



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
VILLAGE HALL  
January 13, 2020**



Minutes of the Regular Council Meeting for the Village of Belcarra held January 13, 2020 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  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Paula Richardson, Administrative Services Assistant

**Also in Attendance**

Brandon Ma, Partner, Audit, KPMG, LLP  
Ken Bjorgaard, Financial Consultant, K&E Business Services  
Chris Boit, Engineering Consultant, ISL Engineering and Land Services Ltd.

**1. CALL TO ORDER**

Mayor Belenkie called the meeting to order at 7:00 pm.

Mayor Belenkie introduced Stewart Novak, the new Public Works & Emergency Preparedness Coordinator.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, January 13, 2020**

L. Dysart advised that the Tree Committee have requested that the Report, Item 5.4, be withdrawn.

Moved by: Councillor Drake  
Seconded by: Councillor Wilder

That the agenda for the Regular Council Meeting, January 13, 2020 be amended as follows:

That Item 5.4: Tree Committee Report be withdrawn; and  
That the agenda be approved as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, December 9, 2019**

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That the minutes from the Regular Council Meeting held December 9, 2019 be adopted.

**CARRIED**

**4. DELEGATIONS AND PRESENTATIONS**

Brandon Ma, Partner, Audit, KPMG LLP, verbal report regarding 2019 Audit Planning Report dated January 3, 2020

Brandon Ma provided an overview of the 2019 Audit Planning Report which will provide results of operations for 2019. The financial position of the Village will be appropriately reflected in the audit. Discussion ensued.

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the 2019 Audit Planning Report dated January 3, 2020 be received for information.

**CARRIED**

**5. REPORTS**

**5.1** Chris Boit, Engineering Consultant, ISL Engineering and Land Services Ltd., report to Lorna Dysart, Chief Administrative Officer, dated January 8, 2020 regarding Application for a Federal Government Grant for a New Water Reservoir

Chris Boit outlined potential options to upgrade the existing water distribution system, in order to provide adequate flows and volumes for firefighting purposes. He reviewed the background documents, including the OPUS memo from 2017. The OPUS memo reviews potential options to assess and evaluate an increase in potable water storage.

L. Dysart advised that Metro Vancouver will assist with the Grant Application process.

Considerable discussion ensued. Council queried with regard to the options and the potential Capital Cost for a new reservoir.

Moved by: Councillor Begg  
Seconded by: Councillor Clark

That staff be directed to submit an application to the Federal Government for Grant Funding for a New Water Reservoir; and

That the Village of Belcarra confirm its willingness to provide grant management should funding be approved.

**CARRIED**

**5.2** Ken Bjorgaard, Financial Consultant, K & E Business Services report dated January 13, 2020 regarding Reserve & Surplus Policy No. 211

Ken Bjorgaard provided an overview of the report. The report introduced a Reserve Funds and Surpluses Policy which rationalizes and clarifies the purpose of and goals for each of the Village reserve and surplus accounts. A new Reserve Funds and Surpluses Policy, with clear purposes and goals, will set the Village on a road to greater financial sustainability.

Council asked questions with regard to the change and various aspects of the report.

Moved by: Councillor Drake  
Seconded by: Councillor Begg

That the Reserve Funds and Surpluses Policy No. 211 titled "Reserve Funds and Surpluses Policy" dated January 13, 2020, be approved; and

That bylaws be brought forward for Council consideration in order to implement the Policy; and

That Corporate Policy No. 196, Financial Plan – Sources and Uses of Funds, be repealed.

**CARRIED**

- 5.3 Lorna Dysart, Chief Administrative Officer, report dated January 13, 2020 regarding Village of Belcarra Building and Plumbing Code Regulation Bylaw No. 355, 2003, Amendment Bylaw No. 543, 2020

Moved by: Councillor Clark  
 Seconded by: Councillor Wilder

That the "Village of Belcarra Building and Plumbing Code Regulation Bylaw No. 355, 2003, Amendment Bylaw No. 543, 2020" be read a first, second and third time.

**CARRIED**

**Councillor Begg voted in Opposition**

- 5.4 Tree Committee (TC), Sandra Chapman – Chair, Mary Begg – Vice-Chair, Les Bramley, Deborah Struk, Vicky Greig, report dated January 13, 2020 regarding Tree Committee Report

**Item 5.4 was withdrawn from agenda.**

## 6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES

No reports.

## 7. BYLAWS

### 7.1 Village of Belcarra Revenue Anticipation Borrowing Bylaw No. 542, 2019

Moved by: Councillor Clark  
 Seconded by: Councillor Begg

That the "Village of Belcarra Revenue Anticipation Borrowing Bylaw No. 542, 2019" be adopted.

**CARRIED**

## 8. CORRESPONDENCE / PROCLAMATIONS

Moved by: Councillor Wilder  
 Seconded by: Councillor Clark

That correspondence items 8.1 to 8.7 be received.

**CARRIED**

## ACTION ITEMS

- 8.1 Mary De Paoli, Manager of Policy Planning, City of Port Moody, letter dated December 12, 2019 regarding Notice of Public Hearing for the loco Lands Official Community Plan Amendment – Removal of Special Study Area Designation (full report available in the Village office)

Moved by: Councillor Begg  
 Seconded by: Councillor Wilder

That the letter sent to the City of Port Moody, Mayor & Council from Mayor Belenkie dated April 9, 2019 regarding David Avenue Connector be sent to Port Moody Council as part of the comments to be considered at the Public Hearing to be held on Tuesday, January 28, 2020 regarding the City of Port Moody, Official Community Plan amendment to remove the Special Study Area designation for the loco Lands.

**CARRIED**

**INFORMATION ITEMS**

- 8.2 Dan Jepsen, Director & Co-Founder, C3 Alliance Corporation, letter dated December 6, 2019 regarding the 17th Annual BC Natural Resources Forum Invitation – January 28 – 30, 2020
- 8.3 Andrew McCurran, Director, Strategic Planning & Policy, TransLink, letter dated December 11, 2019 regarding a “Proposal for Transportation Services”
- 8.4 Jonathan X. Cote, Mayor, City of New Westminster, letter dated December 11, 2019 regarding Appointment of E-Comm Board Directors
- 8.5 John Jack, Chairperson, Alberni-Clayoquot Regional District, letter dated December 18, 2019 to Honourable Katrine Conroy, Minister of Children & Family Development and Honourable Katrina Chen, Minister of State for Childcare regarding \$10 a Day Child Care Plan (full report available in the Village office)
- 8.6 Prem Gill, Chief Executive Officer, Creative BC, letter dated December 20, 2019 regarding 2018 / 2019 Impact Report (full report available in the Village office)
- 8.7 Chris O’Riley, President & CEO, BC Hydro, letter dated December 27, 2019 regarding Lower Mainland Community Relations 2019 Annual Report (full report available in the Village Office)

**9. NEW BUSINESS**

No items.

**10. PUBLIC QUESTION PERIOD**

Ron Davis, 280 Turtlehead Road, queried with regard to progress on lighting at the bus stops in the Village.

Jim Chisholm, 4505 Belcarra Bay Road, queried with regard to the sale of road ends.

**11. ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the January 13, 2020 Regular Meeting be adjourned at 8:49 pm.

**CARRIED**

Certified Correct:



Neil Belenkie  
Mayor



Lorna Dysart  
Chief Administrative Officer