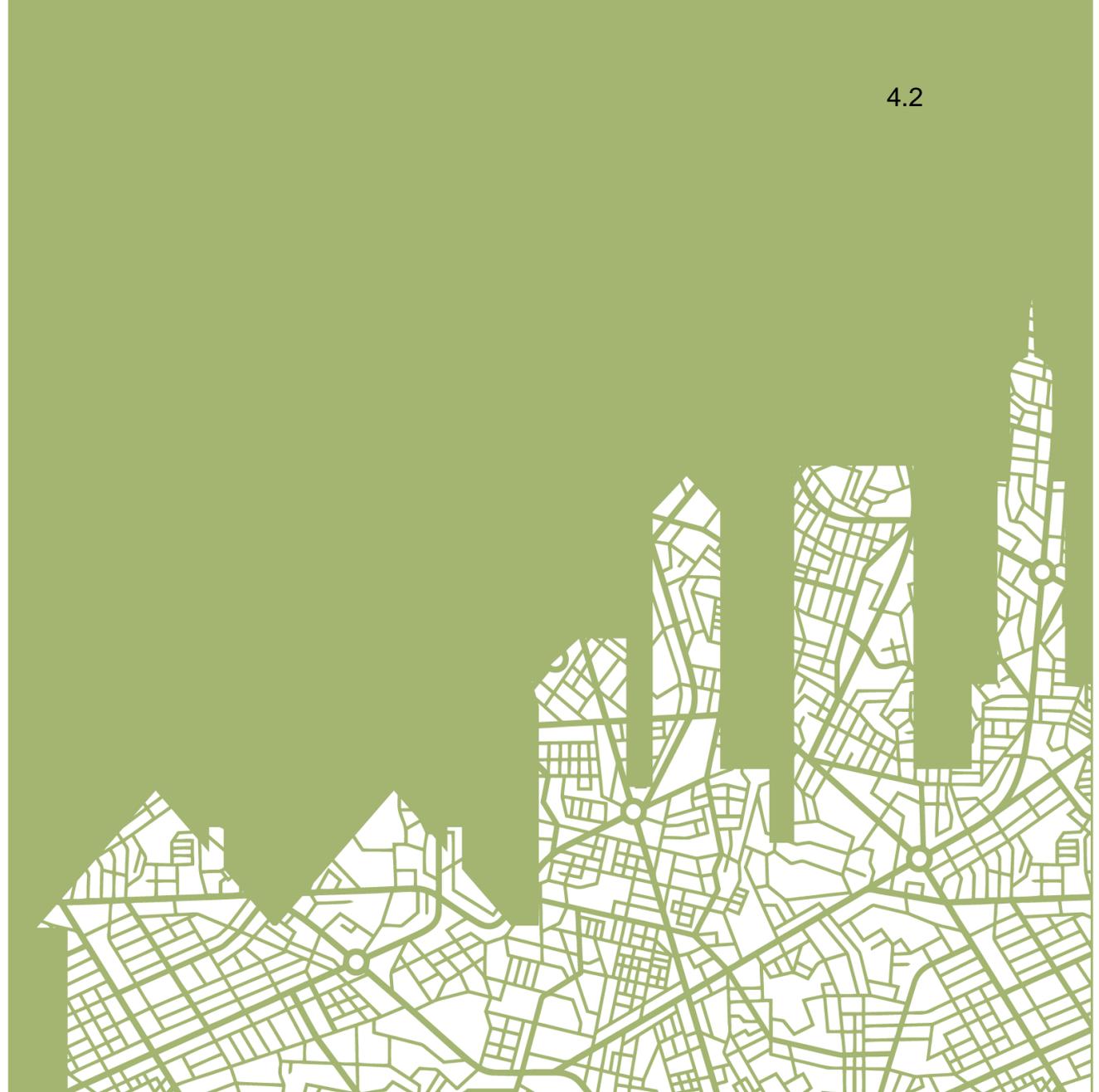
ASSET REPLACEMENT FORECAST

PHASE 2 - SUMMARY REPORT

MARCH 2022

PREPARED BY:

JW INFRASTRUCTURE PLANNING



PROJECT OVERVIEW

Phase 1 – strategy and roadmap

- Assess current AM practices at Belcarra
- Develop AM Strategy and Roadmap

Phase 2 - assess the current state of the Village's infrastructure

- Update the asset inventory
- Assess the condition of the assets
- Develop the asset replacement forecast

Phase 3 – financial forecast

- Understand current capital needs
- Evaluate current financial capacity
- Develop financial projection

WHAT IS ASSET MANAGEMENT?

Asset Management (AM) is an integrated process that combines the skills, expertise, and activities of people with information about the Village's physical assets and finances, so that planning and decision making support sustainable service delivery

Asset Management was identified as the 2020 Top Priority for Belcarra

THE VILLAGE OF BELCARRA'S MISSION

The Village of Belcarra's mission is to enhance the quality of life for citizens, visitors and future generations in our municipality and the region

Asset Management is a key component of making Belcarra's mission statement a reality

REPORT OVERVIEW

1. Objectives
2. Assessment Framework Overview
3. Assessment Results
4. Strategy and Roadmap

OBJECTIVES

PHASE 2 OBJECTIVES

The objective of phase 2 was to:

- Update and consolidate the Village's asset inventory
- Assess the condition and remaining life of the assets
- Develop an asset replacement forecast

ASSET INVENTORY UPDATE

INVENTORY – INFORMATION SOURCES

Roads Assets – Information on the roads network, replacement values and condition was derived from the 2018 Roads Asset Management Plan.

Water System Assets – Information on the water network was derived from the Village’s water system plan prepared by Beesley Engineering. Information on the reservoirs and pumping facilities was derived from the tangible capital asset (TCA) ledger and field inspection.

Drainage Assets – Information on the drainage assets was derived from the 2017 Drainage Study prepared by Opus Engineering.

Recycling Compound Assets - Information on the recycling compound assets was derived from the TCA ledger, field inspection and discussions with Village staff.

Village Hall and Public Works Buildings - Information on the Village Hall and Public Works buildings was derived from the TCA Ledger, 2020 Insurance appraisal, field inspection and discussions with Village staff.

Vehicles, Equipment and Misc. Assets – Information on vehicles, equipment and other miscellaneous assets was TCA Ledger, and discussions with Village staff.

INVENTORY – REPLACEMENT VALUES

The replacement values of the Villages assets were derived from the following sources:

Roads Assets – 2018 Roads Asset Management Plan escalated to 2021 values based on consumer price index (CPI).

Water System Assets – Historical cost from the TCA ledger escalated to 2021 values based on CPI

Drainage Assets – 2017 Drainage Study escalated to 2021 values based on CPI

Recycling Compound Assets – Historical cost from the TCA ledger escalated to 2021 values based on CPI, and discussions with Village staff.

Village Hall and Public Works Buildings - 2020 Insurance appraisal escalated to 2021 values based on CPI

Vehicles, Equipment and Misc. Assets – TCA ledger escalated to 2021 values based on CPI, and discussions with Village staff

REPLACEMENT VALUE OF VILLAGE ASSETS

FUND	REPLACEMENT VALUE
WATER	\$ 11,120,000
GENERAL	\$ 10,170,000
TOTAL	\$ 21,290,000

BREAKDOWN OF WATER SYSTEM ASSETS

WATER FUND ASSETS	REPLACEMENT VALUE
WATER PIPES	\$ 6,940,000
OTHER WATER	\$ 4,180,000
TOTAL	\$ 11,120,000

BREAKDOWN OF GENERAL FUND ASSETS

GENERAL FUND ASSETS	REPLACEMENT VALUE
BUILDINGS	\$ 1,260,000
EQUIPMENT	\$ 990,000
ROADS*	\$ 2,900,000
STORMWATER	\$ 4,720,000
VEHICLES	\$ 300,000
TOTAL	\$ 10,170,000

* Roads surface value only (the base should last 100 years+ with proper road maintenance)

ANNUAL SUSTAINABLE INVESTMENT

The annual sustainable investment is the replacement value of the assets divided by their estimated lifespan. This reflects the amount that would need to be put aside annually so that the asset could be replaced at the end of its useful life.

For example, if you were to purchase the latest iphone for \$800 and you believe it will last 4 years then the annual sustainable investment would be \$200 per year (\$800 divided by 4 years). So if you were to save \$200 a year you would have the money in your bank account to replace that phone at the end of the 4 years.

The annual sustainable investment is a useful guide to understanding the lifecycle costs of your infrastructure so that user fees and taxation can be determined in a manner that is equitable for current and future generations.

It should be noted that the annual sustainable investment only considers the replacement of existing assets and not new assets that may be desired in the future.

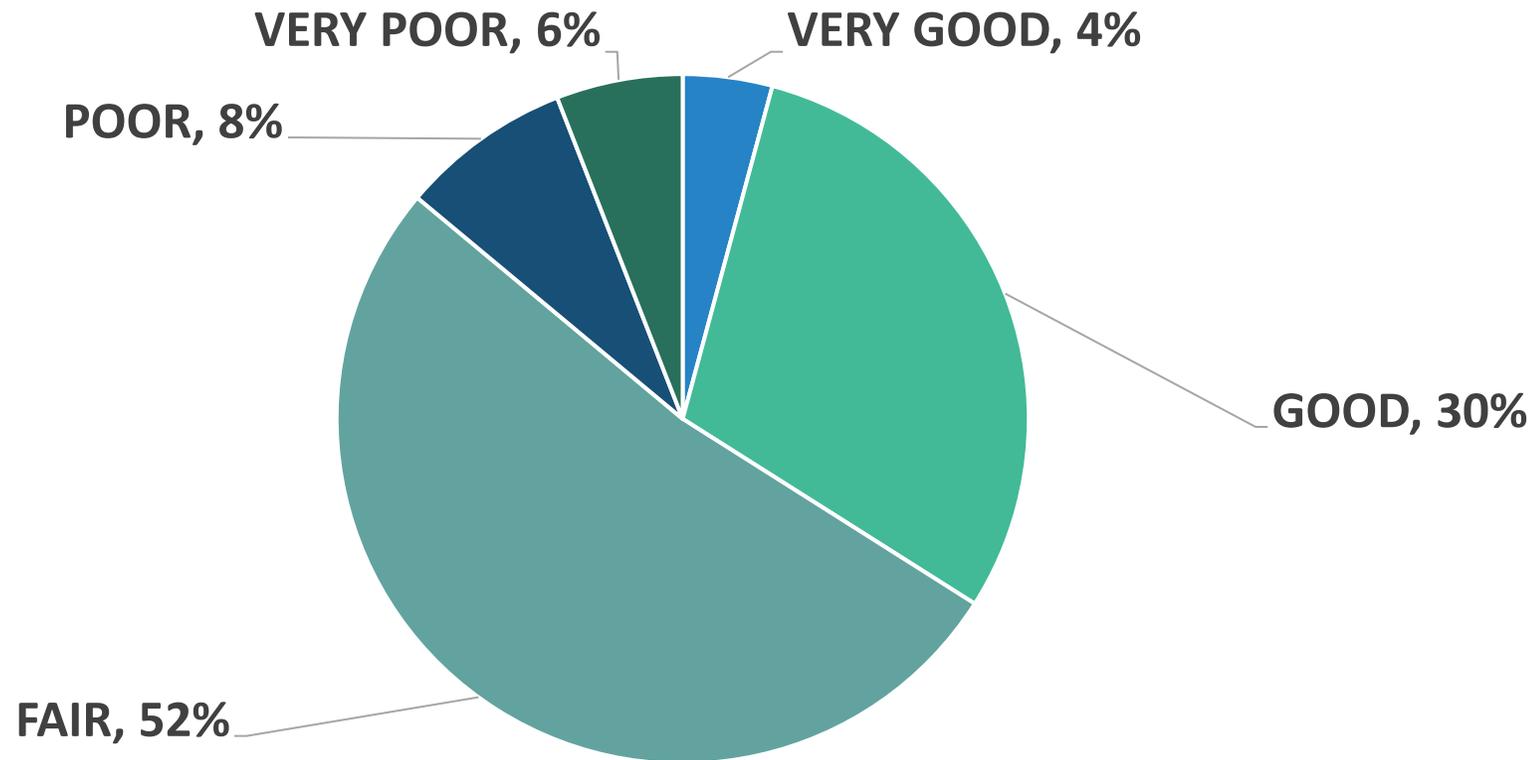
ANNUAL SUSTAINABLE INVESTMENT

GENERAL FUND ASSETS	ANNUAL SUSTAINABLE INVESTMENT
BUILDINGS	\$ 30,000
EQUIPMENT	\$ 70,000
ROADS	\$ 60,000
STORMWATER	\$ 80,000
VEHICLES	\$ 20,000
TOTAL	\$ 260,000

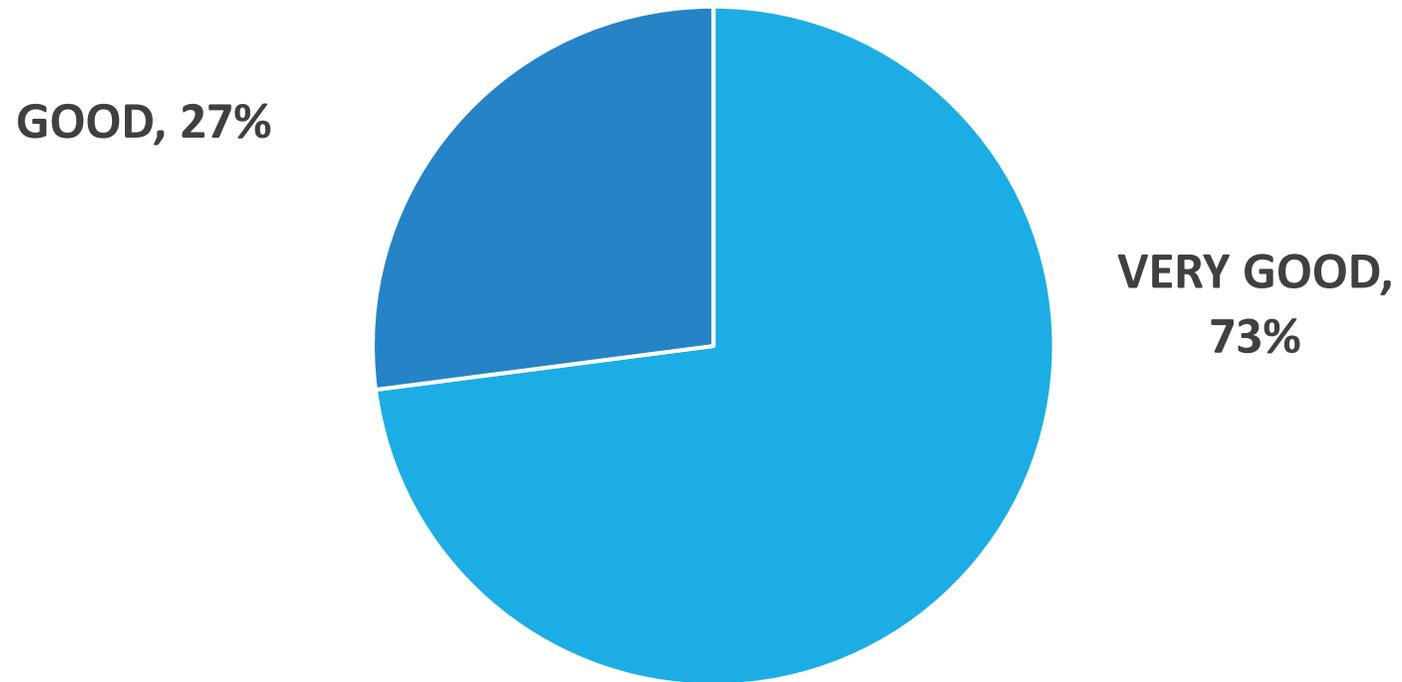
ANNUAL SUSTAINABLE INVESTMENT

WATER FUND	ANNUAL SUSTAINABLE INVESTMENT
WATER PIPES	\$ 80,000
OTHER WATER	\$ 100,000
TOTAL	\$ 180,000

GENERAL FUND ASSET CONDITIONS



WATER FUND ASSET CONDITIONS



ASSET REPLACEMENT FORECAST

The Asset Replacement Forecast (ARF) is a useful way to understand and visualize the timing of asset replacements. The ARF is simply the sum of all replacement values that occur in any given year.

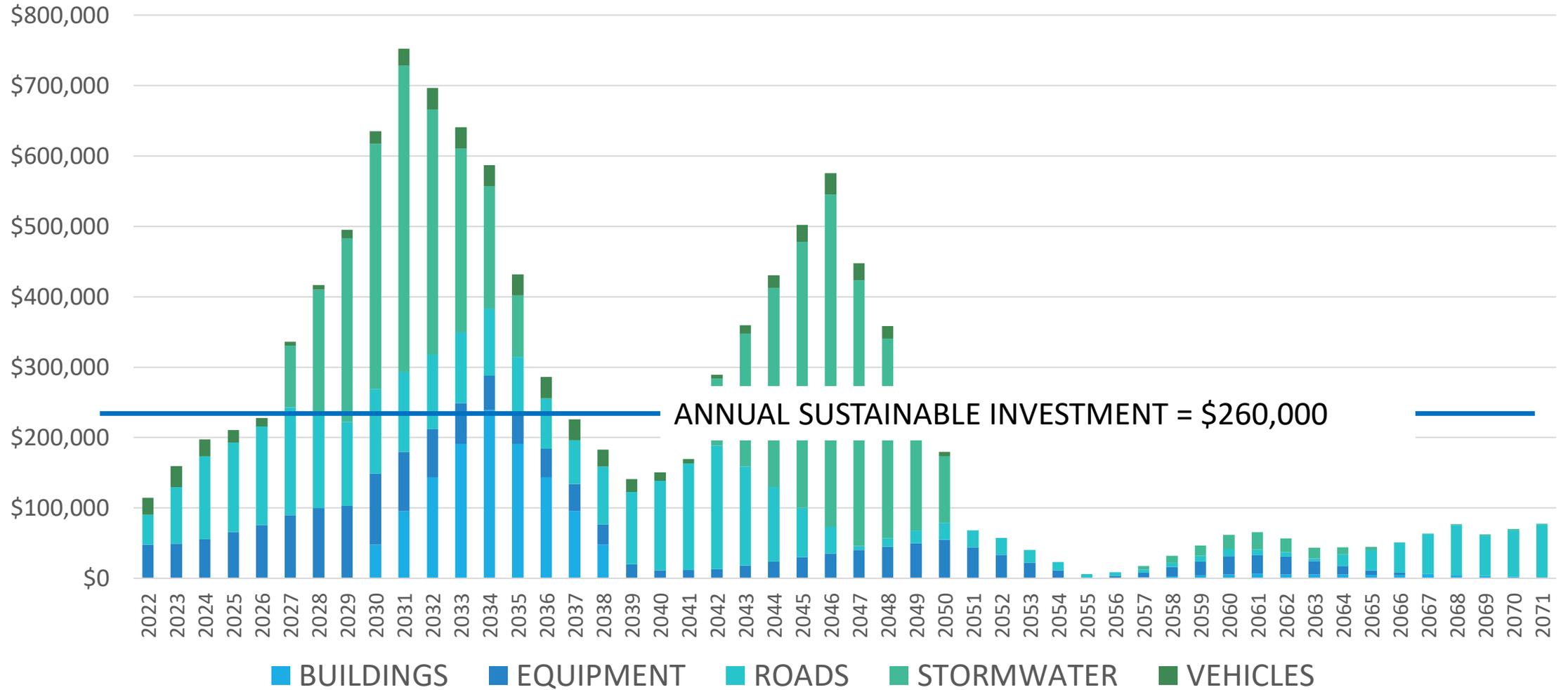
The asset replacement date is derived by adding the estimated remaining life to the current date. For example, if a vehicle is estimated to have 8 years of useful life remaining then the forecast replacement date would be the year 2030 (2022 plus 8 years).

For the Village of Belcarra the replacement dates for the assets were based on the best information available. Where actual condition information was known this was used to estimate the remaining life. Where no condition information was available then the age of the asset together with a best practice estimated lifespan was applied.

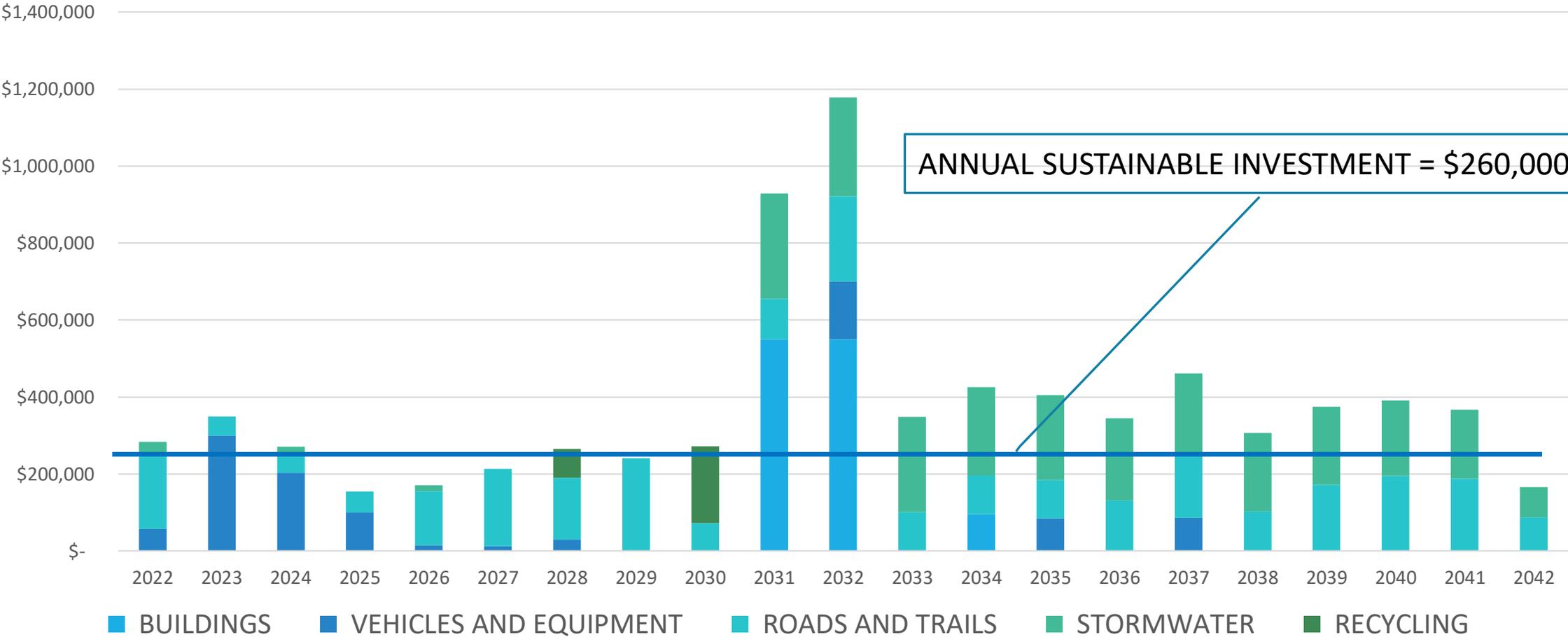
Since the replacement dates are an estimate and the costs are distributed statistically in the 50 year forecasts, this will smooth out any large spikes over several years. The 20 year forecasts have not been statistically smoothed.

It should be noted that these types of forecasts are high level and for general decision-making purposes and do not replace the need for long term capital plans.

