



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MEETING AGENDA  
Village Hall  
September 9, 2024  
7:00 PM**



*This meeting is live streamed and recorded by the Village of Belcarra  
To view the meeting click: [Village of Belcarra - YouTube](#)*

*Note: This agenda is also posted on the Village's website at [www.belcarra.ca](http://www.belcarra.ca)*

The purpose of a Council meeting is to enact powers given to Council by using bylaws or resolutions. This is the venue for debate of issues before voting on a bylaw or resolution.

*We wish to acknowledge that this meeting is taking place on the unceded territory of the Coast Salish Peoples. Tum-Tumay-Whueton, or Belcarra, is home to an ancestral village of the Tseil-Waututh Nation. We are thankful to conduct our work within their territory.*

## **COUNCIL**

Mayor Jamie Ross  
Councillor Carolina Clark  
Councillor Joe Elworthy  
Councillor Janet Ruzycki  
Councillor Liisa Wilder

### **1. CALL TO ORDER**

### **2. APPROVAL OF THE AGENDA**

### **3. ADOPTION OF MINUTES**

#### **3.1 Special Council Meeting, July 22, 2024 and July 24, 2024**

##### **Recommendation:**

That the minutes from the Special Council Meetings held July 22, 2024 and July 24, 2024 be adopted.

#### **3.2 Regular Council Meeting, July 22, 2024**

##### **Recommendation:**

That the minutes from the Regular Council Meeting held July 22, 2024 be adopted.

### **4. PUBLIC INPUT (15 minutes)**

*A period of fifteen (15) minutes will be made available on each Regular Council Meeting Agenda for members of the public to make submissions to Council. Any person wishing to speak during Public Input Period must so indicate by raising their hand. Each person will be permitted 2 minutes to comment on items presented on the agenda. A second opportunity to speak is permitted when all other interested parties have had an opportunity to provide their comments. Comments must be directed to the Chair of the meeting and not to individual members of Council. Public Input Period is a venue for submissions in the form of statements. Questions can be directed to Question Period at the end of the agenda.*

**5. DELEGATIONS****6. ITEMS ON CONSENT AGENDA**

*Council may adopt in one motion all recommendations appearing on the Consent Agenda, or prior to the question on the vote, any Council member may request that an item be removed from the Consent Agenda and placed in Section 7 for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.*

**6.1 Correspondence**

**6.1.1** Kerri Palmer Isaak, School District 43 Trustee, Community Update Newsletter for Belcarra and Anmore.

**6.1.2** Mike Hurley, Chair, Metro Vancouver Board, letter dated August 20, 2024 regarding Metro 2050 a proposed Type 3 amendment to the City of Surrey for a 1.3 hectare site comprising one property located on 128 Street in the Newton area.

The full report can be viewed at the link below:

[MVRD Board report dated June 3, 2024, titled "Metro 2050 Type 3 Proposed Amendment – City of Surrey \(7880 128 Street\) \(pg. 498\)](#)

**6.1.3** Kermit Dahl, Mayor, City of Campbell River, letter dated August 26, 2024 addressed to The Honourable David Eby, Premier, regarding an urgent request for Provincial support in addressing homelessness in Campbell River.

**6.1.4** Paul Horn, Mayor, City of Mission, letter dated August 29, 2024 addressed to The Honourable David Eby Premier, regarding infrastructure investment for complete communities.

**6.2 Reports****6.3 Recommendation to Receive Items on Consent**

That the items on the Consent Agenda of the September 9, 2024 Village of Belcarra Regular Council Meeting be received into the record.

**7. ITEMS REMOVED FROM THE CONSENT AGENDA****8. CORRESPONDENCE/PROCLAMATIONS (ACTION ITEMS)****9. UNFINISHED BUSINESS**

**10. STAFF REPORTS**

- 10.1** Paula Richardson, Chief Administrative Officer, report dated September 9, 2024 regarding the West Road Recreational Site.

**Recommendation:**

That staff be directed to engage a project manager to allow for further work to be carried out on the West Road Recreational Site.

**11. BYLAWS****11.1 Fire Prevention and Regulation****11.1a Village of Belcarra Fire Prevention and Regulation Bylaw No. 627, 2024**

A bylaw for the prevention and suppression of fires, for regulating personal conduct at fires, and for authorization of permits in the Village of Belcarra

**11.1b Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 629, 2024**

A bylaw to amend fees and charges for services

**11.1c Village of Belcarra Bylaw Notice Enforcement No. 520, 2018, Amendment Bylaw No. 630, 2024**

An amendment bylaw to amend penalties of bylaw enforcement notices in conjunction with Village of Belcarra Bylaw Adjudication Registry

**Recommendation:**

That Village of Belcarra Fire Prevention and Regulation Bylaw No. 627, 2024 be adopted; and

That Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 629, 2024 be adopted; and further

That Village of Belcarra Bylaw Notice Enforcement Bylaw No. 520, 2018, Amendment Bylaw No. 630, 2024 be adopted.

**12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS**

No items

**13. MAYOR AND COUNCILLOR REPORTS**

Mayor Ross attended the following events:

- TransLink Mayors' Council – July 25, 2024
- Metro Vancouver Regional Parks Committee – September 4, 2024
- Metro Vancouver Climate Action Committee – September 5, 2024
- Sasamat Volunteer Fire Department Board of Trustees Meeting – September 5, 2024
- CRAB "Potluck in the Park" – September 8, 2024

**13.1. CHIEF ADMINISTRATIVE OFFICER REPORT**

- Update on Active Transportation Network Plan Request for Proposal
- Public Engagement on Metro Vancouver's 2025 Budget & Five Year Financial Plan
- Buntzen Lake Roadwork

**14. OTHER MATTERS DEEMED EXPEDIENT**

**15. NOTICES OF MOTIONS AND MATTERS FOR INTRODUCTION AT FUTURE MEETINGS**

**16. PUBLIC QUESTION PERIOD**

*The public is invited to ask questions of Council regarding any item pertaining to Village business. A person wishing to make a submission will be limited to two (2) minutes and the submission must be in the form of a question. A second opportunity to ask a follow up or new question is permitted if no one else is waiting to participate. Questions, including follow up questions, must be directed to the Chair of the meeting and not to individual members of Council or staff. If a question(s) to staff arises during Public Question Period, the question(s) must be addressed to the Chair and the Chair can request clarification from staff.*

*The total session is limited to 20 minutes and will be completed by 11:00 pm unless extended with approval of Council through an affirmative vote.*

**17. ADJOURNMENT**



**VILLAGE OF BELCARRA  
SPECIAL COUNCIL MEETING MINUTES**

**July 22, 2024**



This meeting was held in Council Chambers

**Council in Attendance**

Mayor Jamie Ross  
Councillor Carolina Clark  
Councillor Joe Elworthy  
Councillor Janet Ruzycki  
Councillor Liisa Wilder

**Staff in Attendance**

Paula Richardson, Chief Administrative Officer  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Amanda Seibert, Corporate Officer/Recording Secretary

*We wish to acknowledge that this meeting took place on the unceded territory of the Coast Salish peoples. Tum-Tumay-Whueton, or Belcarra, is home to an ancestral village of the Tsleil-Waututh Nation. We are thankful to conduct our work within their territory.*

**1. CALL TO ORDER**

The meeting was called to order at 5:01 pm

**2. APPROVAL OF THE AGENDA**

**2.1 Special Council Meeting, July 22, 2024**

Moved by: Councillor Ruzycki  
Seconded by: Councillor Clark

**That the agenda for the Special Council Meeting of July 22, 2024 be approved.**

**CARRIED**

**3. RESOLUTION TO MOVE INTO CLOSED COUNCIL MEETING**

Moved by: Councillor Ruzycki  
Seconded by: Councillor Clark

**That the July 22, 2024 special meeting of Council be closed pursuant to Sections 90(1) and 90(2) of the *Community Charter* as the subject matter being considered relates to the following:**

Section 90(1)(g) Potential litigation affecting the municipality.

Section 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**CARRIED**

**4. ADJOURNMENT**

Moved by: Councillor Clark  
Seconded by: Councillor Ruzycki

**That the July 22, 2024 Special Council Meeting be adjourned.**

**CARRIED**

The meeting was adjourned at 5:03 pm

Certified Correct:

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Jamie Ross  
Mayor

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Amanda Seibert  
Corporate Officer



**VILLAGE OF BELCARRA  
SPECIAL COUNCIL MEETING MINUTES  
July 24, 2024**



This meeting was held in Council Chambers

**Council in Attendance**

Councillor Carolina Clark  
Councillor Joe Elworthy  
Councillor Janet Ruzycki  
Councillor Liisa Wilder (participated via Zoom)

Note: Mayor Ross was not in attendance.

**Staff in Attendance**

Paula Richardson, Chief Administrative Officer  
Stewart Novak, Public Works and Emergency Preparedness Coordinator  
Amanda Seibert, Corporate Officer/Recording Secretary

**Others in Attendance**

Ken Bjorgaard, Facilitator/Financial Consultant

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**1. CALL TO ORDER**

The meeting was called to order at 4:58 pm

**2. APPROVAL OF THE AGENDA**

**2.1 Special Council Meeting, July 24, 2024**

Moved by: Councillor Clark  
Seconded by: Councillor Elworthy

**That the agenda for the Special Council Meeting of July 24, 2024 be approved.**

**CARRIED**

**3. RESOLUTION TO MOVE INTO CLOSED COUNCIL MEETING**

Moved by: Councillor Clark  
Seconded by: Councillor Elworthy

**That the July 24, 2024 special meeting of Council be closed pursuant to Sections 90(1) and 90(2) of the *Community Charter* as the subject matter being considered relates to the following:**

**Section 90(1)(l) Discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].**

**Section 90(1)(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.**

**CARRIED**

**4. ADJOURNMENT**

Moved by: Councillor Clark  
Seconded by: Councillor Elworthy

**That the July 24, 2024 Special Council Meeting be adjourned.**

**CARRIED**

The meeting was adjourned at 5:00 pm

Certified Correct:

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Janet Ruzycki  
Acting Mayor

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Amanda Seibert  
Corporate Officer





**VILLAGE OF BELCARRA**  
**REGULAR COUNCIL MEETING MINUTES**  
**July 22, 2024**



This meeting was held in Council Chambers and live streamed at  
[Village of Belcarra - YouTube](#)

**Council in Attendance**

Mayor Jamie Ross  
 Councillor Carolina Clark  
 Councillor Joe Elworthy  
 Councillor Janet Ruzycki  
 Councillor Liisa Wilder (participated via Zoom)

**Staff in Attendance**

Paula Richardson, Chief Administrative Officer  
 Stewart Novak, Public Works & Emergency Preparedness Coordinator  
 Amanda Seibert, Corporate Officer/Recording Secretary  
 Jane Dreier, Clerk

**Others in Attendance**

Ken Bjorgaard, Financial Consultant (participated via Zoom)  
 Matt Gibson, P.Eng. ISL Engineering and Land Services Ltd. (participated via Zoom)

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**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, July 22, 2024**

Moved by: Councillor Clark  
 Seconded by: Councillor Elworthy

**That the agenda for the Regular Council Meeting of July 22, 2024 be approved as circulated.**

**CARRIED**

**3. ADOPTION OF MINUTES****3.1 Regular Council Meeting, July 8, 2024**

Moved by: Councillor Ruzycki

Seconded by: Councillor Clark

**That the minutes from the Regular Council Meeting held on July 8, 2024 be adopted.**

**CARRIED**

**4. PUBLIC INPUT**

The Chief Administrative Officer reviewed the process for public input. She advised that questions or comments pertaining to the Official Community Plan Bylaw brought forward at the April 8, 2024 Public Hearing will not be considered

Penny Moen, Belcarra resident, commented on the remediation planned for Marine Drive. She stated that residents are currently permitted to park off the pavement and expressed that she was hopeful that these plans will not impact parking on the road.

**5. DELEGATIONS AND PRESENTATIONS**

No items

**6. ITEMS ON CONSENT AGENDA****6.1 Correspondence**

**6.1.1** Sydney Murphy, Executive Assistant to the Mayor, Mayor's Office, District of Saanich, email dated July 11, 2024 providing a resolution sent to the Union Of British Columbia Municipalities (UBCM) regarding the establishment of funding for climate action ecosystem restoration for BC Hydro projects.

