



VILLAGE OF BELCARRA
REGULAR COUNCIL MEETING MINUTES
July 10, 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 Ruzycki
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

Others in Attendance

Barry Fan, P. Eng. Urban Systems

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, July 10, 2023

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the agenda for the Regular Council Meeting of July 10, 2023 be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1 Special Council Meeting, June 19, 2023

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the minutes from the Special Council Meeting held on June 19, 2023 be adopted as circulated.

CARRIED

3.2 Regular Council Meeting, June 19, 2023

Moved by: Councillor Ruzycki
Seconded by: Councillor Elworthy

That the minutes from the Regular Council Meeting held on June 19, 2023 be adopted as circulated.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

Mayor Ross introduced and congratulated William Mostrenko, a young Belcarra resident who was awarded the Governor General's Academic Bronze Medal at the Heritage Woods Secondary School convocation ceremony. William has also been the recipient of numerous other awards including the 2023 HWSS Top String Orchestra Student Award, the HWSS Top Academic Grade 10 Student Award and the HWSS To All-Around Grade 11 Student award.

4.1 Urban Systems – Barry Fan, P. Eng

- Report and presentation on the Watson Trail Barrier Application Review

The Chief Administrative Officer introduced Barry Fan, P. Eng, Urban Systems representative. Mr. Fan provided a PowerPoint presentation on the Watson Trail which included the following:

- Project background and objectives
- Staff concerns
- Outline of the review process carried out by Urban Systems
- Existing conditions versus design criteria and best practice

He outlined the key findings of the review which included the following:

- Watson Trail is not considered a trail for all ages and abilities or universally accessible due to the extensive grade;
- Use of baffle gates is an appropriate trailhead entry feature to encourage cyclists to dismount;
- Watson Trail can be considered a 'trail connector' which may not be universally acceptable but can be suitable for more user types with some upgrades;

Mr. Fan spoke on potential options for work which can be done on the trail and costs associated with each option.

Council discussion ensued with questions for the presenter and staff. Options as presented were also discussed. The presenter and staff answered questions and provided clarification on concerns expressed.

The Mayor opened the floor to questions and comments from the public.

Debra Struk, Belcarra resident, commented on the grade of the Watson Trail and that she believed the water course in the ravine to be a salmon bearing stream. She felt that finer gravel was appropriate for use on the trail and indicated that she was not in favour of paving.

Joe Weber, Belcarra resident, expressed surprise at the hiring of a consultant. He also expressed concern with the opening up of the Watson Trail for people on mountain bikes and potential safety and liability issues. He spoke in favour of the use of crushed limestone to pack the trail.

Dave Warren, Belcarra resident, expressed that it is not unusual for a person to dismount prior to accessing bicycle paths. He felt baffles protect pedestrians and that it was not a hardship to request that bicycle users dismount.

Brian Hirsch, Belcarra resident, requested information on the cost of the study. He queried whether two trails were required and suggested that the whole trail network be reviewed as well as the expense of upgrading a short trail.

Jim Chisholm, Belcarra resident, queried as to the quote from the consultant prior to carrying out the work.

Mike Mostrenko, Belcarra resident, suggested that all signs should utilize universal symbols.

Council discussion continued pertaining to options for the Watson trail. A resolution was not made.

4.2 Ian Devlin, Belcarra Resident

- Presentation on the Tatlow Reservoir Water System

Mr. Devlin provided a presentation which included the following:

- Fire flow requirements and suggested updates to Belcarra Bylaw No. 456, 2012
- Water storage required as per the WSP modelling study report and the chlorination of the Tatlow Reserve to allow the minimum fill set-point to be raised
- Details on the potential chlorination of the Tatlow Reservoir to allow the minimum fill set-point to be raised
- Investigation of a water sprinkler system in the Village Hall

Council discussion ensued with members of Council requesting clarification and further information from Mr. Devlin and staff. Discussion also ensued on a disconnected seismic sensor attached to the tank.

The Mayor opened the floor to questions and comments from the public.

Castel Tuazon, Belcarra resident, queried how long the Tatlow reservoir had been at 65%. He surmised that the tank is designed to be full and felt chlorination would be a simple process.

Brian Hirsch, Belcarra resident, commented on the number of consultant reports pertaining to the Tatlow Reservoir, the Water Committee's analysis, and Mr. Devlin's presentation. He asked that Council make a decision on the reservoir.

John Snell, Belcarra resident, addressed his question to the presenter and requested clarification on the impact on the water levels of the Tatlow reservoir that adding a sprinkler system to the village hall will have. The presenter provided clarification.

