



**VILLAGE OF BELCARRA  
MINUTES  
VILLAGE HALL  
MONDAY, JANUARY 21, 2008**



Minutes of the Regular Meeting of the Municipal Council for the Village of Belcarra, held Monday, January 21, 2008, at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra BC.

Council in Attendance:

Mayor Ralph Drew  
Councillor Bruce Drake  
Councillor Colin Richardson  
Councillor Jennifer Glover  
Councillor Jamie Ross

Staff in Attendance:

Administrator, Lynda Floyd  
Superintendent Public Works/Building Inspector, Larry Scott  
Administrative Assistant, Erin Harron

**1. CALL TO ORDER**

The meeting was called to order at 7:38pm.

**2. APPROVAL OF THE AGENDA**

**Regular Council Meeting Monday, January 21, 2008**

Moved by: Councillor Drake  
Seconded by: Councillor Richardson

That the Agenda for the Regular Council Meeting Monday, January 21, 2008 be adopted.

**CARRIED**

**3. ADOPTION OF THE MINUTES**

**Regular Council Meeting Monday, December 17, 2007**

Moved by: Councillor Richardson  
Seconded by: Councillor Glover

That the minutes of the Regular Council Meeting held Monday, December 17, 2007 be adopted.

**CARRIED**

**4. BUSINESS ARISING FROM THE MINUTES AS ADOPTED**

No items presented.

**5. INTRODUCTION OF LATE ITEMS**

No items presented.

**6. DELEGATIONS**

No items presented.

7. **BUSINESS POSTPONED OR TABLED AT OR NOT DEALT WITH AT A PREVIOUS MEETING**

No items presented.

8. **REPORT OF PUBLIC WORKS SUPERINTENDENT/DEVELOPMENT VARIANCE PERMITS**

8.1 **Attendance at the BC Water & Waste Educational Conference**

Larry Scott, Building Inspector / Public Works, requested attendance at the 2008 British Columbia Water and Waste Association Education and Training Conference in April 2008.

It was noted that credits for attending the conference workshops can be used for the Small Water Certification.

Moved by: Councillor Glover

Seconded by: Councillor Drake

That the Superintendent of Public Works attend the BC Water and Waste Association Education and Training Conference, hosted at Whistler Village, with a budget set at \$1,300.00.

**CARRIED**

8.2 **Belcarra Potable Water Infrastructure Project Design Terms of Reference.**

Larry Scott, Building Inspector / Public Works, provided a report dated January 18, 2008 regarding the Belcarra Potable Water Infrastructure Project Design Terms of Reference.

It was noted that Council's authorization would allow Dayton & Knight and Beesley Engineering Ltd. to determine the project costs, building on the 2006 pre-design study data.

Discussion ensued relative to:

- the size of the grant in comparison to the size of the community; and
- the benefits to the community health of having a safe supply of potable water.

**Main Motion**

Moved by: Councillor Drake

Seconded by: Councillor Glover

THAT

1. An expenditure of up to \$30,000 be approved to direct Dayton and Knight begin design and cost estimates for the twinned submarine water main and the District of North Vancouver infrastructure upgrades;
2. Beesley Engineering Ltd. be designated as the Village of Belcarra Consulting Engineer and Project Manager within the scope of the Municipal Rural Infrastructure Fund grant project;
3. Beesley Engineering Ltd. be directed to prepare design and cost estimates for the terrestrial portion of water main for the Belcarra Potable Water Infrastructure Project; and
4. Staff be directed to manage the Belcarra Potable Water Infrastructure Project.

Moved by: Councillor Richardson  
Seconded by: Councillor Glover

That a letter of appreciation be sent to MLA Ian Black and MP James Moore thanking them for their efforts to support and promote the merits of the Belcarra Potable Water Infrastructure Project to the Provincial and Federal government decision makers.

**CARRIED**

Moved by: Councillor Ross  
Seconded by: Councillor Drake

That the Main Motion 8.2 relative to the Belcarra Potable Water Infrastructure Project Design Terms of Reference be tabled.

**CARRIED**

Discussion ensued relative to:

- The cost estimated for the Potable Water Supply – Preferred Option Pre-design Study were based upon 2006 prices;
- The process for next steps will require the design be done and updating the cost data to accurately provide correct information to the residents and to prepare tenders for contractors;
- \$90,000 that has been spent by the Village to complete studies; and
- The options for obtaining elector assent including property owner petition, council initiative, and referendum.

Moved by: Councillor Ross  
Seconded by: Councillor Glover

That the main motion 8.2 Belcarra Potable Water Infrastructure Project Design Terms of Reference be now lifted from the table.

**CARRIED**

Question was then called on the main motion and it was

**CARRIED**

**9. COMMITTEE REPORTS**

**9.1 Public Works & Planning – Councillor Ross**

No items presented.

**9.2 Treaty Advisory Committee & Special Projects – Councillor Richardson**

No items presented.

