



**VILLAGE OF BELCARRA  
REGULAR COUNCIL AGENDA  
VILLAGE HALL  
MONDAY, APRIL 14, 2008**



Minutes of the Regular Meeting of the Municipal Council for the Village of Belcarra, held Monday, April 14, 2008, at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra BC.

Council in Attendance:

Mayor Ralph Drew  
Councillor Bruce Drake  
Councillor Jennifer Glover  
Councillor Colin Richardson  
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, April 14, 2008**

Moved by: Councillor Richardson  
Seconded by: Councillor Glover

That the Agenda for the Regular Council Meeting Monday, April 14, 2008 be amended by adding:

Item 10.1 Belcarra Potable Water Infrastructure Update; and  
Item 11.3 Revenue and Tax Policy Disclosures;

And that the Agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF THE MINUTES**

**3.1 Regular Council Meeting Monday, March 31, 2008**

Moved by: Councillor Glover  
Seconded by: Councillor Richardson

That the Minutes of the Regular Council Meeting held Monday, March 31, 2008 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 Landfill Refuse Reduction Goal of 10% for 2008**

Larry Scott, Building Inspector and Superintendent of Public Works, provided a report dated April 8, 2008, requesting Council's support to set a target 10% reduction in refuse for 2008.

It was noted that the initiative is to educate and promote reduction and proper disposal of recyclables and refuse.

Discussion ensued relative to:

- The high value financially and ecologically in supporting this initiative;
- Signage at the recycling facility to encourage less incidents of unlawful disposal;
- The additional camera to monitor activities at the site will be installed shortly; and
- Changing the reference to "Recycling and Refuse" to promote a change of perspective towards waste disposal.

Moved by: Councillor Ross

Seconded by: Councillor Richardson

That Council supports a community goal of reducing the 172,310 kg of material sent to landfill in 2007 by 10%, through education and operational initiatives.

**CARRIED**

**9. COMMITTEE REPORTS**

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

No items presented.

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

Co-operative management report is available for comments and reading.

**9.3 Protective Services – Councillor Drake**

No items presented.

**9.4 Environmental Affairs – Councillor Glover**

No items presented.

**10. MAYOR'S REPORT****10.1 Belcarra Potable Water Infrastructure Project Update**

It was noted that:

- The main focus since the Municipal Rural Infrastructure Grant (MRIF) announcement in January has been completing a Environmental Assessment Document (EAD) for Western Economic Diversification (WED);
- The EAD was submitted the second week of April completed through a collective effort with Balanced Environmental, Beesley Engineering, Dayton & Knight, and staff;
- The design of the watermain has been altered to avoid impacting eelgrass beds; and
- The next step is to wait for comments on the EAD from WED and other review agencies.

**11. FINANCE REPORT****11.1 Proposed 2008 Financial Plan**

Lynda Floyd, Chief Administrative Officer, provided a report dated April 11, 2008, regarding the proposed 2008 Financial Plan noting that:

- The cost of Garbage will go up from \$150 to \$160 in 2008; to account for accurate operating costs;
- The breakdown of the budget includes reorganization of some accounts to reflect accurate categories and expenses;
- Administration expense includes money for staffing and for new accounting standards mandated by the province, benefits are dependant on individual rate increases;
- The capital program projects in the amount of \$264,518 are proposed; and
- The 2008 Financial Plan will be presented to the public next meeting, in accordance with the legislation.

Moved by: Councillor Drake

Seconded by: Councillor Glover

That the proposed 2008 Financial Plan, which would represent a 4% rate increase in the municipal tax levy for 2008, be supported.

**CARRIED**

**11.2 Municipal Equipment Replacement - Tractor and Boom Mower**

Larry Scott, Building Inspector and Superintendent of Public Works, provided a report dated April 11, 2008 regarding the purchase of a new tractor and boom mover noting that:

- The existing tractor is 25 years old, does not have the capacity to do the jobs required, and has been costly to maintain;
- Rollins Machinery Ltd. will accept our tractor as a trade in; and
- Delivery of the new tractor will be within 4 to 6 weeks.

Moved by: Councillor Richardson  
 Seconded by: Councillor Drake

That Council accepts Rollins Machinery Ltd, quotation for a 2008 New Holland Tractor TN70DA Tractor and Bomford Kestral Boom Mower at a net cost of \$83,486.40.

**CARRIED**

### **11.3 Revenue and Tax Disclosures**

Lynda Floyd, Administrative Officer, provided a report dated April 14, 2008 regarding the revenue and tax disclosures statements nothing that:

- The 2007 amendments to the Community Charter require municipal five year financial plans have a more transparent description of revenue and tax disclosures; and
- Three specific statements must be identified:
  - The proportions of revenue proposed to come from each funding source;
  - The distribution of property taxes among the property classes; and
  - The use of permissive tax exemptions.

Moved by: Councillor Drake  
 Seconded by: Councillor Glover

That the Council support the inclusion of the revenue and tax policy disclosure statements in the Chief Administrative Officers April 14, 2008 report titled "Revenue and Tax Policy Disclosures".