**6.1.2** Ralph Drew, Belcarra resident, email dated July 14, 2024 regarding water main looping in the Village of Belcarra's water system.

**6.1.3** Ian Devlin, Belcarra resident, email dated July 15, 2024 regarding the drainage issues along Marine Drive.

**6.2 Reports**

No items

**6.3 Recommendation to Receive Items on Consent**

Moved by: Councillor Elworthy

Seconded by: Councillor Ruzycki

**That the items on the Consent Agenda of the July 22, 2024 Village of Belcarra Regular Council Meeting be received into the record.**

Councillor Ruzycki requested that Item 6.1.3 be removed from the Consent Agenda to allow for discussion.

With no other requests to remove items forthcoming, the Mayor called the question on the motion.

**CARRIED**

## **7. ITEMS REMOVED FROM THE CONSENT AGENDA**

### **6.1.3 Ian Devlin, Belcarra resident, email dated July 15, 2024 regarding the drainage issues along Marine Drive.**

Councillor Ruzycki requested information on the current and past process of dealing with water runoff from private property.

The Public Works and Emergency Preparedness Coordinator provided information on the process. He advised that the Village currently does not require property owners of existing driveways to deal with water runoff unless driveway access is changed, or a complaint is lodged.

Further discussion ensued on runoff from driveways.

## **8. CORRESPONDENCE/PROCLAMATIONS (ACTION ITEMS)**

### **8.1 Kaelan D'Sena, Member Services Manager, Lifesaving Society – BC & Yukon Branch, email dated July 11, 2024 requesting that the Village of Belcarra proclaim July 21-27, 2024 as National Drowning Prevention Week.**

Moved by: Councillor Elworthy  
Seconded by: Councillor Clark

**That the week of July 21 to 27, 2024 be proclaimed National Drowning Prevention Week in the Village of Belcarra.**

**CARRIED**

## **9. UNFINISHED BUSINESS**

**Note:** The motion on the floor as Item 9.2 was deferred from the July 8, 2024 Council Meeting. The staff report dated July 8, 2024 is attached for reference. As part of the deferral, staff was directed to provide information on drainage issues on Marine Avenue. A report outlining the requested information is provided as Item 9.1.

### **9.1 Stewart Novak, Public Works & Emergency Preparedness Coordinator, staff report dated July 22, 2024 regarding Marine Avenue road repair and an ISL Engineering drainage review.**

The Public Works & Emergency Preparedness Coordinator reviewed the report.

The Engineer provided an in-depth outline of the work done by ISL and Public Works staff to review drainage works on Marine Avenue. He also advised on works which can be incorporated to mitigate runoff from driveways on Marine Avenue which would include rain curbing.

The Public Works & Emergency Preparedness Coordinator advised on a budget increase resulting from the installation of rain curbing.

Moved by: Councillor Clark  
Seconded by: Councillor Ruzycki

**That the staff report dated July 22, 2024 titled “Marine Avenue Road Repair, ISL Drainage Review” be received into the record for information.**

**CARRIED**

- 9.2** Motion deferred from the July 8, 2024 Regular Council Meeting from a staff report dated July 8, 2024 by Stewart Novak, Public Works & Emergency Preparedness Coordinator, regarding Marine Avenue Road Repair, Design & Estimate

**MAIN MOTION (as deferred)**

Moved by: Councillor Elworthy  
Seconded by: Councillor Ruzycki

**That ISL Engineering’s detailed design and class B cost estimate for the Marine Avenue Road repair be approved; and**

**That staff proceed to Request for Proposal (RFP) for the final cost estimates; and**

**That the 2024 capital budget for the Marine Avenue Road project be increased by \$217,811 to \$468,222 (\$250,411 + \$217,811) with the additional funding for the \$217,811 coming from the Community Works Reserve Fund; and further**

**That the 2024 – 2028 Financial Plan be amended accordingly.**

**MOTION TO AMEND**

Moved by: Councillor Elworthy  
Seconded by: Councillor Clark

**That the motion be amended to add the text “that the cost to add the curbing for the low side and driveways on Marine Avenue in the amount of \$25,000.00 (including a 20% contingency) be approved.**

**AMENDMENT CARRIED**

**MAIN MOTION AS AMENDED**

**That ISL Engineering’s detailed design and class B cost estimate for the Marine Avenue Road repair be approved; and**

**That staff proceed to Request for Proposal (RFP) for the final cost estimates; and**

**That the 2024 capital budget for the Marine Avenue Road project be increased by \$217,811 to \$468,222 (\$250,411 + \$217,811) with the additional funding for the \$217,811 coming from the Community Works Reserve Fund; and**

**That the cost to add rain curbing for the low side and driveways on Marine Avenue in the amount of \$25,000.00 (including a 20% contingency) be approved; and further**

**That the 2024 – 2028 Financial Plan be amended accordingly.**

**MAIN MOTION AS AMENDED CARRIED**

**10. STAFF REPORTS**

- 10.1** Amanda Seibert, Corporate Officer, staff report dated July 22, 2024 regarding a proposed new fire prevention and regulation bylaw and required amendments to the Fees and Charges Bylaw and the Bylaw Notice Enforcement Bylaw.

The Corporate Officer reviewed the staff report. She advised that the proposed fire prevention and regulation bylaw was a collaboration between Village staff and the Sasamat Volunteer Fire Department (SVFD) Fire Chief and is intended to replace an outdated Belcarra fire prevention bylaw and allow for consistency with the Village of Anmore's bylaw.

SVFD Fire Chief Sharpe attended the meeting and addressed questions and concerns put forward by members of Council.

Moved by: Councillor Clark  
Seconded by: Councillor Ruzycki

**That Village of Belcarra Fire Prevention and Regulation Bylaw No. 627, 2024 be read a first, second and third time; and**

**That Village of Belcarra Fees and Charges Bylaw No. 517, 2018, Amendment Bylaw No. 629, 2024 be read a first, second and third time; and**

**That Village of Belcarra Bylaw Notice Enforcement Bylaw No. 520, 2018, Amendment Bylaw No. 630, 2024 be read a first, second and third time; and further**

**That Village of Belcarra Open Burning Policy 5.04.02B be repealed.**

**CARRIED**

- 10.2** Ken Bjorgaard, Financial Consultant, report dated July 22, 2024 providing a budget variance report based on results to June 30, 2024.

The Financial Consultant reviewed the report. He advised that the report is the first budget variance report of the year and is meant to indicate where the Village is in terms of spending compared to the budget and where it may be heading in terms of spending. He reviewed the summaries for each operating fund and responded to questions from Council.

Moved by: Councillor Clark  
Seconded by: Councillor Ruzycki

**That the report dated July 22, 2024 titled "Budget Variance Report Based on Results to June 30, 2024" be received into the record for information.**

**CARRIED**

**11. BYLAWS**

No items

**12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS**

No items

**13. MAYOR AND COUNCILLOR REPORTS**

Mayor Ross attended the following events:

- Port Coquitlam Community Foundation –Croquet for Community - July 11, 2024
- TransLink Mayors' Council Public Affairs & Governance Committee - July 12, 2024
- Metro Vancouver Regional Parks Committee Meeting - July 17, 2024

**13.1 CHIEF ADMINISTRATIVE OFFICER'S REPORT**

The Chief Administrative Officer advised that a Finance Standing Committee Meeting is scheduled for July 24, 2024 at 7:00 pm and can be watched on YouTube or residents can attend in person. She also advised that the July 22, 2024 Council Meeting is the last meeting of Council prior to the August break. She thanked residents for attending Council meetings and wished all a healthy and safe summer.

**14. OTHER MATTERS DEEMED EXPEDIENT**

No items

**15. NOTICES OF MOTION AND MATTERS FOR INTRODUCTION AT FUTURE MEETINGS**

No items

**16. PUBLIC QUESTION PERIOD**

The Chief Administrative Officer reviewed the process for public question period. She advised that questions or comments pertaining to the Official Community Plan Bylaw brought forward at the April 8, 2024 Public Hearing will not be considered

Jim Chisholm, Belcarra resident, asked when a road end report can be expected and what it was costing the Village to use Pooni Planning.

The Chief Administrative Officer advised that a review of material is being undertaken and a report will be provided.

Jim Chisholm, Belcarra resident, questioned why it is not mandatory for property owners to deal with runoff from their driveways. He referred to the driveway of WARD as having a large amount of runoff.

The Public Works and Emergency Preparedness Coordinator advised that Public Works staff is aware of runoff from driveways in the Village and will continue to address issues as they arise.

**17. ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the July 22, 2024 Regular Council Meeting be adjourned.

**CARRIED**

The meeting was adjourned at 8:16 pm

Certified Correct:

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Jamie Ross  
Mayor

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Amanda Seibert  
Corporate Officer



Trustee: Kerri Palmer Isaak , [KPalmerIsaak@sd43.bc.ca](mailto:KPalmerIsaak@sd43.bc.ca) School Trustee Update June 2024

With the end of our 2023 /2024 school year in site. I want to wish all families and students a relaxing summer break.

I want to say a special thank you to Heritage Woods, I appreciate being part of your graduation ceremony. This year was the coldest I have attended with lots of very cold handshakes and some blue lips, still smiling!

This week we have Anmore Elementary and Eagle Mountain Leave Taking Ceremonies with grade 5's and 8's moving up.

Thank you to the community volunteers that help with the Enchantment Project ( in its 16th year) . Making sure all grads have gowns, shoes, photos makeup for their big day. All generously supported and donated by PLEA, the Tri City Soroptomists, our SD43 Youth workers and volunteers.

Last month Eagle Mountain hosted a celebration for their 10th anniversary. Former principal Nancy Bennet presented a slide show with construction photos and list of obstacles the school build had faced. It took 3 years of very vocal community advocacy to secure funding then we faced some significant challenges : steep slope, fire service, access, to name just a few. 10 years later we have a fantastic school in our community and the 40 min convoy of 700+ students on school busses to Moody Middle is a distant memory.

In May we passed our 2024 budget after consultation with all partner groups and our public meetings. We have managed to eliminate lay off / recall again this year creating consistent staffing and stability.

Our Assistant Superintendent Stephen Wiffin presented to the Board on navigating AI ( artificial intelligence) in education and the need for advances in Cyber Security to protect information.

We had a presentation on cell phone use in schools at our last board meeting. Details will be circulated for the new school year to all students and families. You may also reach out to your teacher or principal with any concerns.

Summer Learning is starting soon and there are some spaces still available!!

Please visit the SD43 website for information on the budget and the Superintendent's update. The [www.sd43.bc.ca](http://www.sd43.bc.ca) website is updated regularly and a great resource for families.

<https://sd43foundation.org/>

I wanted to share with Villagers that I am a director for the SD43 Education Foundation. The SD43 Foundation supports programs and services delivered in SD43. We have 4 specific areas or pillars we focus our resources on below. The Foundation site has more information about donations and funding applications.



FOOD SECURITY



MUSIC & ARTS



EXTRAORDINARY PROGRAMMING



ATHLETICS



**SD43Education**  
FOUNDATION

Please feel free to contact me by email or phone

Kerri Palmer Isaak School Trustee Anmore Belcarra [KPalmerIsaak@sd43.bc.ca](mailto:KPalmerIsaak@sd43.bc.ca)  
604-861-0521



Office of the Chair  
Tel. 604-432-6215 or via Email  
[CAOAdministration@metrovancouver.org](mailto:CAOAdministration@metrovancouver.org)

August 20, 2024

File: CR-12-01  
Ref: RD 2024 07 26

Mayor Jamie Ross and Council  
Village of Belcarra  
4084 Bedwell Bay Rd  
Belcarra, BC V3H 4P8  
VIA EMAIL: [jross@belcarra.ca](mailto:jross@belcarra.ca); [belcarra@belcarra.ca](mailto:belcarra@belcarra.ca)

Dear Mayor Jamie Ross and Council:

**Metro 2050 Type 3 Proposed Amendment – City of Surrey (7880 128 St)**

*Metro 2050*, the regional growth strategy, is the regional federation's plan for managing growth coming to Metro Vancouver in a way that: protects important lands like agriculture, ecologically important and industrial lands; contains growth within an urban containment boundary and directs it to transit oriented locations; and supports the efficient provision of utilities and transit. *Metro 2050* contains six regional and parcel based land use designations that support those objectives. By signing on to *Metro 2050*, if a member jurisdiction aspires to change the land use designation for a site then, as a first step, they have agreed to have the Metro Vancouver Board consider regional implications of the proposed amendment. *Metro 2050* outlines the process for proposed amendments.

