



**VILLAGE OF BELCARRA
REGULAR COUNCIL MINUTES
May 8, 2023**



This meeting was held in Council Chambers and live streamed at
[Village of Belcarra - YouTube](#)

Council in Attendance

Mayor Jamie Ross
Councillor Carolina Clark
Councillor Joe Elworthy
Councillor Janet Ruzyski
Councillor Liisa Wilder

Staff in Attendance

Paula Richardson, Chief Administrative Officer
Stewart Novak, Public Works & Emergency Preparedness Coordinator
Connie Esposito, Accounting Clerk
Amanda Seibert, Corporate Officer/Recording Secretary

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 7:00 pm

2. APPROVAL OF THE AGENDA

2.1 Regular Council Meeting, May 8, 2023

Moved by: Councillor Ruzyski

Seconded by: Councillor Wilder

That the agenda for the Regular Council Meeting of May 8, 2023 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Special Council Meeting, April 24, 2023

Moved by: Councillor Clark

Seconded by: Councillor Elworthy

That the minutes from the Special Council Meeting held on April 24, 2023 be adopted as circulated.

CARRIED

3.2 Regular Council Meeting, April 24, 2023

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That the minutes from the Regular Council Meeting held on April 24, 2023 be adopted as circulated.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

4.1 Colleen MacDonald, Belcarra Resident

- Presentation on the Watson Trail

Colleen MacDonald gave a PowerPoint presentation providing information on the Watson Trail as follows:

- the history of the development of the trail;
- the 2017 strategic plan identifying the trail as an active transportation route;
- the set up of the original gate;
- changes in transportation guidelines;
- the use of bollards on other trails to allow access to all forms of bicycles.

She requested that Council review the maze gate and existing standards and noted a desire to have the gate widened.

She introduced Leon LeBrun with Trails BC.

Mr. Leon spoke on the current maze gates on the Watson Trail and provided examples of gates in other municipalities.

4.2 Corporal Neil Roemer, RCMP, Coquitlam Detachment -

- Presentation on the Village of Belcarra Police Service Levels – 2022 in review

Corporate Roemer provided a presentation on the 2022 police service levels compared to 2021 including property offenses, causing a disturbance calls, traffic calls, noise bylaw offenses, suspicious persons and mental health concerns.

Corporate Roemer acknowledged concerns around speeding and how to deal with the issue going forward. He answered questions and concerns from Council and the public.

5. REPORTS

5.1 Ken Bjorgaard, Financial Consultant, report dated May 8, 2023 regarding the Integrated Long-Term Financial/Asset Management Plan Grant.

The Financial Consultant reviewed the report. He outlined the phases of the long-term financial/asset management plan and advised that the grant funding being applied for will aid in creating a long-term financial plan and provide opportunities to move forward with other projects.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the Village of Belcarra's grant application in the amount of \$50,000 under the Union of British Columbia Municipalities' (UBCM) Asset Management Planning Program for the Development of an Integrated Long-Term Financial/Asset Management Plan including the Village's commitment to providing grant management be supported; and

That the Village of Belcarra's share (50% or \$25,000) of the project costs come from the Village's Canada Community-Building Fund – Community Works Fund (CWF) reserve fund.

CARRIED

5.2 Ken Bjorgaard, Financial Consultant, report dated May 8, 2023 regarding a Growing Communities Reserve Fund Establishment Bylaw

The Financial Consultant reviewed the report. He advised on the requirements to establish a reserve fund and create a reserve fund establishment bylaw as stipulated in the *Community Charter* and by the Provincial Government.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That Village of Belcarra Growing Communities Reserve Fund Establishment Bylaw No. 612, 2023 be given first and second readings.

CARRIED

5.3 Paula Richardson, Chief Administrative Officer, report dated May 8, 2023 regarding a follow up information on a chlorination system for the Tatlow Tank.

The Chief Administrative Officer reviewed the report. She advised that the documents attached to the report provide background documentation for the newly elected Councillors and that staff has requested an estimate from WSP for a chlorination system for the Tatlow Tank.

Council discussion ensued on the timing of the report from WSP and the estimate for a chlorination system to be provided by WSP.

The Mayor opened the floor to questions from the public.

Don Babineau, Belcarra resident, queried with regard to a presentation made in September 2022 and whether the Village should pursue the installation of additional tanks rather than a chlorination system.

The Public Works & Emergency Preparedness Coordinator responded to questions on design options pertaining to the installation of a second tank and/or a chlorination system.

Ian Devlin, Belcarra resident, referred to incremental increases in minimum set points within the tank since a chlorination system was first requested. He noted that 35% of the tank was full of air and the impact on fire flow requirements and that the Village would be better served with a flow rate of 30 litres per second coming from North Vancouver rather than the current 20 litres per second.

Jim Chisholm, Belcarra resident, requested that the engineering company assess what type of chlorination system would be needed should the remaining 35% of the Tatlow tank be filled with water.

Ralph Drew, Belcarra resident, noted that the 90L per second requirement is only because the Village Hall is a public building. He queried with regard to sprinklers in the Village Hall.

Jim Chisholm, Belcarra resident, expressed that a sprinkler system could be built into Belcarra municipal hall at a minimal cost.

Don Babineau, Belcarra resident, expressed that the Fire Chief had stated that Belcarra firefighters will need more than 60 litres per second to put out some structure fires. He expressed that filling the Tatlow tank will not provide this capacity.