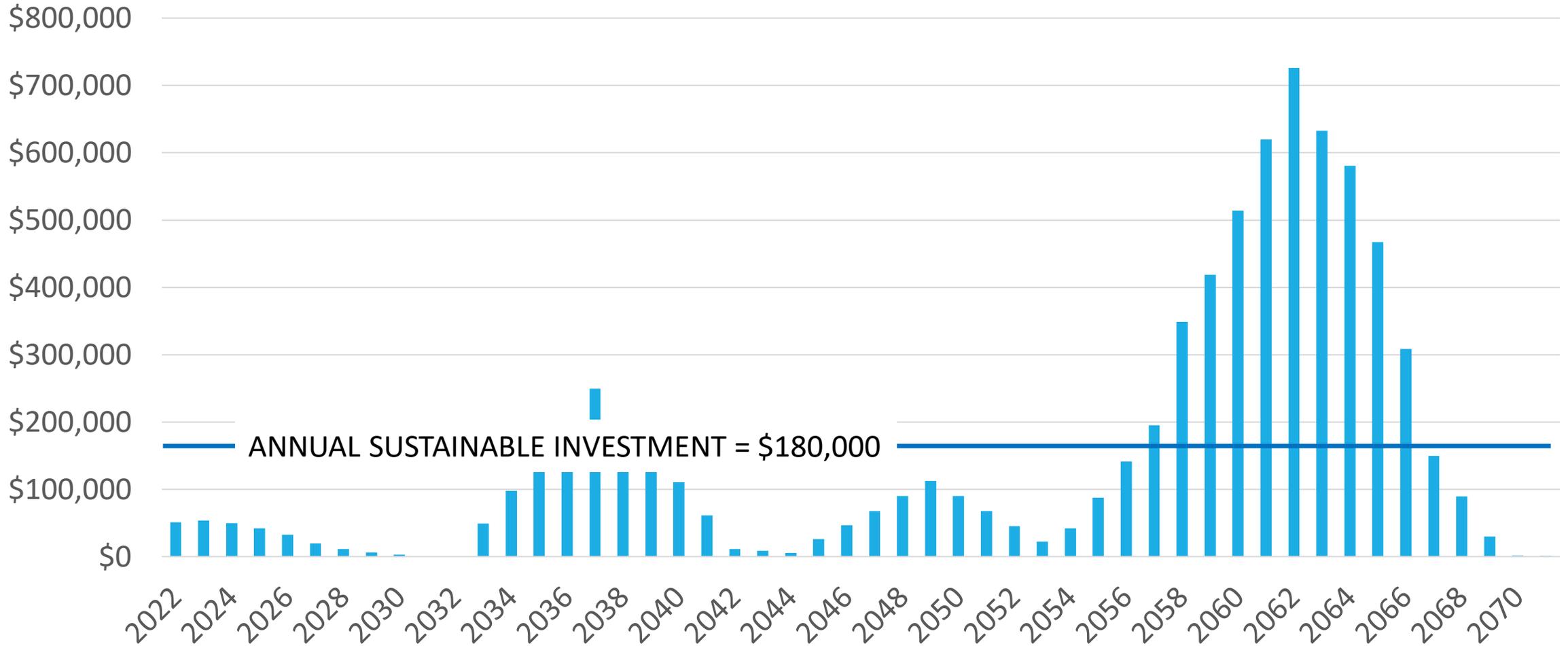
GENERAL FUND ASSET REPLACEMENT FORECAST



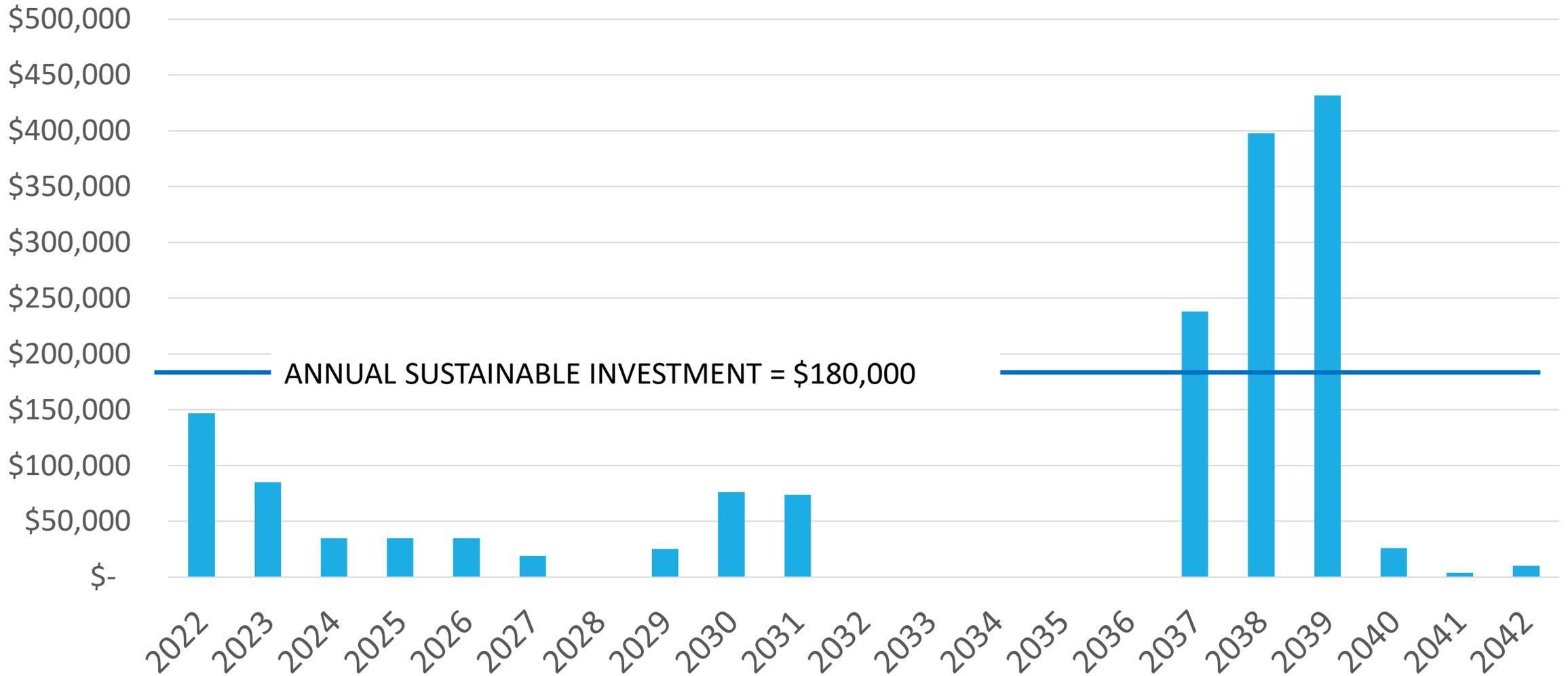
GENERAL FUND 20 YEAR FORECAST



WATER FUND ASSET REPLACEMENT FORECAST



WATER FUND 20 YEAR FORECAST



ASSET REPLACEMENT FORECAST OBSERVATIONS

The General Fund asset replacement forecast (ARF) shows two pronounced “humps”, one centered around the year 2031 and a smaller hump centered around 2046. The 2031 hump is primarily related to corrugated metal drainage pipes and culverts. These materials have lifespans in the order of 50 years so in theory many of these assets will need replacing in the next 2 decades. The second hump is related to the concrete drainage pipes and culverts which were assigned a lifespan of 65 years. It is recommended that actual condition of these assets be assessed to gain a better estimate of remaining life.

The Water Fund ARF shows three pronounced humps centered around 2037, 2049 and 2062. The first hump reflects the replacement of mechanical and electrical equipment at the Tatlow and Midden stations. The second hump is related to the Tatlow reservoir and Dutcham Creek water tower. The last hump is the replacement of PVC pipe which has an expected lifespan of 80 to 100 years.

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VILLAGE OF BELCARRA

FINANCIAL FORECAST

PHASE 3 - SUMMARY REPORT

MARCH 2022

PREPARED BY:

JW INFRASTRUCTURE PLANNING



PROJECT OVERVIEW

Phase 1 – strategy and roadmap

- Assess current AM practices at Belcarra
- Develop AM Strategy and Roadmap

Phase 2 - assess the current state of the Village's infrastructure

- Update the asset inventory
- Assess the condition of the assets
- Develop the asset replacement forecast

Phase 3 – financial forecast

- Understand current capital needs
- Evaluate current financial capacity
- Develop financial projection

REPORT OVERVIEW

1. Objectives
2. Current Funding Capacity
3. Current Financing Capacity
4. Financial Forecast

OBJECTIVES

PHASE 3 OBJECTIVES

The objective of phase 3 was to:

- Gain an understanding of the Villages current funding and financing capacity
- Develop a financial forecast
- Provide conclusions and recommendations

CURRENT FINANCIAL CAPACITY

FUNDING AND FINANCING

FUNDING

What goes into the Villages bank account:

- Taxation
- User Fees
- Other

FINANCING

How *projects* get paid for:

- Current years revenues
- Reserves or surplus funds
- Debt
- Grants

DISCUSSION

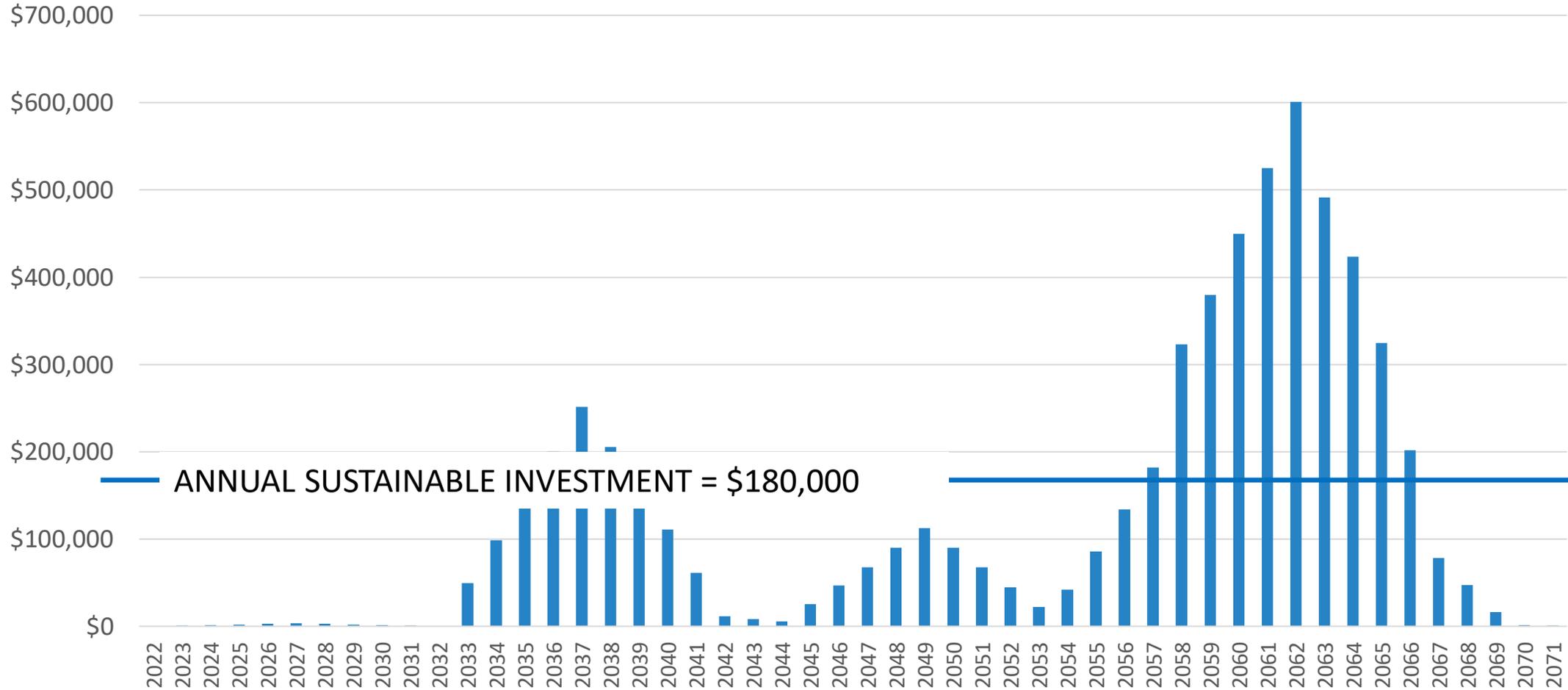
It is important to understand the differences between funding, annual spending, and financing. Funding available for capital is the money left over annually after all the cash expenses are paid. That money is generally deposited into one or more reserve accounts. Annual spending is the value of the capital program in any given year.

Spending will vary annually and through the decades depending on the age and condition of the infrastructure and on other capital priorities that may arise. Funding needs to remain consistent so that reserves can be accumulated in years where spending is low and those reserves can be drawn from in years where spending is higher. This keeps tax rates and user fees stable and is equitable for current and future generations of tax payers.

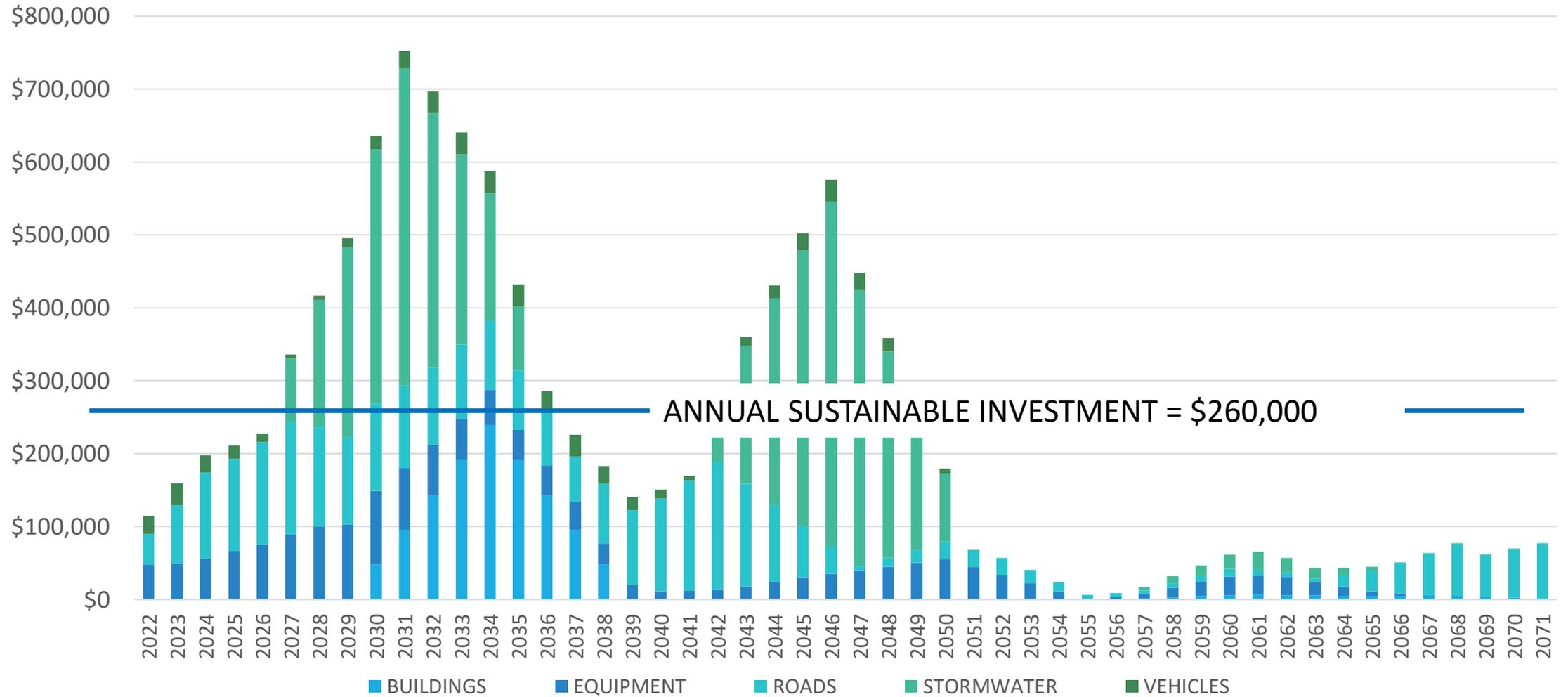
Financing is how a project in any given year is paid for. Generally, this would be from reserves for smaller projects and possibly from debt for large projects where the reserve funds are not sufficient.

The following four charts show the projected annual spending over the next 50 years and 20 years respectively together with the required funding level to ensure future required asset replacements can be accomplished.

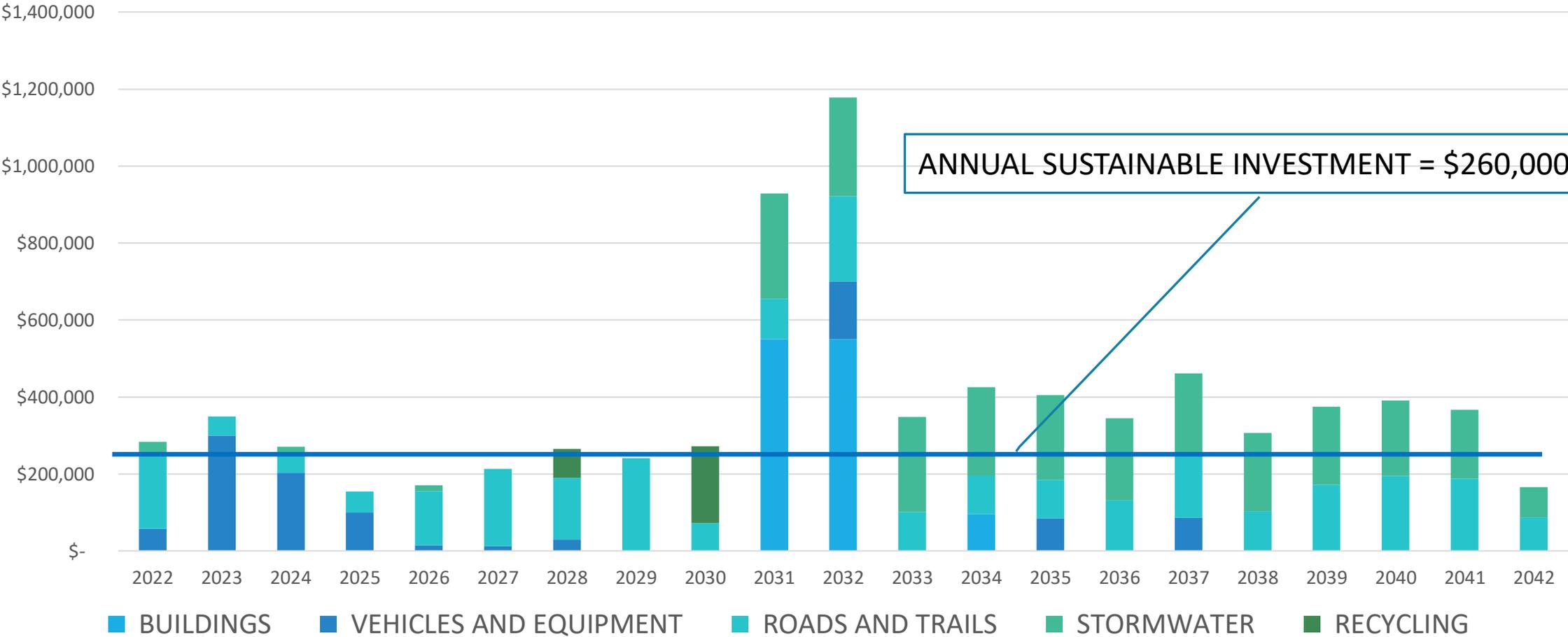
WATER FUND ASSET REPLACEMENT FORECAST



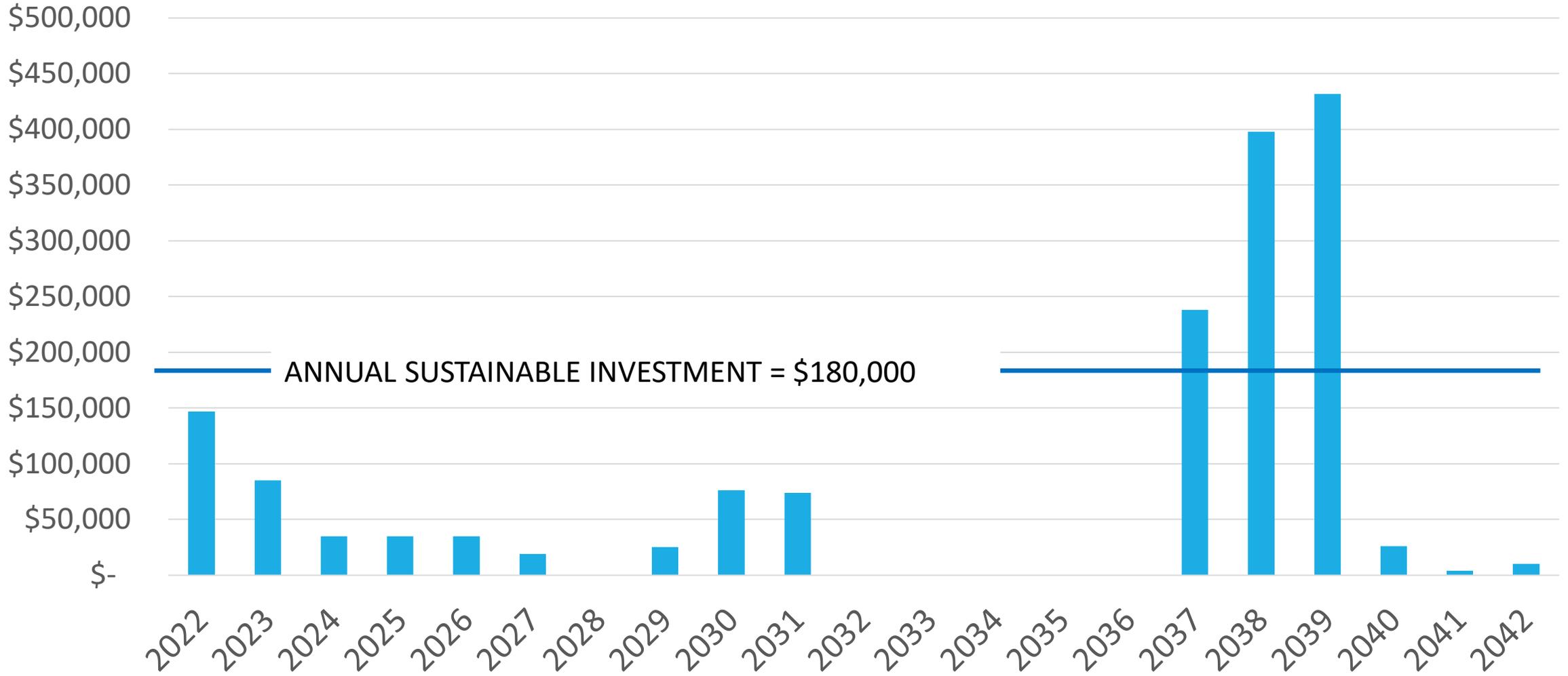
GENERAL FUND ASSET REPLACEMENT FORECAST



GENERAL FUND 20 YEAR FORECAST



WATER FUND 20 YEAR FORECAST



AVERAGE ANNUAL SPENDING 5 YEAR, 20 YEAR AND FULL LIFECYCLE

FUND	5 YEAR AVERAGE*	20 YEAR AVERAGE**	ANNUAL FUNDING TARGET**	CURRENT FUNDING CAPACITY
GENERAL	\$246,000	\$375,000	\$260,000	\$445,000
WATER	\$67,000	\$80,000	\$180,000	\$50,000
TOTAL	\$313,000	\$455,000	\$440,000	\$495,000

- From 2022-2026 Capital Plan

** From the Asset Replacement Forecast (Existing assets only)

FUNDING CAPACITY OBSERVATIONS

The funding levels within the General Fund are at a strong level in terms of maintaining the current levels of service over the long term (replacing like for like). The resulting annual surplus can help to build reserves to fund new assets and to increase service levels within the existing assets.

The funding level within the water fund results in a deficit of \$130,000. This is understandable given that the annual debt servicing costs are approximately \$235,000 per year. Once this debt is retired in 15 years the debt servicing costs can be diverted to the funding of capital renewal.

Based on this information the Village is doing a good job overall on achieving sustainable funding levels.

Whether the funding capacity is adequate to allow the Village to provide new services or upgrade existing assets is dependent on the priorities of the community and the balancing of service levels with increases to taxation and user fees.

