



VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES

March 28, 2022



This meeting was held via Zoom Teleconference and was recorded.

Council in Attendance

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

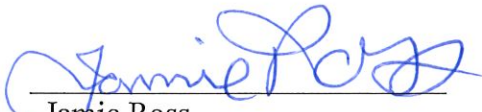
13. ADJOURNMENT

Moved by: Councillor Clark
Seconded by: Councillor Wilder

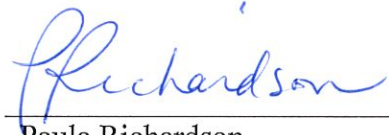
That the March 28, 2022 Regular Meeting be adjourned at 11:26 pm.

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, 2022 was adjourned. All unfinished business will come forward at a subsequent Regular Council meeting.