**CARRIED**

## **12. ADMINISTRATOR'S REPORT**

### **12.1 Council Policy Review – Policy 168**

Lynda Floyd, Administrative Officer, provided a report dated April 11, 2008, regarding Council Review Policy 168.

It was noted that this policy made reference to specific fees the proposed amendment changes those references and clarifies some of the wording.

Moved by: Councillor Glover  
 Seconded by: Councillor Richardson

That "Policy 168 – Decommissioning Options for Accessory or Unauthorized Suites", adopted September 30, 2003, as amended, be approved.

**CARRIED**

### **12.2 Village of Belcarra Fees and Charges Bylaw No. 400, 2008, Amendment Bylaw No. 403, 2008**

Lynda Floyd, Administrative Officer, provided a report dated April 11, 2008, regarding Fees and Charges Bylaw No. 400, 2008, Amendment No. 403, 2008 noting that the amendments include:

- Adding page numbers for ease of reference;
- Changing the NSF fee to reflect current bank fees;
- Adding a municipal road allowance security deposit;
- Adding subdivision application fees for lots which are water access only;

- Changing the garbage fee, from \$150 to \$160; and
- Adding the word “garden waste” to help recover costs from unauthorized users.

Moved by: Councillor Richardson  
Seconded by: Councillor Ross

That the “Village of Belcarra Fees and Charges Bylaw No. 400, 2008, Amendment Bylaw No. 403, 2008” be read a first, second and third time.

**CARRIED**

**13. BYLAWS**

**13.1 Village of Belcarra Smoking Control Bylaw No. 285, 1998 Amendment Bylaw No. 402, 2008**

Moved by: Councillor Glover  
Seconded by: Councillor Drake

That “Village of Belcarra Smoking Control Bylaw No. 285, 1998 Amendment Bylaw No. 402, 2008” be adopted.

**CARRIED**

**14. CORRESPONDENCE/PROCLAMATIONS**

Moved by: Councillor Richardson  
Seconded by: Councillor Glover

That the following correspondence, as follows, be received.

**REQUEST FOR ACTION**

**14.1 Dave Matheson, Gleneagle Secondary, March 7, 2008, requesting a donation towards their eight annual after grad celebration.**

Moved by: Councillor Ross  
Seconded by: Councillor Richardson

That the Gleneagle Secondary School request for a donation towards their 2008 after grad be considered in conjunction with the 2008 budgeting process.

**CARRIED**

**14.2 Honourable Mobina Jaffer, Canadian Senate, March 28, 2008, requesting that April 25, 2008 be proclaimed World Malaria Day.**

Moved by: Councillor Ross  
Seconded by: Councillor Drake

That the Village of Belcarra proclaim April 25, 2008 as World Malaria Day.

**CARRIED**

**14.3 Carolyn Rice, New Westminster & District Labour Council, April 3, 2008, requesting that April 28, 2008 be proclaimed official day of Mourning for Workers Killed and Injured on the Job, and that Council observe one minute of silence in the Council Chambers at its meeting of April 28, 2008.**

Moved by: Councillor Drake  
Seconded by: Councillor Glover

That Council:

1. Proclaim April 28, 2008 as official day of Mourning for Workers Killed and Injured on the Job, and
2. Observe one minute of silence in the Council Chambers at the commencement of the Regular Council meeting on April 28, 2008.

**CARRIED**

- 14.4** Craig Rea, North Shore Lifeboat Society, April 7, 2008, requesting a donation towards their 2008 operating costs.

Moved by: Councillor Ross  
Seconded by: Councillor Richardson

That the North Shore Lifeboat Society request for a donation towards their 2008 operating costs be considered with the 2008 budgeting process.

**CARRIED**

**INFORMATIONS ITEMS**

- 14.5** Mayor Derek Corrigan, City of Burnaby, March 25, 2008, regarding the Evergreen Line Rapid Transit Project Business Case.
- 14.6** Honourable Mobina Jaffer, Canadian Senate, March 25, 2008, regarding Black History Month.
- 14.7** Lois E. Jackson, Chair Metro Vancouver, March 25, 2008, regarding endorsement of the Federal Canadian Municipality National Action Plan on Housing and Homelessness.
- 14.8** Mayor Ralph Drew, Lower Mainland Treaty Advisory Committee (LMTAC), April 14, 2008, inviting comments to the LMTAC Draft Discussion Paper.

**CARRIED**

**15. NEW BUSINESS**

It was noted that on April 30, 2008 Metro Vancouver will be holding an awards night in appreciation of the Sasamat Volunteer Fire Department, and that the invitation to attend has been extended to Council.

**16. UNFINISHED BUSINESS**

No items presented.

**17. NOTICES OF MOTION**

No items presented.

**18. PUBLIC QUESTION PERIOD**

No items presented.

**19. ADJOURNMENT**

Moved by: Councillor Ross  
Seconded by: Councillor Glover

That the April 14, 2008 Regular Meeting be terminated. (9:15 pm)

**CARRIED**

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

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**Mayor R. E. Drew**

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**L. Floyd Chief Administrative Officer**