FINANCING CAPACITY

FUND	CURRENT RESERVES	CURRENT TOTAL DEBT
GENERAL	\$1,272,000	NIL
WATER	\$152,000	\$3,160,000
TOTAL	\$1,424,000	\$3,160,000

FINANCING CAPACITY OBSERVATIONS

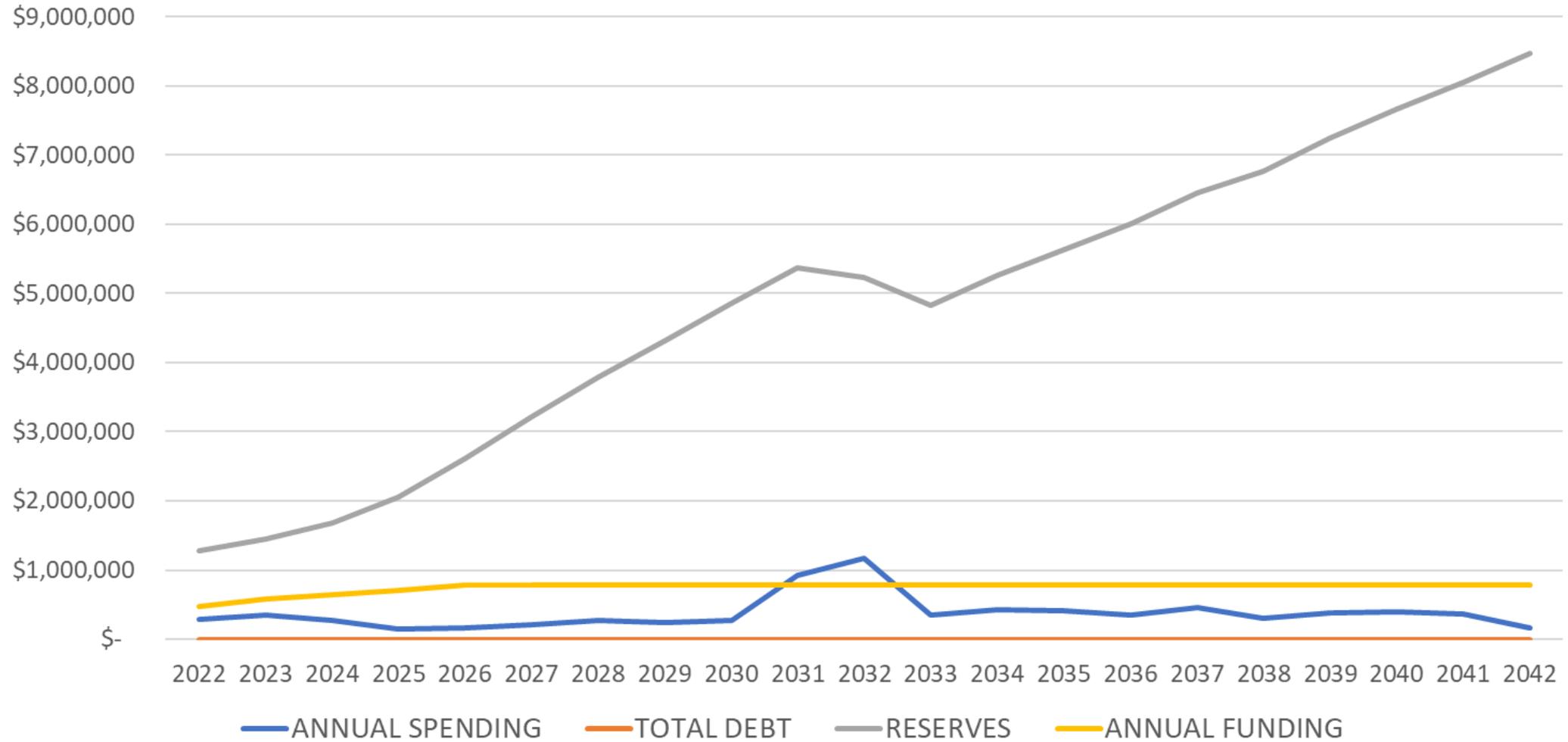
The General Fund has total un-restricted reserves of approximately \$1.3 M and additional total debt capacity of about \$3.5 M. This amount seems reasonable to deal with any near term needs or unexpected events. These reserves will continue to grow with the current level of annual contributions which will put the Village in a good position to deal with future drainage, facilities and roads renewal work.

The Water Funds total un-restricted reserves of approximately \$150,000 are low, and therefore debt will likely be required for any major projects in the near future (such as a new reservoir). The vast majority of the water systems infrastructure is early in its lifecycle and therefore the current annual capital needs will be modest.

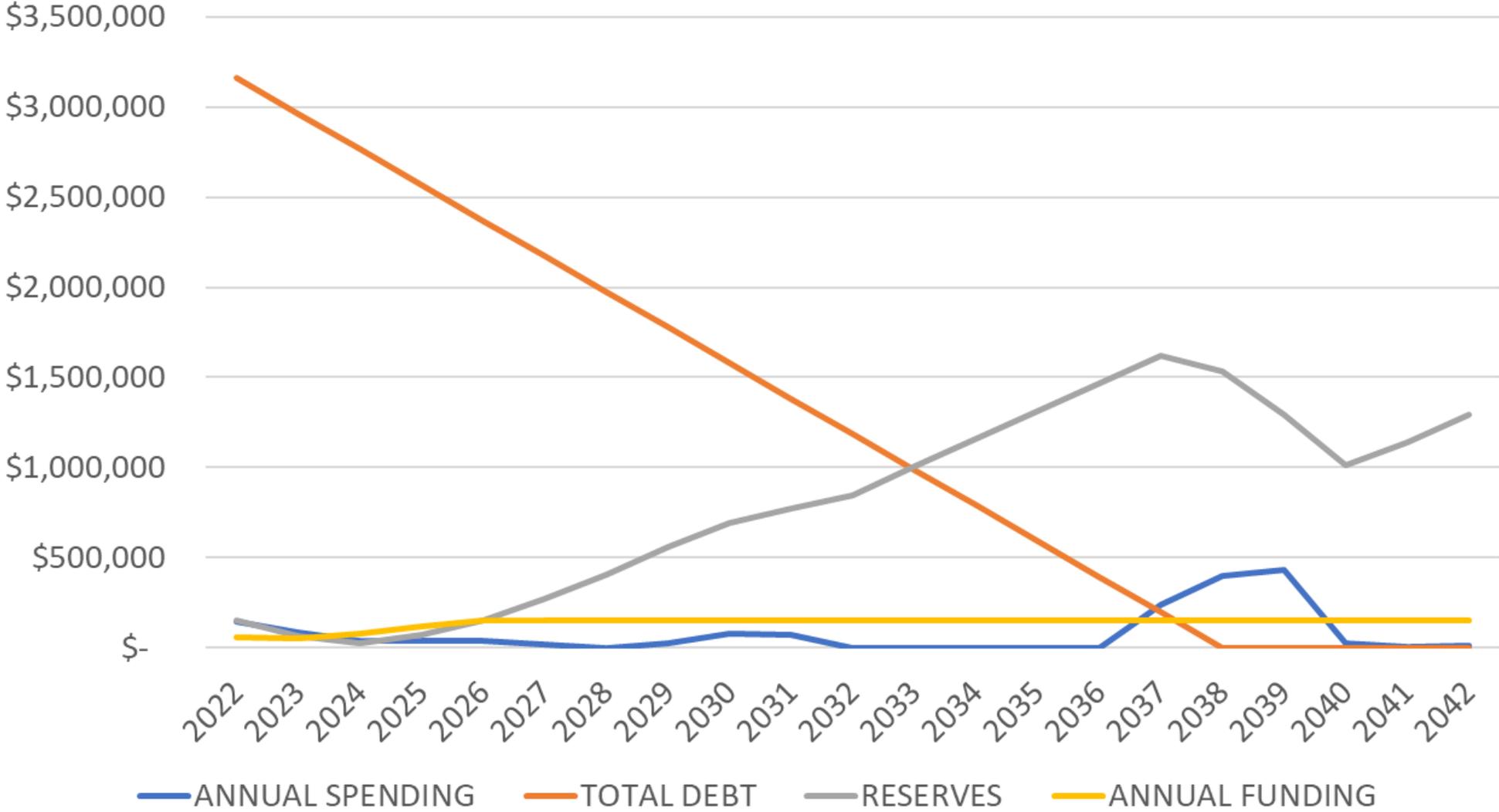
The current total debt of \$3.2 M represent approximately 50% of the maximum level of debt allowed under Provincial regulations. The Village should be cautious regarding acquiring new debt so that the remaining capacity can be maintained for unforeseen circumstances or emergent opportunities.

FINANCIAL PROJECTIONS

GENERAL FUND 20 YEAR FORECAST



WATER FUND 20 YEAR FORECAST



CONCLUSIONS

Overall the Village has done a very good job at putting Belcarra into a position of relative financial strength. The current funding levels and planned future increases will allow Belcarra to strengthen their reserves which will reduce the need for future debt when large projects arise (such as the replacement of the Village Hall, enhancement of community trails, or the upgrading of the Tatlow reservoir to enhance fire protection in the Village).

The Village should be cautious with respect to acquiring any significant new debt until after the current water system debt is retired in 2037. It is recommended that the remaining debt servicing capacity be reserved for unforeseen events.

The Village would benefit from undertaking condition assessments of the storm drainage infrastructure. Doing CCTV camera inspections on 10% of the system annually would reduce the risk of unexpected failures resulting in road washouts and/or property damage. The Village should also continue with implementing the drainage improvements identified in the 2017 drainage study with consideration of opportunities to daylight buried pipes if practical.

CONCLUSIONS (2)

The Village should also consider accelerating the road rehabilitation program as recommended in the 2018 Roads Asset Management Plan. Failure to properly maintain the roads surface could lead to failure of the road base resulting in a much costlier rehabilitation costs in future years.

It was observed that there are service level improvement projects that weren't identified in the current capital plans that merit consideration, most notably office space improvements. Office space is very limited for staff, which includes space in the main office, space for the building inspector, who works in an ATCO trailer and space for Public Works staff, who work out of a converted shipping container, space for the WARD attendant and Bylaw Officer, who work out of a trailer at WARD. Additional space is also required for records management, as the current records management filing space is near capacity. A review of all office space is recommended.

In closing, the Village is well positioned for a sustainable future as well as enhancements to the current services.

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COUNCIL REPORT

Date: April 11, 2022

From: Ken Bjorgaard, Financial Consultant and Stewart Novak, Public Works & Emergency Preparedness Coordinator

Subject: Village of Belcarra Fees and Charges Bylaw and Fire Sprinklers

Recommendations:

That “Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 596, 2021” be brought forward for third reading at a subsequent meeting with the following changes (as per highlights and strike outs below):

“Basic Fee – Fire Protection (not connected to water system) (prorated upon date of permit for Use Fee Domestic) or Use Fee Fire Sprinkler System	\$1,066.00
Use Fee – Domestic (connected to water system) (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00
Use Fee – Fire Sprinkler System (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00”

That the same changes be made to the wording in the Consolidated Waterworks Bylaw No. 456, 2012; and That the Consolidated Waterworks Bylaw No. 456, 2012, be brought forward for three readings and adoption, so that the two bylaws are in sync.

Purpose:

The purpose of this report is to address the issue of water user fees for fire sprinkler systems which are noted under two separate categories in “Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 596, 2021” (Fees & Charges Bylaw) (see attached). This Fees & Charges Bylaw has received first two readings and needs to receive third reading and adoption, as is or as amended, so that the new user rates can be implemented.

Background:

At the January 10, 2022 Council meeting discussion ensued in regard to the wording in the Village of Belcarra Fees & Charges Bylaw relative to fire sprinklers. As a result, the Fees and Charges Bylaw was deferred. The minutes from this agenda item are as follows:

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

Councillor Drake commented regarding the Use Fee for fire sprinkler systems. Discussion ensued with regard to the ability to connect to the Belcarra water system for sprinkler use only.

“That Item 8.2 Village of Belcarra Fees and Charges Bylaw No, 596, 2021 be deferred”

The historical minutes related to this issue are also attached for Council’s reference. The key items from the minutes are as follows:

From December 7, 2020 (in minutes not a motion)

“Chris Boit, ISL Engineering, outlined concern with regard to a property connecting to the water system sprinkler use only. There are mandatory regulations and health concerns for the potential of cross contamination if a property connected to the water system for sprinklers only without decommissioning their well. Chris Boit will review information relative to the health code.”

June 8, 2020 (motion passed)

“Whereas the installation of home sprinkler systems help protect lives and property for the homeowner involved as well as neighbours; and whereas such installations reduce the demands on the Sasamat Volunteer Fire Department to everyone’s benefit.

That Belcarra ensure that there are no costs assigned by the Village to property owners who install sprinkler systems, which would not be assigned if there were no sprinkler system.”

The current Fire Sprinkler System wording (see bolded type) and corresponding user rates in the amended Fees & Charges Bylaw are as follows:

“Basic Fee – Fire Protection (prorated upon date of permit for Use Fee Domestic or Use Fee Fire Sprinkler System)	\$1,066.00
Use Fee – Domestic (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00
Use Fee – Fire Sprinkler System (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00”

The Basic Fee – Fire Protection category which has the lower fee applies to those that are not connected to the water system and the Use-Fee – Domestic and Use Fee – Fire Sprinkler System categories which have the higher fees are for those that are connected to the water system. Therefore, those that are using water are charged the same but higher fee. The wording under Basic Fee – Fire Protection that reads “or Use Fee Fire Sprinkler System” is confusing as the same wording is used in the third Use Fee – Fire Sprinkler System. The “or Use Fee Fire Sprinkler System” wording can be removed from the first category under Basic Fee Fire Protection, as when one is not connected to the municipal water supply, as is the case here, there should be no water available for a fire sprinkler system.

The categories within the Fees & Charges Bylaw directly correspond with the same categories within the Village's Water Works Bylaw (see attached). The relevant sections within the Water Works Bylaw read as follows:

“Basic Fee – Fire Protection

25. Since every Parcel within the Local Service Area receives fire protection benefit from the Water Service due to the presence of Public Hydrants, the Owner of every Parcel within the Service Area shall pay annually to the Municipality, as a payment toward operating costs of the Water Service, the flat-rate Basic Fee – Fire Protection set out in the Fees and Charges Bylaw.

Use Fee – Fire Sprinkler Systems

28. The Owner of every Parcel which is connected to the Water Service for the sole purpose of a fire sprinkler system shall pay annually to the Municipality the flat-rate Use Fee – Fire Sprinkler System set out in the Fees and Charges Bylaw.

30. Notwithstanding section 28, where a Parcel is connected to the Water Service for the sole purpose of a fire sprinkler system for less than a full calendar year, the Use Fee – Fire Sprinkler System shall be prorated as of one month after the first day of the month in which the connection permit is issued and is payable when the connection permit is issued.

Use Fee – Domestic Water Supply

32. The Owner of every Parcel connected to the Water Service as either one source or the only source of domestic water supply for the Parcel shall pay annually to the Municipality the flat-rate Use Fee – Domestic Water set out in the Fees and Charges Bylaw.”

To date no resident has connected to the municipal water supply system solely for a fire sprinkler system installation, whether that be new construction or a renovation. Installing a sprinkler system into an existing home entails a substantial renovation because the sprinkler system piping is installed behind the Gyproc and usually through the joists.

Presently, it is not operationally feasible to monitor or check whether municipal water use was solely for a fire sprinkler system during construction (with new construction or with a renovation) or whether the water was also being used for domestic purposes, once the property is connected to the municipal water system. As noted by Chris Boit in the above minutes, there is also a high risk of cross connection contamination when the municipal water is being used solely for fire sprinklers while on well water. Homeowners do have the option of using their own well water or tank water for fire sprinklers, during or after construction, and not connecting to the municipal water system.

The issue of water use for fire sprinkler systems and/or for domestic purposes will be resolved once the Village of Belcarra implements a water reading and billing program whereby residents are billed for actual water use. In other words, the flat rate billing system will be eliminated and equitable water billings based on actual water use will be in place. There is \$60,000 in the capital budget (\$30,000 in 2022 and \$30,000) in 2023 for the implementation of a universal water metering program which would see this to fruition.

Based on this review it is recommended that the Fees and Charges Bylaw be brought forward for third reading at a subsequent meeting with the following changes (see highlights and strike outs below) being made for clarity purposes including the elimination of the third category:

“Basic Fee – Fire Protection (not connected to water system) (prorated upon date of permit for Use Fee Domestic or Use Fee Fire Sprinkler System)	\$1,066.00
Use Fee – Domestic (connected to water system) (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00
Use Fee – Fire Sprinkler System (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00”

Further it is recommended that the same changes be made to the wording in the Consolidated Waterworks Bylaw No. 456, 2012 so that these two bylaws are in sync. These changes are aimed at providing clarity in that either a property is connected to the water system or is not; and upon connection to the water system any wells should be decommissioned for health reasons. This will eliminate any grey areas that are open to interpretation.

Attachments:

- 1) Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 596, 2021
- 2) Historical Council minutes related to fire sprinkler systems
- 3) Consolidated Waterworks Bylaw No. 456, 2012



VILLAGE OF BELCARRA
Fees and Charges Bylaw No. 517, 2018
Amendment Bylaw No. 596, 2021



A bylaw to amend fees and charges for services

WHEREAS the Community Charter enables a local government to amend its bylaws from time to time;
 AND WHEREAS the Village of Belcarra Council has deemed it necessary to amend its fees and charges bylaw;

NOW THEREFORE the Village of Belcarra Council enacts as follows:

1. This Bylaw may be cited for all purposes as the "Village of Belcarra Fees and Charges Bylaw No. 517, 2018 Amendment Bylaw No. 596, 2021"
2. That "Village of Belcarra Fees and Charges Bylaw No. 517, 2018" be amended:

- a) In Schedule 10 "Recycling and Garbage Collection and Removal" by

replacing:

"Authorized User (per parcel of real property improved or unimproved)	\$396.00 per annum
Authorized User (non-resident)	\$396.00 per annum
Accessory Suite (additional dwelling unit)	\$396.00 per annum"

with:

"Authorized User (per parcel of real property improved or unimproved)	\$438.00 per annum
Authorized User (non-resident)	\$438.00 per annum
Accessory Suite (additional dwelling unit)	\$438.00 per annum"

- b) In "Schedule 13 – Waterworks Fees" by

replacing:

"Basic Fee – Fire Protection (prorated upon date of permit for Use Fee Domestic or Use Fee Fire Sprinkler System)	\$902.00
Use Fee – Domestic (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,286.00
Use Fee – Fire Sprinkler System (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,286.00"

with:

"Basic Fee – Fire Protection (prorated upon date of permit for Use Fee Domestic or Use Fee Fire Sprinkler System)	\$1,066.00
Use Fee – Domestic (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00
Use Fee – Fire Sprinkler System (pro-rated as of one month after the first day of the month in which the connection permit is issued)	\$1,520.00"

3. This bylaw shall take force and come into effect as of July 1, 2022.

READ A FIRST TIME on December 6, 2021

READ A SECOND TIME on December 6, 2021

READ A THIRD TIME on

ADOPTED by the Council on

Jamie Ross
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Village of Belcarra Fees and Charges Bylaw
No. 517, 2018, Amendment Bylaw No. 596, 2021

Chief Administrative Officer

6.2 Notice of Motion – No Cost to Residents – Sprinkler Installations

Councillor Drake outlined the Notice of Motion provided at the Regular Council Meeting of May 25, 2020, with regard to No Cost to Residents for Sprinkler Installations.

L. Dysart provided building statistics on the number of homes where sprinklers have been installed since 2017:

- 11 single family homes have been built. 9 of the 11 installed sprinklers.
- 2 coach houses, with sprinkler systems, were also built.

Considerable discussion ensued.

“Whereas the installation of home sprinkler systems help protect lives and property for the homeowner involved as well as neighbours; and whereas such installations reduce the demands on the Sasamat Volunteer Fire Department to everyone’s benefit.

Be it resolved:

Moved by: Councillor Drake

Seconded by: Councillor Clark

That Belcarra ensure that there are no costs assigned by the Village to property owners who install sprinkler systems, which would not be assigned if there were no sprinkler system.”

CARRIED

6.2 Notice of Motion – Request to Province for Sprinkler Bylaw Exception

Councillor Drake provided the following Notice of Motion at the Regular Council meeting held May 25, 2020 and noted that Belcarra is in a unique situation and should be treated as an exception. Discussion ensued.

“Whereas Belcarra faces unique risks of fire given our setting; and whereas the municipality has been advised by the provincial government that the Village cannot require sprinklers in new homes or with major renovations.

Be it resolved:

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That Belcarra submit a request for an exception to the current policy of the Province, of not allowing such municipal requirements for sprinklers on the grounds that Belcarra faces unique risks and we commit ourselves to aligning Village bylaws with new BC sprinkler policies as soon as these are promulgated.”

CARRIED

7. BYLAWS**7.1 Village of Belcarra 5-Year Financial Plan 2020 – 2024 Bylaw No. 559, 2020, Amendment Bylaw No. 564, 2020**

Moved by: Councillor Drake

Seconded by: Councillor Clark

That “Village of Belcarra 5-Year Financial Plan 2020 – 2024 Bylaw No. 559, 2020, Amendment Bylaw No. 564, 2020” be adopted.

CARRIED

Mayor Belenkie and Councillor Begg voted in opposition

Deputy Mayor Wilder thanked Lisa Zwarn for attending the meeting and the information provided.

5.2 Chris Boit, Engineering Consultant, ISL Engineering and Land Services Ltd., verbal report regarding Water System Information Update

C. Boit provided a verbal report regarding the Belcarra Water System. He has been in contact with the Engineering Department at the District of North Vancouver (DNV). Further information has been requested from the DNV and will be provided when their timetable permits. Council members asked pertinent questions.

Discussion ensued relative to firefighting, the Fire Underwriters Survey, the size of the Tatlow Tank and the feasibility of producing a Standard Water Operators Procedure Manual.

Considerable discussion ensued regarding various aspects of the water system.

Moved by: Councillor Drake
Seconded by: Councillor Clark

That Chris Boit, ISL Engineering and Land Services Ltd., be requested to prepare a Standard Water Operators Procedure Manual.

CARRIED

Moved by: Councillor Clark
Seconded by: Councillor Drake

That the verbal report regarding Water System Information Update be received for information.

CARRIED

Deputy Mayor Wilder thanked Chris Boit for attending the meeting and the information provided.

5.3 Lorna Dysart, Chief Administrative Officer, report dated December 7, 2020 regarding Sprinklers in New Builds or Major Renovations – Removal of Charges

Recommendation #1:

Moved by: Councillor Drake
Seconded by: Councillor Clark

That the Tabled item from the November 23, 2020 Council meeting regarding Sprinklers in New Builds or Major Renovations – Removal of Charges, be lifted from the table.

CARRIED

L. Dysart outlined the report. Chris Boit outlined concern with regard to a property connecting to the water system for sprinkler use only. There are mandatory regulations and health concerns for the potential of cross contamination if a property connected to the water system for sprinklers only without decommissioning their well. Chris Boit will review information relative to the health code.

Recommendation #2:

Moved by: Councillor Clark
Seconded by: Councillor Drake

That the "Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 576, 2020" be read a first, second, and third time.

CARRIED



**VILLAGE OF BELCARRA
Consolidated Waterworks
Bylaw No. 456, 2012**



This consolidation is a copy of a bylaw consolidated under the authority of Section 139 of the *Community Charter*. This consolidation is not a legal document. Individual copies of the bylaw may be obtained by contacting the Village Office. This bylaw is printed under and by authority of the Chief Administrative Officer of the Village of Belcarra.

- Amendment Bylaw No. 495, 2015 effective date January 11, 2016
- Amendment Bylaw No. 516, 2018 effective date March 26, 2018
- Regulatory Bylaw Enforcement and Penalties Amendment Bylaw No. 519, 2018 effective date May 22, 2018
- Amendment Bylaw No. 540, 2019 effective date September 9, 2019

WHEREAS the Village established a water distribution system as a local area service for a portion of the municipality, pursuant to:

- “Village of Belcarra Water Supply and Distribution Local Area Service No. 1 Establishment and Loan Authorization Bylaw, No. 413, 2008” and
- “Village of Belcarra Water Supply and Distribution Local Area Service No. 1 Establishment and Loan Authorization Bylaw No. 413, 2008 Amendment Bylaw No. 442, 2011”

(together referred to as the “Establishment Bylaw”);

AND WHEREAS the Village is authorized to regulate, by bylaw, the use of that water distribution system and impose fees in relation to the system;

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

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PART 1 - PREAMBLE

Citation

1. This Bylaw may be cited for all purposes as “Village of Belcarra Waterworks Bylaw No. 456, 2012”.

Definitions

2. The following terms shall have the following meanings for the purposes of this Bylaw:

“Backflow Preventer Device” means a mechanical device installed within On-Site Works to prevent the occurrence of backflow;

“British Columbia Building Code” means the regulation of the Local Government Act based on the model National Building Code of Canada 2005 and the model National Plumbing Code of Canada which sets out technical provisions for the design and construction of new buildings;

“Council” means the Village of Belcarra Council;

“Curb Stop” means a shut-off valve of any size or design installed at the end of a Service Connection;

“Dwelling Unit” means one or more rooms constituting a unit of living accommodation used or intended to be used for living and sleeping purposes and containing a sink and cooking facilities;

“Fire Department” means the Sasamat Volunteer Fire Department or other authorized fire suppression service;

“Local Service Area” means the area established by the Establishment Bylaw to which the Municipality supplies the Water Service;

“Municipality” means the Village of Belcarra;

“On-Site Works” means all private pipes, valves, appurtenances, water supply outlets, fixtures, appliances, devices and any other plumbing from the Curb Stop onward that is supplied with water from a Service Connection, both located on a Parcel and, if applicable, located partly on a municipal roadway;

“Open Water Source” means water sources intended for potable purposes not contained within a drilled deep well-casing or deep bedrock shaft and protected from surface water;

“Owner” means an owner as defined in the Community Charter;

“Parcel” means a lot, block or other area in which land is held or into which it is subdivided, but does not include a highway;

“Park Purposes” means use of water for sprinkling, bathroom, concession, picnicking, visitor consumption, and other uses consistent with use of land as a Public Park.

