



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
MONDAY, MARCH 8, 2010  
7:30 PM**



Minutes of the Regular Meeting of the Municipal Council for the Village of Belcarra, held Monday, March 8, 2010, at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra BC.

Council in Attendance:

Mayor Ralph Drew  
Councillor Bruce Drake  
Councillor Colin Richardson

Absent:

Councillor Jennifer Glover  
Councillor Jamie Ross

**1. CALL TO ORDER**

The meeting was called to order at 7:35pm.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting Monday, March 8, 2010**

Moved by: Councillor Drake  
Seconded by: Councillor Richardson

That the Agenda for the regular Council Meeting, Monday, March 8, 2010 be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting Monday, February 22, 2010**

Moved by: Councillor Drake  
Seconded by: Councillor Richardson

That the Minutes from the regular Council Meeting held Monday, February 22, 2010 be corrected as follows:

- Item No 10.1, by replacing the phrase "Metro Vancouver having achieved a 50% diversion plan and are aiming to increase that to 85%" with the phrase "Metro Vancouver having achieved a 55% diversion rate and are aiming to increase that to 70%.";and
- Item No 10.1, by replacing the phrase "The significant costs associated with creating waste diversions" with the phrase "The significant costs associated with achieving waste diversions."

And that the minutes as corrected be adopted.

**CARRIED**

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

No items presented.

**5. INTRODUCTION OF LATE ITEMS**

No items presented.

**6. DELEGATIONS****6.1 Sherry Chisholm, 4505 Belcarra Bay Road, regarding municipal hall rental requirements for Belcarra residents and the Community Recreation Association of Belcarra (CRAB).**

Sherry Chisholm, 4505 Belcarra Bay Road, provided a presentation about concerns pertaining to municipal hall rental requirements for Belcarra residents and the Community Recreation Association of Belcarra (CRAB), noting:

- Residents are not feeling welcome to use the hall;
- Residents are unsatisfied with the current municipal hall rental process and agreement package;
- The difficulty and the process relating to obtain liquor licenses, liability insurance and authorization for use of the kitchen;
- Security deposits are not necessary as residents can be relied upon to pay the municipality for any damage done when the hall is rented; and
- Socialization in the Village is vital and softening the hall rental requirements will encourage this.

Discussion ensued relative to:

- Hall damage during past functions which has formed the basis for the current damage deposit requirement;
- The specific policies and procedures have been put in place to protect the best interest of the municipality and it's tax payers, given the hall is a public facility; and
- The municipality's liability insurance which only provides protection to the municipality – Local community groups or associations are separate legal entities.

It was also noted that the Municipal Insurance Association (MIA) advised that liability insurance is necessary when renting the hall because:

- The Statute Law the Occupiers Liability Act of British Columbia requires an Owner or Occupier to ensure that the premises are kept in a reasonable safe condition, to be responsible for all activities that take place and to be responsible for the conduct of the invited;
- When an Occupier uses the premises they owe a "Duty of Care" in Common Law to their invited; and
- It ensures the financial protection of the municipality and it's taxpayers from any claims that may arise for which an Occupier of the hall may become legally liable.

Staff were asked to review the current municipal hall rental processes.

**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 2010 BOABC Building Officials Educational Conference**

Larry Scott, Superintendent of Public Works, provided a report dated March 3, 2010 regarding attendance at the 2010 BOABC Building Officials Educational Conference.

Moved by: Councillor Richardson  
Seconded by: Councillor Drake

That the Building Inspector be approved to attend the 2010 Building Officials Association of BC (BOABC) Education Conference to be held in Nanaimo, BC, April 25 to April 28, at a cost of \$1,300.00.

**CARRIED****8.2 Attendance at the 2010 BC Water & Waste Association (BCWWA) Educational Conference**

Larry Scott, Superintendent of Public Works, provided a report dated March 3, 2010 regarding attendance at the 2010 BC Water & Waste Association (BCWWA) Educational Conference.

