



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
Via Zoom  
June 21, 2021**



This meeting was held via Zoom Teleconference and was recorded.

**Council in Attendance**

Mayor Jamie Ross  
Councillor Carolina Clark  
Councillor Bruce Drake  
Councillor John Snell  
Councillor Liisa Wilder

**Staff in Attendance**

Lorna Dysart, Chief Administrative Officer  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Paula Richardson, Municipal Coordinator  
Ali Sunderani, Public Works & Utilities Maintenance Worker / Water Operator (departed at 7:44 pm)

**Others in Attendance**

Ken Bjorgaard, K&E Business Services, Financial Consultant (departed at 7:51 pm)  
Chris Boit, ISL Engineering Services, Engineering Consultant  
Eric White, RWPAS Ltd., Planning Consultant (departed at 8:27 pm)

**1. CALL TO ORDER**

Mayor Ross called the meeting to order at 7:17 pm.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, June 21, 2021**

Moved by: Councillor Wilder  
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting, June 21, 2021 be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting, June 7, 2021**

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the minutes from the Regular Council Meeting held June 7, 2021 be adopted.

**CARRIED**

#### 4. DELEGATIONS AND PRESENTATIONS

Mayor Ross welcomed Ali Tejpar, Project Manager, Imperial Oil, and Lesley Cabott, Engagement Specialist, Stantec, to the meeting.

##### 4.1 Ali Tejpar, Project Manager, Imperial Oil, and Lesley Cabott, Engagement Specialist, Stantec, presentation regarding Imperial Sasamat Lake Dam Project

Ali Tejpar, Project Manager, Imperial Oil introduced the team from Imperial Oil and Stantec. He provided a presentation on the Sasamat Lake Dam Project outlining the following:

- Background on the dam which impounded water for use at the Imperial loco Refinery
- Future of the Dam
  - Dam Replacement
  - Dam Decommissioning
- Next Steps
  - Consultation with Indigenous Peoples, engagement with stakeholders & the public
  - Environmental work

Discussion ensued with regard to the impact of the removal of the dam. Ali Tejpar advised that Windermere Creek should return to its natural flows in the next year; however, more information will be brought forward as it becomes available.

Council asked pertinent questions with regard to the future of the dam and the effect on Windermere Creek.

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the presentation provided by Ali Tejpar, Project Manager, Imperial Oil, and Lesley Cabott, Engagement Specialist, Stantec, regarding Imperial Sasamat Lake Dam Project be received for information.

**CARRIED**

Mayor Ross thanked Ali Tejpar and the team for attending the meeting and the information provided.

The representatives of Imperial Oil and Stantec left meeting at 7:38 pm.

#### 5. REPORTS

##### 5.1 Lorna Dysart, Chief Administrative Officer, verbal report, Introduction of Ali Sunderani, New Public Works & Utilities Maintenance Worker / Water Operator

L. Dysart introduced Ali Sunderani and welcomed him to Belcarra as the new Public Works & Utilities Maintenance Worker / Water Operator. She noted that Ali comes to Belcarra as a Level 1 certified Water Operator from Stettler County in Alberta.

A. Sunderani studied at NAIT and has Level 1 certification in all four areas, Water Treatment, Water Distribution, Wastewater Collection and Wastewater Treatment. He is currently in training for Level 2 Water Operator.

Mayor Ross extended a warm welcome on behalf of Council and staff.

Stewart Novak welcomed Ali to the team and noted that he looks forward to working with him.

Ali Sunderani left the meeting at 7:44 pm.

**5.2** Ken Bjorgaard, Financial Consultant, report dated June 21, 2021, regarding the Statement of Financial Information (SOFI) Report

K. Bjorgaard outlined the report and noted that the SOFI Report is a legislative requirement of the Province to be submitted by June 30 of each year.

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the Village of Belcarra 2020 Statement of Financial Information (SOFI) report be approved; and

That the Mayor and Chief Administrative Officer be authorized to sign off on the applicable statements within the SOFI report.

**CARRIED**

K. Bjorgaard left the meeting at 7:51 pm

**5.3** Lorna Dysart, Chief Administrative Officer, verbal report regarding the 2020 Annual Report

L. Dysart outlined the report. She noted that the Annual Report is a Provincial legislative requirement. L. Dysart noted that the COVID-19 Pandemic had an effect on work within the Village including work within the office and the holding of a By-Election with strict safety protocols. Bylaw Enforcement and Parking matters were considerable during 2020 and took a significant amount of staff time to manage.

Mayor Ross and Council thanked Councillor Wilder for stepping in as Deputy Mayor due to the resignation of the Mayor.

Moved by: Councillor Wilder  
Seconded by: Councillor Snell

That the Village of Belcarra 2020 Annual Report be received for information.

**CARRIED**

**5.4** Lorna Dysart, Chief Administrative Officer, report dated June 21, 2021, regarding 5220 Coombe Lane Development Variance Permit

L. Dysart introduced Eric White, Planning Consultant with RWPAS Ltd.

E. White provided an outline of the Development Variance Permit (DVP) Application. It was noted that to date no public input has been received. A Public Meeting will be held at the Regular Council Meeting scheduled for July 5, 2021. Discussion ensued.

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That Council consider Development Variance Permit 2021-01 for 5220 Coombe Lane to relax zoning regulations to construct an Accessory Coach House on the property; and That a Public Meeting be held in conjunction with the Regular Council meeting scheduled for July 5, 2021, via Zoom.

**CARRIED**

Eric White left the meeting at 8:27 pm.

**5.5** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated June 21, 2021, regarding the 2020 Drinking Water Quality Annual Report

S. Novak outlined the 2020 Drinking Water Annual Report. Discussion ensued. Council asked pertinent questions. Ian Devlin, Water Committee Chair, noted that it was an excellent report.

