



VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
VILLAGE HALL
December 9, 2019



Minutes of the Regular Council Meeting for the Village of Belcarra held December 9, 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

Staff in Attendance

Lorna Dysart, Chief Administrative Officer
Paula Richardson, Administrative Services Assistant

Also in Attendance

Ken Bjorgaard, Financial Consultant, K&E Business Services

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, December 9, 2019

Moved by: Councillor Wilder
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting, December 9, 2019 be amended to move Item 5.4 following Item 5.1; and
That the agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting, November 18, 2019

Moved by: Councillor Clark
Seconded by: Councillor Begg

That the minutes from the Regular Council Meeting held November 18, 2019 be amended as follows (amendments in bold):

Item 9, page 4

“Councillor Clark inquired regarding Mayor Belenkie’s “First Year Summary Report” dated November 5, 2019. On page 8, it was noted “that there is intimidation of **younger** children using the bus service after attending the Middle School in Anmore. **Older kids are attempting to sell them drugs and vaping paraphernalia**”.

And that the minutes be approved as amended.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

No items.

5. REPORTS**5.1 Ken Bjorgaard, Financial Consultant, K & E Business Services, report dated December 9, 2019 regarding Water Operating Fund Deficit and Internal Loan**

K. Bjorgaard outlined the report. The purpose of the report is to address the operating deficit in the Water Operating Fund and the internal loan which was previously made from the General Operating Fund to the Water Operating Fund.

Moved by: Councillor Drake
 Seconded by: Councillor Wilder

That the internal loan that was made from the General Operating Fund to the Water Operating Fund in 2013 (2018 balance of \$26,781) be forgiven or not repaid and be removed from the Village financial books (for the 2019 year-end); and
 That \$70,000 of Unappropriated General Operating Fund Accumulated Surplus be transferred to the Water Operating Fund to offset the current Accumulated Water Operating Fund Deficit (for the 2019 year-end); and
 That the Small Communities Investment Fund (SCIF) advance of \$33,420 be moved from Appropriated General Operating Fund Surplus to Unappropriated General Fund Accumulated Surplus to partially offset the \$70,000 transfer.

CARRIED

5.4 Revenue Anticipation Borrowing Bylaw No. 542, 2019

Lorna Dysart, Chief Administrative Officer, verbal report regarding the Revenue Anticipation Borrowing Bylaw No. 542, 2019

K. Bjorgaard outlined the proposed bylaw. Discussion ensued.

Moved by: Councillor Clark
 Seconded by: Councillor Drake

That the Village of Belcarra Revenue Anticipation Borrowing Bylaw No. 542, 2019 be read a first, second and third time.

CARRIED

5.2 Lorna Dysart, Chief Administrative Officer, report dated December 9, 2019 regarding a Short Term Rental Accommodation Policy

L. Dysart outlined the proposed Short Term Rental Accommodation Policy. Discussion ensued with regard to the following:

- A refundable \$2,500.00 security deposit
- The requirement for a \$5 million insurance minimum with the Village named as additionally insured – Council decision was to reduce the amount to \$2 million
- 2 night minimum stay requirement
- Allow for more than single room rentals
- Additional WARD fees for residents renting single rooms on a short term basis
- Business licence fee restructure to more than \$100
- Penalties for operating without a business licence
- Provide a definition for Bed & Breakfast
- The removal of the “commercial” label in the STRA Policy
- Parking issues

Moved by: Councillor Drake

Seconded by: Councillor Clark

That staff be directed to prepare amendments to Short Term Rental Policy No. 210; and That the policy be brought back to Council in January 2020.

CARRIED

- 5.3** Lorna Dysart, Chief Administrative Officer, verbal report regarding the Appointment of Trustees to Sasamat Volunteer Fire Department

Moved by: Councillor Clark

Seconded by: Councillor Drake

That Council appoint Mayor Belenkie, Councillor Drake and Councillor Wilder, as the Village of Belcarra three (3) Trustees, to the Sasamat Volunteer Fire Department (SVFD) Board for 2020.

CARRIED

- 5.4** **This item was moved to follow Item 5.1**

Revenue Anticipation Borrowing Bylaw No. 542, 2019

Lorna Dysart, Chief Administrative Officer, verbal report regarding the Revenue Anticipation Borrowing Bylaw No. 542, 2019

6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES

7. BYLAWS

No items.

8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Wilder

Seconded by: Councillor Begg

That correspondence items 8.1 to 8.7 be received.

CARRIED

INFORMATION ITEMS

- 8.1** Council Committee Meeting Minutes:

- a) Tree Committee – October 16, 2019

Councillor Drake raised questions with regard to the Tree Committee Minutes. Discussion ensued.

- 8.2** Lisa Helps, Mayor, City of Victoria, letter dated November 12, 2019 regarding UBCM resolutions as follows:

- a) Safer Drug Supply to Save Lives
b) Observed Inhalation Sites for Overdose Prevention

- 8.3** Karen Elrick, Corporate Officer, Village of Anmore, letter to Donna Brown, Metro Vancouver, dated November 22, 2019 regarding 2020 Sasamat Volunteer Fire Department Trustee Appointments for the Village of Anmore

- 8.4** Chris Nicolls, Secretary – Treasurer / CFO, School District No. 43 (Coquitlam), letter dated November 27, 2019 regarding the Election of Kerri Palmer Isaak as Chair and Craig Woods as Vice-Chair of the School District No. 43 (Coquitlam) Board

- 8.5** Maja Tait, UBCM President, letter dated November 27, 2019 regarding Gas Tax Agreement Community Works Fund Payment

- 8.6 Don Reid, Belcarra Resident, letter dated November 28, 2019 regarding Short Term Rentals
- 8.7 Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated November 28, 2019 regarding Amending Metro Vancouver 2040: Shaping our Future to Align with the IPCC Special Report on Global Warming of 1.5°C – Bylaw No. 1295, 2019 (full report available in the Village office)

9. **NEW BUSINESS**

No items.

10. **PUBLIC QUESTION PERIOD**

Deborah Struk, 4575 Belcarra Bay Road, queried with regard to the process related to tree removal.

Peter Struk, 4575 Belcarra Bay Road, spoke with regard to the Waterworks Bylaw with respect to the requirement for new homes to connect to the Village water system.

11. **ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Begg

That the December 9, 2019 Regular Meeting be adjourned at 8:29 pm.

CARRIED

Certified Correct:



Neil Belenkie
Mayor



Lorna Dysart
Chief Administrative Officer