



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
VILLAGE HALL  
January 28, 2019**



Minutes of the Regular Council Meeting for the Village of Belcarra held January 28, 2019 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

*AMENDED  
FEB. 11, 2019  
P. Begg  
Dysart*

**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 7:00 pm.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, January 28, 2019**

Moved by: Councillor Drake  
Seconded by: Councillor Wilder

That the agenda for the Regular Council Meeting, January 28, 2019 be amended by adding:

5.2 Late Report

Lorna Dysart, Chief Administrative Officer, report dated January 28, 2019 regarding Appointments to 2019 Council Committees

And be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, January 14, 2019**

Moved by: Councillor Clark  
Seconded by: Councillor Begg

That the minutes from the Regular Council Meeting held January 14, 2019 be adopted

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS****4.1** Harriette Chang, Counsellor, School District No. 43 (SD43), Real Acts of Caring (RAC) and Leadership Students

Harriette Chang introduced 8 Leadership Students from School District No. 43 who provided a PowerPoint presentation regarding Real Acts of Caring. Mayor and Council received flowers and cookies from the students.

Mayor Belenkie thanked the students for their presentation and provided Belcarra gifts to the students in appreciation.

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That Council declare "February 10 – 16, 2019 as Real Acts of Caring Week in the Village of Belcarra".

**CARRIED**

**5. REPORTS****5.1** Lorna Dysart, Chief Administrative Officer, report dated January 28, 2019 regarding Water Servicing Extension Agreement with the District of North Vancouver

L. Dysart outlined the report. Discussion ensued.

Moved by: Councillor Begg  
Seconded by: Councillor Drake

That Council approve the Belcarra Water Servicing Extension Agreement with the District of North Vancouver dated January 1, 2019; and

That the Mayor and Chief Administrative Officer sign the 10-year extension agreement.

**CARRIED**

**5.2** Lorna Dysart, Chief Administrative Officer, report dated January 28, 2019 regarding Appointments to 2019 Council Committees

L. Dysart outlined the report and noted that each committee will self select leadership if a Chair or Vice – Chair has not been elected by voters.

Moved by: Councillor Wilder  
Seconded by: Councillor Drake

That Committee members be appointed to the Council Committees listed below for a term of 1 year:

**Belcarra Day Committee (BDC):**

- Council Representative: Bruce Drake
  - 1) Drake, Diana – Member
  - 2) Gary Glover – Member
  - 3) Jamieson, Maureen – Member
  - 4) Warren, Dave – CRAB Liaison

**Farrer Cove Committee (FCC):**

- Council Representative: Liisa Wilder
  - 1) Ashford, Brian – Member
  - 2) Carlsen, Larry – Vice Chair / Member
  - 3) Rodgers, Sy – Member
  - 4) Spence, Lynda – Member
  - 5) Bob Wilson – Member

**Tree Committee (TC):**

- Council Representative: Carolina Clark
  - 1) Begg, Mary - Any position
  - 2) Bramley, Les - Member
  - 3) Chapman, Sandra – Any position
  - 4) Greig, Vicky – Member
  - 5) Struk, Deborah – Member

**CARRIED****5.3** Nancy Gomerich, NG Consulting, presentation as follows:

- a) Corporate Strategic Plan Update
- b) 2019 Budget – Discussion Report

N. Gomerich discussed the Corporate Strategic Plan Update. She requested that Council prioritize the items for staff information.

Moved by: Councillor Clark  
Seconded by: Councillor Begg

That Council prioritize the 10 Corporate Strategic Plan priorities for review by the Chief Administrative Officer and Staff.

**CARRIED**

N. Gomerich outlined the following 2019 Budget – Discussion Report items:

Waste and Recycle Depot (WARD) Fund

Discussion ensued with regard to Waste and Recycle fees for secondary suites and one 2019 Curb Side Chipping event will take place on March 4, 2019.

Water Fund

Discussion ensued with regard to water metering which will be a future consideration. Mayor Belenkie noted that an inspection of the Tatlow Reservoir is required. Discussion ensued with regard to designating funds collected for the Water Capital Reserve.

N. Gomerich noted that May 15, 2019 is the deadline for adoption of the Budget Bylaw.

Moved by: Councillor Begg  
Seconded by: Councillor Drake

That a \$100.00 tax be added to each parcel of land for the Water Capital Reserve.

**CARRIED**

General Fund

N. Gomerich outlined the General Fund Budget items including two new Trailers, the Building Inspector position, Bylaw Enforcement, the Drainage Study and the Use of Municipal Hall by residents.

L. Dysart outlined the amendment to Fees & Charges Bylaw No. 517, 2018 which includes costs incurred by the Building Inspector and Planning Consultants which may be charged back to developers.

Moved by: Councillor Begg

Seconded by: Councillor Clark

That a 36% increase be applied to Village Building Permit Fees; and  
That the Building Inspector and Planning Consultants continue to track expenses to charge back to developers.

**CARRIED**

Discussion ensued with regard to Bylaw Enforcement. L. Dysart noted that 2019 will better illustrate ticketing revenue as 2018 was the phase in for the first year of ticketing which commenced in August 2018.

Moved by: Councillor Drake

Seconded by: Councillor Begg

That the Bylaw Enforcement Services budget be increased by 1.43% for the 2019 Budget.

**CARRIED**

N. Gomerich outlined the BC Provincial Government move to eliminate the Medical Services Plan (MSP) and implement a new Health Tax. The change will require the Village to pay a one time MSP payment of \$5,552.00 in 2019.

Moved by: Councillor Begg

Seconded by: Councillor Drake

That the one time expense for the Medical Services Plan (MSP) payment of \$5,552.00 in 2019 be funded from Surplus.

