



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
January 23, 2023**



This meeting was held in Council Chambers and included Zoom Teleconference

Council in Attendance

Mayor Jamie Ross
Councillor Carolina Clark (participated via Zoom)
Councillor Joe Elworthy
Councillor Janet Ruzycki
Councillor Liisa Wilder

Staff in Attendance

Paula Richardson, Chief Administrative Officer
Connie Esposito, Accounting Clerk
Amanda Seibert, Corporate Officer/Recording Secretary

Staff Absent

Stewart Novak, Public Works & Emergency Preparedness Coordinator

Others in Attendance

Laura Beverage, Pooni Group
Ken Bjorgaard, Financial Consultant

We wish to acknowledge that this meeting took place on the unceded territory of the Coast Salish peoples. Tum-Tumay-Whueton, or Belcarra, is home to an ancestral village of the Tsleil-Waututh Nation. We are thankful to conduct our work within their territory.

1. CALL TO ORDER

Mayor Ross called the meeting to order at 7:01 pm

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, January 23, 2023

Moved by: Councillor Wilder

Seconded by: Councillor Elworthy

That the agenda for the Regular Council Meeting of January 23, 2023 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES**3.1 Regular Council Meeting, December 5, 2023**

Moved by: Councillor Elworthy
Seconded by: Councillor Wilder

That the minutes from the Regular Council Meeting held on December 5, 2023 be amended to indicate that Councillor Ruzycki attended the meeting in person; and
That the minutes be adopted as amended.

CARRIED

4. DELEGATIONS AND PRESENTATIONS**4.1 Harriette Chang, Counsellor and Leadership Students, School District 43 (SD43), Real Acts of Caring (RAC)**

Mayor Ross introduced Harriette Chang and the Leadership Students and welcomed all.

Ms. Chang and the Leadership Students from School District 43 provided a presentation with regard to Real Acts of Caring (RAC). The presentation focused on ways to care for the environment through recycling and highlighted the impact acts of caring and kindness can have on a community. The students shared acts of kindness they have carried out and spoke on how the group had continued with their work throughout the COVID pandemic.

The students advised that Real Acts of Caring Week runs from February 12-18, encouraged residents to participate and requested that a proclamation be passed by Council to recognize Real Acts of Caring week.

All members of Council thanked the group for their work and the presentation provided.

Moved by: Councillor Wilder
Seconded by: Councillor Ruzycki

That February 12-18, 2023 be declared "Real Acts of Caring (RAC) Week" in the Village of Belcarra.

CARRIED

5. REPORTS**5.1 Paula Richardson, Chief Administrative Officer, report dated January 23, 2023, West Road – Name Change Public Engagement Summary Report and Bylaw**

L. Beveridge presented a report regarding the West Road name change. She outlined the purpose of the proposed name change, provided background on the work done and highlighted community engagement and discussion.

Discussion ensued with regard to renaming the section of West Road to Marine Avenue West. The Chief Administrative Officer noted there would be further challenges as all residents on the street would be affected. As there are no homes with the West Road address no resident addressed will be affected. L. Beveridge added that should this option be preferred, this would require the undertaking of a new notification process.

Moved by: Councillor Wilder
Seconded by: Councillor Elworthy

That "Village of Belcarra West Road Renaming Bylaw No. 603, 2023", be read a first and second time.

CARRIED

Discussion ensued with regard to a third reading of the bylaw due to the safety initiative.

Moved by: Councillor Wilder
Seconded by: Councillor Elworthy

That "Village of Belcarra West Road Renaming Bylaw No. 603, 2023", be read a third time.

CARRIED

The meeting recessed at 7:38 pm and reconvened at 7:40 pm

5.2 Ken Bjorgaard, Financial Consultant, report dated January 23, 2023, regarding the Draft 2023 – 2027 Financial Plan – Public Consultation

K. Bjorgaard presented a report on the Draft 2023 – 2027 Financial Plan and highlighted the information on Scenario A and B, explaining the differences in taxation levels.

He reviewed the Draft 2023 – 2027 Financial Plan and provided information on the following:

- The provisional 2023 – 2027 Financial Plan Scenario A in comparison with the 2022 budget
- The draft 2023 General Operating Fund including:
 - The draft 2023 Water Operating Fund
 - The draft 2023 Waste & Recycle Depot (WARD) Operating Fund
- A detailed 5-year Capital Plan
- Reserves & Surplus Accounts and projections
- Property Taxes and User Fees
- General Operating Fund budget details and highlights
- Water Operating Fund and Water Fund Debt
- WARD Operating Fund Details
- Comparative Benchmarks utilizing the Village of Anmore, Bowen Island and Lions Bay for comparison.

K. Bjorgaard provided answers to written questions put forward in advance of the meeting by various residents.

Mayor Ross invited residents to bring forward questions or comments.

Penny Moen inquired as to what year the Village would finish paying the water system debt.