(Bylaw Amendment No. 540, 2019)

“Public Park” means land owned or occupied by a municipality or regional district and used as a public park.

(Bylaw Amendment No. 540, 2019)

“Private Hydrant” means a privately-owned device equipped with special threaded connections installed by and maintained by an Owner within a Parcel and connected to a Water Main to supply water for fire protection purposes;

“Private System” means privately-owned pipes, fittings, valves, appurtenances, water supply outlets, fixtures, appliances, devices and any other plumbing that is supplied with water from the land of any Owner whether or not within a building but for certainty does not include the Waterworks;

“Public Hydrant” means a device equipped with special threaded connections installed by the Municipality within a highway or on private property pursuant to a right of way or easement, and connected to a Water Main to supply water for fire protection purposes;

“Service Connection” means a pipe that conveys water for a Parcel from a Water Main and that terminates at a Curb Stop;

“Superintendent” means the Superintendent of Public Works or his designate or other person authorized to act in his place;

“Water Main” means a pipe within a highway or located on private property pursuant to a right of way or easement and used for distributing water to Parcels, including all valves, fittings and other appurtenances, but does not include a Service Connection;

“Water Meter” means a device used to measure and indicate the volume and/or characteristics of water passing through the device and includes remote reading accessories;

“Water Service” means the supply of water by the Municipality to the Local Service Area by means of the Waterworks; and

“Waterworks” means the system of the Municipality for the purpose of supplying water to the Local Service Area, including all Water Mains, Service Connections, Curb Stops, Water Meters, Public Hydrants, and associated valves, pumping stations, reservoirs, chambers and other fixtures and appurtenances connected to them, but does not include any On-Site Works.

PART 2 – ADMINISTRATION

Administration of Bylaw

3. The Superintendent is authorized to control, supervise and administer the Waterworks and the Water Service.

Application

4. The prohibitions in this Bylaw do not apply to Municipal employees or contractors acting under the direction or with the permission of the Superintendent; or to members of the Fire Department acting in the course of their powers and duties; or to other persons who have the express permission of the Superintendent.

PART 3 – GENERAL PROHIBITIONS

Prohibitions

5. No person shall:
- (a) in any way operate, remove, or make any alteration to any part of the Waterworks,
 - (b) uncover or place fill over any part of the Waterworks;
 - (c) use a Public Hydrant unless expressly permitted pursuant to this Bylaw;
 - (d) obstruct access to, including the area of 1 metre radius surrounding, any Private Hydrant or any Public Hydrant, Curb Stop, Water Meter or other component of the Waterworks by placing, covering or burying or allowing brick, gravel, lumber, sand, stone, vegetation growth, vehicles, timber, wood, or other material or thing;
 - (e) break, destroy, damage, deface, mar or tamper in any manner with the Waterworks or any part of it;
 - (f) allow water, waste water, or any harmful liquid or substance to enter any part of the Waterworks; or
 - (g) connect, cause to be connected or allowed to remain connected any piping, fixture, fitting, container or appliance or cross-connection that could cause or allow water quality in the Waterworks to become contaminated, degraded or polluted in any way.

PART 4 – NO MUNICIPAL OBLIGATIONS OR RESPONSIBILITIES

No Guarantees

6. The Municipality does not warrant or guarantee a continuous supply of water, constancy of pressure or maintenance of water quality and shall not be liable to any person for failure to do so.

No Liability

7. The Municipality shall not be liable for any failure of the water supply in consequence of any accident or damage to the Waterworks, or for excess pressure or lack of pressure, or any temporary stoppage on account of alterations or repairs, whether the failure arises from the negligence of any person in the employ of the Municipality or any other person or through natural deterioration or obsolescence of the Waterworks, or by reason of any other act or omission.

Change in Operating Conditions

8. The Municipality at all times has the right, without notice or compensation, to change operating conditions of the Waterworks for the purpose of making repairs, extensions, alterations or improvements.

Water Quality and Pressure

9. The Municipality shall incur no liability of any kind whatsoever by reason of the cessation, in whole or in part, of water pressure or of the water supply, or by reason of the water containing sediments, deposits or other foreign matter.
10. The Municipality shall not be liable for any loss, injury or damage to persons or property which may result from either excessive pressure or lack of pressure.

Consumer Responsibility

11. Persons depending on continuous and uninterrupted supply of water or having processes or equipment that require particularly clear or pure water shall provide on their Parcel at their cost such emergency storage, oversize piping, pumps, tanks, filters, pressure regulators, check valves, additional service pipes or other means for a continuous and adequate supply of water suitable to their requirements.

Injury/Damage

12. Where steam or hot water boilers or other equipment are fed with water by pressure direct from the Waterworks, the Municipality shall not be liable for any injury or damage which may result from such pressure or from lack of such pressure or lack or interruption of supply.

Disconnection of Service

13. No person shall have any claim, and no action lies and no proceeding may be brought against the Municipality, its elected officials, officers or employees for damages, either direct or indirect, arising from the temporary disconnection of the water service, or for any loss or damage to Parcel which may result from such temporary disconnection.

Failure of Water Supply

14. Without limiting any other provisions of this bylaw, the Municipality shall not be liable to any person for the failure of the water supply including, but not limited to, a failure to provide adequate or any service, excessive pressure or lack of pressure, temporary reductions or stoppages in the water supply, whether caused by alterations, repairs, accident or damage to any works or by any other reason whatsoever, and whether such failure arises from the negligence of any person in the employ of the Municipality, or other person whomsoever, or through natural deterioration or obsolescence of any works, or otherwise.

PART 5 – REQUIRED CONNECTIONS TO WATER SYSTEM

Permitted Connections

15. All Parcels within the Local Service Area may connect to the Water Service.

Extent of Connection

16. An Owner, except those subject to section 17, may choose to connect to the Water System such that either:
 - (a) the Water Service will be the entire supply of domestic water for the Parcel; or

- (b) the Water Service will be used only for the supply of water for an interior fire sprinkler system on the Parcel; or
- (c) the Water Service will be used to supply a Public Park with water for Park Purposes.

(Bylaw Amendment No. 540, 2019)

Required Connections

17. Owners of the following Parcels within the Local Area Service must connect to the Waterworks and be provided with water from the Water Service:
- (a) Parcels which obtain water from a private shared well on another Parcel and which have no registered easement for that water supply;
 - (b) Parcels which obtain water from a private shared well on another Parcel which have a registered easement for that water supply, and the owner of the Parcel on which the private shared well is located chooses to connect to the Water Service;
 - (c) Parcels which obtain water from a well on Municipal land;
 - (d) Parcels which obtain water from a group, community or private well or water source located on Crown lands;
 - (e) Parcels which obtain water from a private water source located off-premise on GVRD park lands;
 - (f) Parcels which obtain water from a private water source which is subject to the provisions of the *Water Act*, whether or not licensed under the *Water Act*;
 - (g) vacant Parcels on which new development is permitted to be constructed pursuant to a building permit issued under the Building and Plumbing Bylaw;
 - (h) Parcels which are re-developed as that term is defined in the Building and Plumbing Bylaw;
 - (i) Parcels whose water supply fail to meet pre-treatment potable testing parameters as defined in the Building and Plumbing Bylaw.
 - (j) Parcels in respect of which a transfer of ownership is registered in the Land Title Office after the date of adoption of Waterworks Amendment Bylaw No. 495, 2015. (January 11, 2016)

Required Connections

18. Owners of properties required to connect to the Water System under section 17 must connect to the Water System such that the Water System is the entire supply of domestic water for the Parcel and the Owner may not at any point in the future use any other water source as the domestic water supply for the Parcel.

Timeframe for Required Connections

19. Owners of properties required to connect to the Water System under section 17 must connect to the Water System within nine (9) months of written notification from the Municipality.

PART 6 – APPLICATIONS AND PERMISSIONS TO CONNECT

Application Forms

20. In order to apply for a Service Connection, the Owner shall complete an application in a form prescribed by the Superintendent from time to time.

Authorized Agents

21. An Owner may, in writing, authorize an agent to apply for a Service Connection on the Owner's behalf by the Owner's authorized agent, and in that case all directions, orders and other communications made by the Superintendent to the authorized agent are deemed to have been made to the Owner.

Refusal to Permit Connection

22. If, at any time, the Superintendent considers the Water Service has insufficient capacity to supply the volume of water required for the intended use or likely use of the Parcel, the Superintendent may refuse to permit the Service Connection.

Issuance of Permit

23. If an Owner meets all of the requirements of this Bylaw for the installation of a Service Connection to the Parcel, the Superintendent may issue a permit for the Service Connection.

PART 7 – CONNECTION AND USE FEES

Connection Charge

24. Every person to whom a permit is issued permitting connection of On-Site Works to the Water Service shall pay the connection fee set out in the Fees and Charges Bylaw.

Basic Fee – Fire Protection

25. Since every Parcel within the Local Service Area receives fire protection benefit from the Water Service due to the presence of Public Hydrants, the Owner of every Parcel within the Service Area shall pay annually to the Municipality, as a payment toward operating costs of the Water Service, the flat-rate Basic Fee – Fire Protection set out in the Fees and Charges Bylaw.
26. The Basic Fee – Fire Protection shall be due and payable each year on the same date that municipal property taxes are due.
27. The Basic Fee – Fire Protection may be collected in the same manner and with the same remedies as property taxes, and if it is unpaid on December 31, is deemed to be taxes in arrear.

Use Fee – Fire Sprinkler Systems

- 28. The Owner of every Parcel which is connected to the Water Service for the sole purpose of a fire sprinkler system shall pay annually to the Municipality the flat-rate Use Fee – Fire Sprinkler System set out in the Fees and Charges Bylaw.
- 29. The Use Fee – Fire Sprinkler System shall be due and payable each year on the same date that municipal property taxes are due.
- 30. Notwithstanding section 28, where a Parcel is connected to the Water Service for the sole purpose of a fire sprinkler system for less than a full calendar year, the Use Fee – Fire Sprinkler System shall be prorated as of one month after the first day of the month in which the connection permit is issued and is payable when the connection permit is issued.
- 31. The Use Fee – Fire Sprinkler System may be collected in the same manner and with the same remedies as property taxes, and if it is unpaid on December 31, is deemed to be taxes in arrear.

Use Fee – Domestic Water Supply

- 32. The Owner of every Parcel connected to the Water Service as either one source or the only source of domestic water supply for the Parcel shall pay annually to the Municipality the flat-rate Use Fee – Domestic Water set out in the Fees and Charges Bylaw.
- 33. The Use Fee – Domestic Water shall be due and payable each year on the same date that municipal property taxes are due.
- 34. Notwithstanding section 32, where a Parcel is connected to the Water Service for domestic water supply for less than a full calendar year, the Use Fee – Domestic Water shall be prorated as of as of one month after the first day of the month in which the connection permit is issued and is payable when the connection permit is issued.
- 35. The Use Fee – Domestic Water may be collected in the same manner and with the same remedies as property taxes and any part of it is unpaid on December 31, is deemed to be taxes in arrear.

Use Fee – Pak Use Water Supply

- 36. The Owner of every Parcel that is a Public Park connected to the Water Service as either one source or the only source of water supply for Park Purposes shall pay annually to the Village a water utility fee for Domestic Water as per the Water Servicing Agreement and to be evaluated on an annual basis.

(Bylaw Amendment No. 540, 2019)

- 37. The fee specified in Section 36 shall be due and payable each year on the same date that municipal property taxes are due.

(Bylaw Amendment No. 540, 2019)

- 38. Notwithstanding Section 36, where a Public Park is connected to the Water Service for less than one calendar year, the fee shall be prorated as of one month after the first day of the month in which the connection permit is issued and is payable when the connection permit is issued.

(Bylaw Amendment No. 540, 2019)

Penalty and Interest – Unpaid Basic Fee and Use Fees

39. If all or part of the Basic Fee or Use Fee remains unpaid after the due date, a penalty equal to ten percent (10%) of the portion that remains unpaid shall be added to the unpaid amount and will immediately be due and payable.
40. If any part of the penalty is unpaid on December 31, it is deemed to be taxes in arrear and shall be subject to the same interest, and shall be collected in the same manner and with the same remedies as taxes in arrear.

PART 8 – TECHNICAL REQUIREMENTS FOR CONNECTION

Location of Service Connection

41. The location of a Service Connection shall be at the discretion of the Superintendent upon consideration of the local topography. If an Owner requests that a Service Connection be installed at a location other than that proposed by the Superintendent, and if the Superintendent approves such alternate location, the Owner shall pay all additional costs associated with installation at that alternate location.

Existing Service Connection

42. The Superintendent may use a previously disconnected Service Connection if the Superintendent considers it appropriate.

Two Possible Water Mains

43. Where the Water Service to a Parcel is accessible from two or more Water Mains, the Superintendent may determine from which Water Main the connection will be made.

Crossing of Ditches

44. Where drainage ditches front the Parcel, the Service Connection must be installed in an existing driveway or if the Superintendent determines that this not possible, the Owner shall provide a separate crossing of the ditch for the Service Connection, similar to a driveway crossing and complete with an appropriately sized culvert.
45. If a separate crossing is required, the Owner shall be responsible to obtain and pay for the appropriate municipal road use permit and comply with the mandatory inspection process under the Municipality's bylaws.

Size of Connection

46. The maximum size of a Service Connection shall be 38 mm unless the Superintendent requires or approves a larger-sized connection which the Superintendent may do if, in his opinion:
 - (a) the Water Service is capable of adequately supplying the Parcel with water for the purpose set out in the application; and
 - (b) the proposed water use will not detrimentally affect the other users of the Water System;

and in all such cases, the Owner must pay the entire actual cost of the Service Connection and the cost of installing a Water Meter, which shall be mandatory in such cases.

Number of Connections

- 47. Each Parcel shall be limited to one Service Connection except when a separate Service Connection is required for domestic water supply and for interior fire sprinkler purposes, or in the case of a duplex house which shall have separate Service Connections for each Dwelling Unit.

Construction of Service Connection

- 48. No person shall construct or install the Service Connection unless the Superintendent gives the person express written authorization to do that work, in which case the person shall strictly comply with all conditions placed by the Superintendent.

Work on Streets

- 49. No person may undertake work of any kind connected with the Water Service either for the laying of a new or the repair of an old Service Connection, nor any permanent or temporary system for the carrying of water, shall be permitted upon or under the streets by any person other than an employee of the Municipality, without written consent of the Superintendent being first obtained.

On-Site Works Constructed

- 50. No Owner is entitled to a Service Connection until the On-Site Works have been constructed in compliance with this Bylaw.

Municipal Inspection

- 51. An Owner shall ensure that On-Site Works receive municipal inspection prior to connection to the Service Connection.

Placement of On-Site Works

- 52. Every person installing On-Site Works shall:
 - (a) place pipes not less than 60 cm below the surface of the ground or place pipes above the surface of the ground if the pipe is heat-traced and/or frost-protected and British Columbia Building Code approved; and
 - (b) provide proper and sufficient protection for any pipe which may be exposed to frost or sunlight.

Shut-Off Valves

- 53. Every person installing On-Site Works shall:
 - (a) supply and install a shut-off valve within the On-Site Works to the satisfaction of the Superintendent;
 - (b) supply and install a separate shut-off valve at the base of every outdoor standpipe located on the Parcel; and

- (c) supply and install a shut-off valve upon entering any building.

Standard of On-Site Works

- 54. Every person shall ensure that all On-Site Works, including taps, fittings and other appurtenances, are installed and connected in accordance with the applicable provisions of the Building Bylaw, the British Columbia Building Code, the Master Municipal Construction Documents, and good engineering practice.

Fittings

- 55. Any fittings required to join the On-Site Works to the Service Connection shall be the Owner's responsibility.

Pressure Devices

- 56. Every Owner shall install, within the On-Site Works, a pressure relief device and a pressure reducing valve for the purpose of preventing damage due to pressure fluctuations in the Water Service.

Location of Pressure Devices and Valves

- 57. The Owner shall mount the pressure relief device and the pressure reducing valve, between the Water Meter and water fixtures, either within a building or within another chamber on the Parcel, in such a way as to ensure that the device and valve are accessible for servicing and replacement by the Owner.

Pressure Booster Systems

- 58. Where any Parcel experiences low water pressure, the Owner may, at the owner's expense, install and maintain a pressure booster system in accordance with this Bylaw.

Approved Plans

- 59. Plans and specifications for the pressure booster system must be approved by the Superintendent before installation by the Owner.

Inspection of System

- 60. Within two (2) days of completion of a pressure booster system, the Owner shall notify the Superintendent in writing that the system is ready for inspection.

Approval of System

- 61. No person shall operate a pressure booster system until such time as the Superintendent has given approval in writing for such operation.

Pressure Testing On-Site Systems

- 62. Where a Water Meter 25 mm or smaller has been installed or approved for installation, the On-Site Works must successfully be tested to 1 ½ times the pressure measured at the Service Connection.

63. Where a Water Meter larger than 25 mm has been installed or approved for installation, the On-Site Works must successfully be tested to the pressure specified by the Superintendent.

Conduct of Pressure Testing

64. The Owner must have a plumbing professional perform the pressure testing required by sections 62 and 63 and provide the Municipality with written confirmation of the test results, or alternatively, if the Owner signs the Municipality's release of liability agreement form and pays the applicable fee set out in the Fees and Charges Bylaw, the Owner may request the Municipality to perform the pressure-testing of the pipe from the Curb Stop to the first shut-off valve within a dwelling unit or building.

Air Conditioners

65. No person shall install, or allow to be connected to, or obtain water from the Water Service, any air conditioner or cooling equipment that uses water as a once-through cooling agent and that then discharges the water to waste. Owners may only use municipally-supplied water for air conditioners or cooling equipment that recirculates water and maintains it in a closed system.

PART 9 – CONNECTION FOR FIRE SPRINKLER SYSTEM ONLY

No Use of Water for Other Purpose

66. Water connections provided solely to supply a fire sprinkler system must not be used for any other purpose.

Connection Charge

67. Before connecting to the Water Service solely to supply a fire sprinkler system, the Owner shall pay the connection fee set out in the Fees and Charges Bylaw.

Approval

68. All works installed on a Parcel for the sole purpose of a fire sprinkler system must be approved by the Superintendent.

Testable Backflow Device

69. Notwithstanding Part 10 of this Bylaw, an Owner may connect to the Water Service for the sole purpose of supplying water to a fire sprinkler system without a Water Meter. The Owner, at the Owner's expense, must install a testable backflow device at a location approved by the Superintendent.

"Tattle Tale" Meter

70. If, in the opinion of the Superintendent, the water from the Water Service might be used or has been used for other than fire sprinkler purposes, the Superintendent may instruct the Owner to install at the Owner's expense, a meter that indicates whether water is being drawn for any purpose other than fire sprinkler purposes (a "Tattle Tale" meter).

PART 10 – WATER METERS

Water Meter Required

71. Unless there is an exemption in this Bylaw, no person may connect to the Water Service unless a Water Meter is installed.

Water Meter Size and Supply

72. Municipal-approved Water Meters 25 mm or smaller, together with remote reading equipment and strainer, will be installed by the Municipality within the Service Connection, at the Curb Stop, upon issuance by the Municipality of a Service Connection permit. The cost of a municipal-supplied Water Meter and installation is included in the connection fee.
73. The Owner shall be responsible to supply and install, at the Owner's expense, Water Meters larger than 25 mm, together with remote reading equipment and strainer, and general Water Meter assembly specifications provided by the Superintendent must be followed.

Location of Water Meter

74. If a Parcel is connected to the Water Service for the purpose of providing domestic water supply, and not solely for the purpose of a fire sprinkler system, then the Water Meter shall be located upstream of any fire service use as determined by the Superintendent, generally as close as possible to the Parcel line.

Single Pipe

75. Where an Owner desires to use a single pipe for both domestic water supply and for a fire sprinkler system water supply (**or for both Park Purposes and for a fire sprinkler system water supply**), the Owner shall provide and install, at the Owner's cost, a fire meter approved ULC listed Water Meter assembly to measure all flows, to the specifications approved by the Superintendent, and in that case, the Superintendent may, at his sole discretion, determine if the On-Site Works must be reconstructed and choose an acceptable location for the Water Meter or "Tattle Tale" meter.

(Bylaw Amendment No. 540, 2019)

Maintenance of Water Meters

76. If a 25 mm Water Meter or smaller is rendered unserviceable due to the action, neglect, or carelessness of the Owner or occupant of the Parcel, the Owner shall bear the costs of repair or replacement.

Owner Responsibility

77. The Owner shall at the owner's expense maintain, repair and replace all Water Meters greater than 25 mm.

PART 11 - CONTAMINATION, CROSS-CONNECTION AND BACKFLOW PREVENTION**Prohibition**

78. No person shall connect, cause to be connected, or allow to remain connected to the Waterworks, any piping, fixture, fitting, container or appliance in any manner which under any circumstances could allow water, waste water or any harmful liquid or substance to enter the Municipality's water supply system or source of water supply.

Owner Responsibility

79. It is the responsibility of the Owner to advise the Municipality if a condition under section **78** exists and to take appropriate action to discontinue this connection or contact the Superintendent to take necessary action.

(Bylaw Amendment No. 540, 2019)

Owner Required to Remedy

80. Where any piping, fixture, fitting, container or appliance is connected to the Waterworks contrary to section **78**, or where the Superintendent determines that a condition exists which could result in water, waste water or any harmful liquid or substance entering the Waterworks or the Municipality's source of water supply, the Superintendent may give notice to the Owner of the Parcel or other responsible person to remedy the condition to the satisfaction of the Superintendent within ninety-six (96) hours of such notice, or such lesser period of time as may be specified.

(Bylaw Amendment No. 540, 2019)

Backflow Device Required

81. Where in the opinion of the Superintendent, there is a risk that water, waste water or any harmful liquid or substance could enter the Municipality's water supply system or source of water supply, the Superintendent may, as a condition of providing a Service Connection to any Parcel, require the installation of Backflow Preventer Device both on the pipe used in serving the Parcel and on the water piping at the source of the potential contamination.

Testing of Backflow Devices

82. Every testable Backflow Preventer Device installed pursuant to this Bylaw shall be tested by a Backflow Preventer Device Tester-Certified person upon installation and annually, or more often if required by the Superintendent and, within thirty (30) days of such test, the Owner of the Parcel or person being provided with the Water Service shall deliver to the Superintendent a report prepared by the Backflow Preventer Device Tester-Certified person, in a form acceptable to the Superintendent, describing the condition of the testable Backflow Preventer Device.

Failure to Test

83. Where an Owner or a person being provided with Water Service fails to deliver the report referred to in section **82** annually or otherwise as required by section **82**, or where a report referred to in section 82 provides that a Backflow Preventer Device is not in proper working condition, upon notice from the Superintendent, the Owner or the person being provided with the Water Service shall either:

(Bylaw Amendment No. 540, 2019)

- (a) deliver the missing or omitted report to the Superintendent no later than seven (7) days after the date of the Superintendent's notice; or
- (b) cause the testable Backflow Preventer Device to be repaired or replaced within ninety-six (96) hours, or such lesser period as may be specified by the Superintendent, and deliver to the Superintendent, within forty-eight (48) hours following the repair or replacement, a written report prepared by a Backflow Preventer Device Tester-Certified person, in a form acceptable to the Superintendent, certifying that the testable Backflow Preventer Device has been repaired or replaced and is in proper working condition.

Testing Record Tag

84. A Backflow Preventer Device testing record tag must be attached to all Backflow Preventer Devices for documentation of the tester's inspections and tests. No person may remove a testing record tag from a testable Backflow Preventer Device.

PART 12 – OWNER'S MAINTENANCE OBLIGATIONS

Pressure Devices and Valves

85. The Owner shall be responsible for the maintenance, repair or replacement of the pressure relief device and the pressure reducing valve, whether the device or valve is located within a dwelling, building or a chamber located elsewhere on the Parcel.

Maintenance Responsibility

86. Every Owner shall:
- (a) keep their On-Site Works and any Private System in good order and repair;
 - (b) protect their On-Site Works from frost;
 - (c) prevent leakage and waste of water;
 - (d) prevent contamination, backflow and any threat to public health; and
 - (e) prevent noises, pressure surges or other disturbances which may result in annoyance to other persons, damage to other person's private plumbing or Parcel, or damage to the Waterworks.

Leaks

87. Where the Municipality suspects there is a leak on a Parcel, the Superintendent may notify the Owner and, within forty-eight (48) hours of receiving notice, the Owner shall investigate and make or cause to be made all necessary repairs or alterations to the satisfaction of the Superintendent.

Repairs

88. The Municipality shall not reconnect water service to the Parcel until all necessary repairs or alterations have been completed to the satisfaction of the Superintendent, and all applicable disconnection and reconnection charges set out in the Fees and Charges Bylaw have been paid.

