



VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES

June 6, 2022



This meeting was held via Zoom Teleconference.

**Council in Attendance**

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

**Staff in Attendance**

Dennis Back, Acting Chief Administrative Officer  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Paula Richardson, Acting Corporate Officer  
Sartaj Grewal, Building Official (departed the meeting at 8:30 pm)

**Others in Attendance**

Ken Bjorgaard, Financial Consultant (departed the meeting at 7:12 pm)  
Richard White, RWPAS Ltd. Planning Consultant (departed the meeting at 7:49 pm)

**1. CALL TO ORDER**

Mayor Ross called the meeting to order at 7:04 pm

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, June 6, 2022**

Moved by: Councillor Clark  
Seconded by: Councillor Snell

That the agenda for the Regular Council Meeting, June 6, 2022 be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, May 24, 2022**

Moved by: Councillor Drake  
Seconded by: Councillor Snell

That the minutes from the Regular Council Meeting held May 24, 2022, be adopted.

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

No items.

**5. REPORTS****5.1** Ken Bjorgaard, Financial Consultant, report dated June 6, 2022, regarding 2021 Statement of Financial Information (SOFI)

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

Moved by: Councillor Drake

Seconded by: Councillor Clark

That the Village of Belcarra's 2021 Statement of Financial Information (SOFI) report be approved; and

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

**CARRIED**

Ken Bjorgaard departed the meeting at 7:12 pm.

**5.2** Dennis Back, Acting Chief Administrative Officer, report dated June 6, 2022, regarding Metro Vancouver Request for Acceptance of Metro 2050 (Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022)

D. Back provided an overview of the report noting that Metro Vancouver is required under the *Local Government Act* to refer the draft Regional Growth Strategy to all member jurisdictions for acceptance prior to adoption.

Richard White discussed Council and resident queries with regard to:

- How the Metro 2050 RGS relates to the ongoing Official Community Plan review
- Subdivision of properties in the region
- Regional services for sanitary sewer and water systems
- The possibility of increased water supply to provide adequate fire fighting capability
- Implications regarding road connectivity between Farrer Cove, Belcarra North & South

Council discussed Option 2 of the report: The Draft RGS is a significant document and there may be aspects of the Plan important to Council members that Staff have not addressed. A referral back to staff to elaborate on specific aspects of the Plan will allow this work to be done with a report back to Council.

Council noted two items in particular be included in a report back; the likelihood of increased water to ensure adequate firefighting capacity and the connection to Farrer Cove, Belcarra North to Belcarra South.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That the Metro Vancouver draft Regional Growth Strategy 2050 be referred back to staff for further review relative to Belcarra's water system and fire fighting capacity, as well as the lack of road connectivity to Farrer Cove, and further report to Council.

**CARRIED**

Richard White departed the meeting at 7:49 pm.

**5.3** Sartaj Grewal, Building Official, report dated June 6, 2022, regarding Remedial Action Requirement Site Inspection – Lot A, Twin Island

S. Grewal outlined the report noting that an inspection was performed at the site on May 31, 2022 and found the property had been brought into compliance with the remedial order.

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That the Remedial Action Requirement Site Inspection – Lot A, Twin Island report, dated June 6, 2022, be received for information.

**CARRIED**

**5.4** Dennis Back, Acting Chief Administrative Officer, report dated June 6, 2022, regarding Fire Sprinklering Requirements

D. Back outlined the report noting that the purpose of the report is to seek Council authorization to proceed with a Local Authority Variation to establish mandatory fire sprinklering for new construction and major renovations, and to approve connections to the municipal water system for fire sprinklering only.

Discussion ensued with regard to:

- The Community Wildfire Resiliency Plan (CWWRP) developed by BA Blackwell
- Discussions with the Province in regard to fire sprinklering requirements
- The Technical Standards in the Provincial Building Code and how the standards apply in Belcarra
- The preparation of a letter to be provided with building permit applications to encourage the installation of sprinkler systems
- Roof sprinklering systems
- The work the Province is currently conducting related to a tiered approach to sprinkler requirements
- Safety with regard to residential water connections for sprinkler use only

Moved by: Councillor Drake

Seconded by: Councillor Clark

THAT Council request

- a. Staff to pursue a Local Authority Variation to the Province to authorize Belcarra to impose a mandatory sprinklering requirement for all new construction, and major renovations above a specified level.
- b. Staff to report back on the estimated cost associated with any external resources required to complete the Local Authority Variation application.
- c. Staff to bring forward an amendment to the fees and charges bylaw to establish a rate for residents to connect to the municipal water system for fire sprinklering only.

(amended)

Discussion ensued with regard to the three items in the motion and the work the Province is conducting on the issue.

Moved by: Councillor Snell  
 Seconded by: Councillor Clark

That the foregoing motion be TABLED pending the outcome of the Building and Safety Standards Branch work on the issue of fire sprinklers.

(amended)

Moved by: Councillor Drake  
 Seconded by: Councillor Wilder

That the tabling motion be amended to delete recommendation c.

**CARRIED**  
**Councillor Snell voted in opposition**

The motion to TABLE, as amended, was then voted on and

**CARRIED**

The Main Motion, to approve recommendation c, was then voted on and

**CARRIED**  
**Mayor Ross & Councillor Clark voted in opposition**

Sartaj Grewal departed the meeting at 8:30 pm.