K. Bjorgaard advised that this would be completed in 2037.

Ian Devlin queried with regard to:

- values put into the financial plan regarding catch basins and the MRN road system;
- reports from previous years pertaining to priority culvert replacement and costs;
- clarification on water estimates;
- requirements of the Province for a water chlorination system; and
- water flow in Belcarra's fire hydrants and concern that the draft financial plan did not seem to cover engineering reviews to address the issue.

Sy Rogers queried with regard to information pertaining to fire hall financing in Belcarra and Anmore.

K. Bjorgaard advised on the relationship between Metro Vancouver and the Fire Department in terms of funding for the two fire halls. It was noted that the Village has asked Metro Vancouver to provide a breakdown of fire department line items for Belcarra's 2023 taxes.

Deborah Struk queried with regard to water metering and requested a timeline on implementation.

K. Bjorgaard advised that a cost for water metering has been estimated and would be referred to the Village to implement.

Doug Brain inquired about tags on trees in the forest behind his property.

The Chief Administrative Officer advised that the tags were part of the Fire Smart program and that a future report will be coming forward to Council.

The Chief Administrative Officer encouraged residents to email questions to her and advised that these will be addressed following the meeting recess.

The meeting recessed at 8:41 pm and reconvened at 8:55 pm

The Chief Administrative Officer noted that no further questions on the draft Financial Plan were received.

Moved by: Councillor Wilder
Seconded by: Councillor Ruzycki

That the report entitled "Draft 2023 – 2027 Financial Plan – Public Consultation" from Ken Bjorgaard, Financial Consultant, dated January 23, 2023, be received for information.

CARRIED

5.3 Paula Richardson, Chief Administrative Officer and Ken Bjorgaard, Financial Consultant, report dated January 23, 2023, regarding Council Indemnity increase

K. Bjorgaard, Financial Consultant, reviewed the report. He highlighted factors leading to the proposed increase and reviewed the bylaw accompanying the report.

Discussion ensued with regard to the indemnity increase in terms of appropriate equity for sitting Council members and encouraging participation of residents as Council members in the future.

Moved by: Councillor Elworthy
Seconded by: Councillor Ruzycki

That "Village of Belcarra Council Indemnity Bylaw No. 604, 2023" be read a first and second time.

CARRIED

5.4 Stewart Novak, Public Works and Emergency Preparedness Coordinator, report dated January 23, 2023, providing an update on the Belcarra Waste and Recycle Depot (WARD)

The Chief Administrative Officer reviewed the report regarding WARD and the updated Bin A guide. She reminded residents that should a non-recyclable or soiled item be placed into Bin A, the entire load would be contaminated and would go into garbage.

Discussion ensued regarding the need for additional signage to prevent illegal dumping, information on fines, clarification on what items should be placed into respective bins, the creation of notices residents can have at home and information being provided to the Barnacle.

It was requested that the recycle guide be revised to indicate that beer and wine cartons, milk cartons and tetra paks can also be placed into the refundable bin.

Moved by: Councillor Elworthy
Seconded by: Councillor Ruzycki

That the Waste and Recycle Depot (WARD) updates be received for information.

CARRIED

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

Mayor Ross advised that he has been appointed to the following committees:

- Mayors' Council on Regional Transportation; and
- Metro Vancouver Committees
 - Electoral Area Committee – Vice Chair
 - Climate Action Committee – Member
 - Mayors Committee – Member
 - Regional Parks Committee – Member

On December 17, 2022, Mayor Ross joined with community members and many children to welcome the annual Santa's Christmas Ship Flotilla with a volunteer crew from the Royal Canadian Marine Search & Rescue. The children met Santa and had the opportunity to sign his Great Book. The children were able to get a photo with Santa and receive a Christmas treat. Mayor Ross thanked CRAB for co-sponsoring the event and for the hot chocolate.

Mayor Ross extended his congratulations to local author Diana Drake on her book "Ren's Treasure".

6.2 Councillors' Reports

Councillor Wilder noted that the Santa Ships was a fantastic community event. She reported that she and Councillor Ruzycki had collected various types of clothing to donate to HAVAN Coats for Kids campaign. She thanked residents in Belcarra, Anmore and Port Moody for donations.

Councillor Elworthy extended congratulations to Diana Drake on her book and expressed appreciation for the reference to the First Nations culture.

7. REPORT FROM CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer presented the *Contact Us* page on the Village of Belcarra's website. She encouraged residents to go to the site with any complaints or comments for Village staff. She advised that the Village has an emergency line which is monitored 24/7 by Public Works staff.

The Chief Administrative Officer emphasized that Village staff wish to hear from residents to allow them to assist with any concerns. She also advised that staff does not monitor social media sites and may be unaware of ongoing issues reported on these sites.

8. BYLAWS

No items.