Debra Struk, Belcarra resident, queried on the length of time it will take to do a life expectancy on the tank, who was doing that and what has been done to date.

The Public Works & Emergency Preparedness Coordinator provided an update of work done to date.

Debra Struk, Belcarra resident, asked when Council will pass a bylaw on fire flow.

The Chief Administrative Officer advised that a bylaw will have to be written and research will be required prior to such a bylaw being brought forward.

Klaus Bever, Belcarra resident, queried on the last time the Tatlow Tank was filled to 95% and how many times in the past few years has the tank been filled to 95%. He also asked whether WSP will provide an indication as to the safety of filling the tank to 95% and how long the tank can hold that fill level.

The Public Works & Emergency Preparedness Coordinator provided information on the fill levels of the tank and on the tank capacity to handle a 95% fill level.

Klaus Bever, Belcarra resident, referred to Mr. Devlin's presentation indicating that the tank should be at a 95% fill level along with a chlorination system. He expressed that as staff has also indicated the tank can hold a 95% fill rate that there is merit in installing a chlorination system as soon as possible.

Jim Chisholm, Belcarra resident, referred to past reports by Dayton and Knight and queried whether the same questions are being asked of WSP.

The Public Works & Emergency Preparedness Coordinator provided clarification on the studies carried out in the past and provided an outline of the process followed resulting from the studies.

Moved by: Councillor Elworthy

Seconded by: Councillor Clark

That a report be provided at the July 24, 2023 Regular Council Meeting outlining the progress on the issues of the life expectancy of the Tatlow Tank, the actual condition of the tank and an update on the security fencing being constructed around the tank currently.

CARRIED

- 5.1 Paula Richardson, Chief Administrative Officer, report dated July 10, 2023 regarding an update on parking in the Village of Belcarra.

The Chief Administrative Officer reviewed the staff report. She emphasized that residents are required to have permits to park on Belcarra streets.

Moved by: Councillor Clark
Seconded by: Councillor Elworthy

That the report dated July 10, 2023 regarding Parking Update be received into the record for information.

Council discussion ensued on current parking regulations, enforcement, and signage.

The Mayor opened the floor to questions and comments from the public.

Peter Boekhout, Belcarra resident, queried why the Bylaw Officer is driving the Village's one ton truck and not the Kubota.

The Public Works & Emergency Preparedness Coordinator advised this was due to a safety concern factor.

Debra Struk, Belcarra resident, advised that Deep Cove has many No Parking signs. She indicated that spots for resident parking were needed and expressed it was hoped persons from the Water Ski Club could connect to obtain guest passes. She spoke in favour of restrictions pertaining to parking within the Village.

Klaus Bever, Belcarra resident, reminded all that an operator of a motor vehicle is responsible for conducting behaviour with knowledge of rules. He spoke in favour of the current bylaw and expressed that traffic has been reduced and as a result the Village is a safer place.

Joe Weber, Belcarra resident, spoke in support of the current bylaw. He recommended that passes be stickers.

The Mayor called the question on the motion

CARRIED

6. REPORTS FROM MAYOR AND PROJECT LEADS

6.1 Mayor's Report

Mayor Ross attended the following:

- Joined Metro Vancouver Chair George Harvie and Vice Chair John McEwen at the Renaming of Colony Farm Regional Park – July 1, 2023
 - kwikwəłəm (Kwikwetlem) First Nation and Metro Vancouver announced that Colony Farm Regional Park has been renamed as ʔéxətəm Regional Park and Colony Farm Road has been renamed as ʔéxətəm Road. kwikwəłəm First Nation and their members selected the name ʔéxətəm (pronounced tla-hut-um)

which means "to be invited" in hən̓q̓əmi̓ñəm̓. The renaming is a positive step forward in a new relationship for kwikwəḷəm First Nation and Metro Vancouver.

- Port Moody Canada Day Celebration – July 1, 2023
- Chaired the meeting of the TransLink Mayors' Council Small Communities Caucus: Anmore, Belcarra, Bowen Lions Bay, and Tsawwassen First Nation – June 29, 2023
- Interface Wildfire DPA Policy – B.A. Blackwell Open House – July 5, 2023
 - Bruce Blackwell of B.A. Blackwell & Associates provided a presentation on an Interface Wildfire DPA Policy for public consultation
- Port Coquitlam Community Foundation – Croquet for Community – July 6, 2023

Mayor Ross declared a Conflict of Interest as follows:

"I am declaring a Conflict of Interest and am recusing myself from this Council meeting noting that I am not entitled to participate in the discussion of the matter, or to vote on the matter, because of a direct pecuniary interest in the matter. I am a director and a member of a Group Wharf Association and one that is the subject of legal action.