**CARRIED**

Public Works Trailer

Discussion ensued with regard to rental of two trailers; one trailer for Public Works staff and storage, and one trailer for office space and corporate records.

Moved by: Councillor Clark

Seconded by: Councillor Begg

That rental funding for 2 trailers be approved for a one year period.

**CARRIED**

Mayor & Council Benefits

N. Gomerich outlined options for Mayor and Council member benefits which they would pay.

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the Mayor and Council member benefits be differed; and

That the Chief Administrative Officer report back on other options for Council benefit package providers

**CARRIED**

A five minute recess was called at 9:25 pm.

The meeting reconvened at 9:30 pm.

Village Liquor License – Resident Use of Hall

N. Gomerich outlined the results of research into a universal Liquor License for the Village Hall. The Village must apply for Special Event Liquor Licenses and provide an employee with a Serve It Right license to serve liquor. It was noted that a change in fob access to the Village Hall for all residents would result in a \$10,000.00 cost for new fobs.

Moved by: Councillor Begg

Seconded by: Councillor Clark

That the proposal for a universal Liquor License for the Village Hall and the purchase of additional fobs for new access system be deferred; and

That the Chief Administrative Officer report back on an alternate system.

**CARRIED**

Drainage Study

N. Gomerich outlined the December 2018 report with the estimated cost to complete the necessary work in the \$90,000.00 range with a proposal to divide the project into two phases to maximize grant options (FCM grant at 80%). Due to the demand for the FCM grants, staff are actively seeking other grant options.

Moved by: Councillor Drake

Seconded by: Councillor Begg

That the Drainage Study be approved in the amount \$50,000.00 with \$10,000.00 from Surplus and contingent on a \$40,000.00 grant from FCM or other sources.

**CARRIED**

Drainage Works

B. Serné, Superintendent of Public Works, outlined the top 5 priorities for culvert and catch basin repair. Discussion ensued.

Moved by: Councillor Begg

Seconded by: Councillor Drake

That approval be granted for 2 catch basin improvements in the amount of \$6,000.00 at 4012 Marine Avenue and at the end of Young Road.

**CARRIED**

Website Maintenance

Mayor Belenkie noted that the cost for operation of the new website will be reduced from the original estimate.

Moved by: Council Drake

Seconded by: Council Clark

That website operation for 2019 be approved at \$1,500.00 per year.

**CARRIED**

Marine Avenue at West Road – Beach Access

B. Serné provided information regarding access to the beach at Marine Avenue and West Road using existing Public Works metal steps. Discussion ensued.

Moved by: Councillor Begg

Second by: Councillor Drake

That the Marine Avenue at West Road cement stair improvement in the amount of \$10,000.00 be approved for the implementation of metal steps.

**CARRIED**

Guard Rails

B. Serné provided an overview on Guard Rail installation in the Village. Discussion ensued.

Moved by: Councillor Begg

Seconded by: Councillor Clark

That Guard Rail installation be deferred; and  
That funding negotiations continue with TransLink.

**CARRIED**

Mayor Belenkie advised that he met with MP Fin Donnelly. Discussion included funding for the Village Water System, Bedwell Bay becoming a Designated Sewage Area and other Village priorities. Discussion ensued.

N. Gomerich will bring a report and the Budget Bylaw back to Council at the February 11, 2019 Regular Council meeting.

## **6. REPORTS FROM MAYOR AND PROJECT LEADS**

### **Update on SCADA – Weekend Events**

B. Serné provided an update on the issues on the SCADA that occurred on January 26 & 27, 2019.

The Village It provider, Sea to Sky, installed a new server for the SCADA the week of January 21, 2019 and decommissioned the existing server. This resulted with server issues over the weekend. Sea to Sky and OPUS staff worked with Public Works staff on the weekend to resolve the problem. Work is continuing with staff to resolve the issue. The SCADA is now operating manually. Discussion ensued.

Staff will update the Mayor and Council as needed.

The Chief Administrative Officer will prepare a letter to Sea to Sky outlining concerns of Council.

**Committee Election Meeting**

L. Dysart outlined the process for the Committee Election Meeting to be held on Monday, January 29, 2019. All candidates may present a 3 minute speech. Applications of any candidate not in attendance will be read. Residents in attendance will be given the opportunity to vote. Discussion ensued.

**7. BYLAWS**

No items presented.

**8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That correspondence item 8.1 to 8.3 be received.

**CARRIED**

**ACTION ITEMS**

- 8.1** Lisa Johnston, Heritage Woods Secondary School 2019 Grad Committee, dated October 17, 2018 regarding 2019 Dry Grad donation request

Moved by: Councillor Drake

Seconded by: Councillor Clark

That Council donate \$100.00 to the Heritage Woods Secondary School Dry After Grad Celebration and \$100.00 to the Port Moody Secondary School Dry After Grad Celebration.

**CARRIED**

**INFORMATION ITEMS**

- 8.2** Brock Macdonald, Chief Executive Officer, Recycling Council of British Columbia, dated January 11, 2019 regarding Recycling Council of British Columbia 45<sup>th</sup> Annual Zero Waste / Circular Economy Conference 2019

- 8.3** Matthew Borghese, Government and Community Relations Consultant, Communications and Public Affairs, Fraser Health, dated January 18, 2019 regarding Fraser Health: Work Starts on New Emergency Departments at Eagle Ridge Hospital

**9. NEW BUSINESS**

No items presented.

**10. PUBLIC QUESTION PERIOD**

No items presented.

**11. ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Drake

That the January 28, 2019 Regular Meeting be adjourned at 10:50 pm.

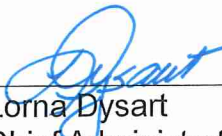
**CARRIED**

Certified Correct:



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Neil Belenkie  
Mayor



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Lorna Dysart  
Chief Administrative Officer