The City of Surrey is requesting a Type 3 Amendment to *Metro 2050* for a 1.3-hectare site comprising one property located on 128 Street in the Newton area. The proposed amendment would redesignate the regional land use of the property from Industrial to Employment to accommodate commercial uses, including retail, office space, and a childcare facility. There would be no change to the Urban Containment Boundary.

69664173

At its July 26, 2024 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) passed the following resolution:

*That the MVRD Board:*

- a) initiate the Metro 2050 amendment process for the City of Surrey's requested regional land use designation amendment from Industrial to Employment for the lands located at 7880-128 Street;*
- b) give first, second, and third readings to Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1392, 2024; and*
- c) direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.*

The proposed amendment is a Type 3 amendment to *Metro 2050*, which requires that an amendment bylaw be passed by the MVRD Board by an affirmative 50%+1 weighted vote. For more information on regional growth strategy amendment procedures, please refer to Sections 6.3 and 6.4 in *Metro 2050*. Enclosed is a Metro Vancouver staff report dated June 3, 2024, titled "Metro 2050 Type 3 Proposed Amendment – City of Surrey (7880 128 St)" providing background information and an assessment of the proposed amendment regarding its consistency with *Metro 2050*.

You are invited to provide written comments on the proposed amendment. If you have any questions or wish to comment with respect to the proposed amendment, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391, or by email at [jonathan.cote@metrovancover.org](mailto:jonathan.cote@metrovancover.org) by **October 11, 2024**.

Yours sincerely,



Mike Hurley  
Chair, Metro Vancouver Board

MH/HM/vc

cc: Paula Richardson, Chief Administrative Officer, Village of Belcarra  
Jerry W. Dobrovlny, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNeill, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver

Encl: [MVRD Board report dated June 3, 2024, titled "Metro 2050 Type 3 Proposed Amendment – City of Surrey \(7880 128 St\) \(pg. 498\)](#)



City of Campbell River  
From the Office of the Mayor

August 26, 2024

The Honourable David Eby  
Premier of the Province of British Columbia  
Via email: [Premier@gov.bc.ca](mailto:Premier@gov.bc.ca)

Dear Premier Eby,

**Re: Urgent Request for Provincial Support in Addressing Homelessness in Campbell River**

I am writing to you on behalf of the City of Campbell River to express our deep concern regarding the challenges our community is facing in providing adequate temporary shelter for individuals experiencing homelessness. Provincial case law establishes the obligation of local governments to provide an adequate location for overnight camping (temporary shelter) for unhoused persons. However, the sites currently available on City land are limited and do not fully meet the needs of the community or the individuals who require these services.

For a location for overnight temporary shelter to be adequate, it must be relatively close to services and supports typically accessed by individual experiencing mental health, substance use and other health conditions who are also homeless. The location of these services in Campbell River is primarily in the downtown core. The provincial decision to place these services in proximity of residential, commercial, cultural and recreational assets means the City has very limited options in terms of land availability outside of parking lots, and high value Parks and green spaces enjoyed by our residents and visitors.

Considering these challenges, we respectfully request that the Province of British Columbia take immediate action by making provincially regulated land available for temporary overnight camping in Campbell River. We understand the provincial position on use of sites such as off season use of the Quinsam campground given that the aim is to have such assets available for the recreating public and not set precedent for their use as alternative housing. However, the City would respond that these camp sites are not used during the off season and are typically closed; moreover, the City faces the very same challenge when it comes to use of our Parks and green spaces but is nonetheless forced to move forward with this under the circumstances. The availability of provincial land would greatly enhance our ability to provide safe and appropriate spaces for those in need. In that instance, the City would agree to provide all necessary services including fencing, portable washrooms, garbage bins and removal, contract security, bylaw enforcement and ongoing monitoring.

Furthermore, we ask that the province provide additional funding to expand our winter shelter program. By doing so, we can reduce the demand for temporary overnight shelter, especially during colder

months, and ensure that those without permanent housing have access to safe, warm, and secure environments. We would also like to explore funding availability to establish a Homeless Encampment Action Response Team (HEART) to better integrate the response of the City, RCMP and service providers to homelessness and complement our partnership on the HEARTH rapid housing initiative.

The City of Campbell River is committed to working collaboratively with the provincial government to address the pressing issue of homelessness in our community. We believe that with the province's support, we can make significant progress in providing the necessary resources and spaces to meet the needs of our most vulnerable residents.

We appreciate your attention to this matter and look forward to your prompt response.

Sincerely,

A handwritten signature in blue ink, appearing to read 'K. Dahl', with a stylized flourish at the end.

Kermit Dahl  
Mayor



## OFFICE OF THE MAYOR

FILE: 01-0410-02

August 29, 2024

The Honourable David Eby  
Premier and President of Executive Council  
Via Email: [premier@gov.bc.ca](mailto:premier@gov.bc.ca)

Dear Premier Eby:

**Re: Infrastructure Investment for Complete Communities**

During the City of Mission's Regular Council meeting of August 19, 2024, our Council unanimously carried the following resolution:

1. *That the City of Mission write to the Premier to express:*
  - o *Mission's continued support for the creation of affordable and supportive housing;*
  - o *The need for simultaneous provincial investment in schools, healthcare, safety and infrastructure to sustainably accommodate growth; and*
  - o *Mission's intention to review our housing bylaws after one year to ensure that sustainable growth is occurring; and*
2. *That the letter be copied to all UBCM members.*

The City of Mission acknowledges the significant need for affordable housing in our community and across the entire country. We have witnessed the dramatic increase in people living in unsafe and unstable conditions and are acutely aware of the need to accelerate housing production in the marketplace. Further, we are alert to the visible growth in unhoused persons in our midst, demonstrating the need for more supportive housing options in our community.

Because we share the Province's concerns about housing, we have been hard at work at the local level, finding ways to incentivize the development of affordable housing, accessible medical spaces and supportive housing. In the last four years, we have:

- Created a density bonusing program for builders who create below market housing and medical spaces.
- Authorized Mission's first 11-storey building because it offered 100% affordable housing, as well as community kitchen and laundry space.
- Created our *Neighbourhood Engagement Policy* to improve and expedite community engagement.
- Planned the *Stave Heights Neighbourhood* to add multi-family housing for 3800 people (with many units already under construction).
- Added to our Planning and Building Department staffing and made affordable housing applications a top priority.
- Invested in new software and technology to expedite development and building applications.
- Hosted educational Builders' Forums, in partnership with the Fraser Valley Homebuilders Association, to help builders avoid delays.
- Contributed park space to BC Housing for supportive housing and offered more public land to BC Housing and local agencies.
- Approved and implemented an innovative *Community Wellness Plan* in conjunction with every social and healthcare agency in our City.
- Hosted two housing forums to encourage partnership in developing more below-market housing.
- Dedicated approximately 100 acres (1/3) of land in our Waterfront Revitalization Strategy to multi-family housing.
- Adopted a suite of new policies to ensure affordable housing, including an amnesty program to allow registration of unauthorized secondary suites and a bylaw to protect residents of Mobile Home Parks.

We are doing all we can, with even more work in our pipeline, and it is showing in Mission's dramatic growth numbers. I am absolutely confident that other communities across BC are working with the same earnestness and creativity.

The policy and legislation changes brought forward by your government are sure to have a profound effect on our housing supply, but I hope you will agree with Mission when we say that there is much more that needs to be done to ensure that we are creating not just houses, but homes.

In consultations with our advisory committees, local organizations, and community engagement, we continuously hear a series of challenges that we believe will undermine our

shared housing efforts if not addressed. Three solutions have emerged from this work:

1. **Ensure that the Province funds investments in social and physical infrastructure to facilitate growth.** We cannot continue with the existing and long-standing practice of only adding to schools, healthcare, transit, highways, and policing once demand has reached crisis levels. The development community has expressed these same concerns. People need housing in areas where their children can access schools and medical services. Without simultaneous investments in provincial infrastructure, we will create significant inequities at the community level and will force local governments to accept further downloading.
2. **Address parking concerns in communities that have traditional downtowns that are not-yet-fully transit ready.** Across BC, there are many communities like Mission with constrained downtowns. While the obvious solution to the parking issues of these areas is enhanced transit, it must be acknowledged that working residents and parents simply cannot rely on transit as a substitute for cars at this time. While our community has invested in major transit improvements (with more on the way) we cannot anticipate that residents, workers and consumers in that neighbourhood will be able to entirely rely on transit for their daily mobility. Mission strongly supports Transit-Oriented Development. Indeed, it is fundamental to our Downtown and Waterfront Revitalization initiatives, but we have already been told to expect that multiple in-stream applications will now be altered to remove resident parking. Mission has created a parking plan for the area - grounded in a costly analysis - but the government's policy leaves no room for that evidence to come into our planning.
3. **Restore the dexterity that comes with developer-municipality partnerships in master developments.** As you have recently heard from Coquitlam and Burnaby, many master developments rely on place-making to benefit both existing residents and newcomers. Building around shared public spaces is desirable to the private and public sector, facilitating investment and financing, and allowing for a vision that the public can embrace. Density-bonusing, phased development agreements and other negotiated approaches are needed in our toolkit if we are to realize our Waterfront Revitalization. In short, true density and transit-oriented development will be hampered or halted if we are left with the tool of ACCs. As an example, the expected addition of more than 10,000 home in our master-planned Silverdale area would simply not have been possible were it not for our ability to share staffing costs, arrange for future public lands and establish mechanisms for front-ending underground servicing with Polygon. When it comes to large scale projects, we believe the Province needs to create exceptions wherein win-win negotiations are possible.

The City of Mission may not be the largest municipality in the Province, but we pride ourselves on being progressive and resourceful. We have engaged in master planning for our housing future as far back as 1966. While we support the Province's view that affordable housing must be a priority, we believe it will be much more constructive to work in a collaborative fashion, and to see concomitant development by the province of the physical and social infrastructure that defines healthy communities.

Mission has recently adopted our versions of SSMUH and TOA bylaws, and we will adopt revised DCC and ACC legislation soon. In each case, those new bylaws include a one-year review clause. We will be looking to the Provincial government to ensure that there is room for learning, revision and, most importantly, considerable investment in community-level infrastructure.

Allow me to close by saying, Mission is keen to participate in dialogue. If our City can play a role in providing feedback, data or other insights, please do not hesitate to reach us.

Sincerely,



PAUL HORN  
MAYOR

- Cc. The Honourable Ravi Kahlon, Minister of Housing [HOUS.minister@gov.bc.ca](mailto:HOUS.minister@gov.bc.ca)  
The Honourable Rob Flemming, Minister of Transportation and Infrastructure [Minister.MOTI@gov.bc.ca](mailto:Minister.MOTI@gov.bc.ca)  
The Honourable Pam Alexis, Minister of Agriculture and Food and MLA, Abbotsford-Mission  
[Pam.Alexis.MLA@leg.bc.ca](mailto:Pam.Alexis.MLA@leg.bc.ca)  
Bob D'Eith, MLA, Maple Ridge-Mission D'Eith.MLA, Bob [Bob.Deith.MLA@leg.bc.ca](mailto:Bob.Deith.MLA@leg.bc.ca)  
City of Mission Council  
City of Mission Regular Council Agenda – Correspondence  
UBCM Member Municipalities





## COUNCIL REPORT

File: 2380-20-09

**Date:** September 9, 2024  
**From:** Paula Richardson, Chief Administrative Officer  
**Subject:** West Road Recreational Site License at təmtəmíxʷtən/Belcarra Regional Park (Tennis Courts) - Update

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### Recommendation

That staff be directed to engage a project manager to allow for further work to be carried out on the West Road Recreational Site.

### Purpose

To provide an update on the West Road Recreation Site at təmtəmíxʷtən/Belcarra Regional Park (Tennis Courts).

### Background

Staff received a letter dated July 26, 2024, from Steve Schaffrick, Division Manager, Regional Parks, Central Area, requesting an update on a timeline and description of the proposed project at the West Road Recreational Site License at təmtəmíxʷtən/Belcarra Regional Park (Tennis Courts). In response, Village staff advised that the last Council meeting prior to the August break is July 22, 2024 and that the letter from Regional Parks will be provided to Council at the first meeting in September.