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That the 2020 Drinking Water Quality Annual Report be received for information.

**CARRIED**

**6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES**

**Mayor's Reports**

**6.1 Metro Vancouver Mayors COVID19 Immunization Challenge**

Mayor Ross advised that Belcarra, Anmore and Port Moody have reached the 80% Vaccination level for COVID vaccinations. He noted that this is a reflection of residents taking care of each other. Mayor Ross advised that Fraser Health has offered a variety of opportunities for residents to receive their vaccination and obtain information including:

- Neighbourhood clinics
- Places of worship
- EASI (Easy, Accessible, Same-day Immunization) Clinics
- An overnight immunization clinic "Vax-a-thon" held June 19 & 20, 2021 at Guildford in Surrey
- Language based Town Hall informational meetings were held in French, Vietnamese, Thai & Gujarati

**6.2 TransLink**

Mayor Ross thanked Councillor Wilder for her work with TransLink as Deputy Mayor after the resignation of the Mayor in October of 2020.

Mayor Ross outlined the Seasonal Park Service Increases provided by TransLink, which are available on the website.

**6.3 Crossroads Hospice Society – Virtual Hike for Hospice 2021**

Mayor Ross advised that the Crossroads Hospice Society – Virtual Hike for Hospice 2021, surpassed the \$40,000 target for funds raised. He expressed appreciation to Cecily Baptiste and John Stubbs for the volunteer service provided to the Crossroads Hospice Society.

**6.4 National Indigenous Day**

Mayor Ross noted that National Indigenous Day is a time for reflection and an opportunity to support Indigenous people in their grief for the tragic events at the Kamloops Residential School Site.

**6.4 Water Committee Update**

Mayor Ross provided an update on a meeting held with the Water Committee and the work taking place in that regard. Another meeting will be scheduled before the July 31, 2021 deadline. Considerable discussion ensued with various members of Council and Water Committee members.

**The meeting recessed at 9:25 pm**

**And reconvened at 9:32 pm**

**6.5 Notice of Motion – Councillor Drake**

Councillor Drake outlined the Notice of Motion put forward at the June 7, 2021, Council meeting. Discussion ensued.

The motion was amended as follows:

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That the Council Procedure Bylaw be amended as follows:

“...the full name and **video** of the person asking the question must be visible.”

**CARRIED**

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That Council Procedure Bylaw No. 356, 2004, Section 12, be amended to add the following:

“(6) Public Question Period:

That Public Question Period not be limited to questions or comments related to topics on the Council meeting agenda; and

That questions from the Council meeting agenda be addressed first, followed by questions on other topics; and

That when a Council meeting is held virtually, the full name and **video** of the person asking a question must be visible; and

That a maximum of 2 minutes be allowed for each question; and

That a maximum of 20 minutes be allowed for Public Question Period with completion by 11:00 pm, as per Council Procedure Bylaw No. 356, 2004, Section 20; and

That the main motion be approved as amended.

**CARRIED**

**7. BYLAWS**

No items.

**8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Drake  
Seconded by: Councillor Wilder

That correspondence items 8.1 to 8.5 be received.

**CARRIED**

**ACTION ITEMS**

No items.

**INFORMATION ITEMS**

- 8.1 Kelly Kenney, Corporate Officer, City of Langley, letter dated June 4, 2021, to Tamara Jansen, MP, Cloverdale – Langley City, regarding Support for 988 Suicide and Crisis Line Initiative
- 8.2 Leslie Kellett, Legislative Coordinator, City of Prince George, email dated June 2, 2021, regarding City of Prince George Council 2021 UBCM Resolutions
- 8.3 Brad West, Mayor, City of Port Coquitlam, letter dated June 9, 2021, regarding the City of Port Coquitlam 2020 Annual Report (full report available at the Village office)
- 8.4 Bill Dingwall, Mayor, City of Pitt Meadows, letter dated June 14, 2021, to Honourable Marc Dalton, Member of Parliament and Honourable Lisa Beare, Member of the Legislative Assembly, regarding Truth and Reconciliation Commission's Call to Action 75
- 8.5 Cindy Graves, Corporate Officer, Township of Spallumcheen, letter dated June 11, 2021, to BC Hydro regarding Residential Rate Review

**9. NEW BUSINESS****Councillor Drake****Water Level at Tatlow Tank**

Councillor Drake outlined a proposed motion related to various settings for the Altitude Valve and the ability to raise the water level in the reservoir.

C. Boit, ISL Engineering, expressed caution with regard to large incremental increases and recommended that smaller incremental increases are best to ensure water quality remains safe.

Moved by: Councillor Drake

Seconded by: Councillor Clark

That staff prepare a plan / report and consult with the Water Committee to assess the feasibility to increase the minimum water level setting on the Tatlow Tank.

**CARRIED**

**Councillor Drake****Remote Activation of the Altitude Valve**

Councillor Drake outlined a proposed motion related to remote activation of triggering the Altitude Valve by a person other than staff. Discussion ensued.

Moved by: Councillor Drake

Seconded by: Councillor Snell

That staff prepare a report on the feasibility of providing the capacity to trigger the intake on the SCADA by other individuals other than the Water Operators.

**CARRIED**

**10. PUBLIC QUESTION PERIOD**

No items.

**11. ADJOURNMENT**

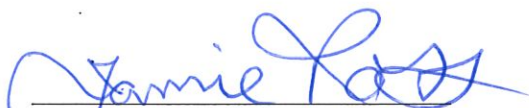
Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the June 21, 2021 Regular Meeting be adjourned at 10:42 pm.

**CARRIED**

Certified Correct:

  
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Jamie Ross  
Mayor

  
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Lorna Dysart  
Chief Administrative Officer