Moved by: Councillor Drake  
Seconded by: Councillor Richardson

That the Superintendent of Public Works and the Public Works Maintenance Worker be approved to attend the 2010 BC Water and Waste Association Education and Training Conference, hosted at the Whistler Conference Centre, with a budget of \$2,000.00.

**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****Emergency Planning Activities**

Councillor Drake provided an update relative to the community Emergency First Aid training, noting:

- The Village of Belcarra is partnering with the Sasamat Volunteer Fire Department (SVFD) to offer a course in Emergency First Aid for interested residents; and
- The objective is to provide the basic skills to deal with life-threatening events in an emergency and, over time, to increase the number of Belcarra residents with this potential life-saving training.

Moved by: Councillor Drake  
Seconded by: Councillor Richardson

That:

1. Council approve in-principle and in-kind costs paid for by the municipality up to \$500.00 for purposes of partnering with the Sasamat Volunteer Fire Department to provide a course in Emergency First Aid training for interested Belcarra residents; and
2. The inclusion of \$500.00 be considered in the 2010 budget deliberations.

**CARRIED**

**9.4 Environmental Affairs – Councillor Glover**

No items presented.

**10. MAYOR'S REPORT**

No items presented.

**11. FINANCE REPORT**

No items presented.

**12. ADMINISTRATOR'S REPORT**

**12.1 Village of Belcarra Administration and Enforcement of the Building and Plumbing Code Bylaw 1992 No. 144, Amendment Bylaws Repeal Bylaw No. 423, 2010**

Lynda Floyd, Chief Administrative Officer, provided a report dated March 1, 2010 regarding the Village of Belcarra Administration and Enforcement of the Building and Plumbing Code Bylaw 1992 No. 144, Amendment Bylaws Repeal Bylaw No. 423, 2010.

Moved by: Councillor Drake  
Seconded by: Councillor Richardson

That "Village of Belcarra Administration and Enforcement of the Building and Plumbing Code Bylaw 1992 No. 144, Amendment Bylaws Repeal Bylaw No. 423, 2010" be read a first, second and third time.

**CARRIED**

**12.2 Official Community Plan (OCP) Open House**

Lynda Floyd, Chief Administrative Officer, advised that there is an OCP Open House scheduled for April 8, 2010, 7pm at the Municipal Hall and that notification of the Open House will be distributed to residents and property owners.

**13. BYLAWS**

**13.1 Village of Belcarra Recycle and Refuse Collection and Removal Bylaw No. 422, 2010**

Moved by: Councillor Drake  
Seconded by: Councillor Richardson

That the "Village of Belcarra Recycle and Refuse Collection and Removal Bylaw No. 422, 2010" be adopted.

**CARRIED**

**14. CORRESPONDENCE/PROCLAMATIONS**

Moved by: Councillor Richardson  
Seconded by: Councillor Drake

That correspondence item 14.1 be received.

**CARRIED**

**REQUEST FOR ACTION**

No items presented.

**INFORMATION ITEMS**

- 14.1** Village of Belcarra Official Community Plan (OCP) Review Committee meeting minutes, February 4, 2010.

**15. NEW BUSINESS**

No items presented.

**16. UNFINISHED BUSINESS**

No items presented.

**17. NOTICES OF MOTION**

No items presented.

**18. PUBLIC QUESTION PERIOD**

Michael Robson, 3350 Marine Avenue, queried:

- The Water Main Extension using the Marine Avenue right of way fronting his property; and
- The possibility of the municipality exchanging road right of way for lands area in adjacent Lots 1 and 2 and thereby giving the municipality access to locate the watermain at the rear of Lots 1, 2 and 3.

**19. RESOLUTION TO CLOSE MEETING**

No items presented.

**20. ADJOURNMENT**

Moved by: Councillor Richardson  
Seconded by: Councillor Drake

That the March 8, 2010 Regular Meeting be terminated. (9:17pm)

**CARRIED**

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

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Ralph E. Drew, Mayor

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Lynda Floyd  
Chief Administrative Officer