



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
VILLAGE HALL
October 23, 2017**



Minutes of the Regular Council Meeting for the Village of Belcarra held October 23, 2017 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra, BC.

Council in Attendance

Mayor Ralph Drew
Councillor Jamie Ross
Councillor Bruce Drake
Councillor Jennifer Glover

Council Member Absent

Councillor Perry Muxworthy

Staff in Attendance

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

Also in Attendance

Nancy Gomerich, NG Consulting

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, October 23, 2017

Moved by: Councillor Drake
Seconded by: Councillor Glover

That the agenda for the Regular Council Meeting for October 23, 2017 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, October 10, 2017

Moved by: Councillor Glover
Seconded by: Councillor Ross

That the minutes from the Regular Council Meeting held for October 10, 2017 be adopted.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Nancy Gomerich, NG Consulting, dated October 23, 2017 regarding Corporate Strategic Plan - Strategy Review & Update

- a) Corporate Strategic Plan – 2018 Priorities/Objectives
- b) Review of Policy 195 and 196
- c) 2018 Budget Discussion

Nancy Gomerich gave a presentation highlighting the following priorities for the 2018 Strategic Plan:

- Zoning Bylaw Update Completion
- Parking Bylaw/Municipal Ticketing Information
- Highway Encroachment Agreements & Bylaw
- Trails & Roadway Improvements
- Multi Use Courts (Tennis Courts)
- Drainage Study
- Emergency Preparedness
- Water Metering
- Records Management

Council asked pertinent questions. Discussion ensued regarding priorities and objectives for the 2018 fiscal year. Nancy Gomerich indicated that in addition to Capital Projects and the day to day operations, the 2018 Election will be a priority.

Recess called at 7:30 pm

The meeting reconvened at 7:45 pm

Nancy Gomerich gave a presentation with regard to the 2018 Budget highlighting the following:

- Recycling Fund – cost of attendants and 3rd party chipping
- Water Fund – reserves, metering and the costs involved
- General Fund – staff to review building permit fees
- Project Work – Zoning Advisory Committee, Drainage Study, Roads Asset Management by Urban System, Parking Bylaw, Financial Consultant, Additional Engineering support and Invasive Species
- Capital Projects – Roads, Drainage and Trails, Multi Use Courts (Tennis Courts), Municipal Hall and Building Repairs, Remote Reader Board (place holder), Village Hall Security and Disabled Access
- Equipment – Emergency Preparedness, Flail Mower Blade, Public Works Truck
- MRN Projects – Various Grant applications made for such items as Guard Rails, Bike Lanes, Drainage and Culverts
- Reserve Fund Summary – almost a \$1 million surplus

Council asked pertinent questions with regard to the preliminary Budget items. N. Gomerich advised that the actual budget will be presented at the next Council meeting, November 6, 2017.

b) Review of Policy 195 and 196

Nancy Gomerich provided a Policy review as follows noting:

- Policy 195 – Financial Plan – Amendment, Monitoring & Control
 - The purpose of this policy is to provide requirements for the amendment, monitoring and control of the Financial Plan.
- Policy 196 – Financial Plan – Sources & Uses of Funds
 - The purpose of this policy is to guide decision making on financial planning issues relating to all major sources and uses of funds.

Council discussed Policy 195 & 196 and the importance of maintaining the level of reserves required under the policies.

Mayor Drew thanked Nancy Gomerich for her presentation, Council will continue to work on the Budget in upcoming Regular Council meetings.

5. REPORTS

No items presented

6. REPORTS FROM MAYOR AND PROJECT LEADS**6.1 Mayor's Report****Asset Management Planning Is Key to Financial Sustainability**

Mayor Drew outlined the report noting that Belcarra Council continues to do due diligence to ensure that potential funding obligations are anticipated and included in the long range financial plan.

7. BYLAWS

No items presented

8. CORRESPONDENCE/PROCLAMATIONS

Moved by: Councillor Ross

Seconded by: Councillor Glover

That correspondence item 8.1 to 8.3 be received.

CARRIED

ACTION ITEMS

- 8.1** Chris Nicolls, Secretary – Treasurer, School District No. 43 (Coquitlam),
October 4, 2017 regarding School District No.43 (Coquitlam) Capital Bylaw No. 2,
Amendment Bylaw No. 1.7 – 2017

Moved by: Councillor Drake

Seconded by: Councillor Glover

That Council accept the School District No. 43 (Coquitlam) resolution for proposed eligible school site requirements.

MOTION TABLED

Moved by: Councillor Ross
Seconded by: Councillor Glover

That the motion regarding School District No. 43 (Coquitlam) resolution for proposed eligible school site requirements be tabled to the Council meeting November 6, 2017.

CARRIED

8.2 ISACA BCAWARE Campaign, dated October 8, 2017 regarding Declaration of January 29, 2018 to February 9, 2018 as BC Aware Days

Moved by: Councillor Glover
Seconded by: Councillor Drake

That Council declare January 29, 2018 to February 9, 2018 as "BC Aware Days" in the Village of Belcarra.

CARRIED

INFORMATION ITEMS

8.3 Deborah Struk, 4575 Belcarra Bay Road, dated October 17, 2017 regarding Communications: Website, Twitter and Advertising

9. NEW BUSINESS

Councillor Drake discussed communication with a view to allowing non-profit companies and artists to advertise on the Village website. Mayor Drew indicated there may be an opportunity to explore this initiative with the Community. It was noted that Mayor Drew has maintained the website for 20 years. Councillor Drake will prepare an article for the Barnacle newspaper to query community interest in allowing this type of advertising on the website.

10. PUBLIC QUESTION PERIOD

Shelley Harrigan, 3460 Bedwell Bay Road, queried with regard to:

- The company reviewing the building envelope
- The Village of Belcarra tender policy

N. Gomerich outlined the Village Procurement Policy.

Dave Warren, 4925 Robson Road, queried regarding the availability of grants for the Upper & Lower Tatlow Trail and the Foreshore Trail.

Deborah Struk, 4575 Belcarra Bay Road, enquired with regard to:

- Contracting of planning consultants for the Zoning Advisory Committee (ZAC)
- Whether the committee would have been smaller if the date deadline was not extended and the ZAC Terms of Reference changed
- Budget items regarding costs for the website and bike lanes
- The use of Twitter in the Village of Belcarra

Rob Begg, 3424 Marine Avenue, queried with regard to the overall reserve fund and the possibility of an increase in the budget or possible deferral of projects.

11. RESOLUTION TO CLOSE MEETING

Moved by: Councillor Drake
Seconded by: Councillor Glover

That the October 23, 2017 Regular meeting of Council be closed pursuant to the Community Charter Section 90 (1) "A part of a Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (c) labour relations or other employee relations;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public."

CARRIED

12. ADJOURNMENT

Moved by: Councillor Drake
Seconded by: Councillor Glover

That the October 23, 2017 Regular Meeting be adjourned at 10:03 pm

CARRIED

Certified Correct:



Ralph Drew
Mayor



Lorna Dysart
Chief Administrative Officer