PART 13 – WATER USE RESTRICTIONS**Water Restrictions**

89. If the Municipality has given notice of a water restriction level by public newspaper, then no person shall use water from the Water Service for an activity listed in the excerpt from the Metro Vancouver Drinking Water Conservation Plan (the “Plan”) attached as Schedule “A” to this Bylaw, unless the water is used in accordance with the restrictions specified for that activity under the Plan for the water restriction level announced by the Municipality.

(Bylaw Amendment No. 516, 2018)

Exception for New Lawns

90. Notwithstanding section 89 and any water restriction imposed by the Municipality, where a lawn is newly seeded or sodded, a person may obtain a Sprinkling Permit from the Municipality to carry out sprinkling of the new lawn, upon payment of the applicable daily fee set out in the Fees and Charges Bylaw.
91. That properties with confirmed evidence of the application of nematodes are exempt from the enforcement of a provision of the Village of Belcarra Waterworks Bylaw No. 456, 2012 specific only to the Greater Vancouver 2011 Water Shortage Response Plan lawn watering restriction. (June 29, 2015)

**PART 14 – REMOVAL OF SERVICE CONNECTION,
DISCONNECTION AND RECONNECTION****Service Disconnection and Reconnection**

92. If for any reason a person applies for:
- (a) a temporary or permanent disconnection of the On-Site Works from the Water Service, or
 - (b) a reconnection of the On-Site Works to the Water Service,
- the person shall pay the disconnection or reconnection fee set out in the Fees and Charges Bylaw.

Removal of Service Connection

93. Where an Owner applies to the Municipality for a permit to demolish a building with a Service Connection fifteen (15) years or more in age, the Owner must apply to the Municipality for a permanent disconnection and removal of the Service Connection at the time of demolition and pay the Disconnection Fee and Removal Fee set out in the Fees and Charges Bylaw; and if a new building is to be constructed on the Parcel, the Owner must apply to the Municipality under this Bylaw for a new Service Connection.

PART 15 – FIRE HYDRANTS

Use of Public Hydrants

94. No person, except employees of the Municipality or the Fire Department in the course of their regular duties, shall open any Public Hydrant, standpipe or valve, or use water from it, without first obtaining a Public Fire Hydrant use permit and paying the daily fee for use of the Public Hydrant as set out in the Fees and Charges Bylaw.

Insurance Requirement

95. Before being entitled to issuance of a Public Fire Hydrant use permit, the applicant must provide documentary proof to the Superintendent that the applicant has a policy of general liability insurance in an amount of at least \$3,000,000, which policy names the Municipality as an additional insured, and which is otherwise on terms satisfactory to the Superintendent.

Notice of Connection

96. A person applying for a Public Fire Hydrant use permit will not be entitled to installation of the connection to the Public Hydrant by the Municipality for a minimum of two (2) working days from the time of the application.

Reconnection Fee and Additional Daily Fee

97. If the holder of the Public Fire Hydrant use permit requires an extension of the permit, the permit holder must notify the Municipality at least one (1) full working day prior to the expiry date of the permit and if not, the permit holder must pay the additional reconnection fee set out in the Fees and Charges Bylaw, and in either case, the permit holder must pay to the Municipality additional daily fees for the extension time, as set out in the Fees and Charges Bylaw.

Water Usage Payment

98. The holder of a Public Fire Hydrant use permit must also pay to the Municipality the metered rate, as set out in the Fees and Charges Bylaw, for each measure of water, as measured by the meter attached to the usage assembly.

Provision of Security

99. At the time of issuance of a Fire Hydrant use permit under section 94, the permit holder shall deliver security to the Municipality by way of certified cheque or letter of credit in the amount set out in the Fees and Charges Bylaw and if the permit holder should fail to keep the Public Hydrant, standpipe, hose connection or usage assembly in good repair, or any of these should be stolen, lost or damaged in any way, the permit holder must replace it at his own cost and if he fails to promptly do so, the Municipality may use the security to repair or replace the Public Hydrant as necessary.

Opening of Hydrant

100. The Public Hydrant, standpipe or hose connection must be opened by the Municipality's employee and must not be opened by the permit holder.

Public Safety

101. The holder of a Public Hydrant use permit shall be fully responsible for the safety of the public and those working on the project, and the permit holder shall employ a prime contractor who is skilled in the work assigned and the permit holder must comply with the WorkSafe / Worker's Compensation Act and Occupational Health Systems Regulations.

Inspection/Water Consumption Fee

102. At the completion of the permit holder's use of the Public Hydrant, the permit holder shall pay the inspection fee set out in the Fees and Charges Bylaw and any water consumption fee under section 94, and should the permit holder fail to do so promptly, these fees may be deducted from the security provided by the permit holder under section 95.

Construction Use of Public Hydrant

103. No Owner, contractor, builder or other person shall use water from a Public Hydrant for building purposes, unless it is the metered service to the Parcel where the construction is taking place and the Public Hydrant is fitted with an approved Backflow Preventer Device.

Termination of Hydrant Permit

104. Where a Public Hydrant use permit has been issued under section 90, the Municipality reserves the right to terminate such permit and the use of the Public Hydrant, standpipe or valve, at any time, for any reason, without liability for damages of any kind which may arise as a result of such termination and without return of any portion of the fee.

Application for Private Hydrant

105. Any person desiring a Private Hydrant shall make written application to the Superintendent for approval.

Approved Plans for Private Hydrant

106. Plans and specifications for the Private Hydrant must be approved by the Superintendent before installation by the Owner.

Construction of Private Hydrant

107. Construction of the Private Hydrant shall be at the Owner expense and shall strictly comply with all conditions placed by the Superintendent.

Inspection of Private Hydrant

108. Upon construction completion of the Private Hydrant, the Owner shall notify the Superintendent in writing that the Private Hydrant is ready for inspection.

Approval of Private Hydrant

109. No person shall operate a Private Hydrant until such time as the Superintendent has given approval in writing for such operation.

Servicing of Private Hydrant

110. Private Hydrants are to be maintained by the Owner, and the Owner shall cause each Private Hydrant to be serviced and the supply line flushed annually by a certified technician.

Delivery of Servicing Proof

111. The Owner must present each year to the Municipality and Fire Department, on or before June 1, proof of the service required under section 110, in the form of a written certification by the technician that the Private Hydrant has been serviced within the current year.

Municipal Servicing

112. If an Owner fails to present the certificate of service required under section 110 by June 1, the Municipality may arrange to have the Private Hydrant serviced and the Owner shall pay the Private Hydrant service charge set out in the Fees and Charges Bylaw.

PART 16 – ENFORCEMENT

Right of Entry

113. The Owner and the occupier of every Parcel shall at all reasonable times allow:
- (a) Superintendent of Public Works;
 - (b) members of the Municipality's Public Works Department; and
 - (c) agents of the Municipality authorized in writing by the Superintendent

to enter into or upon any Parcel (including within any building or structure) to inspect the Parcel, the On-Site System, any Private System, the Water Meter location, Water Meter connection and bypass facilities and to inspect for actual or potential leakage or contamination of water or to determine compliance with the provisions of this Bylaw.

Discontinuation of Water Supply

114. Subject to section 112, the Superintendent may disconnect the water supply to any Parcel in response to a:
- (a) contravention of any of the provisions of this Bylaw;
 - (b) failure to maintain the On-Site Works in good condition without any leaks; or
 - (c) non-payment of fees or other charges when due;

if the registered Owner fails to remedy the contravention, failure or non-payment after receiving thirty (30) days written notice from the Superintendent.

115. Subject to section 112, if an Owner or a person being provided with Water Service fails to comply with the requirements of section 79 of this Bylaw in the time required, the Superintendent may disconnect the water supply to the Parcel if compliance with section 79 is not achieved after the registered Owner receives ten (10) days written notice from the Superintendent.
116. If a registered Owner receives a notice under section 110 or 111, that person may make oral or written representations to Council at the next Council meeting provided that the meeting is held at least five (5) days after the notice is given.
117. The Superintendent shall not disconnect the water supply before the Council meeting referred to under section 112 if the next Council meeting is held after the notice period expires.
118. Notwithstanding section 113, if the owner who has been given notice under section 110 or 111 fails to make oral or written representation to Council at the next Council meeting referred to under section 112, the Superintendent may disconnect the water supply to the Parcel upon expiry of the notice period in section 110 or 111.
119. The Superintendent may refuse to turn on or reconnect a disconnected water supply until all necessary repairs have been completed to the satisfaction of the Superintendent and all applicable charges, including any charges for disconnection, reconnection and connection, have been paid.
120. Nothing in sections 110 and 111 prevents the Superintendent from temporarily disconnecting a water supply in reasonable response to an emergency situation.

Direct Action by Superintendent

121. The Superintendent may remove or cause to be removed, any objects obstructing the Waterworks, and the Municipality may claim from the person or Owner, the costs for removal.

Offences and Penalties

122. No person shall do any act or thing or permit any act or thing to be done in contravention of any permit issued pursuant to this Bylaw.
123. No person shall do any act or thing or permit any act or thing to be done in contravention of this Bylaw.

The Enforcement Officer may issue a Bylaw Notice to any person who has contravened this bylaw. Notwithstanding, nothing shall limit or remove the right of the Village to prosecute any offence by way of an information being laid and a summons issued in accordance with the procedures set out in the Offence Act.

(Bylaw Amendment No. 519, 2018)

124. 124.2 Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects or refrains from doing anything required by a provision of this bylaw, is guilty of an offence and is liable, upon summary conviction, to a fine not exceeding \$10,000 and not less than \$2,500, and is guilty of a separate offence each day that a violation continues or exists.

125. (Bylaw Amendment No. 519, 2018)

125. The penalties imposed under section 121 shall be in addition to and not in substitution for any other penalty or remedy that the court may impose under this Bylaw, another bylaw, or an enactment.

Severability

126. The provisions of this Bylaw are severable. If for any reason any portion of this Bylaw is held invalid by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining provisions of this Bylaw.

READ A FIRST TIME this 17 day of September, 2012.

READ A SECOND TIME this 17 day of September, 2012.

READ A THIRD TIME this 17 day of September, 2012.

ADOPTED by the Council this this 19 day of September, 2012.

Ralph E. Drew

Mayor Ralph E. Drew

Lynda Floyd

Lynda Floyd
Chief Administrative Officer

This is a certified a true copy of
Village of Belcarra Waterworks
Bylaw No. 456, 2012

Chief Administrative Officer

SCHEDULE "A"

Excerpt From Metro Vancouver Drinking Water Conservation Response Plan

dated November 1, 2017

(Amended as per Bylaw 516, 2018)



COUNCIL REPORT

File: 5400-08

Date: April 11, 2022

From: Paula Richardson, Acting Corporate Officer

Subject: **Multi Use Path Summary of Questions from the March 28, 2022 Council Meeting**

Recommendation

That the report dated April 11, 2022, regarding Multi Use Path Summary of Questions from the March 28, 2022 Council Meeting, be received for information.

Purpose

The purpose of the report is to provide a summary of the questions and comments presented to Shezana Hassko, Infrastructure Programs, TransLink at the March 28, 2022 Council meeting.

Background

The following questions were provided prior to the meeting, each number represents questions from an individual resident.

1. We support the effort to improve pedestrian / cycling safety in our community.

Question: Belcarra regional park sees roughly a million visitors a year. Does the impact of having such a heavily utilized regional park adjacent to our community offer any further sources of subsidy? Belcarra residents would make use of this MUP, but it would also see significant use from all visitors.

Answer: TransLink recognizes the additional impact of visitors to Belcarra Park and the surrounding areas and TransLink will definitely support any additional funding applications.

2.
 - a. Is TransLink aware that the present grant application is only for a relatively small part (25%?) of a path envisioned along the length of Bedwell Bay Road.
 - b. What grants are available for a 1-metre wide gravel path along the full length of Bedwell Bay Road?
 - c. Does a TransLink appropriately qualified engineer actually physically visit & inspect the site so as to assess its viability and beneficial contribution to the public in general and NOT special interest group/s or a small number of members of the public or local residents?

Answers:

- a. **Typical for large sections to be dealt with in chunks, piece by piece, when grant funding becomes available. Very typical to do these paths/sidewalks etc in phases. Can expect support for future sections**

- b. TransLink will definitely NOT pay for a 1m wide path. Must meet minimum width standards previously stated. This is mandatory for all municipalities across the region. TransLink do not fund sidewalks that are 1m width, must be paved, no gravel 1m paths. Not supported in any way.**
- c. TransLink does have qualified engineers to inspect the construction project. However, typically, the municipality is responsible for the construction of the path, would hire the engineer to sign off on the infrastructure. TransLink will rely on the Village's engineer to inspect, sign off and ensure that it's meeting the specifications**

3. Questions for TransLink:

How does TransLink think the addition of a path on this road is feasible? Encroachment close to properties would be needed. Retaining walls, traffic disruption during construction. Bad ideas. Not thought through by people that don't know the area.

They need to consider traffic calming instead and perhaps some better crosswalks.

More walking paths will just increase will vagrants/theft/litter etc. Look at the road by Sasamat. People treat it like a garbage dump. Again, ideas by people that don't live here. Need to defer non residents to the park at Belcarra Regional Park. Residents can barely use parks during busy spring and summer months and this path will only make that worse.

Answer: This is where the design phase is important, to answer these types of questions. There is heavy reliance on the design phase to provide all pertinent information.

4. Whilst I consider the general idea good the practicality is not acceptable with too many trees that will need to be removed, rock excavation at the top of the hill and appropriation of land in a number of areas that will render the properties in conflict with building regulations.

How is this to be overcome in an equitable and economic way?

Answer: The design phase will determine the impact on tree removal, and to what extent, may also end up moving the path as a result of answers determined in the phase.

5. We are concerned about where the money is going to come from to pay for all of this pathway. We find, to spend money on something that is not one of our primary expenditures is not prudent. Belcarra needs to look at where the money is put to best use and this pathway to us is an extravagance that we can not afford as a community at this time. There are no safety issues involved and it does not rank high on the priority list.

We recommend that this be saved for another day when there are funds ready for a project like this after all other necessary expenditures are completed.

Answer: May be more of a question for Belcarra Council, TransLink did take a close look at the project and ways to optimize funding. Very rarely does TransLink end up funding 75% of a project, Belcarra very unique in this regard. This is the highest cost share amount of any municipality.

6. Preamble:

Whereby, we understand that the TransLink ‘procurement policy’ and likely ‘TransLink Grant Policy’, are guided by appropriate requirements for “accessibility” (i.e., ‘disability’ and other DEI requirements). However, many residents of the Village of Belcarra may prefer a less “accessible” MUP (less disability inclusive), that may be more practicable for residents and cost effective, such as, the Main Avenue / Bedwell Bay Road. (Apparently supported by many Councillors and Residents, including ‘yours truly’).

Our Questions to TransLink Representatives are:

- a) “Is the proposed MUP, the only practical section of a ‘road-side path’ (MUP,) in the Village of Belcarra, which would be compliant with the “TransLink Policy” for approving “a cost-sharing” Grant Application.
- b) “Would TransLink approve, the naming this “section” of the proposed (accessible) MUP, after a respected, member of our community (perhaps a disability advocate), should Belcarra so choose to do so”.

(Note: Having an “accessible” MUP in our Village would demonstrate our embracing ‘inclusion’ for residents and visitors to our Village. The initiative may be helpful in promoting an OCP, that (hopefully) will include diversity, equity, and inclusion concepts, in the final document for approval by the VOB Council, at a future date).

Answer: The Design phase will determine if it is practical. Design will end up being attached to the agreement so very important. Encroaching onto the road not practical.

Answer to preamble query by Mayor Ross: TransLink confirmed that paths can go off the MRN, deterring off the MRN would be assessed as to how much would be funded by TransLink. There is flexibility.

7. Questions for the meeting:

- a) Is MUP funding limited to construction costs?
- b) Are planning, design and engineering costs also shared expenses?
- c) Are construction costs shared only where the pathway meets the ideal TransLink design?
- d) Or does it also cover sections of the path that need to be narrower?
- e) Does TransLink support seasonal and ongoing maintenance expenses?
- f) Is it necessary to have a specific order to the construction of MUP sections?
- g) Do we have to start at the beginning, or can we address the most difficult areas first?
- h) Can concrete traffic barriers be used in lieu of gaps between road and MUP?
- i) Is there a manual or guide we can use for reference purposes?

Answers:

- a) **No, not limited to construction costs.**
- b) **Yes, planning, design and engineering are also shared expenses**
- c) **Yes, at the end of the project, TransLink will review the project and agreement to ensure that the stipulations in the agreement were met. Design standards must be met in order to receive funding for the project**
- d) **Yes, to a point. 2.4m is the limit to how narrow the path can be, which would require an engineer to sign off**

- e) **TransLink does provide for operations and maintenance funding through the MRN program, this can extend to the multi-use path. Additional funding sources may become available in the future**
 - f) **TransLink does not need a specific order to the construction of the MUP, however, it is ideal to have the path start where it connects to something as opposed to starting in the middle as it is easier to justify the funding approval**
 - g) **Difficult areas can be started first, no real restriction. Starting the easier section first leads to better momentum**
 - h) **Yes, concrete traffic barriers can be used in lieu of gaps, to provide a vertical separation between the road and the MUP. The only caution is to be mindful of the size of the concrete barrier and how much it can potentially encroach on the road, the shoulder and MUP. Can be used but need to be careful of the width**
 - i) **While there isn't a specific manual/reference for MUP's, there are many other reference materials available to municipalities that can provide useful information for construction of MUP's**
8. At this time, I am firmly opposed to the Village of Belcarra making any commitments to the MUP. As I stated in the council meeting a few weeks ago, the idea is wonderful. It would be amazing if Belcarra could easily and feasibly construct such a path. If we had Millions of dollars in reserves for infrastructure, it would be a huge asset. However, the price tag has yet to be determined. At this point it is a MMDMUP, multi million dollar Multiuse pathway. It would likely, at best scenario, cost \$4M, but more likely up towards 8M. Then there would be extra costs to maintaining re ice and snow or debris removal. We already have drainage problems along Bedwell Bay Rd that need to be dealt with, but you are moving to bypass that need for a pathway. It is likely that such a wide paved path would significantly increase runoff.

Am I sounding cynical? Yes, we saw what happened with our water project and the millions spent on that baby. Yes, it supplies potable water to many, but we still do not have optimal fire fighting capabilities. We must take a step back. If we commit to this and the seemingly generous TransLink offer of 75% help paying for only the easiest section, we are fooling ourselves. This is a 3 metre wide path we would have to commit to building. The area it is needed most to have a path, we do not have 3 metres to work with without seriously impacting slope and residents properties. The section you are looking at doing and enter into agreement with TransLink is the easiest portion and therefore the least costly and intrusive for residents. From the Village Hall all the way to where the original pathway goes to Watson Rd. is very long and narrow. Most residents speaking in favour originally were envisioning a gravel walking path about a metre wide. That seems more attainable. Admittedly so, it is not as boast worthy to outlying municipalities, but we are a village. Perhaps, one day we can more feasibly entertain the possibility of such a glorious path that would invite the region to our community. We need not boast about anything we already have the most beautiful forested oceanside village.

Answer: Regarding cost escalation concerns, the design phase can provide a lot of answers including potential cost increases and whether the increased costs are too large for the Village to handle and the contract can be cancelled and the funding would then be put back into the Cost Share program to be redistributed to other municipalities.

9. a) As we prepare for the MUP, can TransLink offer suggestions for reasonable traffic calming measures along Bedwell Bay Road?
- b) Are there any restrictions on the use of speed bumps or stop signs along Main Road Networks? ...along Bedwell Bay Road?
- c) What Lower Mainland Municipalities have yet to take advantage of the Multi- Use Path program supported by TransLink?
- d) What, if any, could be the disadvantages for the Village of Belcarra proceeding with TransLink in their Multi-Use Path project?
- e) Given that the Bowen Island MUP project is many years from completing their goal, how long would you consider it reasonable for our Village of Belcarra to complete a MUP goal extending from the municipal border with Port Moody to its western end by Belcarra Park?

Answers:

- a) **TransLink would work with the Village's consultants and identify problem areas and provide suggestions for traffic calming. Protecting vulnerable road users is a high priority for TransLink and eligible for funding to support that initiative**
- b) **No real restrictions on the use of speed bumps or stop signs except where traffic is impacted negatively, i.e. Traffic is being backed in one municipality up as a result of adding traffic lights in another municipality**
- c) **Belcarra is likely the only remaining municipality to take advantage of the MUP program supported by TransLink**
- d) **No real disadvantage in proceeding with the MUP project. Even after the design phase is complete, if something comes up that prevents the Village from moving forward with the project, the contract can be cancelled with no penalty. Understand that things can change.**
- e) **Wisdom confirmed that Bowen Island had 2 separate sections for construction, and both sections have been completed. Bowen Island secured funds in 2017. It can take 4-5 years to complete. The design phase will provide more definitive answers which could spur requests to the Provincial government for additional assistance with funding for future phases. Projects can take longer due to the time it can take to secure the funds. Bowen Island had some issues with land acquisition. 5 years is a reasonable expectation for project completion.**

Shezana Hassko provided a presentation. Additional questions are noted:

Council members queried with regard to the following:

- Councillor Drake: Support from TransLink for an engineering study for the entire MUP?
 - Shezana Hassko confirmed support for an engineering study for the entire MUP.
- Councillor Drake: Construction completion timeline.
 - S. Hassko confirmed that construction would need to be completed in the 4th year, but also noted that some municipalities have requested extension to that timeline and those extension were approved.
- Councillor Drake: Sunk costs such as engineering costs related to the study that is required should the project have to be cancelled or decided not to proceed.
 - Shezana confirmed that 75% of the costs expended would be covered by TransLink, 25% of the engineering costs would be the responsibility of the Village

- Councillor Drake: The impact of construction on private driveways and whether any reconstruction to repair damage to the driveways would be covered by TransLink.
 - S. Hassko confirmed that if repairs to driveways are actually on Village property then cost recovery would be part of the cost share program at 75%. She confirmed that entire driveways would not be redone and covered by the program. Repairs to driveways are considered an eligible cost

Residents queried with regard to the following:

- The current application being applied for is Phase 1.
 - S. Hassko confirmed this. She also confirmed that as long as Phase 1 is completed, the grant money will be received to cover the project at 75%.
- What happens if Phase 2 is not completed?
 - Shezana stated that Phase 2 is a separate application, only dealing with Phase 1 at this stage.
- It was noted that Phase 1 would be easy. Beyond Phase 1, there would be issues due to cliffs and other challenges.
 - S. Hassko confirmed that the design phase would help to identify any and all challenges with moving forward with the project and whether its achievable. She also stated that if Phase 2 projections are high then she would encourage the Village to apply for additional funding from Provincial and Federal governments which are available.
- The \$1 million projected cost from the beginning of the TransLink presentation and where that figure was derived from.
 - S. Hassko confirmed that the application received from the Village engineer (ISL Engineering) included the cost estimate for the project. Wisdom Chan confirmed that the \$1 million estimate included in the application was provided by ISL Engineering for Phase 1 of the project.
- What Phase 1 actually entails.
 - S. Hassko stated that the cost of the entire length of the project is not known at this time, only Phase 1 is being looked at which is from Midden Road to West Road. The \$958,000 cost includes the design cost.
- The number of properties that may be expropriated for the entire MUP, which the resident heard to be around 40?
 - S. Hassko did not read that information in any documentation that she was provided.
- The impact on the water meter boxes and culverts as a result of the proposed works. Also queried regarding maintenance of the MUP including snow removal etc.
 - Chris Boit, ISL Engineering, noted that there will be no expropriation. Expropriation is a last resort. He clarified the definition of expropriation and stated that the Village would not be looking to do that for such a project. The Village would definitely look to have the MUP within the road right of way. Impacts to approximately 40 driveways is possible, but not expropriated. The impact to water meters has not been reviewed at this time because the design phase has not been done yet. C. Boit confirmed that many private driveways have been constructed on the municipal road right of way and therefore may be impacted by the construction of the MUP.