I am now recusing myself."

Mayor Ross left the meeting at 9:31 pm

Deputy Mayor Ruzycki assumed the Chair.

6.2 Councillors' Reports

Councillor Ruzycki attended the Vancouver Port Mayors' Committee Meeting and reported on the various activities and issues discussed at the meeting.

7. REPORT FROM CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided an update on the status of the draft Official Community Plan (OCP). She advised that the Village received a 24-page Metro 2050 implementation guide which was completed and returned to Metro Vancouver and that the document has been forwarded to legal counsel for review. She reported that due to this work being necessary, the draft OCP will not become available for Council review until September.

Brian Hirsch, Belcara resident, queried whether it is possible to invite the Port Authority to a Council meeting.

Staff will reach out to the Port Authority.

Mayor Ross returned to the meeting at 9:39 pm and assumed the Chair.

The Chief Administrative Officer advised that a meeting of the Finance Standing Committee is scheduled for July 17, 2023. She also advised that as this is a committee meeting, the public is invited to attend, however, there will be no public participation during the meeting.

The Chief Administrative Officer advised that a \$25,000 grant was awarded to the Village of Belcarra for work to be carried out on the development of a long-term asset management plan.

8. BYLAWS

8.1 Village of Belcarra Financial Plan Bylaw No. 606, 2023, Amendment Bylaw No. 613, 2023

To amend the 5-Year Financial Plan for the years 2023 – 2027 in order to provide funding necessary to achieve Council's Strategic Plan and related Work Plan.

Moved by: Councillor Clark

Seconded by: Councillor Elworthy

That the Village of Belcarra 5-Year (2023 – 2027) Financial Plan Bylaw No. 606, 2023, Amendment Bylaw No. 613, 2023 be adopted.

CARRIED

9. CORRESPONDENCE/PROCLAMATIONS

ACTION ITEMS

9.1 Mayor D. Brodie, City of Richmond, letter dated May 25, 2023, regarding changes in provincial legislation need to address gas utilities in British Columbia and requesting that a letter be sent to the Province asking the government to reform the BC Utilities Commission (BCUC) and enact legislation to regulate greenhouse gas emissions from gas utilities in BC.

Mayor Ross reviewed the documents forwarded by the Mayor of Richmond to reduce greenhouse gas emissions and regulations around rejecting the use of RNG and hydrogen in new construction to meet GHC limits.

Moved by: Councillor Ruzycki

Seconded by: Councillor Elworthy

That the letter dated May 25, 2023 from Mayor D. Brodie, City of Richmond regarding changes in provincial legislation to address gas utilities in British Columbia be received into the record for information only.

CARRIED

- 9.2 Randy Manhas, Secretary-Treasurer/CFO, School District No. 43 – Coquitlam, letter dated June 22, 2023 regarding the resolution passed by the Board of Education pertaining to the District's 2023 Eligible Schools Sites Proposal.

Moved by: Councillor Clark

Seconded by: Councillor Elworthy

That the School District No. 43 (Coquitlam) Board resolution for proposed eligible school site requirements be accepted.

CARRIED

INFORMATION ITEMS

- 9.3 Ingrid Taylor, Executive Medical Director, Population and Public Health, Fraser Health, letter dated June 8, 2023 regarding community preparedness for hot and smoky periods during summer 2023.
- 9.4 Klaus Bever, Belcarra resident, email dated June 8, 2023 regarding a follow up to a Council motion made in 2022 on a response to a ICBC Safety Review presentation.
- 9.5 Christine Trefanenko, Manager, Project Emergency Management, email dated June 14, 2023 regarding the Trans Mountain Expansion Project Report titled "Fate & Behaviour Bitumen Research (BC EAO Condition 35) – Local Coastal Governments."
- 9.6 Trans Mountain Construction Notice, notice for the month of June 2023, regarding an update on the Westridge Marine Terminal Construction as part of the Trans Mountain Expansion Project.
- 9.7 Paul Horn, Mayor, City of Mission, letter dated June 16, 2023, regarding a recent decision made by the RCMP to reduce the role of Highway Patrol in responding to traffic collisions on numbered Provincial highways.
- 9.8 Joel Johnston, Belcarra resident, email dated June 19, 2023, regarding requests to trim and potentially remove tress along the waterfront on Marine Avenue directly.
- 9.9 Ian Devlin, Belcarra resident, email dated June 20, 2023, regarding a Council discussion on a financial plan amendment relating to the Village of Belcarra water system.
- 9.10 Ralph Drew, Belcarra resident, email dated June 23, 2023 regarding statements made on the Village of Belcarra's water main flushing program.
- 9.11 Gwen Chute, Belcarra resident, letter dated June 26, 2023, expressing support for a neighbouring property owner's concern with the impact of water run-off on their property as well as adjacent properties.
- 9.12 George V. Harvie, Chair, Metro Vancouver Board, letter dated June 27, 2023 regarding a proposed land use designation amendment to *Metro 2050* for the Township of Langley for property at 23699 and 23737 Fraser Highway. *(The full report is available for viewing at the Village office).*