**9.3 Protective Services – Councillor Drake**

No items presented.

**9.4 Environmental Affairs – Councillor Glover**

No items presented.

**10. MAYOR'S REPORT**

**10.1 2007 Sasamat Volunteer Fire Department (SVFD) Call Out Statistics**

It was noted that the statistics are in line with the past five year averages.

**11. FINANCE REPORT**

It was noted that the Municipal Auditor is scheduled to start the yearly audit process at the end of February.

**12. ADMINISTRATOR'S REPORT**

**12.1 Fees and Charges Bylaw No. 400, 2008**

Lynda Floyd, Chief Administrative Officer, provided a report dated January 18, 2008 regarding Fees and Charges Bylaw No. 400, 2008 noting that:

- The Fees and Charges bylaw has not been updated in ten years;
- New services have been introduced; and
- the old fee schedules do not reflect costs for the services.

Discussion ensued relative to:

- Whether or not fines are issued to those that do not adhere to the garbage and recycling guidelines;
- Current practice whereby if the individual is identifiable, they will receive an invoice for the cost of the item to be disposed of by the Village, as well as staff time;
- Changing the fees for the community filming application fee from \$500 to \$750 and the filming fee for the municipal hall from \$50 to \$750; and
- Changing the Belcarra Regional Park Gate Access fee from \$500 to \$750.

Moved by: Councillor Drake  
Seconded by: Councillor Glover

That "Village of Belcarra Fees & Charges Bylaw No. 400, 2008" be read a first, second and third time.

**CARRIED**

**12.2 Attendance at the CAO Forum 2008**

Lynda Floyd, Chief Administrative Officer, provided a report dated January 18, 2008 regarding attendance to the 2008 CAO Forum.

Moved by: Councillor Ross  
Seconded by: Councillor Glover

That the Chief Administrative Officer attends the CAO Forum, February 13 to 15, 2008, hosted in Kamloops, with a budget set at \$1,393.

**CARRIED**

**13. BYLAWS**

No items presented.

**14. CORRESPONDENCE/PROCLAMATIONS**

Moved by: Councillor Drake  
Seconded by: Councillor Richardson

That the following correspondence, as follows, be received.

**REQUEST FOR ACTION**

- 14.1 Lori Whalley, Heart & Stroke Foundation of BC & Yukon, December 17, 2007, requested that February 2008 be proclaimed Heart Month.

Moved by: Councillor Richardson  
Seconded by: Councillor Glover

That the Village of Belcarra proclaim February 2008 as Heart Month.

**CARRIED**

**INFORMATIONS ITEMS**

- 14.2 G.W. Powell, Provincial Health Services Authority, December 12, 2007, regarding the recent collaborations between the Provincial Health Services Authority and Fraser Health.
- 14.3 Mayor Scott Young, City of Port Coquitlam, December 12, 2007, regarding the Coast Meridian Overpass project.
- 14.4 Minister George Abbot, Ministry of Health, December 12, 2007, regarding the creation of a Technical Advisory Committee to address concerns about turbidity and microbial risk in drinking water in British Columbia.
- 14.5 Lorcan O'Melinn, School District # 43, December 13, 2007, regarding the new Board of Education Chair and Vice-Chair.
- 14.6 Lois E. Jackson, Chair Metro Vancouver, December 13, 2007, regarding the Future of the Region Sustainability Dialogs Report: Drugs & Crime – Dealing with Your Drug Problem.
- 14.7 Jako Krushnisky, Run of River Power Inc., December 17, 2007, regarding the progress of their Upper Pitt River green hydro project.
- 14.8 Minister Linda Reid, Ministry of Children and Family Development, December 18, 2007, regarding the creation of child care spaces through funding by the Major Capital Funding Program.
- 14.9 George Heyman, British Columbia Government and Service Employee's Union, January 2, 2008, regarding road and highway maintenance specifications in British Columbia.
- 14.10 Kirsten Heslop, Ministry of Environment, January 7, 2008, regarding greywater discharges from vessels being banned in British Columbia's Inland Waters.
- 14.11 Bruce Dewar, 2010 Legacies Now, January 4, 2008, regarding the 2010 Legacies annual review for the 2006/2007 fiscal year.

**CARRIED**

15. **REQUEST FOR ACTION**

No items presented.

16. **INFORMATIONS ITEMS**

No items presented.

**17. NEW BUSINESS**

No items presented.

**18. UNFINISHED BUSINESS**

No items presented.

**19. NOTICES OF MOTION**

No items presented.

**20. PUBLIC QUESTION PERIOD**

No items presented.

**21. ADJOURNMENT**

Moved by: Councillor Richardson

Seconded by: Councillor Drake

That the January 21, 2008 Regular Meeting be terminated. (9:15pm)

**CARRIED**

**C E R T I F I E D C O R R E C T**

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**Mayor Drew**

**L. Floyd, Administrator**