- Stewart Novak commented regarding maintenance of the MUP, that once constructed, public works would be obligated to maintain it and that costs would be recovered as part of the MRN. It is not anticipated that the added maintenance would impact the Village significantly
- C. Boit also noted that regarding maintenance, the width of the MUP would be able to accommodate service vehicles
- The additional run off and the impact of the runoff.
 - Chris Boit confirmed that run off and size of culverts would be looked at during the design phase to ensure that capacity is sufficient.
- What section has been reviewed at this stage and the cost associated and that presumably it is for the first section only.
 - Shezana confirmed that the \$243,000 is for the design of entire length of the project.
 - C. Boit confirmed that the costs borne by the Village at this stage is only for Phase 1, Midden to West Road concept design only so as to generate some cost estimates.
- If the purpose of this session is to seek clarification regarding the project and that further future opportunities would be provided to debate whether to proceed with the project.
 - Mayor Ross confirmed that tonight's session is to answer the breadth of questions that have come forward and to seek clarification surrounding the proposed MUP project. This is not decision-making time
- How much has been expended in engineering costs so far?
 - Chris Boit stated that approximately \$3,000 - \$4,000 has been spent so far.
- How will inflation / increased costs will be handled, anticipate much higher costs in the 4th year of construction.
 - S. Hassko noted that inflation costs are included in the cost estimates. When the budget is drawn up a contingency amount will be a separate line item to specifically account for cost escalation.
- What is the maximum gradient that the slope can be on the path? The resident noted that he cycles on the road regularly and it is very difficult to ride. He noted that casual cyclists may not be able to ride it or anyone with mobility issues may not be able to walk up and down that path, particularly the section from Main to Kelly Road, on the West side as well which is very steep. He indicated that the steep grade is likely in the 12% range, very steep.
 - S. Hassko responded that there are guidelines for grades and that Chris Boit, ISL Engineering will be tasked with solutions to the steep grade so as to meet the guidelines. The design phase is very important and will assist with providing answers to important questions such as mitigation of steep grades.
- Whether the steep grades would immediately eliminate potential for the project proceeding.
 - S. Hassko stated that the design phase is very important and would determine whether the project would be successful or not, however, as long as best efforts are made to meet the guidelines there is still potential for the project to proceed.
 - Chris Boit stated that there is an issue with the steepness of the grade from Main to Kelly as a resident noted. It is agreed that the grade is around 12%, but it doesn't preclude from completing the pathway. Other provisions would simply need to be

implemented such as rest areas, and other mitigating techniques. Regarding mobility, there is more mobility opportunity with having a pathway than not having a pathway.

Council members queried with regard to the following:

- Councillor Clark: The minimum path width of 2.7m, but also 2.4m width was also stated. Which is the minimum?
 - S. Hassko stated that the 2.4m width would require an engineer to sign off to say that it will be acceptable. 2.7m width is meeting the minimum guidelines and does require an engineer's approval.
- Councillor Clark: Commented regarding Belcarra's challenging topography and whether TransLink would be supportive of alternative projects to accommodate the challenges faced by Belcarra. Would be more inclined to look at other grants that would be better suited to the needs of Belcarra. Does not feel that this grant / project is suited for Belcarra. Cost is always an issue due to taxation being the only source of revenue, and no commercial tax revenue available
 - S. Hassko commented that the Mayors are the ones that put forward the guidelines of how the money from this cost share program needed to be used. At this point, no changes to the guidelines are permitted by TransLink. Any proposed changes to the program would have to be vetted through the Mayors and approved by the Mayors. The guidelines are preset.
- Mayor Ross: Commented regarding the importance of staff (i.e. TransLink), however, political leaders look to a larger vision and to what is possible. He commended those small municipalities that were successful in increasing the grant funding from 50% to 75%. In the past, normally watching from the outside unable to access those grants. He stated that he will continue to work with colleagues at the TransLink Board. Not content that when funding approval is at 75% that you rest at that number. Not in my makeup to rest/stay at that 75% number. Always strive to work in cooperative ways. Access to parks, getting people to parks and out of cars, is of great importance.
- Councillor Clark: Clarified that the cost share of 25 / 75 is not specifically what she is referring to. More concern about the guidelines. Looking at various grants offered by TransLink none of them really fit the Village's needs.
- Councillor Snell: Commented regarding various feedback received from Village residents. There are other priorities in the Village. Tonight, is about clarification on the project. He queried regarding better access to the park.

Residents queried with regard to the following:

- Support for the MUP, concerned about climate change. Important for everyone to reduce carbon footprint. Important point made regarding access to Belcarra Park being done primarily by car. It is recognized the many amenities that she uses in other municipalities that there is a responsibility to reciprocate by providing easier access to our parks. Is there a possibility to redirect the MUP onto Tum-Tumay-Whueton Drive?
 - S. Hassko noted that she was unsure how to answer. Municipalities provide TransLink with what and where they would like to build. This idea was not part of

the original proposal that was brought forward to TransLink. The application includes the pathway along Bedwell Bay Road. Being on another road was not included or explored in this application.

- Another resident concurred regarding the MUP going along Tum-Tumay-Whueton. Good alternate opportunity.
- A resident commented regarding a large silent majority that are in support of the MUP. It was agreed that design is important and needed in order to answer the various questions raised. Also queried whether the design can go ahead in order to obtain answers to the questions raised
 - S. Hassko commented that the funding would be approved in July at which point the design phase can begin and confirmed reimbursement of costs spent in 2022
- Mayor Ross commented regarding a review of one of the first slides in the presentation to confirm what the funding can provide for the Village, he directed to hear from a resident prior to reviewing the earlier information from TransLink's presentation
- A resident commented regarding the comments that she's received that the project is not doable because the topography won't allow it.
- Mayor Ross commented regarding the respectful way people bring their thoughts and ideas to the table.

Mayor Ross directed Shezana Hassko back to one of the earlier slides in her presentation titled 'Village of Belcarra – Bedwell Bay Project' which outlines the Design (Engineering) and Construction project costs and breakdown.

- Mayor Ross queried regarding the structures part of the project. Looked for clarification on the structures part, for example, the design and engineering of the MUP would include the culverts, would Belcarra retain the information obtained during this process at Belcarra's shared cost portion of 25%?
 - S. Hassko confirmed that that is correct. From the Design / Engineering of the MUP, both the MUP design and culvert information obtained during this process would remain with Belcarra.
- Mayor Ross commented regarding the minimum that would be obtained which would be a culvert design, as well as the MUP design. He queried whether the design would have to be returned to TransLink, at a \$60,000 share.
 - S. Hassko confirmed that Belcarra would retain all design information related to the culvert and MUP design.

Shezana Hassko noted the importance of timing of the grant application. The decision on which projects TransLink are going to support and put forward needs to be done by May 26, 2022. At the beginning of May would need to confirm whether to proceed or withdraw.

Mayor Ross clarified the timeline for proceeding or withdrawing the application which would be at the beginning of May

S. Hassko noted that if a decision has not been made by Belcarra Council by the end of April then the application can be put aside and brought back in a future year.

Residents queried with regard to the following:

- A question was provided by staff from a resident who had technical difficulties connecting to the meeting regarding the MUP. The resident queried regarding a preliminary engineering study and whether this would provide for additional funding opportunities.
 - S. Hassko commented that preliminary design study is not provided for and also provided information regarding a federal grant opportunity called the Active Transportation Grant, the deadline is March 31, 2022, this does allow for a preliminary design study.
- The application process is in May, if the application does not go through, can it go through in a subsequent year?
 - S. Hassko clarified that in May, over 150 applications have been received and this needs to be cut back. Belcarra Council needs to affirm their approval for the grant request to move forward in order to be considered. If Belcarra withdraws their application, it does not preclude the application from being resubmitted in a future year. In September 2022, 2023 applications will be requested to be submitted for consideration. However, important to note that if resubmitting in September 2022 for 2023 must start in 2023 and have 4 years to complete in order to receive the funds
- Whether Belcarra could just do the sections that made sense to do, i.e. the easier sections only and not tackle the more difficult sections.
 - S. Hassko confirmed that there is nothing stopping Belcarra from only completing the easier sections.
- The additional cost per household which she supports, just want to make sure it is doable and looking at other options if necessary
 - S. Hassko reaffirmed that Chris Boit's engineering design is important and will provide a lot of answers to the many questions that have been raised.
- A resident commented regarding redirecting the funds towards fire fighting needs

Notice of Motion – April 11, 2022

“That Council direct staff to apply for the 2022 Major Road Networks (MRN) Structure Grant which will provide the Village of Belcarra with design (engineering) for both the culvert and the Multi-Use Path for the entire length (from Midden Road to the entrance to the Village of Belcarra); and

That Council direct staff to apply for the 2022 Cost Share Programs: (MRNB) (BICCS-cycling) and (WITT – walking).”

An application has been forwarded to TransLink by our Village staff and engineer. The above motion needs to be moved at the April 25 meeting of Council and needs to be passed if Belcarra wants to secure the funds for the 2022 Major Road Network (MRN) Structure grant and the 2022 Cost Share programs. The cost to Belcarra for the Structure grant is \$60,750.

If the motion does not pass, then Belcarra will not receive the funding for the 2022 Major Road (MRN) Structure grant and the Cost Share Programs for 2022 will be returned to TransLink and redistributed to other municipalities for projects.

Supporting Information:

Village of Belcarra – Bedwell Bay Project

	Project Costs *	TransLink **			Province***	Village of Belcarra
Design (Engineering)	\$243,000	\$182,250 (2022 MRN Structures)			-	\$60,750
Construction	\$715,000	\$24,625 (2021 MRNB)	\$58,000 (2021 BICCS)	\$47,000 (2021 WITT)	\$215,625 (Active Transportation Infrastructure Grant)	\$178,750
		\$84,000 (2022 MRNB)	\$59,000 (2022 BICCS)	\$48,000 (2022 WITT)		
Total	\$958,000	\$502,875 (52%)			\$215,625 (23%)	\$239,500 (25%)

* Cost Estimates from Village of Belcarra’s Consultant

** 2022 Funding amounts are subject to approval of the Investment Plan

*** Provincial funding subject to the Province’s Active Transportation Infrastructure Grant evaluation process

↑ Additional funding partner opportunity



SUN. MAY 29

Walk in honour of a loved one and raise funds for our community.



**CROSSROADS
HOSPICE SOCIETY**

FILE NO: 0230-01

March 22, 2022

Dear Mayor J. Ross and Belcarra Village Council,

Please join us for Crossroads Hospice Society's 20th Annual **HIKE FOR HOSPICE on SUNDAY, MAY 29th at Port Moody Civic Centre** (100 Newport Dr, Port Moody) from 9:30am-12:00pm. Gather a team of friends and family, challenge your co-workers or service club members - or join as an individual to help support compassionate, quality end-of-life care in the Tri-Cities, Anmore and Belcarra. Participating in this national event also helps increase the awareness of hospice palliative care in our community and promote the phenomenal work of our hospice volunteers and professionals.

Walk in honour of a loved one as we raise critical funds and awareness for Crossroads Hospice. The Hike will be a flat and easy stroll along the Port Moody Inlet: just shy of 5KM and stroller friendly – everyone is welcome including your leashed four-legged friend! The route is accessible for all ages and abilities.

Registrations are online. Entertainment begins at 9:30am & the walk begins at 10:00am!

Crossroads Hospice depends on community support for over one third of the hospice services and program costs for people living with a life-limiting illness and their families, making Hike for Hospice a truly important event. Thank you for helping Crossroads Hospice Society provide the best in end-of-life care and grief support for families, friends, and neighbours.



Register online today at <https://crossroadshospice.org/pages/h4h2022>

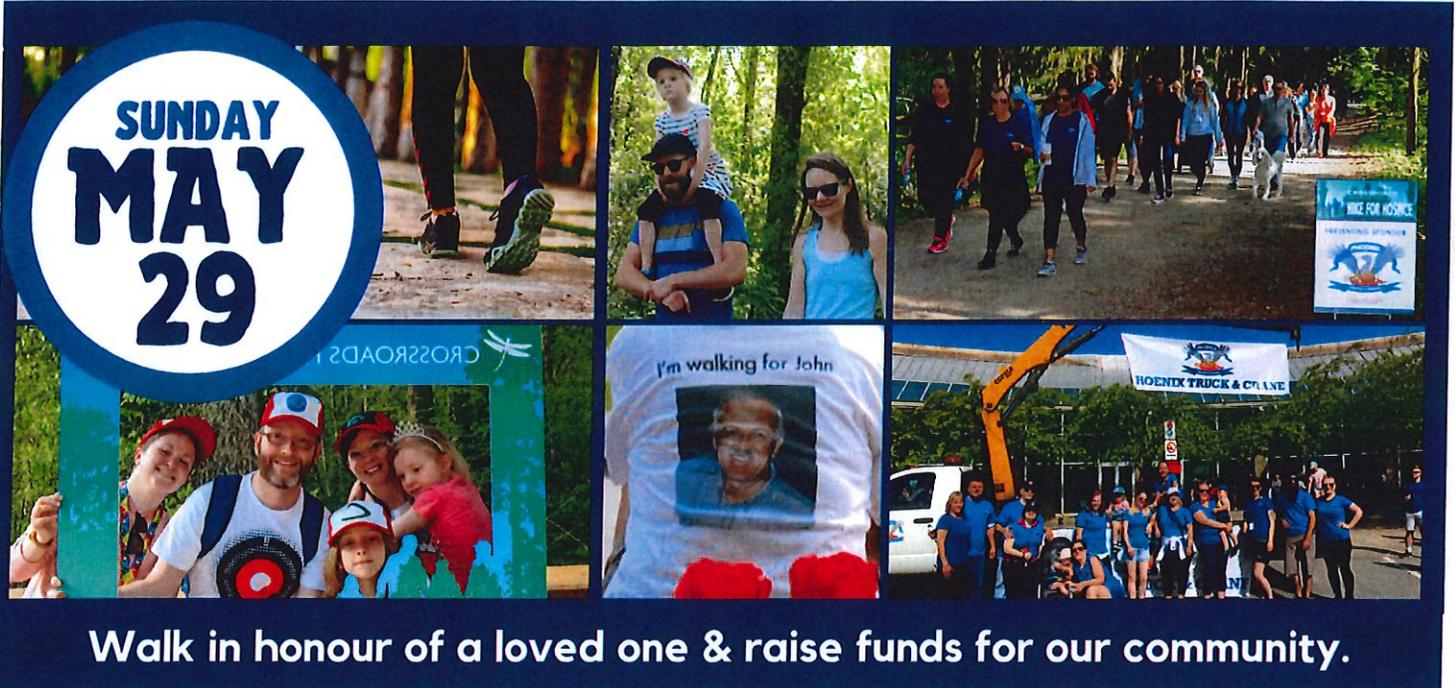
Create a personal or team fundraising page, set your fundraising goal, and spread the word to your family and friends! We look forward to seeing you on Sunday, May 29th as we Hike for Hospice! If you have any questions, please contact me at

Janice.boyle@CrossroadsHospice.org.

A heartfelt thanks,

Janice Boyle
Executive Director

HIKE FOR HOSPOICE



Walk in honour of a loved one & raise funds for our community.

REGISTER ONLINE NOW!

5KM Walk | Port Moody Civic Centre | 9:30am - 12:00pm

Participant Photos | Live Entertainment | Kids Activities
BBQ by Donation | Refreshments | Ice Cream | Water Station



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**VILLAGE OF BELCARRA
5-Year (2022 – 2026) Financial Plan
Bylaw No. 594, 2021
Amendment Bylaw No. 597, 2022**



A bylaw to amend the 5-Year Financial Plan for the years 2022 – 2026 inclusive.

WHEREAS pursuant to Section 165 of the Community Charter, “Village of Belcarra 5- Year (2022 – 2026) Financial Plan Bylaw No. 594, 2021” was adopted on January 24, 2022; and

AND WHEREAS pursuant to Section 165 of the Community Charter, the financial plan may be amended by bylaw at any time.

NOW THEREFORE, the Council of the Village of Belcarra enacts as follows:

1. This Bylaw shall be cited for all purposes as the “Village of Belcarra 5-Year (2022 – 2026) Financial Plan Bylaw No. 594, 2021, Amendment Bylaw 597, 2022”.
2. “Village of Belcarra 5-Year (2022 – 2026) Financial Plan Bylaw No. 594, 2021” is hereby amended by deleting Schedule A – Financial Plan in its entirety and replacing it with Schedule A – Financial Plan attached to and forming part of this Bylaw.

READ A FIRST TIME on February 22, 2022

READ A SECOND TIME on February 22, 2022

READ A THIRD TIME on

ADOPTED by the Council on

Jamie Ross
Mayor

Lorna Dysart
Chief Administrative Officer

This is a certified a true copy of
Village of Belcarra 5-Year (2022 – 2026) Financial
Plan Bylaw No.594, 2021, Amendment Bylaw 597, 2022

Chief Administrative Officer

Schedule A - Financial Plan

	2022	2023	2024	2025	2026
REVENUE					
Taxation (including grants in lieu)	(977,182)	(1,033,338)	(1,092,736)	(1,155,564)	(1,222,020)
Parcel taxes	(233,498)	(233,498)	(233,498)	(233,498)	(233,498)
Sale of services & regulatory fees	(618,764)	(680,291)	(749,028)	(825,833)	(911,676)
Government transfers	(737,208)	(497,123)	(516,550)	(510,466)	(789,457)
Investment income	(32,324)	(32,705)	(33,092)	(33,483)	(33,880)
Actuarial income	(45,144)	(51,216)	(57,530)	(64,097)	(70,927)
Total Revenue	(2,644,120)	(2,528,171)	(2,682,434)	(2,822,941)	(3,261,458)
EXPENSES					
General government & fiscal services	241,111	203,449	206,426	209,455	239,378
Administration & human resources	276,540	259,769	264,840	270,012	275,286
Information technology	40,592	38,192	39,008	39,850	40,718
Support services (engineering, finance & planning)	278,405	139,283	141,155	113,062	115,004
Building inspection & bylaw enforcement	72,896	68,501	69,868	71,262	72,684
Public works & transportation	242,421	234,482	238,431	242,544	246,734
Major road network (MRN)	143,740	159,213	161,680	164,193	166,755
Fire & emergency services	57,928	7,492	7,530	7,568	7,607
Waste & recycle depot (WARD)	158,338	177,840	181,833	185,930	190,127
Water system	427,564	476,729	492,738	510,963	530,646
Amortization	337,451	354,090	371,555	389,889	409,135
Total Expenses	2,276,986	2,119,040	2,175,064	2,204,728	2,294,074
ANNUAL SURPLUS					
	(367,134)	(409,131)	(507,370)	(618,213)	(967,384)
RESERVES, DEBT & CAPITAL					
Tangible capital assets	771,833	450,000	332,500	205,000	550,000
Amortization	(337,451)	(354,090)	(371,555)	(389,889)	(409,135)
Repayment of debt (principal & actuarial)	151,789	157,861	164,175	170,742	177,572
Transfers from reserves	(736,649)	(466,946)	(338,196)	(191,946)	(290,039)
Transfers to reserves	497,752	603,675	694,238	793,074	907,729
Transfers from surplus	(6,301)	(7,553)	-	-	-
Transfers to surplus	26,161	26,184	26,208	31,232	31,257
Total Reserves, Debt & Capital	367,134	409,131	507,370	618,213	967,384
FINANCIAL PLAN BALANCE					
	-	-	-	-	-

Subject: FW: Request for Proclamation
Attachments: Draft proclamation for submission.pdf

file no. 0630-01

From: David Sheng
Sent: Thursday, February 17, 2022 9:01 AM
Subject: Request for Proclamation

Dear Mayor Ross,

I am writing today to request your council to proclaim May 10, 2022, as the “**Day of Action Against Anti-Asian Racism**” - a nationwide movement that was initiated by a group of grassroots activists in Burnaby, BC.

Stand With Asians Coalition (SWAC) is a Canadian registered non-profit organization and a community of people in Canada who are concerned about the surge of anti-Asian racism in our cities. According to Statistics Canada Police-reported hate crimes against East and South East Asians has increased 301% in 2020*

Stand With Asians Coalition brings allies together to raise awareness and to combat anti-Asian racism. We must condemn all forms of hate in public spaces as it creates unsafe conditions for members of the Asian, Black, Indigenous, People of Colour, and Racialized Communities.

SWAC is organizing a virtual **National Day of Action Against Anti-Asian Racism E Rally** on Zoom on May 10, 2022 at 5 PM PT/ 8 PM ET. More details will follow.

I am writing to request your council to make a city-wide proclamation by March 31, 2022 to support this important initiative. Please see attached a sample wording of the proclamation. After the release of your proclamation, we ask that you kindly email an electronic copy to admin@swacoalition.org so that we can post it on social media. Should you have any questions about this request, please contact me at 604-626-7896 or david.p.sheng@gmail.com. Thank you for your consideration of this matter.

David Sheng
 Board Member
 Stand with Asians Coalition

*<https://www150.statcan.gc.ca/n1/pub/85-002-x/2021001/article/00013-eng.htm>
 Police-reported crime statistics in Canada, 2020
 Police-reported hate crime during the COVID-19 pandemic

SWAC is grateful for the opportunity to work and live on the ancestral and unceded homelands of the heḥqemihən and Skwxwú7mesh speaking peoples as well as all Coast Salish peoples.

ABOUT SWAC

Stand With Asians Coalition (SWAC) is a grassroots movement that started in Burnaby, British Columbia, in April 2021, to stand against the rising incidence of anti-Asian racism and other forms of racism. Initially centered around a Facebook group that has attracted more than 2,400 members, SWAC is now registered in British Columbia as a non-profit society. SWAC is working to unite municipalities across the country in acknowledging the impact of anti-Asian racism as a first step towards developing more effective policy initiatives & systemic change to protect all Canadians.

Nearly 9 million Canadians and 3.3 million union workers across Canada have proclaimed May 10, 2021, a **Day of Action Against Anti-Asian Racism**. **Stand With Asians Coalition (SWAC)** is working toward uniting municipalities representing 10 million Canadians to declare May 10, 2022, as the Day of Action Against Anti-Asian Racism.

Subject: FW: St. John Ambulance - Start Me Up BC campaign

FILE NO. 0230-01

From: Leanne Strachan

Sent: Wednesday, February 23, 2022 11:30 AM

Subject: St. John Ambulance - Start Me Up BC campaign

My name is Leanne from St. John Ambulance, and I am hoping you don't mind me dropping into your inbox.

Today, I am reaching out to share St. John Ambulance's latest initiative, the Start Me Up BC campaign. The goal of the program is to place 1,000 publicly accessible automated external defibrillator stands across British Columbia and the Yukon, along with the launch of a lifesaving companion app.

SJA is at the forefront of a movement that aims to have AED stands installed in public premises, with appropriate signage, testing, and maintenance, and accompanied by appropriate training and registered with 911.

By calling on community stakeholders, city planners, and political leaders to work with us to install publicly accessible AEDs, St. John Ambulance is continuing our proud tradition of saving the lives of Canadians.

We are fortunate to have the support of TransLink, TELUS, Vancouver Parks Board, YVR, Cadillac Fairview, SNC Lavalin, local Rotary and Legion Clubs, as well as several municipalities.

After a motion was recently put forward by councillor Pete Fry, the city of Vancouver has now shown their support for more publicly accessible AEDS and specifically, Start Me Up BC, and will work to find opportunities in the region for placement of the stands.

After Pete learned about the Start Me Up campaign, he was motivated to push for policies that could support more publicly accessible life-saving interventions in our city. The St. John combination AED, Naloxone, and first aid stands will provide accessible and critical life saving interventions for our residents and visitors in crisis situations where every minute counts. The unanimous Council support for this program came after compelling support from one of their professional first responders and a heart-breaking and very personal account from one of their own Council colleagues who had lost a parent to a sudden cardiac arrest.

Since then, we are pleased to announce that Mayor Jay Froese of Langley Township has committed to installing a stand in their community. Mayor Van den Brock has also supported the program, and waiting a grant confirmation from the City of Langley. Mayor West has shown a great deal of support, and we are waiting to hear back from them shortly. I have recently reached out to several mayors and the response so far has been well received, which is exciting!

If you have time early next week to further discuss our initiatives, please let me know, and perhaps we could schedule a time next week.

Thank you for your consideration, and I look forward to connecting with you.

Warm Regards

Leanne



Leanne Strachan

Strategic Partnerships & New Business Development

t: 604-366-3915 | c: 604-418-8944

St. John Ambulance (British Columbia and Yukon Council)

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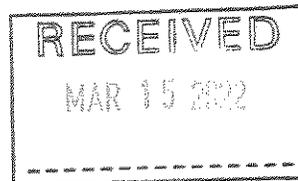


The Corporation of the Village of New Denver

P.O. Box 40, New Denver, BC V0G 1S0 • office@newdenver.ca

PHONE (250) 358-2316 • FAX (250) 358-7251

FILE NO. 0450-01



March 14, 2022

To whom it may concern:

I am writing this letter on behalf of the Village of New Denver Council, asking that all levels of Canadian government join us in condemning the recent actions taken by Russia in its invasion and attacks on the sovereign nation of Ukraine.

At the regular meeting of Council held March 8, 2022 the following resolution was passed:

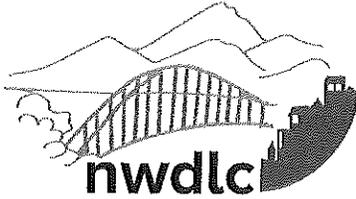
"That the Village of New Denver opposes in the strongest terms Russia's invasion of the Ukraine nation and demands the immediate removal of Vladimir Putin as Russian leader."

