



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
VILLAGE HALL
December 10, 2018**



Minutes of the Regular Council Meeting for the Village of Belcarra held December 10, 2018 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

Council in Attendance

Mayor Neil Belenkie
Councillor Rob Begg
Councillor Carolina Clark
Councillor Bruce Drake
Councillor Liisa Wilder

Staff in Attendance

Lorna Dysart, Chief Administrative Officer
Bernie Serné, Superintendent of Public Works
Paula Richardson, Administrative Services Assistant

Others in Attendance

Nancy Gomerich, NG Consulting

1. CALL TO ORDER

Mayor Belenkie called the meeting to order at 6:30 pm.

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, December 10, 2018

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting, December 10, 2018 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Special Council Meeting, November 20, 2018

Moved by: Councillor Clark
Seconded by: Councillor Drake

That the minutes from the Special Council Meeting held November 20, 2018 be adopted.

CARRIED

3.2 Regular Council Meeting, November 26, 2018

Discussion ensued with regard to an amendment of the minutes as presented.

L. Dysart advised that the minutes are to reflect action, which are the motions, plus a brief summary of discussion and are not verbatim.

Moved by: Councillor Drake

Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held November 26, 2018 be adopted;

Discussion ensued regarding a sentence in Item 5.2.

Moved by: Councillor Begg

Seconded by: Councillor Drake

That the minutes of the meeting be amended by deleting the following sentence on Item 5.2:

“Councillor Begg agreed to meet with Mr. Reid with the possible formation of a group to discuss this matter”

The motion as amended was voted on and CARRIED

4. DELEGATIONS AND PRESENTATIONS

No items presented.

5. REPORTS**5.1 Lorna Dysart, Chief Administrative Officer, report dated December 10, 2018 regarding Re-appointment to Board of Variance**

L. Dysart outlined the re-appointment to the Board of Variance. She noted that a report will go to Council in January 2019 with regard to the structure of various Committees and Terms of Reference.

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That John Stubbs be re-appointed to the Board of Variance for a three year term beginning January 1, 2019 and ending December 31, 2021.

Council considered a one year appointment due to a review of Committee appointments.

Moved by: Councillor Begg

Seconded by: Councillor Drake

That John Stubbs re-appointment to the Board of Variance be amended to a one year term beginning January 1, 2019 and ending December 31, 2019.

The motion as amended was CARRIED

5.2 Revenue Anticipation Borrowing Bylaw No. 528, 2018

Lorna Dysart, Chief Administrative Officer, verbal report regarding the Revenue Anticipation Borrowing Bylaw No. 528, 2018.

Nancy Gomerich outlined the Revenue Anticipation Borrowing Bylaw No. 528, 2018. She noted that it is a Procedural Bylaw that must be passed before the end of the fiscal year.

Moved by: Councillor Begg
Seconded by: Councillor Wilder

That the Village of Belcarra Revenue Anticipation Borrowing Bylaw No. 528, 2018 be read a first, second and third time.

CARRIED

5.3 Nancy Gomerich, NG Consulting, continued from the December 3, 2018 Special Council meeting regarding 2019 Budget – Discussion Items.

N. Gomerich provided an overview with a PowerPoint on the following:

Capital Works

- Approach to Budgeting & Funding Capital Works
 - Asset Management

N. Gomerich provided an overview of Asset Management strategies including effectively tracking assets and their lifecycle costs to ensure a funding plan is in place for the long term. Considerable discussion ensued.

- Capital Funding Options
 - Move to Lower Service – Level / Standard
 - Existing Capital Reserves
 - Grants
 - Debt

N. Gomerich noted that internal borrowing may be accomplished using funds from other Reserves in the short term. She noted that the Major Road Network (MRN) Grant provides approximately \$30,000. per year for Capital Works plus 50% of works for newly approved MRN works. Discussion ensued with regard to the debt limits of municipalities which are based on definable revenues.

- Summary by Fund
 1. Waste and Recycle Depot (WARD)

Discussion ensued with regard to:

 - Replacement cost, amortization, and Capital Funding
 - Whether the detailed information provided was available for other assets
 2. Water

Discussion ensued with regard to:

 - Fees for residents connected and not connected to the water system
 - Water metering
 - Charges levied by other municipalities
 - Periodic and ongoing maintenance plus mandated testing

3. General

Discussion ensued with regard to:

- Asset categories in the General Fund
 - a) Roads (and related retaining walls, bus stops, etc.)
 - b) Drainage
 - c) Trails, Multi-Use Court, other recreation
 - d) Buildings (Municipal Hall, Public Works buildings)
 - e) Public Works and Administration Equipment (computers, equipment, vehicles, etc.)
- Approximately 7 km of roads in the Village are part of the MRN
- Long-term Capital Plans for required for Drainage, Trails & Buildings