A meeting was held between Village staff and Metro Parks staff on June 26, 2024 with regard to remediation of the tennis court site at təmtəmíxʷtən/Belcarra Regional Park and a discussion related to consulting professionals that will be required to help develop a concept and feasibility plan was held during that meeting. Metro Parks advised that a civil engineer, an environmental consultant as well as an organization specializing in archaeology will be required as part of moving the project forward.

Metro Parks staff provided contact information for Metro Park's preferred archaeological company. *Inlailawatash* provide a range of cultural and renewable resource services to aboriginal and crown governments, communities, private-sector and nonprofit organizations. Village staff met with Sean Connaughton, Senior Manager, Archaeologist, on August 29, 2024 and provided information on file from a past geotechnical survey that was completed in 2018.

Mr. Connaughton advised that a permitting process as well as a referral process with Tsleil-Waututh Nation is required for any disruption of soil at the project site. He suggested that the Village contact Metro Parks for contact information on consultants who have previously done work within the park and may be able to assist the Village with a plan for remediation.

Staff contacted Karin England, Landscape Architect, Parks Design and Development at Metro Parks, to ask for assistance to find a consultant who has done work in the park and is familiar with the permitting process. Ms. England provided contact information which will be followed up by staff after direction is received from Council.

At the upcoming Union of British Columbia Municipalities (UBCM) Conference, staff requested a meeting with the Ministry of Tourism, Culture and Sport to discuss funding streams for the tennis court site. The Village has been granted a meeting with the Honourable Minister Lana Popham during UBCM.

### **Conclusion**

Due to the current staff workload, options for remediation of the tennis court site have not been brought forward although work in the background including meetings and discussions with Metro Vancouver staff have been ongoing. Should staff be directed to prioritize this work, such a project will require a determination of costs to refurbish or reconstruct the site including maintenance and operations costs, meetings with outside agencies required such as archaeological organizations, engineering/environmental consultants, continued meetings with Metro Vancouver staff as well as providing opportunities for the residents of Belcarra to provide input. It is recommended that a project manager will be contracted to allow the Village to bring the project to completion.



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Prepared by Paula Richardson,  
Chief Administrative Officer

The following appendix is hereby attached:

Appendix A Letter dated July 26, 2024 from Metro Vancouver re: West Road Recreation Site

*Regional Parks, Central Area*  
Tel. 604-520-6442 or via Email  
[steven.schaffrick@metrovancover.org](mailto:steven.schaffrick@metrovancover.org)

July 26, 2024

File: PA-03-01-BEL

Paula Richardson, Chief administrative Officer  
Village of Belcarra  
4084 Bedwell Bay Road  
Belcarra, BC V3H 4P8  
**VIA EMAIL:** [prichardson@belcarra.ca](mailto:prichardson@belcarra.ca)

Dear Paula:

#### **West Road Recreation Site at təmtəmíxʷtən/Belcarra Regional Park**

Thank you for your letter dated July 5, 2024 in response to Mike's letter of June 6, 2024 regarding the condition of the recreation site at West Road. We understand from your letter, and based on our discussions at our June 26, 2024 meeting, that the Village plans to work towards re-establishing the licence area as an active recreation site (e.g. tennis/sport courts). You mentioned in our meeting, and in your letter requested, additional time before the Village considers relinquishing the licence area back to Metro Vancouver. While Metro Vancouver can provide the Village additional time, to do so Metro Vancouver will need from the Village a project timeline, including detail of how different phases of the project will unfold.

We discussed at our meeting the Village should seek the assistance of consulting professionals (e.g. civil engineer, environmental consultant) to help develop a concept and feasibility plan. Engagement with səilwətał (Tsleil-Waututh Nation) on your project would have to be done after a high level concept plan is completed. Without the concept plan, səilwətał's Referrals department won't have enough information to engage with the Village. In the meantime, the Central Area team have connected the Village to Nation's preferred archeologist who may be able to provide an opinion on the site and the extent of the likely archeological requirements. However, from our knowledge of past park projects, and the proximity to the site to Bedwell Bay, the Village should expect to have to undertake extensive archeological investigation. Note that archeological investigations and engagement with the nation are two separate processes.

At the July 17 Regional Parks Committee meeting staff were asked the status of discussions with the Village regarding the West Road recreation site. Before the end of August, we ask that you provide

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us with a timeline and description of the proposed project, so we can advise the Committee of your plans.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Steven', is placed on a light blue rectangular background.

Steven Schaffrick  
Division Manager, Regional Parks, Central Area

SS/MR/bs

cc: Mike Redpath, Director, Regional Parks

69608013



**VILLAGE OF BELCARRA**  
**Fire Prevention and Regulation Bylaw No. 627, 2024**



A bylaw for the prevention and suppression of fires, for regulating personal conduct at fires,  
 and for authorization of permits in the Village of Belcarra

**WHEREAS** pursuant to section 8(2) of the *Community Charter*, a municipality may provide certain services that the council considers necessary or desirable, including the provision of fire protection and life safety services:

**WHEREAS** sections 8(3)(a), 8(3)(g) and 63(c) of the *Community Charter* permit a municipality to, by bylaw, regulate, prohibit, and impose requirements in relation to municipal services and the health, safety and protection of persons on property in relation to any matter within the scope of the *Fire Services Act*;

**WHEREAS** section 66 of the *Community Charter* permits a municipality to, by bylaw, authorize the municipal fire chief to exercise certain powers including the power to enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire; to take measures to prevent and suppress fires, including the demolition of buildings and other structures to prevent the spreading of fire; to require an owner or occupier of real property to undertake any actions directed by the Fire Chief or other authorized person for the purpose of removing or reducing any thing or condition that person considers is a fire hazard; and exercise some or all of the powers of the fire commissioner under section 25 of the *Fire Services Act*;

**AND WHEREAS**, the Village of Belcarra deems it expedient and desirable to provide such regulations for provision of fire prevention and fire suppression services;

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

**1. CITATION**

- 1.1 That this Bylaw may be cited for all purposes as "Village of Belcarra Fire Prevention and Regulation Bylaw No. 627n 2024."

**2. INTERPRETATION**

- 2.1 Except as otherwise defined herein, words and phrases in this Bylaw shall be construed in accordance with the meanings under the *BC Building Code*, the *BC Fire Code*, the *Fire Services Act* or the *Community Charter*, as the context and circumstances require. A reference to an Act refers to a statute of British Columbia unless otherwise indicated, and a reference to any statute, regulation, code, bylaw or other enactment refers to that enactment as it may be amended or replaced from time to time.
- 2.2 In the event of a conflict, discrepancy, variation or inconsistency between any provision of this Bylaw and the *BC Building Code*, the *BC Fire Code* or the *Fire Services Act*, the provisions of the *BC Building Code*, the *BC Fire Code* or the *Fire Services Act*, as the case may be, shall prevail over the provisions of this bylaw to the extent of any conflict, discrepancy, variation or inconsistency.

2.3 In this Bylaw,

**“Apparatus”** means any vehicle provided with machinery, devices, equipment or materials intended for fire protection, fire suppression or assistance response, or motor vehicles used to transport fire fighters or supplies; and includes Members’ private vehicles when used for Fire/Rescue Services.

**“Approved”** means as authorized by the Fire Chief or an Officer of the Sasamat Volunteer Fire Department.

**“Building”** means any structure used or intended for supporting or sheltering any use or occupancy.

**“Building Code”** means the *BC Building Code*, as amended or superseded, from time to time.

**“Combustible Material”** means any material capable of being ignited.

**“Council”** means the Municipal Council of the Village of Belcarra.

**“Equipment”** means any tools, contrivances, devices, appurtenances, hoses or materials used by the Fire Department at an incident or Fire/Rescue Service.

**“Explosive”** means gunpowder, nitroglycerine, gun cotton, dynamite, blasting gelatin, gelignite, fulminate of mercury or other metals, colored fire, and every other substance used or manufactured to produce a violent effect by explosion, or a pyrotechnic effect; and shall include fireworks, fuses, rockets, percussion caps, detonator, cartridges, and ammunition.

**“False Alarm”** means the activation of a Fire Alarm System, as a result of which fire services are provided, including the attendance of the Fire Department, and an Officer does not find any evidence of fire, fire damage, smoke in relation to the building, structure, residence or facility or other emergency, and no reasonable basis exists for having activated the Fire Alarm System. False Alarm incidents include but are not limited to:

- a) the testing of an alarm which results in a response by the Fire Department;
- b) an alarm actually or apparently activated by mechanical failure, malfunction or faulty equipment;
- c) an alarm activated by user error;
- d) an alarm actually or apparently activated by atmospheric conditions, excessive vibrations or power failure.

**“Fire Alarm System”** means a device or devices installed on or in real property and designed to issue a warning of a fire by activating an audible alarm signal or alerting a monitoring facility but does not include a fire alarm system that is intended to alert only the occupants of the premises in which it is installed.

**“Fire Chief”** means the person duly appointed to such position by the Metro Vancouver Sasamat Volunteer Fire Department Board of Trustees and in his/her absence means the Acting Fire Chief as designated by the Sasamat Volunteer Fire Department Board of Trustees or by the Fire Chief, until such time as a new Fire Chief can be appointed by the Sasamat Volunteer Fire Department Board of Trustees.

**“Fire Code”** means the *BC Fire Code*, as amended or superseded, from time to time.

**“Fire Department” or “SVFD”** means the Sasamat Volunteer Fire Department.

**“Fire Protection Equipment”** includes but is not limited to, fire alarm systems, automatic sprinkler systems, special extinguisher systems, portable fire extinguishers, fire hydrants, water supplies for fire protection, standpipe and hose systems, fixed pipe fire suppression systems in commercial cooking exhaust systems, smoke control measures and emergency power installations;

**“Fire/Rescue Services”** means all aspects of the SVFD including, but not limited to, fire prevention, public service, firefighting or suppression, pre-fire planning, fire investigation, emergency first aid, rescue, public education and information, training, emergency preparedness or other staff development and advising.

**“Garage”** means any building, premise, structure or any portion thereof used as a place of business, for the purpose placing, keeping, repairing or demolishing one or more motor vehicles

**“Garbage”** means all household and trade waste.

**“Incident”** means any emergency or non-emergency situation, wherein the attendance of the SVFD is dispatched, requested, required or warranted to prevent injury, loss of life, damage or loss to property or damage to the environment.

**“Incident Commander”** means the Fire Chief or an Officer or in the absence of an Officer the Member or Probationary Member who is in charge or has control and management of the Incident

**“Inspector”** means a member authorized by the Fire Chief to carry out inspections of buildings and other property and to exercise the powers of a local assistant under the *Fire Safety Act*, as amended or superseded from time to time.

**“Member”** means the Fire Chief, Officer or fire department member that is duly appointed by the SVFD Board of Trustees as a Member of the Fire Department.

**“Occupant”** means an owner, tenant, lessee, agent, licensee, and any other person who has the right of access to and control of any private land, building or premises to which this Bylaw applies.

**“Officer”** – means the Fire Chief and any member with authority to assist the Fire Chief in his duties and includes Deputy Fire Chief, District Chief, Acting District Chief, Captain, Acting Captain, Lieutenant, Acting Lieutenant, Training Officer, Acting Training Officer, Safety Officer, Acting Safety Officer, Equipment Officer, Acting Equipment Officer and Incident Safety Officer.

**“Out Of Control”** as highlighted within this Bylaw means; when a fire spreads beyond the boundaries of the parcel of land or containment area in which it was first ignited, or threatens to do so, or when it endangers any life, building or property, or when the fly ash or burning brands are causing or have the potential to cause other fires, or when such fire is left unattended. Fires located on private property when no open burning permit has been approved or issued are considered out of control.

**“Policy”** means one or more Fire Prevention Policies adopted by Council from time to time.

**“Probationary Member”** means any person who has completed basic training and is accepted by the Fire Chief to continue as a Probationary Member but has not completed **one year probation** or is not accepted as a Member of the Fire Department.

**“Trade Waste”** means refuse and accumulation of waste and abandoned materials resulting from the operation of industry, trade or business including paper, boxes and packing cases, wrapping materials, sweepings, building construction waste and all flammable or combustible materials of a like nature other than garbage or ashes.

**“Vehicle”** means all types of motor vehicles, as defined in the Motor Vehicle Act, farm tractors and includes mobile machinery.