We ask that fellow local government, provincial and federal leaders stand together with a united voice stating that we will not allow the tyranny and terrorism on the Ukraine nation at the hands of Russia to continue.

Sincerely,

Leonard Casley
Mayor

Cc: Members of Parliament that represent British Columbia
Members of the Legislative Assemble of British Columbia
All forms British Columbia Regional Districts, Local Governments & Municipalities



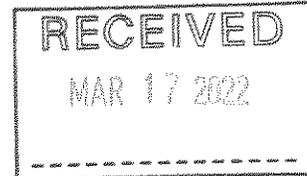
NEW WESTMINSTER &
DISTRICT LABOUR COUNCIL

Coleen Jones, President
Janet Andrews, Secretary-Treasurer
Chartered By The Canadian Labour Congress

March 14, 2022

FILE NO. 630-01

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



Dear Mayor Belenkie and members of Council,

The New Westminster & District Labour Council represents over 60,000 affiliated union members in 14 communities in the Lower Mainland. On behalf of our members and their families living and/or working in your community, we request your Council declare **April 28th** as the official "*Day of Mourning for Workers Killed and Injured on the Job*" and that Council **observe one minute of silence** in the Council Chambers at the evening Council meeting **on or before April 28th**.

In 1984 our national organization, the Canadian Labour Congress, introduced the annual day of remembrance for workers killed and injured on the job. April 28th was chosen because this was the day that the third reading took place for the first comprehensive Workers' Compensation Act (Ontario 1914) in Canada. The "Workers Mourning Day Act" (Bill C223) became law on February 1, 1991, an Act which states "the day of April 28th shall be respected as the day of official recognition". The day of recognition was proclaimed by the government of British Columbia in 1989.

Our focus this year is the CLC's 2022 theme ***Work Shouldn't Hurt: Make Health and Safety a Fundamental Principle and Right at Work*** and will include up-to-date information on workers' health & safety issues, WorkSafeBC regulatory reviews and/or changes that have impacted BC's workplace accident and fatality rates.

There will be remembrances across Canada on April 28th for workers who have been killed on the job, and to recognize those who have suffered from workplace injury, accident or disease. On April 28th we mourn for those who have died from workplace accidents or disease but we also recommit ourselves to fight for the living.

If your Council **issues proclamations**, a copy of our Proclamation is enclosed to assist Council in endorsing the "Workers Day of Mourning".

We thank-you for your leadership in your workplace by encouraging your staff to **observe one minute of silence at 11:00 a.m. on April 28th**.

Sincerely,

Janet Andrews
Secretary- Treasurer

JA/cb

Encl:

moveup

Phone: 604-291-9306 NWDLC@SHAWCABLE.COM
105-3920 Norland Avenue, Burnaby, BC V5G 4K7

NWDLC **NWDLC.CA**

COMMUNITY UPDATE

ANMORE, BELCARRA



Trustee: Kerri Palmer Isaak , KPalmerIsaak@sd43.bc.ca February 19, 2022

File No. 0460-01

Happy Family Day Long Weekend:

I wanted to reach out and wish everyone a great family day long weekend. With Covid restrictions changing this week, more families will be travelling and seeing their loved ones, be safe and enjoy.

These changes will also mean changes in our schools. Please visit the SD43 website for updates. Your school newsletter and you principal will also be helpful sources of information about what changes may be taking place in your school.

I wanted to extend an invitation to all residents to Zoom into our SD43 budget presentations that are currently underway. The Board reevaluates the consultation part of the process every year and we welcome your feedback. Anmore and Belcarra students are members of the 3rd largest district in BC, SD43. Our Villages may be small but our district is very large and requires a substantial budget consultation process. The next scheduled budget presentations are April 12 and April 19th zoom links are on the agenda and district site. If you prefer to give feedback by email questions are added to public question period. The email address for budget related questions is budgetfeedback@sd43.bc.ca

On a community note, I am very much hoping we can start up Youth Bingo again and I have my fingers crossed that our Annual Easter Hunt will be possible this year.

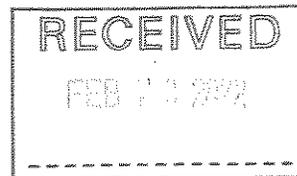
Take care, Kerri Palmer Isaak

Please remember that your school principal and your classroom teacher are the best place to start with questions and concerns. The www.sd43.bc.ca website is updated regularly with announcements from the Ministry of Education and the Provincial Health Authority. Please feel free to contact me by email or phone

Take Care of Each Other and Be Safe , Kerri Palmer Isaak School Trustee Anmore Belcarra
KPalmerIsaak@sd43.bc.ca 604-861-0521

TO: Mayor and Council
FROM: Sherry Chisholm

February 23, 2022



FILE NO. 100-01

I am writing this letter in response to last evenings council meeting during which the safe walking path was discussed. I absolutely support and am in favor of a safe walking path. I am not in favor of a 9 foot wide, paved, bicycle/walking path that will cost a lot of money and will alter all driveways along Bedwell Bay Road. Because not many Villagers attend council meetings I believe Villagers are not aware that even with the possible grant of 75% that MAY be available there will also be the Villagers dollars for the 25% balance of the cost. The total cost will be in the neighborhood of a million dollars. The bicycle/walking path will be from the start of the Village to Midden Road. In some areas there is just no room at present and would require rock face blasting and removal of trees, etc. and not least of all driveways would need re-routing. This plan would cause too much disruption and cost to Villagers.

The discussion last evening at the council meeting a great alternative was talked about. The SHOULDER ENHANCEMENT PROJECT (SEP) . This low cost project would suggest that a narrow, possible a meter wide foot path on the shoulder of the road be shoveled, raked out and possibly a bobcat machine rented to provide a low cost, simple gravel pathway for Villagers to walk on safely rather than as at present be walking on the road. This could be done fairly quickly once council decided that this is really all the Villagers want and need and are probably willing to pay for.

The other item that was discussed was Midden Road. There is a plan to spend approximately \$150,000.00 to pave the road. I personally feel that this road is not a top priority to spend that kind that amount of money on. Marine Avenue needs road work NOW. Possible some rip-rap along Marine Avenue shore line should be higher on the priority spending list. The building of a new fire hall should also be high on the priority list. Midden Road could be left as it is, opened to traffic at no cost to Villagers or as was suggested make it a gravel road only and save the cost of pavement as it is not a high traffic road.

In my opinion too much money is being spent on achieving grants which are misleading our councilors to chase grants and spend money on unnecessary projects while they are ignoring items that need work and money spent NOW.

I am appealing to the many Villagers that do not attend meetings or get involved in the Village. These things I mention will cost you tax dollars. If you do not speak up and join in you will be burdened with the costs and not understand why. PLEASE GET INVOLVED BEFORE THE DECISIONS ARE MADE AND YOUR TAX DOLLARS ARE SPENT. I am concerned that Villagers rising taxes will push many folks out of the Village and so we MUST stop this chasing grants and spending on items not on our real priority list.

PLEASE GET INVOLVED .. SEND LETTERS .. SPEAK OUT AT MEETINGS .. AND UNDERSTAND THAT I ONLY WISH FOR VILLAGAERS TO KNOW WHAT PROJECTS THEIR TAX DOLLARS ARE BEING SPENT ON.

From: BC PR & Communications Adviser
Sent: Tuesday, February 22, 2022 12:34 AM
Subject: Re: Guiding Lights Across BC - Feb 22, 2022

FILE NO. 630-01

Thank you again for supporting BC Girl Guides by **'lighting up' Blue Today!**
Below is our little blurb and hashtag if you are able to help us amplify on social media!:

Guiding Lights Across BC is back for 2022! On Tuesday, February 22, 100+ landmarks across the province will be lit in the colour blue – the well-known colour of Girl Guides - to celebrate the Guiding sisterhood!

Every year on February 22, Girl Guides celebrate World Thinking Day, a day of international friendship. It is an opportunity to increase public awareness on issues affecting girls and young women, as well as celebrate the founding of Girl Guides and foster connections between the 10 million Guiding members around the world.

In British Columbia, we have thousands of girls and women who are members of Girl Guides of Canada. We have Girl Guide programs in nearly every community of B.C., and our girls and volunteers 'light up' their communities year-round through leadership and community service.

For more information about the event and for a full list of locations, visit:

https://www.girlguides.ca/web/BC/Girl_Engagement/Program/Program_Challenges/BC/Program/Challenges_Activities/Guiding_Lights_Across_BC.aspx?ads=BC

*Social media content can be enjoyed on the BC Girl Guides social channels on Facebook, Instagram, and Twitter, with the hashtag **#ShineYourGuidingLight**.*

Please let me know if you have any questions!

Thank you again!

Isabella Lee (She/Her) | BC Public Relations and Communications Adviser

BC Council, Girl Guides of Canada

bc-prcomm@girlguides.ca /

I respectfully acknowledge that I live and work within the ancestral, traditional, and unceded territory of the Songhees, Esquimalt, and WSÁNEĆ Nations.

Girl  Guides

Everything she wants to be.

Town of Oliver

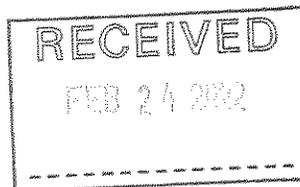
CANADA'S WINE CAPITAL

Office of the Mayor

February 22, 2022

Email: Richard.cannings@parl.gc.ca

Mr. Richard Cannings, MP
South Okanagan-West Kootenay
House of Commons
Ottawa, ON K1A 0A6



FILE NO. 0450-01

Dear Mr. Cannings:

Re: BC Wildfires Petition – Letter of Support

At the February 14, 2022 Regular meeting Oliver Council resolved to support the BC Wildfires Petition originally from the District of Lillooet, and to further request our Member of Parliament to present this letter to the Clerk of Petitions and upon receiving certification, to the House of Commons.

The BC Wildfires petition that was previously sent to BC Municipalities from the District of Lillooet, is addressed to the Government of Canada and asks for the Government of BC and Canada to empower local persons, those working with licensees, industry and contractors, Indigenous communities, ranchers and workers such as fire fighters, forestry workers, and all those that see the day-to-day issues and have front line knowledge to provide feedback on the inconsistencies and shortcomings with regard to forest management and wildfire prevention in order to help bring about much-needed change.

Inspired by the Ontario government who assembled an 'All Hazards Agency' that employs people to manage fire, flood and slides, we believe that BC needs this type of agency as well.

The Town of Oliver supports the District of Lillooet's belief that impacts to lumber prices and job availability, mill closures, current and future mudslides, damage to critical habitat, and house insurance increases are trickle effects that will continue to have detrimental effects on BC's future if we do not make necessary changes to current forest practice procedures.

Consequently, the Town of Oliver calls upon the Provincial and Federal Governments to provide better forest management and wildfire protection by assessing the current policies and guidelines to enhance those that are working to re-evaluate and change those that are not.

...2/



Page 2
February 22, 2022

We respectfully request that you present our letter supporting the District of Lillooet's BC Wildfires petition to the Clerk of Petitions and upon receiving certification, to the House of Commons.

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

Yours truly,

A handwritten signature in black ink, appearing to read 'MJ', with a long horizontal line extending to the right.

Martin Johansen
Mayor

cc Council
Councils of BC Communities

SASAMAT OUTDOOR CENTRE

3302 Senkler Rd, Belcarra, BC, V3H 4S3
www.sasamat.org, info@sasamat.org
p 604.939.2268, f 604.939.8522

File No. 0230-01

9.9



February 24, 2022

Mayor Jamie Ross
4084 Bedwell Bay Road
Belcarra, BC
V3H 4P8

RE: Sasamat Outdoor Centre, CERIP

Dear Mayor Ross,

On behalf of the staff and participants of Sasamat Outdoor Centre (SOC), as well as our Community Board of Directors, I would like to say thank you for your support of our center. Your Chief Administrative Officer, Lorna Dysart, was kind enough to provide us with a letter of support for this project.

SOC was recently awarded \$476,642.00 through the Community Economic Recovery Grant from the Ministry of Tourism, Arts and Culture for the Waterfront Revitalization Project. This capital redevelopment project will bring new picnic shelters, docks, landscaping, increased accessibility, and environmental restoration, as well as enhanced programming and employment opportunities to our space. The project plans to replace dilapidated existing infrastructure, helping to ensure the longevity of the camp and its community impact for years to come.

At SOC, the waterfront serves as a central gathering space within the camp and outdoor education centre. Hosting swimming, canoeing, kayaking, beach activities, the climbing wall and vertical playground, this space is a constant hub of activity where children and youth have meaningful experiences. It is a connection to the surrounding natural environment and a welcoming space where many form memories of an exciting "first". We look forward to improving our sites amenities, and in turn increasing environmental sustainability and accessibility. We also envision increased employment opportunities, as well as improved environmental educational outcomes to come from this investment. We are so grateful for the chance to see this through.

Thank you for your support of our organization, and please feel free to stop in anytime and say hello.

All the best,

Handwritten signature of Kristen Hyodo in black ink.

Kristen Hyodo
Executive Director
Sasamat Outdoor Centre

Handwritten signature of Valder Belgrave in blue ink.

Valder Belgrave
Community Board Chair
Sasamat Outdoor Centre

Handwritten signature of Liz Lougheed Green in blue ink.

Liz Lougheed Green
CEO
Association of Neighbourhood Houses
of BC

The Corporation of

the City of Cranbrook

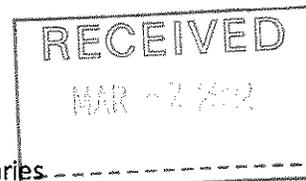


FILE NO - 450 - 01

March 1, 2022

File No. 0400.50

Dear AKBLG member local governments,



Re: Request for Provincial Government to increase its funding to public libraries

On behalf of Cranbrook City Council, I am writing to share the City of Cranbrook's resolution regarding public library funding from the Provincial Government.

The City of Cranbrook endorsed the following resolution which calls for the UBCM to lobby the Province / Ministry of Municipal Affairs to increase its public library funding to address regulatory requirements as well as offsetting the inflationary increases to operating costs. The resolution reads as follows:

Whereas libraries in British Columbia are largely funded by the property tax base of local governments, and provincial library funding has remained stagnant for the past 13 years;

And whereas public libraries are central to communities, providing equitable access to vital resources, including internet, computers, digital library tools, and in-person services from expert staff;

And whereas public libraries provide British Columbians with low-barrier services, that support job seekers and small businesses, that increase literacy in communities, that advance reconciliation with Indigenous peoples, and that promote equity and inclusion;

Therefore be it resolved that the Province of BC be requested to immediately increase funding to public libraries in BC and to provide long-term sustainable funding, including regular increases, in future years.

We are requesting consideration and a motion of support from all AKBLG member local governments for submission of a motion for debate at the 2022 UBCM convention.

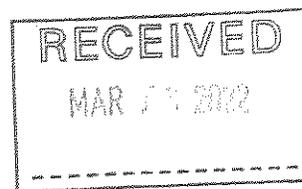
Thank you for your consideration. Please feel free to reach out should you have any questions.

Sincerely,

Mike Peabody
Acting Mayor

MP/kt

Copy: Cranbrook City Council
Mark Fercho, CAO
Marnie Dueck, City Clerk/Corporate Officer



FILE NO. 0230-01

March 1, 2022

Dear Mayor and Council,

Thank you for reading our letter. We are the Society of BC Veterinarians (SBCV), the voice of veterinarians in BC. We are the member service (not regulatory) organization providing education, advocacy, and public awareness activities as well as our evidence-based activities supporting and promoting animal health and welfare.

Over the past few years, we have been very involved in the issue of dangerous and aggressive dogs, as defined in the Community Charter and in the Vancouver Charter. We have consulted with the City of Vancouver and with the national Canadian Veterinary Medical Association (CVMA, of which we are an independent chapter) and others on this sensitive and important issue.

The CVMA just released an updated (February 2022) national position statement on Legislation Concerning Dangerous Dogs. You can find this document [linked here](#).

The SBCV is of the view, which was clearly expressed in documents filed in the BC Court of Appeal (as an Intervenor for the “Punky case” regarding dangerous dog status) that in BC, a veterinarian must be consulted and must examine the dog prior to receiving a designation of a dangerous dog, in order to make a proper and legitimate assessment and diagnosis for that dog.

There are compelling reasons supporting our view.

1. In BC, the Veterinarians Act allows only veterinarians who are registrants of the College of Veterinarians of BC (CVBC), our regulatory body, to practice veterinary medicine which is defined as the following: “The diagnosis and treatment of animals for the prevention, alleviation or correction of disease, injury, pain, defect, disorder, or other similar condition.” Any person who is not a registrant who diagnoses an animal may be guilty of unauthorized practice. There are more than 1,800 veterinarians in practice in BC, many of which conduct behavioural examinations for dogs and develop treatment plans, as part of their normal practice. These veterinarians often utilize prescription medications to aid in the treatment of these animals. It is important to note that veterinarians are the only professionals which are legally permitted to prescribe prescription medications to animals.

2. In BC, as of today's date, there are only two Board-certified veterinarian behaviourists (DVMs -Doctors of Veterinary Medicine - who are Board-certified Diplomates in Behaviour from the ACVB; also called veterinary behaviourists). One is Dr. Karen Van Haften, who works for the BC SPCA and the other is Dr. Patricia Pryor, who we understand is retired. We expect to see a third Board-certified veterinarian behaviourist in the near future. Board certification occurs after completion first of a DVM degree and then after several additional years of specialty training, when their role is to advance the behavioural health of animals through clinical practice, research, and science-based behaviour education. Board-certified veterinarian behaviourists are trained to address the relationships between an animal's health, environment, experiences, and its behaviour. These Board-certified veterinarian behaviourists have extensive knowledge of psychotropic medications, their uses, potential side effects, and interactions with other medications, and are licensed to prescribe them when indicated.
3. Both Board-certified veterinarian behaviourists and many companion animal veterinarians have sufficient skill and experience to examine, diagnose, and treat behavioural issues in dogs, and have referral networks that include specialists, trusted dog trainers, and others.
4. As stated by the CVBC, the problem is that "Many persons in BC, who are not veterinarians, profess to have special skill, knowledge or qualifications in the area of veterinary medicine. The unauthorized practise of veterinary medicine poses a risk to the public and its animals. The public interest requires that there be a means to not only regulate who is qualified to offer, but also regulate the quality of the services offered."

It is clear that anyone else who claims expertise in animal behaviour but who is not a veterinarian is not legally permitted to diagnose and treat an animal. Examination and diagnosis typically include a hands-on examination of the animal as well as an investigation into the animal's history, behaviour, symptoms, laboratory tests or other required diagnostics; a non-veterinarian (including a trainer with behavioural certification or a PhD who is not a DVM) is only permitted to do an assessment. An assessment cannot legally include any examination with a resulting diagnosis and treatment. An assessment is a collection of observations of an animal's actions without the requisite medical knowledge and interpretation. Anyone can perform an assessment. The SBCV suggests that without a veterinarian's professional knowledge, skill, and involvement, which may include reviewing determinations from another non-DVM's assessment, there has not been sufficient investigation into an animal's health and resulting behaviour to warrant a proper accurate diagnosis and designation of a dangerous dog.

5. Dangerous or aggressive dog designations may lead to euthanasia or strict changes in care and access to public places. Euthanasia is a permanent and final resolution to behavioural issues which may stem from a treatable problem such as pain. In many cases, physical pain, cognitive dysfunction, or some other malady may be present and may lead, directly or indirectly, to aggressive behaviour. In rare cases, aggression may be the result of a serious zoonotic disease such as Rabies. This particular disease is becoming more prevalent in Canada, with the importation of dogs from other countries, and has significant repercussions on all individuals who had contact with this animal. Without a veterinarian involved in every case, proper diagnosis would be impossible.

Only a veterinarian has the training, knowledge, experience, and legal authority to make such a determination; and the correct use of behaviour modifications, whether pharmacological or training or a combination thereof, which may diminish or resolve the aggressive behaviour. A destruction order made in the absence of a complete physical examination, behavioural assessment, and diagnosis by a veterinarian, and made without thoroughly canvassing other rehabilitative options such as training, medication, or alternative methods of providing appropriate care for the dog, may unnecessarily sacrifice animal life as well as welfare considerations.

6. The question of whether a dog is dangerous enough to warrant its destruction engages the interests and priorities of the SBCV and its members. These include promoting the health and welfare of animals and safeguarding the health and well-being of the public. The SBCV takes an empirical, animal-centric position and says that a dog's welfare should not be fodder for an adversarial system, but instead be the subject of a medically-sound examination and diagnosis which would include the dog's prospects for rehabilitation.

We are happy to share with you the national CVMA position statement of Legislation Concerning Dangerous Dogs. Should you wish additional information, we are happy to provide it. We urge you to consider the CVMA position statement and the law in BC and to include a veterinarian's examination, diagnosis, and treatment plan prior to the designation of a dog as dangerous or seriously aggressive.

Sincerely,



Dr. Al Longair, President
CVMA-SBCV Chapter Board of Directors

Subject: FW: Contact form - Brenda Hogg - for the agenda

file NO. 5400-08

Sent: Sunday, March 6, 2022 9:43 AM

Subject: Contact form - Brenda Hogg

Name

Brenda Hogg

Email Address

Subject

MUP

Message

Mayor and councillors,
As a 30+ year resident and taxpayer I am strongly against the proposed MUP plan and expenditure. There are options for residents within the village to enjoy a safe walk - trails, Belcarra Park, Marine Ave. Bedwell Bay Road is NOT the place for a walking path.
Sincerely,
Brenda Hogg (Main Ave)

Subject: FW: My script presentation to Federal Justice Committee re prostitution in Canada
Attachments: JUST COMMITTEE presentation.pdf

FILE NO. 0230-01

From: Cathy Peters
Sent: Tuesday, March 8, 2022 3:23 PM
Subject: My script presentation to Federal Justice Committee re prostitution in Canada

Dear Mayor Jamie Ross and Village Council,
Today is **International Women's Day** and I envision a future where women and girls can dream.
And accomplish all that they want without fear of exploitation.
And a future where their lives are valued and protected.

Attached is my presentation script to the **Federal Justice Committee on February 11, 2022.**

ASK: to present to your Council or stakeholders.

I am available for presentations in May 2022, and October-November 2022.

Sincerely, Cathy Peters
BC anti-human trafficking educator, speaker, advocate
Be Amazing; Stop Sexual Exploitation
beamazingcampaign.org

Subject: FW: Resident / Owner Email Notification - Resident Input Requested, Questions to TransLink re: Multi Use Path

FILE NO. 5400-08

From: Gwen Hughes

Sent: Wednesday, March 9, 2022 9:02 AM

Subject: Re: Resident / Owner Email Notification - Resident Input Requested, Questions to TransLink re: Multi Use Path

Good morning,

My husband and I are opposed to the proposed MUP. If I have missed anyone on this email can you please pass it along.

Thank you.

Gwen & Bill Hughes
Belcarra Bay Road

Councillors

Les Barkman
Sandy Blue
Kelly Chahal
Brenda Falk



CITY OF ABBOTSFORD
Mayor, Henry Braun

Councillors

Dave Loewen
Patricia Ross
Dave Sidhu
Ross Siemens

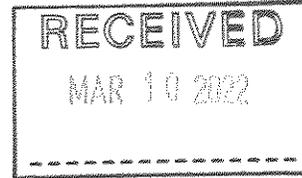
FILE NO. 450-01

March 10, 2022

File: 0530-03

Via email

UBCM Member Municipalities



Dear UBCM Members:

Re: Support for Resolution

I am writing on behalf of Abbotsford City Council, requesting favourable consideration and resolutions of support for recovering municipal costs through Build Back Better Funding for critical infrastructure for inclusion at the upcoming LMLGA Convention, in advance of the UBCM Convention this fall.

At the February 28, 2022 Council Meeting, City Council approved the following resolution:

WHEREAS the Province of BC completed a Preliminary Strategic Climate Risk Assessment for B.C. in 2019 that found that extreme weather events will continue to worsen across the province in coming years including heat waves and severe river flooding, with extreme precipitation events continuing to increase toward 1 in 20 year events becoming 1 in 10 year events or lower;

AND WHEREAS the Minister for Public Safety and Solicitor General and Emergency Management BC have been working closely with the UBCM Flood and Wildfire Advisory Committee and local governments since mid-2019 to modernize Emergency Program Act (EPA) to support local governments in responding and planning for disaster mitigation through phased-in legislative updates beginning in 2022:

THEREFORE be it resolved that the provincial government, as part of the process of modernizing the EPA legislation, include robust and sustainable 'building back better' funding at 100 per cent as part of the first phase of the updated EPA legislation in 2022; and additionally consider enhancing the Community Resiliency Investment Program to include funding programs for flood related infrastructure improvement.

We look forward to, and appreciate your support on this matter.