A recess was called at 8:10 pm

The meeting reconvened 8:20 pm

Capital Works Projects for Consideration

All Capital Projects are funded from Capital Reserves that are funded annually from revenue (i.e. taxation / fees)

General Fund

1. Technology for Council – \$4,800. – cell phones – Council did not support
2. Technology for Council – Ipads – \$3,000. – Council did not support
3. Information Technology – \$6,000. – Supported by Council
4. Emergency Preparedness – \$28,000. – (\$25,000 Grant funding approved for 2018)
5. Public Works Modular Trailer for office space and Records Management – \$40,000. – \$60,000. – Supported by Council
6. Lighting at Bus Stops (8) – \$200,000. – Mayor Belenkie advised of a commitment by Honourable Selina Robinson, MLA
7. Reader Board – \$32,000. – Council did not support.
8. Multi-Use Court - \$120,000. – Council did not support.
9. 3600 Block Bedwell Bay Road – \$16,000. (additional \$16,000. from MRN Grant)
Culvert failed – Council requested that the Superintendent of Public Works prepare a list of items outlined in priority order.
10. Young Avenue Turnaround – \$150,000. – Council did not support – Council suggested that the Superintendent of Public Works use alternate methods to provide safety while plowing this road, including chains on the front wheels of the plow truck.
11. Tatlow Trail – Phase 2 - \$18,000. – Council did not support further work at this time.
12. Salish Trail Steps – \$22,000. – Council did not support. Project deferred with a view to development of a Community Group to complete work. Sign to be posted “Use at Own Risk”.
13. Marine Avenue – \$30,000. – Supported by Council – The Superintendent of Public Works has a list of the sections of Marine Avenue.

14. Midden Road – \$60,000. – Council recommended patching the road rather than a full repair. The expectation is that traffic will decrease with the implementation of the proposed Resident Only Parking in the Village.

Water Fund

15. Main Avenue Auto Flusher - \$10,000. – Supported by Council.

WARD Fund

16. Various - \$5,000. – Supported by Council – to streamline operations.

N. Gomerich will provide Council with updated Budget discussion material at the January 14, 2019 Council meeting to reflect items discussed.

Moved by: Councillor Begg

Seconded by: Councillor Drake

That the 2019 Budget – Discussion Items report from N. Gomerich, Financial Consultant, dated December 3, 2018 be received for information.

CARRIED

6. REPORTS FROM MAYOR AND PROJECT LEADS

Mayor Belenkie suggested that Council become members of the Tri-Cities Chamber of Commerce.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That Council approve membership in the Tri-Cities Chamber of Commerce at the cost of \$362.00 per annum.

CARRIED

7. BYLAWS

7.1 Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 527, 2018

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That "Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 527, 2018" be adopted.

CARRIED

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That correspondence item 8.1 to 8.5 be received.

CARRIED

INFORMATION ITEMS

8.1 Honourable John Horgan, Premier, Province of British Columbia, dated November 13, 2018 regarding Congratulations on the Election

8.2 Honourable Selina Robinson, Minister of Municipal Affairs and Housing, Province of British Columbia, dated November 15, 2018 regarding Congratulations on the Election

- 8.3 Honourable David Eby, Attorney General and Honourable Mike Farnsworth, Minister of Public Safety and Solicitor General, Province of British Columbia, dated November 22, 2018 regarding Congratulations on Election and Retail Sale of Non-Medical Cannabis
- 8.4 Gordon Ruth, Auditor General for Local Government, Province of British Columbia, dated November 29, 2018 regarding Congratulations on Election and Introduction
- 8.5 Isobel Mackenzie, Seniors Advocate, Province of British Columbia, dated November 30, 2018 regarding Congratulations on the Election

9. NEW BUSINESS

Councillor Begg queried with regard to a "No Exit" sign at the top of Kelly Road as the trail is damaged where cars turn around. The Superintendent of Public works noted that a "No Exit" sign will cost approximately \$30.00.

10. PUBLIC QUESTION PERIOD

Dave Warren, 4925 Robson Road, queried with regard to pending litigation with the Village.

Jim Chisholm, 4505 Belcarra Bay, queried with regard to operation of the website.

11. ADJOURNMENT

Moved by: Councillor Wilder

Seconded by: Councillor Begg

That the December 10, 2018 Regular Meeting be adjourned at 10:10 pm.

CARRIED

Certified Correct:



Neil Belenkie
Mayor



Lorna Dysart
Chief Administrative Officer