**“Village”** means the Village of Belcarra.

### **3. FIRE DEPARTMENT**

- 3.1 The Fire Chief or Officers of the SVFD are authorized to exercise the powers conferred by this Bylaw for the Village.
- 3.2 If the Fire Chief or an Officer, on account of the existence or potential for an incident deems it advisable, the Officer may cancel or suspend for such time as is specified in the order, any permits issued pursuant to this Bylaw, or the Officer may attach to any or all such permits such conditions and restrictions as the Officer thinks proper.

### **4. RESPONSIBILITIES AND DUTIES OF FIRE CHIEF**

- 4.1 The Fire Chief shall be responsible for administering this Bylaw.

### **5. AUTHORIZATION TO ENTER PROPERTY**

- 5.1 The Fire Chief and their designates are authorized to enter onto property and inspect premises, in accordance with section 21 of the *Fire Services Act*, with or without Apparatus and Equipment, for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire.
- 5.2 The Fire Chief and their designates are authorized to enter onto property and into buildings or structures in accordance with Section 21 of the *Fire Services Act*, to inspect and determine whether all regulations, prohibitions are being met in relation to any matter contained in this Bylaw, the *Fire Services Act* and its regulations and the *Fire Code*.
- 5.3 The Fire Chief and their designates are authorized to enter onto property and into buildings or structures, in accordance with section 21 of the *Fire Services Act*, including those adjacent to an incident, with or without apparatus or equipment, to take measures to prevent and suppress fires or deal with another form of incident.

### **6. AREA RESTRICTIONS AND ORDERS**

#### **6.1 Orders Restricting Burning**

If the Fire Chief is of the opinion that conditions exist that present unusual risk to the safety of life or property by exposure to fire, and deems it expedient to take steps to reduce the risk, the Fire Chief may, by written order, restrict or prohibit any of the following within the Village or any area or part of the Village:

- (a) campfires, beach fires, or burning in the open air of any kind;
- (b) burning outdoors for cooking or heating purposes using devices other than gas, propane or electric barbecues or similar cooking or heating devices that meet Canadian Standards Association certification standards;
- (c) lighting and smoking a cigarette, cigar, pipe or other smoking material in or near wooded areas, parks or public places that are vulnerable to catching fire by inappropriate disposal of smoking materials; and

the order may include conditions and impose requirements as to times, locations, purposes, materials, fuel, equipment, supervision, monitoring, size and any other criteria that the Fire Chief considers to be relevant and appropriate in the circumstances.



## 6.2 Orders Restricting Entry into Parks or Woodland Areas

- (a) If the Fire Chief determines that the safety of life or property or both in any area within the Village is endangered through the hazardous condition of the forest cover or the occurrence of spread of fire burning in any forest or woodland, the Fire Chief may, by an order in writing, declare that area or any portion thereof as closed and restrict or prohibit entry by persons into that area.
- (b) Without limiting an order under section 6.2(a), when the fire danger rating from the Metro Vancouver Fire Weather Reporting System reaches High or Extreme, the Fire Chief may, by written order, declare any park or trail system, or part thereof, as closed and restrict or prohibit entry by persons into any parks or trail systems within the Village.

## 6.3 Without limiting the power and authority vested in them by the Fire Services Act, the Fire Chief or any Inspector may, in writing, order:

- (a) the correction or removal of any condition or thing in or about any building which is in contravention of this Bylaw; or
- (b) an owner, or the agent of an owner, of a vacant building to secure a building against entry as provided for in section 12.3.

## 6.4 An order shall be sufficiently served if delivered by hand to the person to whom it is issued and, in the case of an owner, if delivered by registered mail to the address of the owner as it appears on the records of the *Assessment Authority of British Columbia*, and by posting a copy of it on the building, structure or thing to which it relates.

## 6.5 An order issued under this section shall state a date by which the order shall be complied with or carried out, which date shall, at the discretion of the Fire Chief or Inspector, have regard to the degree of urgency involved in correcting or removing conditions which may tend to increase the hazard of fire or danger to life and property.

## 7. NOTICE AND EFFECTIVE PERIOD

### 7.1 An order made under section 6 of this bylaw comes into effect:

- (a) when the order is delivered to the Corporate Officer and posted to the notice board in Village Hall, or
- (b) when the order is posted in or near entrances to parks, trails, forest or woodland areas, whichever time is earlier, and remains in effect until the Fire Chief notifies the Corporate Officer that the conditions on which the order is based are no longer present or sufficiently hazardous to warrant the restrictions or prohibitions.

### 7.2 On receiving an order by the Fire Chief, the Corporate Officer may arrange for providing additional notice and related information to the public using any means of communication the Corporate Officer considers appropriate in the circumstances which may include posting information on the Village website and circulating a notification using the Resident/Owner Email Notification Service.

## 8. DUTY TO COMPLY

Every person shall observe the restrictions, prohibitions, conditions and requirements established by an order made under section 6.

## 9. INSPECTIONS

- 9.1 In addition to the powers vested in them by the *Fire Services Act*, the Fire Department may enter into or upon any lands, premises, yards or building to ascertain whether:
- (a) the requirements of this Bylaw are being complied with; and/or
  - (b) conditions exist which may cause or increase the risk of fire.
- 9.2 Every owner and occupant of premises shall provide all information and shall render all assistance required by the Fire Chief or an Inspector in connection with the inspection of such premises.
- 9.3 No person shall obstruct, hinder or prevent an Inspector from entering into or upon any land, premises or property for the purpose of inspecting the same.
- 9.4 The Fire Chief may establish and supervise a self-inspection program for any class of occupancy.
- 9.5 If a self-inspection program is established the owner of premises in the specified occupancy class shall:
- (a) perform or cause to be performed the inspection of the premises in accordance with the requirements of the Fire Chief; and
  - (b) complete and return to the Fire Chief a report in the form specified by the Fire Chief and within the time specified by the Fire Chief.
- 9.6 Every person providing private self-inspection services to owners or otherwise providing private inspection, testing or maintenance of fire safety systems must be approved by the Fire Chief and registered with the Fire Department as a provider of those services.
- 9.7 The Fire Chief, Officer or Incident Commander, including apparatus, equipment, members and Probationary Members deemed necessary by the Incident Commander, at all reasonable times may enter any premises, building, structure and onto any real property to mitigate an incident; or to inspect for conditions which may cause an incident, fire or increase the danger of a fire or increase the danger to persons as per section 5 and no person shall obstruct or refuse admittance for the purpose of such mitigation or inspection.
- 9.8 The Fire Chief, Officer or Incident Commander, may restrict or bar access to any premises, building, structure or to any real property, as deemed necessary to prevent injury to the public or to preserve evidence until authority is transferred to a Peace Officer or to the Fire Commissioner for the Province of British Columbia.
- 9.9 The Fire Chief, Officer or Incident Commander, in consideration of the appropriate mitigation of an Incident, may elect to allow property to be removed, damaged, altered or destroyed in order to prevent personal injury, damage or loss to other buildings, structures, property or damage to the environment.
- 9.10 The Fire Chief, Officer or Incident Commander, in consideration of the appropriate mitigation of an Incident, may elect to restrict or deny access on any public road or highway within the Village.
- 9.11 No person shall tamper with, damage, disconnect or drive a motor vehicle over any equipment or fire hose unless directed to do so by the Fire Chief, Officer, Incident Commander, Member or Probationary Member of the SVFD.
- 9.12 Every owner and occupant of real property shall remove anything and everything from a building or yard which, in the opinion of the Fire Chief, is a fire hazard.

- 9.13 The metal covers required on receptacles provided for the storage of combustible material as set forth in the *BC Fire Code* shall be kept closed at all times and maintained in good and efficient repair and working order.
- 9.14 Where doors or shutters are installed in any building to prevent the spread of fire within such building, such doors or shutters shall at all times be kept and maintained in good and efficient repair and working order.
- 9.15 It shall be unlawful for any person to deposit, or allow or permit to be deposited, except in a metallic or non-combustible or non-flammable receptacle, ashes, or other material or thing from any stove, furnace or fireplace, or any greasy or oily rags or other material, things, or substances liable to spontaneous combustion.
- 9.16 It shall be unlawful for any person to deposit, or allow or cause to be deposited, any paper, straw, hay, shavings, or any other combustible or flammable material or thing in or among any ashes or other materials or thing taken from any stove, furnace or fireplace.
- 9.17 Every occupant of any building or premises who makes, stores, uses, or has charge or control of any business or trade waste or any other flammable or combustible material, shall at the close of each day, compact, bale or stack, or cause all such material to be compacted, baled or stacked in a safe manner, in accordance with the opinion of any Officer; or the occupant shall store such material in non-combustible receptacles, having tight fitting, noncombustible lids, and such lids shall be at all times kept on such receptacles when in use.
- 9.18 No occupant of any building shall permit any chimney stove pipe or flue therein to become unclean or take fire; provided that such occupant shall not be liable to a charge hereunder if the said chimney or flue has been cleaned by a duly qualified or licensed chimney sweep within a period of twelve months prior to the Fire Chief or Officer's inspection or fire.
- 9.19 No occupant shall use, maintain, suffer, permit or allow the use of any defective stove, heating device or heating appliance in any building, and if, in the opinion of the Fire Chief any defective stove or heating device or heating appliance is used or maintained in any building, the occupant of such building on the order of the Fire Chief shall forthwith remove or cause to be removed, or repair or cause to be repaired to the satisfaction of the Fire Chief, any such defective stove, heating device or heating appliance.
- 9.20 All gas or electric appliances shall be used in accordance with Federal and Provincial regulations.
- 9.21 After an inspection, the Fire Chief may order in writing that within a reasonable time set out in the Order, the owner or occupant remove, destroy, repair, or take precautions against any fire hazard or alter the use of the occupancy of the premises, as set out in the Order.
- 9.22 It shall be unlawful for any person to obstruct any fire escape, exit door, exit corridor or required exit window, or to obstruct any exit leading to any fire-escape in any building; and all fire escapes and required exits in buildings shall at all times be kept and maintained free and in good order and repair satisfactory to the Fire Chief. All exits in buildings shall be maintained free from obstruction.
- 9.23 In the case of a public or private school, orphanage, nursing home, day care, children's home, or other institution for the education or care of children, the person in charge thereof shall adopt and practice a system of fire drills or exercises as approved by the Fire Chief. On the sounding of the fire alarm in any such building, it shall be the responsibility of the teacher or other person in charge of children at the time of the sounding of the alarm to remove all children clear of the building, to a point of safety, and account for the number of children so removed. The children shall be kept at the point of safety until the Fire Department has investigated the cause of the alarm and given permission to re-enter the building.

## 10. CONDUCT OF PERSONS

### 10.1 Reporting of Fires

Every owner or occupant of premises where a fire has occurred, which results in destruction or damage to property or as a result of which death has occurred must report the fire immediately to the Fire Department, the Fire Chief, or a Peace Officer.

### 10.2 Assistance of the Public

Every person at or near a fire, emergency, or other incident shall comply with the orders or directions of any Member and provide any information that person may have relating to the fire, emergency or other incident to any Member who requests that information. Any person refusing to comply with an order of a Member may be removed from the scene by a Peace Officer.

### 10.3 Restricted Entry at Incident

The Fire Chief or Incident Commander at a fire, emergency, or other incident may establish limited entry areas in the vicinity of the fire, emergency or incident, and no person shall enter that area without the permission of the Fire Chief or Incident Commander.

### 10.4 Non-Interference

Unless authorized by the Fire Chief or an Incident Commander, no person shall:

- (a) drive a vehicle over any line or lines of fire hoses, whether in use or otherwise;
- (b) stand within 9 metres of any fire hose unless authorized to do so by an Officer; or
- (c) except as a Member, ride on any Fire truck or other Fire vehicle or apparatus at any time.

## 11. FALSE INFORMATION

No person shall:

- (a) purposely withhold or falsify any information required by the Fire Chief or any Officer designated by the Fire Chief; or
- (b) make false representation as to being a Member of the Fire Department, or wear or display any Fire Department badge, cap, button, insignia or other paraphernalia for the purpose of such false representation.