9. CORRESPONDENCE/PROCLAMATIONS

Moved by: Councillor Wilder
Seconded by: Councillor Ruzycki

That correspondence items 9.1 to 9.10 be received.

CARRIED

ACTION ITEMS

Item 9.10 was dealt with as an Action Item prior to Item 9.1

- 9.10** Sherry Chrisholm, letter dated January 14, 2023, requesting construction of two new fire halls for Belcarra and Anmore.

Moved: Councillor Ruzycki
Seconded: Councillor Elworthy

That a report be provided with information on the process of funding for the Sasamat Volunteer Fire Department.

CARRIED

- 9.1** Clive Evans, Treasurer and Distributor, Belcarra Barnacle Group, email dated November 30, 2022, requesting consideration of additional financial support for the continuation of the publication of the Belcarra Barnacle

Mayor Ross advised that Ken Bjorgaard, Financial Consultant, will be working through all funding and grant requests and a report will be provided at a future Council meeting.

Moved: Councillor Wilder
Seconded: Councillor Ruzycki

That additional financial support for the continuation of the publication of the Belcarra Barnacle be referred to staff to provide a report on all grant funding requests.

CARRIED

- 9.2** Gurinder Mann, Executive Director, Communities Embracing Restorative Action (CERA) Society, letter dated December 30, 2022, regarding a Request for a Community Grant for the Community Youth Justice Program

Moved: Councillor Elworthy
Seconded: Councillor Ruzycki

That the request for a Community Grant in the amount of \$353.00 to be provided to the Communities Embracing Restorative Action (CERA) Society for support of the Community Youth Justice Program 2023 Fiscal Year be referred to staff to provide a report on all grant funding requests.

CARRIED

- 9.3 Diane Easton, 2023 Graduation Treasurer, Heritage Woods Secondary School, email dated January 7, 2023 requesting a grant for funding for the 2023 Heritage Woods Secondary School Dry Grad.

Moved: Councillor Wilder
Seconded: Councillor Ruzyski

That the request for a grant for funding for the 2023 Heritage Woods Secondary School Dry Grad be referred to staff to provide a report on all grant funding requests.

CARRIED

- 9.4 Heather Schoemaker, General Manager, External Relations, Metro Vancouver, email and media release dated January 10, 2023, providing information on the Metro Vancouver Youth and Education Advisory Panel and encouraging Metro Vancouver partners to share the information in order to encourage applications.

Moved: Councillor Wilder
Seconded: Councillor Ruzyski

That information on the Metro Vancouver Youth and Education Advisory Panel be posted on the Village website.

CARRIED

INFORMATION ITEMS

- 9.5 Kristin McDougall, Operations & Program Manager, BC Achievement, email dated January 9, 2023, requesting nominations for the 2023 BC Reconciliation Award and the 2023 Community Award programs.
- 9.6 Lucy Lobmeier, Secretariat, BC Honours & Awards, email dated January 9, 2023, calling for nominations for the Order of British Columbia and Medal of Good Citizenship for 2023.
- 9.7 Councillor Jen Ford, UBCM President, letter dated December 9, 2022, providing information on the Canada Community-Building Fund: Second Community Works Fund Payment for 2022/2023.
- 9.8 Sarah Herring, BC SPCA Government Relations Officer,
- 9.8.1 Letter dated December 13, 2022, providing the BC SPCA's Fall/Winter 2022 *Animal Sense* magazine which can be viewed at [BC SPCA Publications](#) and *Science & Policy Newsletter* which can be viewed at [Science & Policy Newsletter - FALL 2022.indd \(spca.bc.ca\)](#) (Full report available at the Village Office)
- 9.8.2 Letter dated November 30, 2022, providing background information on the six key animal welfare issues and requesting local government support in making policies and bylaws more humane place for animals. (Full report available at the Village Office)

- 9.9 Annie Dormuth, Director, Provincial Affairs, Canadian Federation of Independent Business (CFIB) and Jairo Yunis, Senior Policy Analyst, letter dated January 5, 2023, providing information on the Canadian Federation of Independent Business.

Item 9.10 was dealt with as an Action Item prior to Item 9.1.

10. NEW BUSINESS

Councillor Elworthy noted that he participated in an educational component for Council orientation and expressed that he had found the sessions very informative.

11. PUBLIC QUESTION PERIOD

Deborah Struk, Belcarra Resident, queried with regard to a past request that Belcarra put up a cell tower and requested information on the status of this request.

The Chief Administrative Officer advised the matter will be followed up on and updated information provided.

Councillor Clark

Councillor Clark queried with regard to status of the Sasamat Lake dam. The Chief Administration Officer will request an update.


12. ADJOURNMENT

Moved by: Councillor Wilder
Seconded by: Councillor Elworthy

That the January 23, 2023 Regular Meeting be adjourned at 9:42 pm.

CARRIED

Certified Correct:



Jamie Ross
Mayor



Paula Richardson
Chief Administrative Officer