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That the report dated May 8, 2023 titled "Follow Up Report – Chlorination System for the Tatlow Tank" be received into the record for information.

CARRIED

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

Mayor Ross attended the following:

- A TransLink Mayors' Council Meeting on April 27, 2023
- A Metro Vancouver Board Meeting on April 28, 2023
- A National Day of Mourning for Workers Killed and Injured on the Job event hosted by the City of Burnaby on April 28, 2023
- The Tri-City Chamber of Commerce Business Excellence Awards Gala on April 29, 2023

- The Community Recreation Association of Belcarra (C.R.A.B.) Spring Social Pub Night and Chicken BBQ held at the Belcarra Village Hall on May 6, 2023
- The Crossroads Hospice Society Hike for Hospice on May 7, 2023

6.2 Councillors' Reports

Councillor Ruzycki attended the CRAB Spring Social Pub Night and extended thanks to Councillor Wilder for her successful efforts in inviting a large number of residents to the event.

Councillor Wilder attended the CRAB Spring Social Pub Night. She thanked Penny Moen, Dayna Fitz and Sue Brain for their assistance.

Councillor Wilder attended the Lower Mainland Local Government Association conference held from May 3 to May 5, 2023, and reported on the various events she attended.

7. REPORT FROM CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer reminded residents that Council meetings are available for viewing on Belcarra's YouTube channel and that questions can be emailed to her and they will be read out at the appropriate time during the Council meeting.

8. BYLAWS

8.1 Village of Belcarra 2023 Tax Rates Bylaw No. 610, 2023

A bylaw to set tax rates for the Year 2023

Moved by: Councillor Clark

Seconded by: Councillor Ruzycki

That Village of Belcarra 2023 Tax Rates Bylaw No. 610, 2023 be adopted.

CARRIED

8.2 Village of Belcarra 5-Year (2023-2027) Financial Plan Bylaw No. 606, 2023, Amendment Bylaw No. 611, 2023

A bylaw to amend the 5-Year Financial Plan for the years 2023 – 2027 inclusive

Moved by: Councillor Clark

Seconded by: Councillor Elworthy

That Village of Belcarra 5-Year (2023 – 2027) Financial Plan Bylaw No. 606, 2023, Amendment Bylaw No. 611, 2023 be adopted.

CARRIED

9. CORRESPONDENCE/PROCLAMATIONS

Moved by: Councillor Clark
Seconded by: Councillor Wilder

That correspondence items 9.1 to 9.5 be received into the record.

CARRIED

ACTION ITEMS

No items.

INFORMATION ITEMS

- 9.1** Tracey Takahashi, Deputy Corporate Officer, City of Port Moody, letter dated April 26, 2023 regarding the City of Port Moody's nomination of City of Port Moody Mayor Meghan Lahti and City of Port Coquitlam Councillor Nancy McCurrach to the E-Comm Board of Directors for the 2023-2024 term.
- 9.2** Mayor Meghan Lahti, Port Moody, email dated May 1, 2023 regarding Lower Mainland Local Government Association (LMLGA) Resolution L26 – Casino Revenue Sharing in Regional Districts and requesting support for the resolution at the May 2023 LMLGA conference.
- 9.3** Colin Fowler and Andrew Hartline, Co-Chairs, HUB Cycling Tri-Cities Local Committee, letter dated May 1, 2023 regarding the maze gate on Watson Trail.
- 9.4** Honourable Selina Robinson, Minister, Ministry of Post-Secondary Education and Future Skills, letter dated May 2, 2023 regarding the Provincial Government's StrongerBC: Future Ready Action Plan.
- 9.5** Lisa Graham, Legislative Clerk, City of Port Coquitlam, letter dated May 3, 2023 regarding the nomination of City of Port Moody Mayor Lahti and City of Port Coquitlam Councillor McCurrach to the E-Comm Board of Directors for the 2023-2024 term.

10. NEW BUSINESS

No Items

11. PUBLIC QUESTION PERIOD

Jim Chisholm, Belcarra resident, expressed that installing a sprinkler system in the Village of Belcarra municipal hall will set a good example for the remainder of the Village.

Don Babineau, Belcarra resident, referred to the need for water for fire fighting and that this topic should be a number one priority for Council. He asked when the public will have an opportunity review Council's strategic plan.

Mayor Ross advised that the strategic plan will be on a regular Council agenda in the near future.

Jim Chisholm, Belcarra resident, queried whether Metro Vancouver Parks would be willing to sell land to the Village of Belcarra.

Don Babineau, Belcarra resident, queried on progress on the restoration of the tennis courts.

The Chief Administrative Officer advised that a discussion will be held during strategic planning and staff will receive direction from Council on how to proceed.

Debra Struk, Belcarra resident, expressed concern with fire safety in Belcarra Park and requested that Metro Vancouver completely ban briquette BBQ's from the Park. She also requested that the issue of cigarette butts being discarded on Village property be addressed.

Peter Boekhort, Belcarra resident, requested that the Public Works & Emergency Preparedness Coordinator be seen on camera while reporting and answering questions during meetings.

Don Babineau, Belcarra resident, referred to the presentation on the Watson Trail and asked whether the decision on work to be done on the trail will be part of the strategic plan.

Mayor Ross advised that the topic will be discussed at strategic planning and staff will be providing recommendations to Council.

12. ADJOURNMENT

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the May 8, 2023 Regular Meeting be adjourned at 8:54 pm

CARRIED

Certified Correct:



Jamie Ross
Mayor



Paula Richardson
Chief Administrative Officer