## 12. DUTIES OF OWNERS AND OCCUPIERS

### 12.1 Prevention of Fire Hazards - Buildings and Structures (General)

No person, being an owner or occupant of any building or structure shall cause, permit, suffer or allow:

- (a) the building or structure to remain in such a state of disrepair that a fire starting in the building or structure might spread rapidly to endanger life or other property
- (b) the use or occupancy of the building or structure contrary to the *BC Building Code*, enactments related to heating, gas and electrical safety, or the use of related appliances, equipment or infrastructure;
- (c) the use indoors of any cooking or heating device not approved by the *Canadian Standards Association* for indoor use;
- (d) the use of any defective cooking or heating device in any building or structure;

- (e) the use of an extension cord as a substitute for permanent wiring;
- (f) the use or storage of combustible or explosive material on the premises, except in accordance with the *BC Fire Code*, this Bylaw, another applicable enactment, or an order or direction of a Fire Inspector, the Fire Chief or the Fire Commissioner; or
- (g) any known fire or explosion hazard to exist or remain in or around a building or structure or on any property.

#### 12.2 Securing Premises Where Fire Has Occurred

If requested by an Officer, an Owner or occupier shall secure a premise that has been damaged by fire, explosion or similar event to prevent the entry of unauthorized persons. The premise shall be secured in a manner approved by the Officer which may include, but is not limited to, any of the following measures:

- (a) boarding up the building or structure by affixing structural barriers to windows, doorways and other points of ingress to a vacant building;
- (b) security fencing or other perimeter barriers;
- (c) supplying twenty-four (24) hour security services by a licensed security company.

If the property owner or occupier cannot be located, fails to respond within 45 minutes of being notified by an Officer, or fails to undertake the securing of any premises damaged by fire, the Fire Department may cause the work to be carried out, and all costs incurred by the Village shall be the responsibility of the property owner. If costs incurred by the Village are not fully paid by December 31<sup>st</sup> of that year, the amount may be recovered in the same manner as for collection for property taxes in arrears.

#### 12.3 Securing Vacant Premises

Every owner of a vacant premises must promptly act to ensure that, at all times:

- (a) the premises are free from litter and debris or accumulations of combustible or flammable materials except in strict accordance with the *BC Fire Code* and this Bylaw; and
- (b) the premises are made and kept secure against unauthorized entry or occupation, or other fire hazards, by one or more of the following methods:
  - (i) boarding up the building or structure by affixing structural barriers to windows, doorways and other points of ingress to a vacant building;
  - (ii) security fencing or other perimeter barriers; or
  - (iii) supplying twenty-four (24) hour security services by a licensed security company.

Where an Inspector has found a premises to be non-compliant with this section 12.3, the Inspector may, by notice in writing, order the owner to bring the property into compliance within a time period specified in the notice. If the owner fails to bring the premises into compliance within 24 hours of its being delivered or such further time period set out in the notice, or if the owner cannot be located or contacted within 24 hours of finding the premises in a non-compliant state, the Fire Chief may arrange to have the premises brought into compliance by the Village or a person acting on the Village's behalf. If costs incurred by the Village are not fully paid by December 31<sup>st</sup> of that year, the amount may be recovered in the same manner as for collection for property taxes in arrears.

**13. FIRE & EMERGENCY SERVICES ACCESS**

**13.1 Emergency Access Routes**

An owner or occupier of premises must not:

- (a) block or obstruct any primary or secondary emergency access route with a gate; or
- (b) park a vehicle in an emergency access route or interfere with, hinder or obstruct access to an emergency access route by Fire Department apparatus unless authorized to do so by the Fire Chief.

13.2 Every gate, bollard, chain or other structure used to secure a required emergency access route must be approved by the Fire Chief prior to installation.

13.3 Every emergency access route must be clearly marked with permanent signage, in accordance with the *BC Fire Code*, or with highway marking of lines and words in a size and colour approved by the Fire Chief which must read:

**FIRE LANE – NO PARKING**

13.4 Every owner or occupier of premises must ensure that an emergency access route, when secured by a gate, bollard, chain or other structure, has a permanent mounted sign, on each side of the emergency access route which must read:

**EMERGENCY ACCESS ONLY  
NO PARKING OR OTHER OBSTRUCTIONS AS PER  
BELCARRA FIRE PREVENTION AND REGULATION BYLAW**

13.5 No person shall, by obstruction or any other means, prevent the use of an emergency access route by the SVFD or interfere or tamper with any gates, cables or other devices installed on such routes.

**13.6 Access and Keys**

Every owner or occupier of premises having a fire alarm system or an automatic fire sprinkler system, whether located on strata property or a private lot, must:

- (a) ensure that access and required keys to the following areas are readily accessible to the Fire Department at all times:
  - (i) the main entrance and all exterior doors
  - (ii) all common floor areas, service rooms and roof areas;
  - (iii) all doors that are locked from the exit stairs to floor areas;
  - (iv) as required to recall elevators and to permit independent operation of each elevator;
  - (v) all fire alarm control and enunciator panels and fire fighter telephone boxes; and
- (b) notify the Fire Department when there has been a change of any access key and provide a copy of the new key to the Fire Department.

**14. FIRE DAMAGED BUILDINGS**

- 14.1 The owner and other occupants of a building that has been damaged due to fire, explosion or similar catastrophic or damaging event must immediately act to ensure that the building is guarded or that all openings and points of entry into the building are kept securely closed and fastened in a manner acceptable to the Fire Chief, so as to prevent the entry of unauthorized persons. If the owner fails to provide security for this purpose within 2 hours of being notified by the Fire Chief, or such further time period as may be determined by the Fire Chief, the Fire Chief may cause security measures to be taken as necessary, and the owner shall be responsible for all costs incurred by the Village for those measures.

**15. STORAGE TANKS, VALVES, STAND PIPES AND HYDRANTS**

- 15.1 No person, except SVFD members and Village employees, shall make use of stand pipes or hydrants without written permission from the Village or the Fire Chief.
- 15.2 All unauthorized attachments found on stand pipes or hydrants may be confiscated by the Village or the Fire Chief or an Officer.
- 15.3 No person shall obscure the visibility of a fire hydrant or standpipe.
- 15.4 No person shall tamper, open, close or adjust any fire protection storage tanks, control valves, fire hydrants or stand pipes without written permission from the Village or the Fire Chief.
- 15.5 No person shall park a motor vehicle within 5 metres of a fire hydrant or stand pipe.
- 15.6 No person shall park or obstruct any road, street, fire access route, or service road located within the Village with a motor vehicle, structure or building.

**16. HAZARDOUS ACTIVITIES**

- 16.1 The Fire Chief may charge the owner or occupant of lands or premises for the cost of cleaning, repairing or replacing Department equipment where such equipment has been contaminated, damaged, or destroyed by a hazardous substance or dangerous goods or otherwise rendered unusable as a result of an incident involving a hazardous substance or dangerous goods on or about those lands or premises.
- 16.2 Where the Fire Chief is made aware of an activity or situation which, in the opinion of the Fire Chief, is hazardous to life or property, or may obstruct access or egress from a premises, the Fire Chief may:
- (a) require that a fire watch be provided, in accordance with SVFD Operating Guidelines, by the owner or occupier of any lands or buildings where that activity or situation is occurring;
  - (b) order that the activity be stopped;
  - (c) require that the activity be carried out only in compliance with a permit issued by the Fire Chief;
  - (d) evacuate the lands or buildings until such time as the hazard to life or property has been rectified;
  - (e) order the owner, owner's agent or occupant to remove the hazard or obstruction in a manner approved by the Fire Chief, in default of which the Fire Chief may have the hazard removed at the owner's expense.

- 16.3 Whenever in any building or premises, there shall exist any flammable, combustible, or explosive material or substance, or any dangerous or unnecessary accumulation of waste materials, or litter, of a nature especially liable to fire, and which materials are so situated, in the opinion of the Fire Chief, so as to endanger life or property, or to obstruct access or egress from such building or premises, in case of fire, or which may be liable to interfere with the operations of the SVFD, or where any condition exists which is considered by the Fire Chief to be a fire hazard, the occupant of such building or premises shall forthwith, on the order of the Fire Chief, have such flammable, combustible, or explosive material or substance, or any dangerous or unnecessary accumulation of waste materials or litter removed, disposed of, or otherwise dealt with as may be ordered or directed by the Fire Chief.

## 17. SPRINKLER SYSTEMS

### 17.1 Sprinkler Systems - General

Every owner or occupant of a premises where a sprinkler system is installed or required under the *BC Building Code* must:

- (a) inspect, test, maintain and repair the sprinkler system in accordance with the requirements of the Fire Code;
- (b) upgrade the sprinkler system to accommodate any material change in use or occupancy that results in a greater fire hazard than that which the sprinkler system was intended to accommodate; and
- (c) if a building or structure equipped with a sprinkler system on the property is being demolished, the sprinkler system shall be maintained and operating subject to sequential elimination until the demolition work is completed.

### 17.2 Fire Department Connections

Every owner or occupant of a premises for which the *BC Building Code* requires Fire Department connections must ensure that:

- (a) the connections are located and installed in accordance with the Building Code and that any equivalent measures or alternative solutions are approved by the Fire Chief;
- (b) all connections and protective caps are kept clean, functional, and in place at all times, and to promptly clean, repair or replace connections or protective caps as necessary;
- (c) accesses to Fire Department connections for sprinklers and standpipe systems are clearly identified, functional and in good repair;
- (d) signs are displayed identifying which Fire Department connection serves a particular sprinkler or standpipe system and the maximum pumping inlet pressure at a Fire Department connection;
- (e) each fire sprinkler and standpipe connection is kept free and clear, by at least one metre, from all shrubbery, trees, other vegetation, structures, buildings or other obstructions, in order to facilitate access to the connections by the Village;
- (f) each connection is clearly visible at all times from the Fire Department access route, or that alternatively approved directional signage to each connection is plainly in sight; and
- (g) where the connection is installed on the exterior face of a building, a minimum clear space of 0.45 metres is provided in the area surrounding the connection.



**18. FIRE ALARM SYSTEMS**

**18.1 Contact persons**

18.1.1 Every owner or occupant of a property or premises for which a fire alarm system or an automatic fire sprinkler system has been installed, must:

- (a) arrange for at least one contact person to attend, upon notice, at the property or premises at any time the system is activated;
- (b) ensure that any person appointed to be a contact person:
  - (i) is thoroughly familiar with the property or premises and with the operation of all fire protection equipment and any fire fighter elevators thereon;
  - (ii) is in possession of and is authorized and competent to use any and all keys, pass-cards, security codes and other entry devices or information necessary to gain access to and re-secure the property or premises;
  - (iii) is available at all times and is capable of attending at the property or premises within 45 minutes of the Fire Department arriving in response to an incident or activation of the system; and
  - (iv) is fully authorized to take possession and resume control of the property or premises from the Fire Department following the conclusion of its attendance;
- (c) on a form approved by the Fire Chief, provide the Fire Chief with the name and telephone number of a contact person and an alternate who is available to attend, enter and secure the premises in the event that either system is activated and the Fire Department attends at the property; and
- (d) promptly notify the Fire Department of any changes to the contact persons or their phone numbers.

18.1.2 If the Fire Department attends a premise where a fire alarm system or automatic fire sprinkler system has been activated and the contact person cannot be reached or has not appeared within 30 minutes, the Fire Department may enter the property or premises and any building or other structure thereon, using such means or force as may be necessary, to determine the cause of the alarm or activation of the system.

18.1.3 In the absence of the owner, occupant or contact person being available during or at the conclusion of the Fire Department's attendance to secure the building as necessary, the Fire Department may arrange to provide a fire watch or 24-hour security until the building can be secured, and the owner of the property shall be liable for all costs incurred by the Village.

**18.2 Installation**

18.2.1 The owner or occupant of a building that is equipped with a fire alarm system that is not continuously monitored must ensure that each manual fire alarm pull station has a permanent sign, as approved by the Fire Chief, mounted and reading:

**LOCAL ALARM ONLY - IN CASE OF FIRE CALL 9 - 1 - 1**

18.2.2 Every owner or occupant of premises for which a fire alarm system is installed or required under the Building Code must inspect, test, maintain and repair the fire alarm system in accordance with the requirements of the Fire Code.

18.2.3 The owner or occupant of premises containing a fire alarm system must notify the Fire Department prior to installation, service, testing, repair, maintenance, adjustment, alteration or replacement of a system.

### 18.3 **Activation**

18.3.1 A person must not activate a fire alarm system unless:

- (a) there is a fire;
- (b) the person reasonably believes that a fire or other incident is occurring or is imminent; or
- (c) the activation is carried out for testing purposes and the Fire Department has been notified prior to the activation.

