



**VILLAGE OF BELCARRA**  
**Water System Capacity for Fire**  
**Protection Committee**  
**Village Hall**  
**Tuesday, February 19, 2019**  
**Minutes**



Minutes of the Water System Capacity for Fire Protection Committee for the Village of Belcarra, held Tuesday, February 19, 2019 at the Municipal Hall, 4084 Bedwell Bay Road, Belcarra BC.

Members in Attendance

Brain, Douglas  
Chisholm, Jim  
Desbois, Martin  
Devlin, Ian - Chair  
Kim, Tom – Vice-Chair

Council Member in Attendance

Rob Begg, Councillor

Staff in Attendance

Lorna Dysart, Chief Administrative Officer  
Connie Esposito, Recording Clerk

**1. Call to Order**

The meeting commenced at 7:00 pm.

**2. Self Introductions**

Committee members introduced themselves outlining their backgrounds and history with Belcarra.

**3. Election of the Vice Chair**

The Chair called for nominations. Tom Kim was nominated for the position of Vice-Chair. He accepted the nomination.

**4. Overview of the Roles and Purpose of the Committee**

a) Terms of Reference

Lorna Dysart provided an overview of the Terms of Reference for the Committee, as established by Council.

Committee members provided their individual overview of the two requests in the Terms of Reference:

- 1) Assess the existing water system and its capabilities to support all fire fighting efforts;

- 2) Identify opportunities to support the SVFD in its goals of wildfire and structural protection.

b) Meeting dates

Committee members agreed to the meeting dates as proposed in the Committee Meeting Schedule. A schedule for 2019 will be provided to members.

c) Group Activity: Input on the Process

Lorna Dysart advised that a Water Servicing Extension Agreement was approved with the District of North Vancouver January 1, 2019 for 10 years. The Agreement provides for an increased flow rate from 14 l/sec to 21 l/sec.

Committee members requested copies of:

- The preliminary design report for the water system;
- The operations and maintenance manual;
- Public Works regular monitoring records for reservoirs and pump stations;
- The Annual Water Report that is submitted to Council.

Committee member discussion included:

- Educating members on the current water system;
- Providing a tour of the water system by Public Works staff;
- Inviting the Fire Chief to speak about the particulars of the Turtlehead Road and Senkler Road fires;
- Current flow rates and how the rates may be different on Main Avenue then on Belcarra Bay Road;
- How quality control is maintained;
- How chemicals and additional connections affect the water system;
- The potential for expansion and cost of a new reservoir;
- Formulating objectives based on an agreed upon list of identified issues;
- Requirements of the Fire Underwriters Survey;
- Obtaining further details on design, drawings and specifications of the water system;
- Establishing best practices based on current data;
- The increase of the flow rate from District of North Vancouver from 13 litres per second to 21 litres per second, as outlined in the renewed contract;
- Limitations of a fire boat.

## 5. Orientation

Lorna Dysart, Chief Administrative Officer, spoke regarding:

- Documents that are included in Committee Member binders including the Council Procedure Bylaw;
- The deadline for agenda items is the Wednesday prior to the Committee meeting; L. Dysart will work with the Chair on agenda preparation;
- All communication and documentation requests should be sent to Lorna Dysart;
- Contact with staff, consultants and other levels of government are to be made through Lorna Dysart.

**6. Next Steps**

Committee members agreed that:

- Speakers will be brought in, as required, to provide further information on the water system;
- Various documents pertaining to the design of the water system and Operations Manual for the water system will be requested;
- Lorna Dysart will organize a tour of the water system.

**Next meeting date: Tuesday, March 19, 2019**

**7. Adjournment**

The Chair declared the meeting adjourned at 8:27 pm.



---

Lorna Dysart  
Chief Administrative Officer



---

Ian Devlin  
Chair