



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
VILLAGE HALL  
October 10, 2017**



Minutes of the Regular Council Meeting for the Village of Belcarra held October 10, 2017 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

**Council in Attendance**

Deputy Mayor Jamie Ross  
Councillor Bruce Drake  
Councillor Jennifer Glover  
Councillor Perry Muxworthy

**Council Member Absent**

Mayor Ralph Drew

**Staff in Attendance**

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

**1. CALL TO ORDER**

Deputy Mayor Ross called the meeting to order at 7:30 pm.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, October 10, 2017**

Moved by: Councillor Drake  
Seconded by: Councillor Glover

That the agenda for the Regular Council Meeting for October 10, 2017 be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, September 18, 2017**

Moved by: Councillor Muxworthy  
Seconded by: Councillor Drake

That the minutes from the Regular Council Meeting held for September 18, 2017 be adopted.

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

No items presented

**5. REPORTS****5.1 Nancy Gomerich, NG Consulting, dated October 10, 2017 regarding 2017 Third Quarter Financial Forecast Report**

Lorna Dysart, Chief Administrative Officer, outlined the report. She noted that the RCMP made observations and suggested security upgrades for the Municipal Hall.

Moved by: Councillor Drake  
Seconded by: Councillor Glover

That the 2017 3rd Quarter Financial Forecast Report be received for information;  
And that the expenditures that do not comply with Policy 195, as detailed in the section of this Report titled "Compliance with Policy 195", be approved.

**CARRIED**

**5.2 Paul Wiskar, Building Inspector, dated October 10, 2017 regarding 3424 Marine Avenue – Request for Tatlow Access**

Paul Wiskar outlined the report noting the triangular shape of the property, the well location on the adjacent property and Fraser Healthy Authority setback requirements for septic. Council asked pertinent questions of the property owners and their consultant, Graham Watson, Landmark Engineering & Planning Ltd.

Moved by: Councillor Drake  
Seconded by: Councillor Glover

That Council approve, for the property owners of 3424 Marine Avenue, access off Tatlow Road allowance as per the report from Landmark Engineering dated October 4, 2017;

And that staff review safety items and suggested improvements related to the Tatlow Trail as noted in the report.

**CARRIED**

**5.3 Paul Wiskar, Building Inspector, dated October 10, 2017 regarding Report on Village Hall Building Envelope Engineer Contract**

Paul Wiskar outlined the report noting the signs of deterioration of the Village Hall building envelope. He advised that the work will be completed in stages which will allow for assessment of the condition of the building exterior. Council asked pertinent questions regarding the scope of the work and the budget required.

Moved by: Councillor Drake  
Seconded by: Councillor Muxworthy

That Council approve funding (sole source) to hire Inline Holdings to sample areas under duress on the Village Hall Envelope with work to be completed on an elevation by elevation basis.

**CARRIED**

**5.4** Bernie Serné, AScT, Superintendent of Public Works, report dated October 10, 2017 regarding Windermere Creek – Hydrotechnical Assessment, Drainage Study

Bernie Serné outlined the report and advised that Kerr Wood Leidel Consulting Engineers were retained to complete a field assessment of Windermere Creek relative to flooding, erosion, sediment and debris. Discussion ensued with Council asking pertinent questions.

Moved by: Councillor Drake  
Seconded by: Councillor Glover

That Council receive the Hydrotechnical Assessment of Windermere Creek report, dated September 15, 2017 from Kerr Wood Leidel Consulting Engineers (KWL), for information purposes;

And that Village staff contact Metro Vancouver to inform them of the concerns presented in the report;

And that Village staff contact the seven identified property owners to inform them of the concerns presented in the report;

And that Village staff include in the budget removal of the old logging bridge upstream of Senkler Road Bridge;

And that Village staff monitor the Creek and bridges during and after major flows to confirm their structural integrity;

And that Village staff contact Metro Vancouver, Port Moody and the Imperial Oil Company to assess the Sasamat Lake catchment and Weir to evaluate possible high flow scenarios.

**CARRIED**

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

**UBCM Convention**

Deputy Mayor Ross reported on the UBCM Convention in Vancouver attended by himself and Lorna Dysart, Chief Administrative Officer. He reported on a meeting they attended with the Minister of Finance, the Honorable Carole James, in conjunction with the staff and elected official from Bowen Island, Lions Bay and Anmore. Discussion ensued with regard to workshops attended, ideas exchanged and the value of connections made at the convention.

**7. BYLAWS**

No items presented

**8. CORRESPONDENCE/PROCLAMATIONS**

Moved by: Councillor Muxworthy  
Seconded by: Councillor Glover

That correspondence item 8.1 to 8.12 be received.

**CARRIED**

**ACTION ITEMS**

- 8.1 Honorable Katrine Conroy, Minister of Children and Family Development, dated October 4, 2017 regarding Declaration of October as Foster Family Month

Moved by: Councillor Glover

Seconded by: Councillor Drake

That Council declare October, 2017 as “Foster Family Month” in the Village of Belcarra

**CARRIED**

**INFORMATION ITEMS**

- 8.2 Ralph Drew, Mayor, dated September 11, 2017 – Letter to Hon. Selina Robinson, Minister, BC Ministry of Municipal Affairs & Housing regarding Financial Inequity of the Provincial School Tax Levy within Metro Vancouver
- 8.3 Lois E. Jackson, Mayor, The Corporation of Delta, dated September 22, 2017 regarding the George Massey Tunnel – Angus Reid Poll (full report available at the Village office)
- 8.4 Roger G. Quan, Director, Air Quality and Climate Change, Metro Vancouver, dated September 22, 2017 regarding Caring for the Air, Metro Vancouver’s 2017 Report on Air Quality and Climate Change (full report available at the Village office)
- 8.5 Crossroad Hospice Society, dated September 25, 2017 regarding Invitation to Treasures of Christmas Gala, Saturday, November 25, 2017
- 8.6 Laurie Gourlay, Interim Director, Salish Sea Trust, dated September 29, 2017 regarding Salish Sea World Heritage Site E – Petition
- 8.7 Cathy Peters, BC’s Anti-Human Trafficking Educator, Advocate, Speaker, dated September 30, 2017 regarding Joy Smith Foundation Documentary
- 8.8 Maya Chorobik, Community Energy Manager, Community Energy Association, dated October 2, 2017 regarding BC Municipal Climate Leadership Council Invitation
- 8.9 Peter Struk, 4575 Belcarra Bay Road, dated September 7, 2017 regarding Special Report re: Zoning Advisory Committee
- 8.10 Suzanne Kyra, 2250 Farrer Cove, dated September 23, 2017 regarding Farrer Cove South
- 8.11 Elizabeth Mizener, 2200 Farrer Cove, dated September 29, 2017 regarding Farrer Cove South
- 8.12 Tony & Lynda Spence, 1050 Farrer Cove, dated October 3, 2017 regarding Farrer Cove South

**9. NEW BUSINESS**

No items presented.

**10. PUBLIC QUESTION PERIOD**

Jim Chisholm, 4505 Belcarra Bay Road queried with regard to the responsibility of costs of repair and maintenance for creeks on residential property.

**11. RESOLUTION TO CLOSE MEETING**

No items presented.

**12. ADJOURNMENT**

Moved by: Councillor Muxworthy

Seconded by: Councillor Glover

That the October 10, 2017 Regular Meeting be adjourned at 8:40 pm

**CARRIED**

Certified Correct:

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Ralph Drew  
Mayor

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Lorna Dysart  
Chief Administrative Officer