- 9.13** Leslie Kellett, Deputy Corporate Officer, City of Prince George, email dated June 28, 2023 regarding a resolution to be submitted to the 2023 UBCM Convention and shared with UBCM member municipalities titled "Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Services".

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That Items 9.11 and 9.13 be moved to Section 9 – Correspondence/Proclamations – Action Items for discussion.

CARRIED

Moved by: Councillor Clark
Seconded by: Councillor Elworthy

That correspondence Items 9.3 to 9.10 and Item 9.12 be received into the record for information.

CARRIED

Note Items 9.11 and 9.13 will be dealt with as Action Items.

- 9.11** Gwen Chute, Belcarra resident, letter dated June 26, 2023, expressing support for a neighbouring property owner's concern with the impact of water run-off on their property as well as adjacent properties.

Council discussion ensued on the concerns of the resident and it was requested that further information be provided.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the letter dated June 26, 2023 from Gwen Chute, Belcarra resident, be referred to Public Works staff and that a report be provided to a Regular Council Meeting in September 2023 on the resident's concerns pertaining to water impact in conjunction with a report on the Kelly Road construction.

CARRIED

- 9.13** Leslie Kellett, Deputy Corporate Officer, City of Prince George, email dated June 28, 2023 regarding a resolution to be submitted to the 2023 UBCM Convention and shared with UBCM member municipalities titled "Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Services".

Moved by: Councillor Ruzycki
Seconded by: Councillor Clark

That a resolution to be submitted to the 2023 UBCM Convention and shared with UBCM member municipalities titled "Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Services" be supported at the UBCM convention.

Council discussion ensued on the ramifications of a Council motion committing individual Councillors to supporting a motion brought forward at UBCM.

The motion was withdrawn through unanimous consent.

Moved by: Councillor Clark
Seconded by: Councillor Ruzycki

That the email dated June 28, 2023 from Leslie Kellett, Deputy Corporate Officer, City of Prince George regarding a resolution to be submitted to the 2023 UBCM Convention and shared with UBCM member municipalities titled “Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Services” be received into the record for information.

CARRIED

10. NEW BUSINESS

Notice of Motion

Councillor Clark advised that she will be bringing a motion forward to the July 24, 2023 Regular Council Meeting requesting a staff report based on Correspondence Item 9.8 and the intended use of the tree bylaw.

11. PUBLIC QUESTION PERIOD

John Snell, Belcarra resident, put forward two questions. The first question was whether an option to do nothing on the Watson Trail was a consideration. The second question was the impact on the financial plan as adopted should Council decide to fast track a sprinkler system for the Village Hall.

The Chief Administrative Officer advised on amendments which can be made to the financial plan.

Debra Struk, Belcarra resident, queried whether Council can consider a bylaw prohibiting smoking in public places and referred to other municipalities which have put such a bylaw in place. She expressed concern with persons coming out of the park and smoking at the edge of Bedwell Bay Road. She asked if buckets allowing smokers to put out cigarettes could be put out.

The Chief Administrative Officer will report back on the issue of containers and advised that queries have been sent to legal counsel on a smoking bylaw.

Jim Chisholm, Belcarra resident, queried why a letter from Anmore was not on the agenda and when the Village of Belcarra plans to address the timeline and intent related to the Sasamat Fire Hall and its construction.

The Chief Administrative Officer advised that matter has been referred to legal counsel.

Brian Hirsch, Belcarra resident, requested a copy of the Letters Patent concerning the Fire Department. The Chief Administrative Officer will confirm with legal counsel.

12. ADJOURNMENT


Moved by: Councillor Clark

Seconded by: Councillor Wilder

That the July 10, 2023 Regular Council Meeting be adjourned at 10:36 pm

CARRIED

Certified Correct:



Jamie Ross
Mayor

Paula Richardson
Chief Administrative Officer