Yours truly,

Henry Braun
Mayor

c. Council members
Peter Sparanese, City Manager

Subject: FW: Translink MUP

FILE NO. 5400-08

From: Betty & Bernie Lewendon
Sent: Friday, March 11, 2022 11:31 AM
Subject: Translink MUP

Good morning, we are not in favour of Translink MUP. It is a definite NO.
We would support the SEP option.

Regards, Betty&Bernie Lewendon
(Residents of Belcarra for 46 years).

Subject: FW: Multi Use Path

FILE NO. S400-08

From: Cathy MacDonald
Sent: Friday, March 11, 2022 1:26 PM
To: Jamie Ross
Subject: Multi Use Path

Hi Jamie,

Fraser & I support this project . We want to thank you and council for your extensive work to date.

This path will greatly benefit residents and visitors and encourage active transportation.

Fraser & Cathy MacDonald



March 11, 2022

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

**RE: 2020 CRI FireSmart Community Funding & Supports – Payment Letter (CRI-146:
Belcarra Community Wildfire Protection Plan Update)**

Dear Mayor Ross and Council,

Thank you for submitting final report documentation for the above noted Community Resiliency Investment project. The CRI Working Group has reviewed your submission and the reporting requirements have been met.

The final report notes total project costs of \$23,631.75. Based on this, payment in the amount of \$23,631.75 will follow shortly by electronic funds transfer. This represents full payment for the project and is based on one hundred per cent (100%) of total eligible costs.

On behalf of the Working Group, I congratulate you on the successful completion of this project and offer best wishes for future community safety work in your community.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Bishop", is written over a white background.

Rebecca Bishop
Program Officer

cc: Stuart Novak, Public Works and Emergency Preparedness Coordinator
Tony Botica, Wildfire Prevention Officer, Coastal Fire Centre

The Community Resiliency Investment program is funded by the Province of BC

Subject: FW: Resolution for all UBCM members
Attachments: NCLGA 2022 Resolution - PROLIFIC OFFENDERS.pdf

FILE NO. 0450-01

From: Alisa Thompson
Sent: Monday, March 14, 2022 1:32 PM
Subject: Resolution for all UBCM members

Terrace City Council has submitted the attached resolution for consideration at the NCLGA convention. Please forward to your councils/boards. Thank you.

Alisa Thompson (she/her)
Corporate Administrator/Deputy CAO
City of Terrace

Acknowledging that it is an honour to live and work on the Laxyuubm Tsimshian, Kitsumkalum and Kitselas, toyaxsuut.

The City of Terrace is committed to doing our part to help slow the spread of COVID-19. All facilities are now open to the public; however, please be aware certain timelines or processes may be adjusted in order to maintain physical distancing and protect staff and the public. Find guidelines for visiting our facilities and more at <https://www.terrace.ca/covid19>. Thank you for your understanding.

NCLGA RESOLUTION –BC PROSECUTION SERVICE AND THE PUBLIC INTEREST

***WHEREAS** prolific offenders in British Columbia are routinely released without consequences or meaningful conditions imposed upon them;*

***AND WHEREAS** the BC Prosecution Service's vision statement guides them to make impartial charge assessment decisions that promote public safety, justice, and respect for the rule of law and the BC Prosecution Service often determines not to recommend charges be pursued for criminal offences that are referred by the RCMP, as charges are not in the public interest;*

***THEREFORE BE IT RESOLVED** that the NCLGA lobby the Provincial Government to ensure the BC Prosecution Service (Crown Counsel) live up to its vision, mission, and value statements and consider public safety and fairness when dealing with prolific offenders, and furthermore that guidelines be developed as to what constitutes "the public interest" with respect to pursuing charges for criminal offences.*

BACKGROUND:

The Crown Counsel Act¹ entrusts the Criminal Justice Branch with the responsibility to approve and conduct all prosecutions of offenses in British Columbia. The Assistant Deputy Attorney General is charged with the Administration of that Branch, and with carrying out its functions and responsibilities.

In British Columbia it has been the practice of Crown Counsel to release offenders of crimes without charges or conditions, citing charges are not in the public interest. Repeat offenders are free to recommit crimes without consequences as a result. A disproportionate amount of crime, particularly property crime, is committed by a minority of habitual offenders². Unfortunately, communities, local business owners and workers, the economy, as well as the public feel the impacts of repeat offenders who commit property crimes and thefts repeatedly and without consequence. For example, in Terrace in 2021 there were 423 failure to appear in court warrants, but only two people were charged. Two individuals in Terrace failed to appear in court 26 and 21 times each from February 2021 to February 2022. Neither have been charged with Fail to Appear. There was an average of six failure to appear warrants each week which is a burden on the RCMP to administer and ultimately is fruitless as there are no consequences for not appearing in court.

The revolving door of crime, apprehension by the authorities, and then the subsequent release of these habitual offenders erodes public confidence in our legal system. Police and law enforcement agencies as well as victim services are also burdened by repeat

calls and reports of crime. Regarding youth, it has been estimated that averting a 14-year old from a path of criminality would save society \$3 to \$5 million.³

There have been numerous police-based initiatives in British Columbia as well as other jurisdictions to try to manage prolific offenders. While there are different approaches to prolific offender management, they all require the cooperation of multiple agencies to implement. For example, "Polibation" is an approach to deal with prolific offenders that involves targeted and intensive surveillance from the police and probation programs. They involve a team of service providers that deliver interventions that are specific to the individual, including substance use and mental health treatment. Any subsequent criminal activity or breaches of the sentence conditions by the individual are dealt with by prompt apprehension and conviction.⁴ Programs like these are only possible when the Crown is willing to participate, and charge repeat offenders. When the Crown is unwilling to charge offenders, they are creating a burden on others such as the public, businesses, and law enforcement agencies. The BC Prosecution Service's own vision is to be an independent prosecution service that people respect and trust. Public trust has been eroded by the Crown's reticence to press charges on prolific offenders.

Sources:

1. Crown Counsel Act
https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/00_96087_01
2. Croisdale, T.E. (2007). The Persistent Offender: A longitudinal analysis. PhD Dissertation, School of Criminology, Simon Fraser University.
3. Cohen, M.A., and Piquero, A. (2009) "The Monetary Value of Saving a High Risk Youth", *Journal of Quantitative Criminology*, 14: 5-33
4. Rezansoff, S., Moniruzzaman, A., Somers, J. (2008) An Initiative to Improve Outcomes Among Prolific and Priority Offenders in Six British Columbia Communities: Preliminary Analysis of Recidivism Faculty of Health Sciences, Simon Fraser University <https://www2.gov.bc.ca/assets/gov/law-crime-and-justice/about-bc-justice-system/justice-reform-initiatives/ppom.pdf>



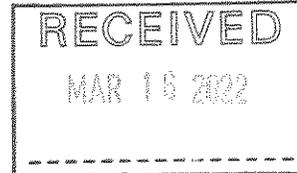
District of Elkford

P.O. Box 340 Elkford, B.C. V0B 1H0
 P. 250.865.4000 • F. 250.865.4001 • info@elkford.ca • www.elkford.ca

FILE NO. 0450-01

March 15, 2022

Honourable George Heyman
 Ministry of Environment and Climate Change Strategy
 P.O. Box 9047 Stn Prov Govt
 Victoria, B.C. V8W 9E2



Dear Minister Heyman:

Re: Milk Container Recycling in British Columbia

This letter is regarding the recently implemented 10-cent deposit on milk and plant-based beverages which came into effect on February 1, 2022 as part of the CleanBC Plastic Action Plan.

The District of Elkford understands the need for this deposit and the action plan to prevent plastic waste, keep more waste out of the landfills and reduce greenhouse gas emissions to create a cleaner, better future. Additionally, the District has long been an advocate for initiatives to accomplish the same goals.

Unfortunately, the nearest location for Elkford residents to recycle milk containers is a 65 km drive to the City of Fernie, resulting in a 130 km round trip for a resident of the District of Elkford to the nearest return-in centre to receive their refund on these containers. Commuting this distance for the refund is not only an inadequate solution but is counterintuitive to our collective efforts to reduce greenhouse gas emissions.

While we recognize that residents of Elkford still have the option of placing these containers through the existing RecycleBC Depot at our local transfer station, we do not feel that it is equitable for the residents of Elkford to have this as the only reasonable option after paying the deposit at the time of purchase.

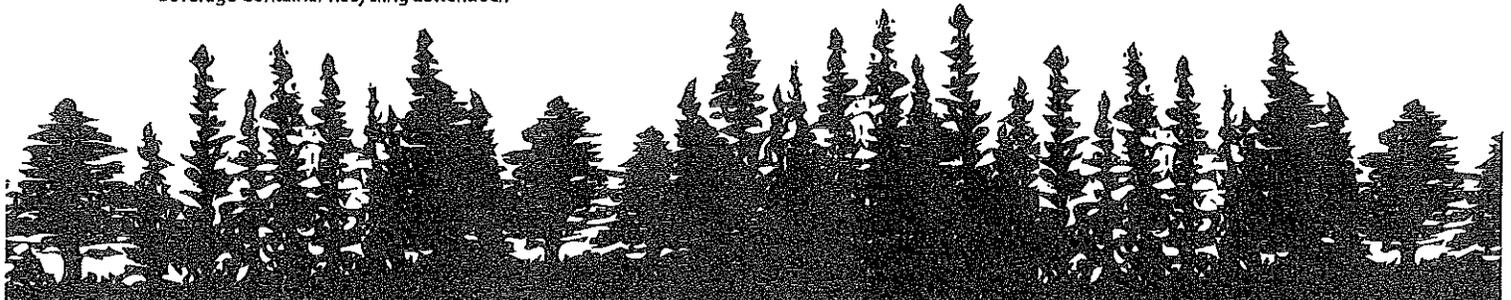
We would like the Province to reconsider this deposit-refund system to ensure that it is equitable to all residents of British Columbia while still encouraging the reduction of waste in landfills and ensuring viable solutions to continue to reduce greenhouse gas emissions.

Sincerely,

Dean McKerracher
 Mayor

Cc: MLA Tom Shypitka, Kootenay East
 All UBCM Member Local Governments

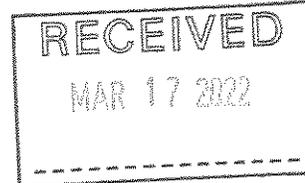
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FILE NO. 0230-01

March 16, 2022



British Columbia Municipalities

Re: Reducing Patio Application Red Tape for BC's Hospitality Sector and Economic Recovery

As we emerge from the pandemic and begin the long road to economic recovery in all corners of British Columbia, we look forward to working collaboratively with municipalities to enable public and private patio programs that support our local small businesses.

With 80% of hospitality businesses still losing money and accumulating more debt each month combined with inflationary pressures where food prices increased by 5.7% last year and will increase another 5.3% in 2022, it will take two thirds of hospitality businesses one and half years to return to profitability. On top of that recent polling indicates that more than 60% of consumers are still hesitant to return to indoor dining due to COVID safety concerns. As a result, **continuing expanded outdoor dining on patios continues to be an important factor in helping the hospitality industry recover from the pandemic.**

Recently, we have witnessed the unintended consequences in municipalities such as City of Vancouver where new guidelines for its public patio program were not designed in consultation with small businesses and did not create the intended solutions supported by council. Instead, the program created additional fees, red tape, and duplication of effort for those restaurants, pubs, and breweries looking to keep their successful patio open this summer. Despite aiming to "streamline the review process" the additional hurdles created significant delays which required staff to rework the program within days of its release.

In order to avoid these unintended consequences, we encourage municipalities to consult directly with small businesses and our various associations. **Our key recommendations include:**

1. **Extend current patio programs without implementing new restrictions or fees;**
2. **Streamline approvals to ensure those small businesses who have been safety and successfully operating patios may continue to do so;**
3. Increase flexibility for patio types and sizes as well as the number of patios allowed;
4. Increase the space use of existing patios or picnic areas to allow chairs to be spread out to meet distancing requirements;
5. Allow pop-up outdoor dining and manufacture sampling spaces;
6. Allow and increase the use of parklets and public space for dining;
7. Allow any increase in patio, picnic area or outdoor space be considered a continuation of an establishment's existing approved alcohol service area or manufacture's sampling area to provide samples and not require additional endorsements or authorizations; and
8. Coordinate with any relevant bodies—such as the Liquor and Cannabis Regulation Branch, Fire Department, etc.—to reduce red tape and speed approval timelines wherever possible.

At a time when economic recovery and supporting our small businesses is a priority for all of us, we are confident that by working collaboratively we can reduce red tape and unnecessary fees associated with public and private patio programs.

Sincerely,



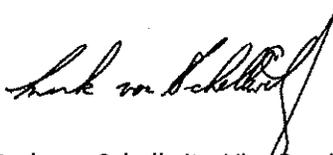
Ken Beattie, Executive Director
British Columbia Craft Brewers Guild



Ian Tostenson, President and CEO
BC Restaurant and Food Services Association



Jeff Guignard, Executive Director
Alliance of Beverage Licensees



Mark von Schellwitz, Vice President, Western Canada
Restaurants Canada

Subject:

FW: Proposal to provide improvement on Bedwell Bay Road

FILE NO. 5400-08

From: Penny Moen

Sent: Monday, March 21, 2022 2:32 PM

Subject: Proposal to provide improvement on Bedwell Bay Road

Good Afternoon Lorna,

Can you please forward this email to our Mayor and Councillors.

I want to be on record as opposing the proposal to provide a bicycle/pedestrian pathway on Bedwell Bay Road.

I think that the financial burden on residents of Belcarra is too significant.

There are extensive trails and the Tum Tumay Wheuton Drive which are options for people wanting to go for a walk or bike ride.

I would like to see a much more moderate approach to the issue of public safety on the road. For example, the cutting of some hedges and slight widening of a couple of spots where there is inadequate room for single file pedestrians (or with a stroller) to walk safely.

Regards,
Penny Moen

Belcarra Multi-Use Pathway ProjectFILE NO.
5400-08**LATE ITEM****MAR 28 2022**

The Village of Belcarra is considering a partnership with TransLink to create a safe active transportation path along Bedwell Bay Road. This **Multi-Use Pathway (MUP)** would provide a separate walkway for children, parents with strollers, cyclists, seniors and people with mobility aids, to safely travel beside our busiest roadway.

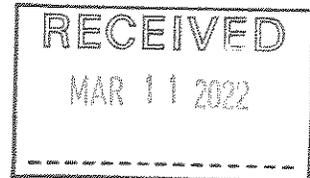
This MUP program is not unique to Belcarra, it is part of a provincial mandate to create more opportunities for active transportation. On January 27, 2022 the mandate: Transport 2050 was signed by the Mayor's Council and Translink.

As part of the regional program, TransLink agrees to provide **75%** of pathway project costs if built to their regional standard width. Anmore, Bowen Island, and Lions Bay; similar small communities, are building safe paths funded with TransLink grants. We believe Belcarra can afford to build this project section-by-section and should participate alongside our sister municipalities.

Belcarra Council has agreed to provide **25%** of the costs, should this project proceed. Additional grant opportunities will continue for at least another two years. If Belcarra ultimately declines to begin building the pathway, the **75%** grant money will be returned to TransLink and distributed to other communities.

The pledged grant allocations so far are:

- 2021: \$129,460 TransLink grant; \$43,280 Village of Belcarra
- 2022: \$191,000 TransLink grant; \$63,340 Village of Belcarra

**Our vision for a Belcarra Multi-Use-Pathway:**

- To create a protected paved path for children and adults in the community to walk, cycle and roll along Bedwell Bay Road from one end of the community to the other.
- To provide a safer, more visible pathway for residents who may not prefer walking alone in the forest or through the community after dark.
- To incrementally develop a valuable amenity built to a high-quality regional standard that is maintained through existing Major Road Network grants – something that will attract future residents to our area

The space is mostly there! The majority of Bedwell Bay Road has sufficient shoulder space to accommodate what TransLink requires. There are a few sections, near Kelly Road and Main Avenue, where space is limited, and a narrower path would be needed. Our sister communities have successfully managed similar challenges.

We think that a subsidized Belcarra Multi-Use Pathway will be a "win" for our small community.

If you have any questions, ideas, or wish to join us in advocating to Council to begin this safe multi-use pathway effort, we would like to hear from you. This project will only happen if residents voice their support.

Sincerely,

Colleen & Ian MacDonald,
 Jodi & Jol Drake,
 Dayna Fitz & Klaus Bever,
 Kristina Bell & Marshall Pringle,
 Sommer & Kevin Ferris,
 Akiko Maesawa & Craig Stewart,
 Karen & Bert Perey,
 Ruth & John Foster,
 Sheri & Eric Strachan,
 Lauretta & Josh Davis,
 Melanie & Kurt Tsuyuki

belcarramup@gmail.com



Parks & Environment
Tel. 604 456-8835 or via Email
AQInfo@metrovancover.org
FILE NO. 0470-01
File: AQ-06-01

March 30, 2022

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

Dear Sir/Madam:

Air Quality Monitoring Report for 2018

Metro Vancouver has now published the **2018 Lower Fraser Valley Air Quality Monitoring Report**.

This report is available electronically at:

<http://www.metrovancover.org/about/library/HarryLashLibraryPublications/2018-Lower-Fraser-Valley-Air-Quality-Monitoring-Report.pdf?Web=1>

Metro Vancouver will no longer be providing a printed copy of this publication, unless specifically requested.

This report summarizes data collected from all air quality monitoring stations; compares measurements to federal, provincial and Metro Vancouver air quality objectives and standards; describes special monitoring activities undertaken during the year; and provides long-term trends. Reports of data collected from the Lower Fraser Valley Air Quality Monitoring Network have been published annually since 1972.

If you would like printed copies for distribution, or have comments or questions about the *2018 Lower Fraser Valley Air Quality Monitoring Report* or air quality, please contact AQInfo@metrovancover.org.

Sincerely,

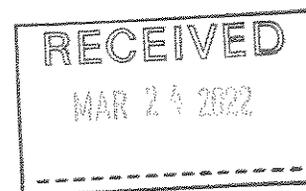
Geoff Doerksen
Air Quality Planner, Parks & Environment

GD

51462251



Anna Barford
Stand.earth
5307 Victoria Drive, Suite 347
Vancouver, BC, V5P 3V6
anna@stand.earth, 604-757-7029



FILE NO. 0230-01

24 March 2022

Mayor and Council
Village of Belcarra

4084 Bedwell Bay Road
Belcarra, BC, V3H 4P8
Sent via: email

Re: Motion at LMLGA and UBCM Protecting BC Coasts From Acidic Washwater Dumping being brought forward by Vancouver

We are writing today as Stand.Earth to bring your attention to an important resolution that will be coming before LMLGA for consideration at UBCM to address acidic wastewater discharge in all waters off BC.

It is well established that ocean acidification has devastating effects on marine life, aquaculture, and coastal communities dependent on a thriving ocean. In recent years a new device has been taken up in record numbers that is dumping catastrophic volumes of acidic wastewater directly into the ocean from vessels.

In order to mitigate sulphur air pollution from burning heavy oil, the maritime shipping industry employs exhaust gas cleaning systems (scrubbers) instead of simply switching to lower sulphur fuels which are already available on the market. Scrubbers result in a solution of concentrated acidic sulphates, metals, and other toxins that are dumped directly into the ocean while the ship is in operation.

Cruise and cargo vessel traffic in Canadian jurisdiction annually discharge tens of millions tonnes of this acidic washwater directly into the coastal waters of BC. The International Council for the Exploration of the Seas has found that scrubber washwater has lethal and sub-lethal effects on plankton, a critical component of marine ecosystems.

STAND .earth

The Vancouver Fraser Port Authority has recently demonstrated leadership in preventing acidic wastewater dumping and is phasing in a requirement simply for ships to burn cleaner fuels. They join the Port of Seattle, Quebec's Port Sept-Iles, The State of California and ports around the world in taking steps to prevent the use of scrubbers and mandate a transition to cleaner fuels.

The resolution before LMLGA and UBCM is critical to bring this issue to the table with levels of government that have jurisdiction over territorial waters and can protect the Salish and Great Bear Seas. We urge you to support the motion "Protecting B.C.'s Coasts From Acidic Washwater Dumping" at the upcoming LMLGA convention for consideration at UBCM.

Thank you for your consideration of our letter. Please do not hesitate to reach out at anna@stand.earth or call during daytime hours to 604-757-7029.

Sincerely,

Anna Barford
Canada Shipping Campaigner
Stand.earth
Vancouver, BC

Office of the Commissioner/Chief Administrative Officer
Tel. 604 432-6210 or via Email
CAOAdministration@metrovancover.org

March 25, 2022

FILE NO. 0470-01
File: WA-07-01- WSRP-004

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

Dear Lorna Dysart:

Revised Stage 1 Watering Restrictions Come into Effect May 1, 2022

This letter is a reminder that the revised Stage 1 watering restrictions will be in effect May 1, 2022 until October 15, 2022. The Greater Vancouver Water District (GVWD) Board approved revisions to the Drinking Water Conservation Plan (DWCP) at its October 29, 2021 meeting. The revisions include reducing lawn watering to one day per week during Stage 1, with a complete ban on lawn watering in Stage 2.

In 2021, our region was confronted with the reality of the climate emergency and extreme weather conditions. The summer heat dome highlighted the need for more proactive measures to conserve the region's water supply. While we were able to meet summer water demands due to a higher snowpack than usual, we cannot rely on having a high snow pack every year.

Reducing lawn watering remains the most effective way to ensure we are using our drinking water wisely during the summer months when demand is highest and rainfall is lowest. One morning per week provides adequate watering time to maintain a healthy lawn and achieve further water use reductions.

Revised Watering Restrictions Under Stage 1:

Residential:

- Watering lawns
 - Even-numbered addresses on Saturdays and odd-numbered addresses on Sundays:
 - Automatic watering – from 5:00 am to 7:00 am
 - Manual watering – from 6:00 am to 9:00 am
- Watering of trees, shrubs, and flowers, excluding edible plants
 - Any day from 5:00 am to 9:00 am if using a sprinkler

49777315

- Any day at any time if using a handheld hose, soaker hose, water container, or drip irrigation

Non-Residential and Governments/Schools/Parks:

- Watering lawns and grass boulevards
Even-numbered addresses on Mondays and odd-numbered addresses on Tuesdays:
 - Automatic watering – from 4:00 am to 6:00 am
 - Manual watering – from 6:00 am to 9:00 am
- Watering of trees, shrubs, and flowers, excluding edible plants
 - Any day 4:00 am to 9:00 am if using a sprinkler
 - Any day at any time if using a handheld hose, soaker hose, water container, or drip irrigation

In cases of mixed zoning (where commercial or industrial uses on the same property as residential) the property is designated as “Non-Residential.”

Unchanged Watering Restrictions Under Stage 1:

- **Watering soil-based and sand-based playing fields are permitted as follows:**
Overnight from 7:00 pm to 9:00 am, except if:
 - Watering newly over-seeded fields in compliance with a member jurisdiction permit
 - Operating under a member jurisdiction’s approved water management plan

Communication Activities and Next Steps:

Metro Vancouver is promoting the changes to ensure widespread public awareness of the restrictions to be implemented as of May 1, 2022. The first communication phase was focused on communicating the reasons for revising the *Drinking Water Conservation Plan*. We contacted all Metro Vancouver advisory committees, as well as irrigation, landscape, and property management industry associations and businesses in Fall 2021. The next phase is focused on widespread public communication which includes:

- Distributing a technical review summary and FAQ to REAC Water Subcommittee and Municipal Water Conservation Coordinators Committee to support staff during bylaw amendment process – February 2022;
- Sending updated collateral communication materials and FAQ for front-line staff to members – mid-March 2022;
- Sending a reminder email to industry associations of the upcoming changes and links to available online resources – third week of March 2022;
- Issuing news release and initial social media advisory – last week of April 2022;
- Sending direct mail postcard to all ‘homes with lawns’ about changes to lawn watering regulations;
- Publishing a Metro Vancouver Chair Update article regarding DWCP revisions – May 2022; and
- We Love Water conservation campaign with a lawn watering focus – July long weekend to Labour Day 2022.

Thank You:

Your support in expediting bylaw amendments and in ramping up enforcement programs, supplemented by strong education and communication programming, will encourage increased conservation and help maximize the potential seasonal water demand reductions projected as a result of these *Drinking Water Conservation Plan* revisions.

Technical Contact:

Lucas Pitts, Director, Policy Planning and Analysis, Water Services
Phone: 604-436-6891 or email: Lucas.Pitts@metrovancover.org.

Communication Contact:

Larina Lopez, Division Manager, Corporate Communications, External Relations
Phone: 604-451-6673 or email: Larina.Lopez@metrovancover.org.

Yours sincerely,



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

JWD/MT/na

- Encl: 1. Metro Vancouver *Drinking Water Conservation Plan (Doc# 23019327)*
2. Region-wide Guide for Enforcement of Metro Vancouver's *Drinking Water Conservation Plan (Doc# 25281540)*