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

### **6.1 Mayor's Report**

- Hike for Hospice Run Sunday, May 29, 2022
  - Mayor Ross noted that it was a pleasure to join members of the community to support the Crossroads Hospice Society at the Hike for Hospice Run.
- Mayor Ross attended the Lunch with Leaders, Chamber of Commerce Event – June is National Indigenous Peoples History Month with guest speaker Ed Hall Chief of the Kwikwetlem First Nation, held on Thursday June 2, 2022
- Mayor Ross attended a lunch meeting with MLA Rick Glumac on Monday, June 6, 2022

### **6.2 Councillor Drake, Notice of Motion from Regular Council meeting held May 24, 2022**

Councillor Drake outlined the motion with regard to a proposed Council workshop on the water system. Discussion ensued related to the format of the workshop.

Moved by: Councillor Drake  
 Seconded by: Councillor Wilder

That staff be requested to organize a Council workshop, open to the public, on the water system to inform Council of the operation and ongoing work to improve the system.

**CARRIED**  
**Councillor Snell voted in opposition**

**6.3 Councillor Drake, report dated May 24, 2022, regarding Council Correspondence Policy**

Councillor Drake outlined the report and the purpose of the policy to propose a clear and consistent process for the treatment of incoming correspondence addressed to Mayor and Council.

Discussion ensued. It was noted that Council Procedure Bylaw No. 593, 2021 provides deadlines for submission of items to be included in the agenda.

Moved by: Councillor Drake  
Seconded by: Councillor Wilder

That staff be requested to bring forward a Corporate Policy on incoming correspondence addressed to Mayor and Council, and the process for handling such correspondence.

**CARRIED**

**6.4 Official Community Plan Review Committee Minutes – April 6, 2022**

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the Official Community Plan Review Committee Minutes from the meeting held on April 6, 2022, be received for information.

**CARRIED**

**The meeting recessed at 8:57 pm and reconvened at 9:07 pm.**

**7. REPORT FROM ACTING CHIEF ADMINISTRATIVE OFFICER****7.1 2021 Annual Report**

D. Back advised that the 2021 Annual Report is available on the Village website and at the Village office for public review and comment. The 2021 Annual Report will be advertised in the TriCity News, as per the *Community Charter*, and a link to the report on the website was sent to the Resident email notification list on Friday, June 3, 2022. The 2021 Annual Report will be considered by Council at the Regular Council meeting scheduled for June 20, 2022.

**7.2 Wildlife Activity**

D. Back invited S. Novak to provide an update on the bear activity at WARD. S. Novak noted that 3 bears have been frequenting the WARD facility and that residents were notified via the Resident email notification list and a notice posted on the Village website. Residents were asked to be diligent in keeping the bin lids closed and use caution when visiting WARD. Public Works staff will continue to work on the issue and keep residents informed of the situation.

**8. BYLAWS****8.1 Village of Belcarra Public Notice Bylaw No. 602, 2022**

Moved by: Councillor Drake  
 Seconded by: Councillor Clark

That Village of Belcarra Public Notice Bylaw No. 602, 2022, be amended by removing the following under “**3. METHODS**”:

“d. The posting of the notice at the bus shelters and the Waste and Recycling Depot in the Village.”; and

That the “Village of Belcarra Public Notice Bylaw No. 602, 2022”, be read a second and third time as amended.

**CARRIED****8.2 Village of Belcarra Election and Assent Voting Bylaw No. 601, 2022**

Moved by: Councillor Clark  
 Seconded by: Councillor Wilder

That “Village of Belcarra Election and Assent Voting Bylaw No. 601, 2022” be adopted.

**CARRIED****9. CORRESPONDENCE/PROCLAMATIONS**

Moved by: Councillor Clark  
 Seconded by: Councillor Drake

That correspondence items 9.1 to 9.5 be received.

**CARRIED****ACTION ITEMS**

No items.

**INFORMATION ITEMS**

**9.1** Cindy Nault, Planning Projects Coordinator, TransLink, letter dated May 11, 2022, regarding Transport 2050 Regional Transportation Strategy (full report available at the Village office)

**9.2** Peter McCartney, Climate Campaigner, Wilderness Committee, letter dated May 12, 2022, regarding “What’s a Climate Community Look Like?” (full report available at the Village office)

**9.3** Inspector Darren Carr, Acting/OIC – Coquitlam RCMP, letter dated May 13, 2022, regarding Law Enforcement Torch Run Mayor Invitation

Councillor Drake advised that he attended the RCMP Law Enforcement Torch Run on behalf of the Village. He noted that the event was well attended and was in support of the Special Olympics.

**9.4** Sasha Prynne, Program Officer, Local Government Program Services, UBCM, letter dated May 22, 2022, regarding 2020 Housing Needs Report – Village of Belcarra Housing Needs Assessment

**9.5** Kerri Palmer Isaak, School Trustee, School District 43 (Coquitlam), letter dated May 28, 2022, regarding School Trustee Update

**10. NEW BUSINESS****Information Document – Sprinkler Installation**

Councillor Drake noted that an information document should be provided to new builders for construction or renovation projects to encourage sprinkler system installation. Discussion ensued.

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That staff be requested to prepare an information document to be provided to those building new homes or considering a major renovation explaining why in Belcarra it would be wise to install sprinklers in the building.

**CARRIED****11. PUBLIC QUESTION PERIOD**

Joe Elworthy, Belcarra Resident, queried with regard to the process of Council motions.

Deborah Struk, Belcarra Resident, queried with regard to:

- The subject of the meeting between Mayor Ross and MLA Rick Glumac
- Whether the water workshop will be open to the public and if the meeting will be in person at the Village hall, virtual or hybrid

Sherry Chisholm, Belcarra Resident, queried with regard to the reason for the Closed meeting of June 6, 2022.


**12. ADJOURNMENT**

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That the June 6, 2022 Regular Meeting be adjourned at 9:39 pm

**CARRIED**

Certified Correct:

  
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Jamie Ross  
Mayor  
\_\_\_\_\_  
Paula Richardson  
Acting Corporate Officer