### 18.4 **False Alarm Incidents**

18.4.1 No person shall cause, or contribute to the cause of, a False Alarm.

18.4.2 The owner of a property shall be responsible for the proper use, installation, maintenance and operation of any Fire Alarm System installed on or in the real property in order to ensure the prevention of False Alarms.

18.4.3 The owner of a premise containing a Fire Alarm System must on the occurrence of a third False Alarm and each subsequent False Alarm occurring within any 12-month period, pay the associated fee for False Alarms established by the *Village of Belcarra Bylaw Notice Enforcement Bylaw*.

## 19. **PRIVATE FIRE HYDRANTS**

19.1 In this section, private hydrant means any hydrant that is not owned by the Village and is installed on private property as part of a system of fire protection for that property.

19.2 The owner or occupier of property that has a private hydrant shall ensure that the hydrant is maintained in good working condition at all times and that inspection, servicing and testing of the hydrant, is carried out by persons recognized as qualified to perform these services by the Office of the Fire Commissioner or a pertinent Standard, or an Officer of the fire department. The qualified person that performs the inspection, servicing and testing of the hydrant shall send a copy of the condition and repairs performed on such hydrants to the SVFD in order that the fire department records of private hydrants are kept up to date.

19.3 The owner of a private hydrant shall not less than twice each year have the private hydrant flushed, drained and all threads of outlets and caps greased with waterproof grease.

19.4 The owner of a private hydrant shall not less than once each year have all components of the hydrant inspected, serviced and tested.

19.5 The owner of a private hydrant shall keep the ground surface around the private hydrant clear of shrubs, trees, snow and ice accumulations, structures and other obstructions of any kind, in order to facilitate use of the hydrant by the Fire Department.

19.6 Private hydrants shall conform to requirements in section 2.9.1(c) in the *Village of Belcarra Subdivision and Development Bylaw No. 492, 2015*.

**20. CIVIC AND UNIT ADDRESS**

20.1 The owner or occupier of premises shall ensure that:

- (a) every building or premises is individually addressed with the civic address affixed so as to be plainly visible and legible from the main road or other ordinary access route;
- (b) the letters or numbers of the civic address are of a colour that contrasts with any background colour of the building;
- (c) each unit within a commercial and multi-residential property displays the unit number, in a visible location, at the entry to the unit; and
- (d) all multi-residential complexes post directional signage that is clearly visible upon entry to the complex and that clearly indicate the direction and address or number of each unit within the complex.

**21. FIRE SAFETY PLANS**

21.1 Fire Safety Plan Requirements

The owner of a premises, building, site, storage area or other property for which the *BC Fire Code* requires a fire safety plan must:

- (a) ensure that the plan conforms to the standards and requirements of the *BC Fire Code*;
- (b) prepare and reproduce the plan in an electronic format, using a form and diagram template acceptable to the Fire Chief, to be submitted to the Fire Department for review prior to occupancy;
- (c) provide any alternative solutions for the construction of a new building pursuant to an agreement between the owner and the Village to the Fire Department for review in an electronic format acceptable to the Fire Chief; and
- (d) provide copies of as-constructed drawings for any new building to the Fire Department in a format acceptable to the Fire Chief.

21.2 Every owner and occupant of a premises, building, site, storage area or other property for which the Fire Code requires a fire safety plan must review the fire safety plan for that property at least annually, ensure that it continues to meet the standards and requirements of the Fire Code, and submit any updated plans to the Fire Department for review in a format that is acceptable to the Fire Chief.

21.3 The owner of a building shall maintain in good working order or replace all installed or required life safety devices, smoke alarms, carbon monoxide detectors, fire extinguishers, fire sprinkler systems, natural gas leak detectors, propane gas detectors and cook stove suppression systems in accordance with the manufacturer's recommendations and/or Provincial or Municipal regulations.

21.4 Premises under Construction or Demolition

21.4.1 Every owner of premises under construction or demolition shall have in place, prior to construction or demolition, a fire safety plan in accordance with the Fire Code.

21.4.2 The owner of premises under construction or demolition must ensure that every required emergency access route to a construction or demolition site:

- (a) is finished to a minimum of good, compacted gravel or other surface materials acceptable to the Fire Chief;

- (b) provides adequate access for Fire Department apparatus;
  - (c) is clearly designated as an emergency access route;
  - (d) is maintained free of obstructions at all times; and
  - (e) is secured with a gate, bollard, chain or other structure or assembly approved by the Fire Chief prior to installation.
- 21.4.3 Every owner of premises under construction must ensure that a water supply, with sufficient volume and pressure as approved by the Village Engineer and the Fire Chief, is installed and operational prior to construction and maintained throughout construction for fire protection.
- 21.4.4 During construction, the owner of the premises must report all fire hydrant conditions affecting fire safety, such as fire hydrants temporarily out of service, or having low water volumes and low water pressures, so that such conditions are immediately made known to the Fire Department.
- 21.4.5 Every owner of premises under construction must ensure the premise is made and kept secure against unauthorized entry during non-construction times.

## **22. OPEN AIR BURNING**

- 22.1 Except as specifically permitted in section 22.5 or permitted by the Fire Chief, a person must not light, ignite, or start, a fire of any kind whatsoever in the open air, including airborne fire holding devices not under the control of the user such as wish lanterns.
- 22.2 Burning for land clearing and/or construction purposes is prohibited.
- 22.3 All exterior solid fuel-fired applications or devices are prohibited, including incinerators, pizza ovens, outdoor fireplaces or other portable outdoor burners that were built without a municipal building permit.
- 22.4 Existing wood-fire pizza ovens and outdoor fireplaces that were constructed and inspected through a municipal building permit may be permitted to operate but must be in compliance with the *Metro Vancouver Air Quality Bylaw*.
- 22.5 Sections 22.1 to 22.4 shall not apply to:
- (a) burning for fire training or demonstration purposes when considered appropriate by the Fire Chief;
  - (b) natural gas or propane fires contained within barbecues, grills or other outdoor appliances for the sole purpose of cooking food;
  - (c) natural gas or propane fueled outdoor heating appliances used such as umbrella style heaters, fire pits and fireplaces provided that:
    - (i) any such appliance is *Canadian Standards Association (CSA)* or *Underwriters Laboratory of Canada (UCL)* approved and is, at all times, used in accordance with the manufacturer's instructions;
    - (ii) a minimum of 1-metre clearance from the nearest structure, property line, overhead tree or other combustible material is maintained;
    - (iii) the appliance is kept under constant supervision when in use; and
    - (iv) an adequate extinguishing agent, such as a fire extinguisher or garden hose is provided.

- 22.6 The Fire Chief may issue a permit for open burning after considering all circumstances. Any person to whom such a permit has been issued must comply with the *Metro Vancouver Air Quality Bylaw, as amended or replaced*.
- 22.7 Smokers that are UCL rated and fueled by electricity, propane, or natural gas where wood/mesquite is supplemental, and the appliance is used in accordance with the manufacturer's specifications, including clearance to combustibles, are permitted. Smoke generated from such devices must be in compliance with the *Metro Vancouver Air Quality Bylaw*.
- 22.8 No person to whom a permit has been issued under section 22.6 shall burn any construction or demolition refuse or materials or any rubber tires, oil, tar, asphalt, shingles, battery boxes, plastic materials or any other materials that would produce heavy smoke.
- 22.9 Without limiting the discretion of the Fire Chief under this section, the Fire Chief may issue a special burning permit for burning involved in theatrical, religious or ceremonial events.
- 22.10 Permits shall not be transferable and must be readily available upon request.
- 22.11 Every person to whom a permit has been issued under this section shall retain a competent adult to be in charge of the fire while it is burning or smoldering and until it is completely extinguished and shall provide that competent person with efficient appliances, communications and equipment, in order to prevent the fire from getting out of control, causing damage or becoming dangerous to life and property.
- 22.12 The Fire Chief may refuse to issue, or withdraw, a fire permit at any time when, in the Fire Chief's opinion, burning would likely be hazardous or create a nuisance.
- 22.13 No permit shall be required by the Department for the purpose of training members in structural firefighting methods, fire investigation procedures, or for the purpose of the elimination of fire hazards.
- 22.14 Open Air Fire Permits shall be classified as follows:
- |          |  |
|----------|--|
| Class B1 | Light clean-up fires for properties with water access only (minor fires less than 1 metre in height and issued for no more than 3 consecutive days in any one week period, during the open burning season);  |
| Class B2 | Special effects or theatrical effects  |
| Class C  | Campfires, religious or ceremonial fires   |
| Note:    | Properties with water access only will be permitted Class B1 Open Air Fire Permits during the Spring open burning season dates of April 1 <sup>st</sup> through April 15 <sup>th</sup> and the Fall open burning season dates of October 15 <sup>th</sup> through October 31 <sup>st</sup> and shall be extinguished before 9 pm daily and not ignited, started, restarted or relit before 7 am daily. |
- 22.15 Fees for Open Air Fire Permits are set in the *Village of Belcarra Fees and Charges Bylaw*.
- 22.16 The Village is exempt from having to obtain a permit for open air fires related to community events.
- 22.17 The Fire Chief may designate authority to an Officer, Member or Village employee to issue a permit, issue a permit with terms and conditions, or deny an open air fire permit application.
- 22.18 The Fire Chief may declare an open air fire ban, for one or more classifications of open air fires. Following declaration of an open air fire ban, all open air fire permits for the specified classification become immediately inactive and any fires burning must be promptly extinguished.

- 22.19 Whenever, in the opinion of the Fire Chief or the Officer a condition of the Open Air Fire Permit is not being complied with the Fire Chief or Officer, may cancel or suspend any Open Air Fire Permit. All suspended or canceled fire burning permits must be extinguished immediately, and any person who fails to comply with an order to extinguish shall be liable for all expenses incurred by the SVFD in controlling and extinguishing such fire, and for any other damage originating from such fire; and shall also be liable for the remuneration or wages of all the persons employed in controlling and extinguishing such fire, including remuneration or wages for firefighters from other jurisdictions so employed.
- 22.20 An occupant and owner of private property on which a fire is considered Out of Control, shall be liable for all expenses, remuneration or wages incurred by the SVFD in controlling and extinguishing a fire, and any other damage originating from such fire, and shall also be liable for the remuneration or wages of all the persons employed in controlling and extinguishing such fire, including remuneration or wages for firefighters from other jurisdictions so employed.
- 22.21 Any person who sets out, starts, re-starts or kindles any Open Air Fire, or fails to extinguish any Open Air Fire set out, started, re-started or kindled at any time of the year, whether such fire was started under a permit or not, shall be responsible for such fire. If such fire gets Out of Control, the person responsible and the owner of private land where the fire was started, shall be liable for all expenses incurred by the SVFD in controlling and extinguishing such fire, and any other damage originating from such fire, and shall also be liable for the remuneration or wages of all the persons employed in controlling and extinguishing such fire, including remuneration or wages for firefighters from other jurisdictions so employed.
- 22.22 For the purposes of this Bylaw, the amount of remuneration or wages paid shall be calculated at the rate set out in in Schedule 6 – Fire Prevention Fees in the *Village of Belcarra Fees and Charges Bylaw*.
- 22.23 For the purposes of this Bylaw, the amount of the charges for apparatus, equipment and supplies shall be calculated at the rate set out in Schedule 6 – Fire Prevention Fees in the *Village of Belcarra Fees and Charges Bylaw*.
- 22.24 For the purposes of this Bylaw, anyone who burns an open air fire without a permit, or who does so at any time contrary to an order by the Fire Chief, shall be liable to pay a fine as set out in the *Village of Belcarra Municipal Ticket Information Utilization Bylaw*.

### **23. PROHIBITED MATERIALS**

A person will not receive a permit and must not, at any time, burn in the open air any of the following:

- (a) garden refuse, in the nature of grass and other clippings, leaves, tree and shrub prunings, cuttings and light material;
- (b) any waste material from construction sites;
- (c) any land clearing materials or debris; or
- (d) any materials originating from outside the Village of Belcarra

## **24. FEES AND COST RECOVERY**

### **24.1 Fees - Permits or Services**

The fees shall be as set out in the *Village of Belcarra Fees and Charges Bylaw*, under Schedule 6 - Fire Prevention Fees and fees shall be paid to the Village by all applicants for any permit required by this Bylaw, or by the regulations passed pursuant to the provisions of the *Fire Services Act, RSBC 1996* and for the inspection of any work or thing for which the said permit is required.

24.1.1 The fees shall be as set out in the *Village of Belcarra Fees and Charges Bylaw*, under Schedule 6 - Fire Prevention Fees, and fees shall be paid to the Village for any standby or fire watch services required by this Bylaw or deemed necessary by the Fire Chief, Officer or Officer in Charge, to prevent the spread of fire or safeguarding a property.

24.1.2 The fees shall be as set out in Schedule 6 - Fire Prevention Fees of the *Village of Belcarra Fees and Charges Bylaw*, and fees shall be paid to the Village for any standby or fire watch services required by outside agencies or industries.

### **24.2 Fees – General**

24.2.1 Where a person to whom an order or direction is given fails to take the required action or complete the required work, and the Fire Department, other Village personnel, or a service provider for the Village takes the action or carries out the work, the Village may recover all of the costs it has incurred and any related expenses from the owner, occupant or person responsible, jointly or severally, as a debt to the Village.

24.2.2 Money owed to the Village under this Bylaw is payable upon delivery of an invoice from the Fire Department or the Village's financial department. Any disputes over the amount owing must be brought to the attention of the Fire Chief or Chief Administrative Officer within thirty (30) days of the date of the invoice and may be heard and resolved by the Fire Chief or Chief Administrative Officer or both of them.

24.2.3 If an amount owing under this Bylaw for works or services provided to land or improvements remains unpaid on December 31<sup>st</sup> of the year in which the debt was incurred, the amount is deemed to be taxes in arrear and may be treated in the same manner as for property taxes under the *Community Charter*.

24.2.4 Payment of any fees or costs under this Bylaw does not relieve a person from liability to pay a penalty upon conviction of an offence or from a requirement to pay any other fees or costs under another bylaw, the *BC Fire Code*, the *BC Building Code*, the *BC Fire Services Act* or other applicable enactment.

## **25. OFFENCE AND PENALTY**

### **25.1 A person who:**

- (a) contravenes, violates or fails to comply with this Bylaw;
- (b) causes or allows any act or thing to be done in contravention of this Bylaw; or
- (c) fails or neglects to do anything required under this Bylaw,

commits an offence, and where the offence is a continuing one, each day that the offence continues amounts to a separate offence.

25.2 A person found guilty of committing an offense under this Bylaw is liable:

- (a) if proceedings are brought under the *Offense Act*, to pay a minimum fine of \$2,000 and a maximum fine of \$50,000, and such other amounts as may be ordered by the court for the costs of investigation and prosecution, and to compensate the Village or another person for damages or loss sustained resulting from the commission of the offense; or
- (b) if a bylaw notice is issued under the Village of Belcarra Bylaw Notice Enforcement Bylaw No. 520, 2018 to pay a penalty in an amount established in the *Local Government Bylaw Notice Enforcement Act*.

**26. SEVERABILITY**

If any section, subsection or clause of this Bylaw is declared or held to be invalid by a Court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been enacted and adopted without the invalid and severed section, subsection or clause.

**27. REPEAL**

27.1 Village of Belcarra Fire Prevention Bylaw No. 310, 2000 is hereby repealed.

READ A FIRST TIME on July 22, 2024

READ A SECOND TIME on July 22, 2024

READ A THIRD TIME on July 22, 2024

ADOPTED by the Council on

\_\_\_\_\_  
Jamie Ross  
Mayor

\_\_\_\_\_  
Amanda Seibert  
Corporate Officer

This is a certified a true copy of  
Village of Belcarra Fire Prevention Bylaw No. 627, 2024

\_\_\_\_\_  
Chief Administrative Officer





**VILLAGE OF BELCARRA**  
**Fees and Charges Bylaw No. 517, 2018**  
**Amendment Bylaw No. 629, 2024**



**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. 629, 2024"
2. That "Village of Belcarra Fees and Charges Bylaw No. 517, 2018" be amended by replacing Schedule 6 "Fire Prevention Fees" which reads as follows:

<b>Fire Permit Application/Permit Fees</b>	
<b>Description</b>	<b>Fee</b>
<b>Class "A" Permit</b>	
Land clearing, large clean-up, Machine feed fires	\$500.00/max. 3 days
<b>Class "B2" Permit</b>	
Theatrical and Special event fire permits	\$100.00/Event
<b>Class "B1" Permit</b>	
Light clean-up fires, (during designated open burning periods)	\$25.00/max. 3 days
<b>Class "C2" Permit</b>	
Incinerator (during designated open burning periods)	\$25.00/max. 3 days
<b>Class "C1a" Permit</b>	
1 to 5 sites, campfire permits during designated open burning periods, ceremonial fires & religious fires	\$25.00/burning period
<b>Class "C1b" Permit</b>	
More than 5 sites, campfire permits during designated open burning periods, ceremonial fires & religious fires	\$50.00/burning period
<b>Fire Watch Charges</b>	
Sasamat Volunteer Fire Department Fire Watch	per SVFD Operating Guidelines
Other Agency Fire Watch	per Other Agency's charge out rate schedules

To be replaced by:

**Schedule 6 – Fire Prevention Fees**

<b>Fire Permit Application/Permit Fees</b>	
<b>Description</b>	<b>Fee</b>
<b>Class "B1" Permit</b>	
Light clean-up fires for properties with water access only (minor fires less than 1 metre in height and issued for no more than 3 consecutive days in any one-week period, during the open burning season)	\$25.00/max. 3 days Where did this come from; should it be raised to \$50?
<b>Class "B2" Permit</b>	
Special effects or theatrical effects	\$150.00/event
<b>Class "C" Permit</b>	
Campfires, ceremonial fires & religious fires	\$25.00/burning period
<b>Fire Fighter Wages Remuneration</b>	
SVFD Fire Fighter Wages/Remuneration	as per SVFD Operating Guidelines
Other agency Fire Fighter Wages/Remuneration	as per schedules provided from other agencies
<b>Apparatus Charges</b>	
SVFD Apparatus Charges	as per SVFD Operating Guidelines
SVFD Equipment Charges	as per SVFD Operating Guidelines
SVFD Supplies	as per SVFD Operating Guidelines
Other Agency Apparatus Charges	as per Charge Out Rate Schedules from Other Agency
Other Agency Equipment Charges	as per Charge Out Rate Schedules from Other Agency
Other Agency Supplies Charges	as per Charge Out Rate Schedules from Other Agency
<b>Fire Watch Charges</b>	
Sasamat Volunteer Fire Department Fire Watch	per SVFD Operating Guidelines
Other Agency Fire Watch	per Other Agency's charge out rate schedules

READ A FIRST TIME on July 22, 2024

READ A SECOND TIME on July 22, 2024

READ A THIRD TIME on July 22, 2024

ADOPTED by the Council on

\_\_\_\_\_  
 Jamie Ross  
 Mayor

\_\_\_\_\_  
 Amanda Seibert  
 Corporate Officer

This is a certified a true copy of  
 Village of Belcarra Fees and Charges Bylaw No. 517, 2018  
 Amendment Bylaw No. 629, 2024

\_\_\_\_\_  
 Chief Administrative Officer



**VILLAGE OF BELCARRA**  
**Bylaw Notice Enforcement**  
**Bylaw No. 520, 2018, Amendment Bylaw No. 630, 2024**  
**(Bylaw Notice Dispute Adjudication Registry)**



An amendment bylaw to amend penalties of bylaw enforcement notices in conjunction with  
 Village of Belcarra Bylaw Adjudication Registry

WHEREAS the *Community Charter* enables a local government to amend its bylaws from time to time;

NOW THEREFORE the Village of Belcarra enacts as follows:

1. That this bylaw be cited for all purposes as the “Village of Belcarra Bylaw Enforcement Bylaw No. 520, 2018, Amendment Bylaw No. 630, 2024”
2. That the “Village of Belcarra Bylaw Notice Enforcement Bylaw No. 520, 2018” be amended with an addition of a section in the table classified as Schedule A – Designated Bylaw Contraventions and Penalties titled “Fire Prevention and Regulation Bylaw No. 627, 2024” as follows:

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>(*Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is shown as "Yes")</small>
<b>Fire Prevention and Regulation Bylaw No. 627, 2024</b>						
627	6.1 – 6.5, 9.19, 16.2, 16.3	Failure to Comply with Order	\$500.00	\$350.00	\$500.00	NO
627	9.22	Obstructing exit	\$200.00	\$140.00	\$260.00	NO
627	9.23	Failure to adopt and practice system of fire drills or exercises	\$200.00	\$140.00	\$260.00	NO
627	21.3	Failure to maintain life safety	\$200.00	\$140.00	\$260.00	NO
627	9.3, 9.7	Obstruct a member or inspector	\$200.00	\$140.00	\$260.00	NO
627	9.11	Tamper, damage, disconnect or drive over equipment or hose	\$200.00	\$140.00	\$260.00	NO
627	9.12	Failure to remove hazard	\$200.00	\$140.00	\$260.00	NO
627	9.13	Failure to maintain receptacles	\$200.00	\$140.00	\$260.00	NO
627	9.14	Failure to maintain fire separations	\$200.00	\$140.00	\$260.00	NO
627	9.15, 9.16, 9.17	Improper deposit of combustibles	\$200.00	\$140.00	\$260.00	NO
627	9.18	Failure to maintain chimney, stove pipe or flue	\$200.00	\$140.00	\$260.00	NO
627	9.20	Misuse of gas or electrical appliances	\$200.00	\$140.00	\$260.00	NO
627	10.1	Failure to report fire	\$200.00	\$140.00	\$260.00	NO
627	10.3	Entry of restricted area	\$200.00	\$140.00	\$260.00	NO
627	12.1	Failure to prevent fire hazard	\$200.00	\$140.00	\$260.00	NO
627	12.2	Failure to secure vacant building after fire	\$200.00	\$140.00	\$260.00	NO
627	12.3	Failure to secure vacant premises	\$200.00	\$140.00	\$260.00	NO

Bylaw No.	Section	Description	A1 Penalty	A2 Early Payment Penalty	A3 Late Payment Penalty	A4 Compliance Agreement Available <small>(*Maximum 50% Reduction in Penalty Amount Where Compliance Agreement is shown as "Yes")</small>
627	13.1, 15.6	Block, hinder or obstruct emergency access route or obstruct road, street, fire access, service road	\$500.00	\$350.00	\$500.00	NO
627	13.6	Failure to provide access and keys	\$200.00	\$140.00	\$260.00	NO
627	15.4, 15.5	Obstruct or tamper with fire hydrant or fire protection device	\$500.00	\$350.00	\$500.00	NO
627	17.1	Failure to maintain or upgrade system	\$200.00	\$140.00	\$260.00	NO
627	17.2	Failure to maintain fire department connections	\$200.00	\$140.00	\$260.00	NO
627	18.1.1	Failure to provide contact person	\$200.00	\$140.00	\$260.00	NO
627	18.1.2	Failure for contact person to arrive within 30 minutes of a fire alarm activation	\$200.00	\$140.00	\$260.00	NO
627	18.3	Unlawful fire alarm activation	\$200.00	\$140.00	\$260.00	NO
627	18.4	Failure to address recurring false fire alarm	\$500.00	\$350.00	\$500.00	NO
627	19	Failure to maintain fire protection device	\$200.00	\$140.00	\$260.00	NO
627	20.1	Failure to provide proper addressing	\$200.00	\$140.00	\$260.00	NO
627	21.1, 21.2, 21.4	Failure to provide fire safety plan	\$200.00	\$140.00	\$260.00	NO
627	21.4.2	Failure to ensure emergency access route to a construction or demolition site	\$500.00	\$350.00	\$500.00	NO
627	21.4.3	Failure to maintain adequate water supply	\$200.00	\$140.00	\$260.00	NO
627	22.1	Failure to obtain an open air fire permit	\$200.00	\$140.00	\$260.00	NO
627	22.8	Burning prohibited materials	\$200.00	\$140.00	\$260.00	NO

READ A FIRST TIME on July 22, 2024

READ A SECOND TIME on July 22, 2024

READ A THIRD TIME on July 22, 2024

ADOPTED by the Council on

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Jamie Ross  
Mayor

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Amanda Seibert  
Corporate Officer

This is a certified a true copy of  
Village of Belcarra Bylaw Notice Enforcement  
Bylaw No. 520, 2018, Amendment Bylaw No. 630, 2024

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Chief Administrative Officer